

Jacksonville Tree Commission

Facilitator Subcommittee

Thursday June 30, 2022 – 1:30 PM
609 St. John's Bluff Rd, N, Conference Room 1

Commissioners: Chris Flagg, Chair
Curtis Hart, Vice Chair
Ron Salem
John Pappas
Mike Robinson
Rhodes Robinson
Susan Fraser

Advisors: Susan Grandin
Justin Gearhart
Jose Regueiro

Staff: Cindy Chism

AGENDA

Order of Agenda is Subject to Change

1. Call to Order – Ms. Fraser

2. Roll Call – Cindy Chism

3. Action Items:

- a) Assemble available data from City resources and stakeholders.
 - i. Identify City Departments with potential for common objectives.
 - ii. Solicit available studies from identified City Departments and current Stakeholders by email and in-person meetings.
 - iii. Invite current Stakeholders to share their efforts toward implementation of common objectives. Seek assistance in identifying gaps in available data.
- b) Prepare Preliminary Scope of Work for Facilitator
- c) Presentation of Plan It GEO
 - i. Staff to present the Plan It GEO system- data sources, ongoing management of data and appropriate use of the information in decision making.
- d) Prepare for Meetings with Councilmembers and City Departments
 - i. ID City departments with oversight for potential projects; solicit input /requests for collaboration to fulfill identified common objectives.
 - ii. Finalize draft 'script' and assemble materials to share with City Departments. Forward to Tree Commission for approval and assignment of meetings to Commission members.

4. Adjournment

Jacksonville Tree Commission
Facilitator Subcommittee Minutes

Thursday, June 30, 2022 – 1:30 PM

Approved July 20, 2022

609 St. John's Bluff Rd, N, Conference Room 1

Attendees:

Rhodes Robinson, Tree Commissioner
Mike Robinson, Tree Commissioner
Susan Fraser, Tree Commissioner
Justin Gearhart, City Arborist

Fred Pope, Scenic Jacksonville
Tracey Arpen, Scenic Jacksonville
Susan Cavan, Scenic Jacksonville
Nancy Powell, Scenic Jacksonville
Barbara Ketchum, Scenic Jacksonville

Cindy Chism, Staff

1. Call to Order – Ms. Fraser

2. Roll Call – Cindy Chism

3. Action Items – Ms. Fraser

- a) This committee started out being a decision by the Commission to have a strategic planning session and the first step is to decide who is the Facilitator, some steps have been taken toward that. Then this committee is working on all the background details it takes to get to a successful planning session; what do we need to know, what do we want to focus on. I've been working with our Facilitator to get some input on scope of work for their effort and what we can do effectively in the session itself.
- b) Attachment G was handed out to the Tree Commission approximately 2 months ago. Page 2 lists the duties of the Tree Commission. It was agreed some duties were being accomplished very well and others not at all. That was the prompt for having a facilitated session; to determine how to do more, what should be first and more importantly how will we staff this effort. This process by which the Tree Commission fulfils its duties and expands its role in a very methodical way that's tied to the duties assigned.
- c) After the last meeting it was determined that we needed more data for a facilitated session to be productive. There are a couple of studies, the Stormwater Green Infrastructure Study done in 2019 which includes some models we haven't seen and are not using and then there is the Resiliency Report which was distributed last week. The Resiliency Chief is going to speak at the July Tree Commission meeting.
- d) Assemble available data from City resources and stakeholders.
 - i. Identify City Departments with potential for common objectives.
 - ii. Solicit available studies from identified City Departments and current Stakeholders by email and in-person meetings.

- iii. Invite current Stakeholders to share their efforts toward implementation of common objectives. Seek assistance in identifying gaps in available data. Ms. Powell pointed out in the Resiliency Report there was a small tree section of 3 or 4 pages. Kevin O'Halloran had done some analysis with 5 layers of data, a mapping project, included was the former red-line areas of Jacksonville, the stormwater problems, the heat index problems, the canopy and one other. There is a link in the Resiliency Report to that data. The recommendation was to be data driven in developing a master plan to spend the tree money and plant the trees using a data driven process. Ms. Fraser agreed, it is the only defensible way to make decisions. Ms. Powell continued, they might not all be perfect, there is a heat index project now, so that data could be updated, the canopy when you look down is not perfect, there may be imperfections in some of the data but it was a good starting point.
- iv. Those of us who worked on the Resiliency project didn't understand why there wasn't a master tree plan. That was one of the recommendations from the Green Infrastructure Study, we should have a master tree plan.
- v. Ms. Fraser agreed and added, bits and pieces have been done and put on a shelf and now we need to scoop them up and compile them. Perhaps our goal for the outcome is a master tree plan as 1 of the products from this session.
- vi. Ms. Fraser suggested an email be generated and sent to the Commission's partners detailing the items to be addressed and asking for any other studies or reports which may assist in gathering that information.
- vii. Ms. Powell pointed out that the Commissioner's are volunteers, the Urban Forestry staff is now down to 2, soon to be 3, it doesn't seem feasible to expect these people to generate a tree plan like Miam Beach's.
- viii. Ms. Fraser agreed and said though there is a lot of money it cannot be used to hire a consultant or facilitator; donations are being solicited to hold these sessions. However, there is also a part of the City Code which states every Commission and Committee of the City may request a budget allocation. By having these facilitated sessions which says the Tree Commission has a lot of duties, placed upon us by ordinance and the result of a settlement agreement. To fulfil them we need a study, we need more staff. City Council this is the breadth of our duties, in order to implement them we have this data, we need more data which will take a year to collect, in the interim we can do other things without data but project prioritization might take some time to know more so educated decisions are possible.
- ix. Ms. Fraser continued part of this is to engage all our stakeholders in recognizing what this looks like to do this. To have an education program, what education programs are already in the City. Are we in the schools? Do we want to be? Are we in different kinds of IFAS, the master gardener program, what's out there now? That type of data we have the resources to collect, and we should. Currently we have data on stormwater and heat islands, but we think it's important to have data on flood management for instance, so we need find a way to get that information.
- x. Ms. Fraser said this is step 1; what do not have available to us to let us do this well? What can we start on now, what do we have resources for and data for that we can do now. Part of the facilitated session is this is the goal for the first 6 months, this is the goal next 6 months and this is the goal for the succeeding year. It may take a few years to get all of these up and running in a way we find appropriate.

- xi. Ms. Powell asked if the Tree Commission has ever reviewed the 18 recommendations made by the Green Infrastructure study? Mr. M. Robinson said no. Ms. Powell continued; the Commission should start with that. Ms. Fraser agreed, that's one of the things we are trying to do before the facilitated session is find out what data we already have and assemble it.
 - xii. Mr. Arpen pointed out what we are requiring the Developers to pay for mitigation. Under the Charter they pay the lesser of \$85 or the price per inch of a container grown tree. That hasn't changed since 2000. Under the Ordinance Code for every 2 inches they pay the retail value of a planted 2 inch caliper which is determined by the average current wholesale price for container grown or ball & burlapped live oak multiplied by 2. Which isn't anywhere close to what the Tree Fund is being charged to get that type of tree in the ground.
 - xiii. Ms. Fraser asked if the goal is the replacement to be one-to-one, maybe not. Mr. Arpen said he thought it should be more than one.
 - xiv. Ms. Powell said to make certain that maintenance was included in this process. Mr. Gearheart said Dalton Smith was working on a contract to do a pilot project to determine rates and timelines which is still in Procurement. It was going to be a 1-year project, reporting to the Tree Commission the results. Ms. Fraser pointed because it has never been done, the first pass would be a lot of remedial trimming which was going to be very expensive. The second pass, 10 years from now would be building on the efforts from the first pass and would be less. The pilot project was going to be samples of areas to see how big this project really was going to be. Mr. Arpen added, that documenting the type of pruning being done is the same as planting a new tree because it is enabling the tree to live 20 more years in case justification to a judge is required.
- e) Prepare Preliminary Scope of Work for Facilitator
- i. Ms. Fraser suggested the discussion today will flesh out what the scope of the facilitated session(s) may be. Perhaps the thought is to have a limited scope planning session which details what is required, what may be required and what is missing to complete what is required. Based on that report, it could be determined that a plan is required for which bids could be taken. At that time, the City Council could be asked to "hold a place" in the budget; using the list of duties assigned by Ordinance, and the report from the Facilitated session(s) scheduled for X month, this is what the Tree Commission believes it will take to implement this plan.
- f) Presentation of Plan It GEO
- i. Staff to present the Plan It GEO system- data sources, ongoing management of data and appropriate use of the information in decision making.
 - ii. Mr. Smith did this presentation at the June 13th Tree Commission meeting.
 - iii. Ms. Fraser asked Mr. Gearhart to present to the subcommittee at the next meeting what year the canopy data is from and how many years have the new projects been entered. Looking at Plan-It GEO professionally what are the deficiencies, what parts of the picture are missing.
- g) Prepare for Meetings with Councilmembers and City Departments

- i. ID City departments with oversight for potential projects; solicit input /requests for collaboration to fulfill identified common objectives. Ms. Chism will provide a list of City Departments Chief's email addresses.
- ii. Finalize draft 'script' and assemble materials to share with City Departments. Forward to Tree Commission for approval and assignment of meetings to Commission members. Mr. Arpen is going to help Ms. Fraser refine this. Ms. Chism will email Ms. Fraser the current Tree Planting Program summary sheet.

4. Adjourned. Ms. Chism will send out a doodle poll for the last week of July for the next meeting.

Jacksonville Tree Commission
Facilitator Subcommittee
Monday, June 27, 2022
Approved July 20, 2022

Present: Curtis Hart
Susan Fraser

Staff: Cindy Chism

This meeting between two Tree Commission members was to discuss funding for proposed facilitated sessions for the Tree Commission.

Ms. Fraser has found a Facilitator, Mary Littlepage. The cost for each session will be no more than \$3000. However, Ms. Grandin has suggested more than one session may be required.

Ms. Fraser said Ms. Grandin determined contributions could be accepted if there was a Memorandum of Understanding (MOU). Ms. Grandin also suggested having more than one contributor. Ms. Fraser suggested contacting Scenic Jacksonville and Greenscape for a possible contribution of \$500.

Mr. Hart added Mr. November from Public Trust has volunteered to contribute. Ms. Fraser added Community Foundation encompasses many non-profit entities, Ms. Fraser will contact them perhaps 3 entities could be found which would contribute \$1000 each. Maybe a 50/50 match could be done with the some of the Community Foundation non-profits and some companies on the builder's side of the table.

Mr. Hart said he was going to give the funds to the Builder's Association for distribution to the Tree Commission.

Ms. Fraser said if the total is \$3000 and Mr. Hart is going to contribute \$2000, then only \$300 from 3 different groups is all that is required. The Scope of Work will be discussed at the next meeting and then discussed with the Facilitator. However, it appears that 2 sessions may be required; progress on the objectives and then establishing criteria in terms of economic, fiscal health, stormwater, carbon storage, noise reduction, etc., and how much staff does it take to do all of this. That's the goal and it's priority number 2. Then it becomes how do you implement the priorities and get the staff and the resources in place.