

Jacksonville Tree Commission

Wednesday October 18, 2023 – 9:30 AM
Ed Ball Building, 10th Floor, Conference Room 5
and Zoom

Commissioners: Chris Flagg, Chair
Curtis Hart, Vice Chair
Chris Miller
Nina Sickler
Susan Fraser
Rhodes Robinson

Advisors: Jonathan Colburn
Justin Gearhart
Susan Grandin
Jose Regueiro

Staff:

AGENDA

Order of Agenda is Subject to Change

- 1. Call to Order - Chair**
- 2. Roll Call and Verification of Quorum – Chair**
- 3. Submittal of Speaker’s Cards – Chair**
 - a) A raised hand icon as well as waving at the screen will be acknowledged by Chair.
 - b) For those attending in person, paper speakers’ cards will be available.
- 4. Action Items:**
 - a) Approval of Minutes from September 20, 2023, Tree Commission meeting – Chair
 - b) Proposed Level 3 Project (Attachment A)- John November
 - i. Presentation
 - ii. Public Comment
 - iii. Vote
 - c) Proposed Level 2 Project(s)
 - i. Hodges Blvd Level 2 (Attachment B)– Justin Gearhart
 1. Presentation
 2. Public Comment
 3. Vote

- ii. Sheffield Regional Park Level 2 (Attachment C)- Kathleen McGovern
 - 1. Presentation
 - 2. Public Comment
 - 3. Vote
- iii. McGirts Creek Preserve Restoration Level 2 (Attachment G)- Jennifer Hinton
 - 1. Presentation
 - 2. Public Comment
 - 3. Vote

5. Reports:

- a) Financial Report for Ordinance Tree Fund (15304), Charter Tree Fund (15305) and BJP (Attachment D) – Jose Regueiro
- b) Fund Status of 630-CITY, Remove & Replace and Level 2 Programs (Attachment E) – Justin Gearhart
- c) Status of Level 2 Tree Projects (Attachment F) – Justin Gearhart
- d) Parks Department Project Update – Kathleen McGovern/Jill Enz

6. New Business:

- a) Update regarding Urban Forest Management Plan Goals- Jonathan Colburn
- b) Annual Report Draft (Attachment H)- Justin Gearhart
- c) School Planting Update- Justin Gearhart

7. Public Comment:

- 8. Adjournment** – the next meeting is scheduled for Wednesday, November 15th as a Hybrid/Zoom meeting in Ed Ball Building, 10th Floor, Public Works Office, conference room 5.

Jacksonville Tree Commission
Wednesday September 20, 2023, – 9:30 AM
For approval October 18, 2023
Via Zoom Platform & In Person

**Commissioners
Present:**

Curtis Hart (Chair)
Susan Fraser
Rhodes Robinson
Nina Sickler
Chris Miller

Staff:

Public: John November, Public Trust
Carol Register, COJ
Scott Sauder, JEA
Mike Zaffaroni, Liberty Landscape
Paul Davis, COJ
Susan Kelly, DIA
Susan Caven, COJ
Jameka Smith, COJ
Jennifer Grable, COJ
Lisa Grubba, Greenscape
Nancy Powell, Scenic Jax
Michael Leoni, COJ
Jeff Lucovsky, COJ
Aaron Hallett, COJ
Jill Enz, COJ
Jonathan Johnston, COJ
Tracey Arpen

Advisors:

Susan Grandin, OGC
Justin Gearhart, City Arborist
Jonathan Colburn, Urban Forestry Manager

1. **Call to Order** – Chair
2. **Roll Call and Verification of Quorum** – Chair
3. **Submittal of Speaker’s Cards** – Chair
 - a) A raised hand icon as well as waving at the screen will be acknowledged by the Chair.
 - b) For those attending in person, paper speakers’ cards are available.
4. **Action Items:**
 - a) Minutes from August 16, 2023, Tree Commission Meeting
 - i. Approved
 - b) Minutes from August 10, 2023, Urban Forestry Management Plan Subcommittee
 - i. Approved

c) Proposed Level 2 Projects

i. District 7 and 10 Corridors-

1. Mr. Gearhart presented the project.
2. Public Comment
3. Vote

i. Approved (Mr. Robinson motion, Ms. Sickler second)

d) Plantings at schools

- i. The Tree Commission expressed desire to re-visit planting at schools.
- ii. Jill Enz and Parks to send their joint use agreement with schools to Public Works for review.
- iii. Agreed that an update would be provided during next month's meeting.

e) Presentation to City Council

- i. The Tree Commission tasked Mr. Gearhart with updating the annual report to be made to City Council.

f) Fund balance and encumbrance report for 15(F) (Ordinance Tree Fund), 15(N) (Charter Tree Fund) and BJP (Attachment A) – Mr. Gearhart

g) Fund Status of 630-CITY, Remove & Replace and Level 2 Programs (Attachment C) – Mr. Gearhart

h) Status of Pending Level 2 Tree Projects (Attachment B) – Mr. Gearhart

5. New Business

a) Lisa Grubba talked about getting Dr. Ed Gilman involved with the Tree Commission.

- i. It was decided that anyone interested in being involved with the Urban Forestry Management Plan Subcommittee should email Mr. Gearhart.

b) A conversation was held regarding Mr. Buck Pittman's email to the Tree Commission

- i. It was agreed that the Pre-App should be considered but measuring its effectiveness would be necessary.

6. Public Comment

7. Adjournment – the next Tree Commission meeting is scheduled for Wednesday, October 18th, 2023, at 9:30am and will be a Hybrid/Zoom meeting in Ed Ball Building, 10th Floor, Public Works Office, conference room 5.

ACTIVE CITY OF JACKSONVILLE LEVEL 2 TREE PLANTING PROJECTS

ATTACHMENT F

Visit <https://pg-cloud.com/JacksonvilleFL/> for City of Jacksonville Tree Project Maps

Visit jaxtreemitigation.coj.net - Tree Fund City Projects for links to legislation and planting details

Requesting Entity	Project Scope	Tree Commission Approval Date	Status	Allocated Amount	Contract/Warranty
Boat Ramps/Waterfront Management	Trees within 7 boat ramps and parks - 62 trees	Nov-20	Installation Complete	\$111,132.00	Liberty 2/yr
Twin Lakes Academy ES/School	Trees within school grounds and ROW - 66 trees	May-21	Installation Complete	\$122,553.00	Liberty 2/yr
Kernan Blvd./CM	Trees within medians and Row of Kernan Blvd. - 132 trees	May-21	Installation Complete	\$276,722.50	Liberty 2/yr
Amelia View/residential	Trees within medians and ROW in Amelia View community - 73 trees	May-21	Installation Complete	\$145,395.00	Liberty 2/yr
Whitehouse Park/Parks and residential	Trees within play area and recreational fields. - 29 trees	Jun-21	Installation Complete	\$54,594.00	Liberty 2/yr
Baker Point Park/Parks and residential	Trees within park undergoing improvements - 8 trees	Jun-21	Installation Complete	\$17,091.00	Liberty 2/yr
Fort Caroline Rd. Tree Planting	Trees within right of way along Fort Caroline Rd. 66 trees	Jul-21	Installation Complete	\$157,369.50	Liberty 2/yr
Norfolk Soutel Tree Planting	Trees within medians and right of way along Norfolk Blvd. 36 trees	Jul-21	Installation Complete	\$90,106.00	Liberty 2/yr
Jax Beach Park and ROW	Trees within parks and right of way. 150 trees	Sep-21	Installation Complete	\$277,789.50	Liberty 2/yr
Gold Star Family Memorial Highway	Trees within retention pond and right of way. 200 trees	Sep-21	Installation Complete	\$450,921.00	Liberty 2/yr
Northbank Riverwalk	Trees along trail and riverside of Northbank Riverwalk/Geffen Park area. 68 trees	Dec-21	Installation Complete	\$116,125.00	Liberty 2/yr
Jarboe Park	Trees along play areas and trails of Jarboe Park. 76 trees	Dec-21	Installation Complete	\$145,918.00	Liberty 2/yr
Columbia Pkwy Retention Pond	Trees along play areas and trails of Jarboe Park. 29 trees	Dec-21	Installation Complete	\$51,840.00	Liberty 2/yr
Fishweir Park	Trees along nature trail. 21 trees	Mar-22	Installation Complete	\$40,014.00	Liberty 2/yr
District 7 Parks	55 trees.	Mar-22	Installation Complete	\$106,000.00	Greenway/1yr
District 5 Parks	195 Trees	Mar-22	Installation Complete	\$452,600.00	Greenway/1yr
Deerwood	Trees along median. 43 trees	May-22	Installation complete	\$86,319.00	Liberty 2/yr
Hanna Park	106 trees	Jun-22	Installation Complete	\$264,584.80	Liberty 2/yr
Saint Johns Bluff Road	Trees along Median. 189 trees	Jul-22	Installation Complete	\$388,238.50	Liberty 2/yr
Wolfon High School	Trees in school grounds. 56 trees	Sep-22	awaiting legal form	\$102,336.00	Liberty 2/yr

ACTIVE CITY OF JACKSONVILLE LEVEL 2 TREE PLANTING PROJECTS

ATTACHMENT F

Visit <https://pg-cloud.com/JacksonvilleFL/> for City of Jacksonville Tree Project Maps

Visit jaxtreemitigation.coj.net - Tree Fund City Projects for links to legislation and planting details

Requesting Entity	Project Scope	Tree Commission Approval Date	Status	Allocated Amount	Contract/Warranty
Collins Road	Trees along median. 183 trees	Sep-22	Installation Complete	\$338,265.00	Liberty 2/yr
Airport Center Drive E	Trees along median. 76 trees	Nov-22	Installation Complete	\$153,643.00	Liberty 2/yr
College Street Parking Islands	Trees in Parking Islands, 4 trees.	Nov-22	Installation Complete	\$13,019.00	Liberty 2/yr
Gold Star Family Memorial Highway Phase 2	Trees within retention ponds and right of way. 1218 trees	Dec-22	Installing	\$2,300,000.00	To Bid 2/yr
Fort Caroline Road Pond	Trees within retention pond. 34 trees	Feb-23	Installation Complete	\$61,479.00	Liberty 2/yr
Kernan Blvd N	Trees within Right of way and Median- 276 trees	Feb-23	Installation Complete	\$591,059.00	Liberty 2/yr
Price Park	Trees within Right of way. 13 trees	Apr-23	Installation Complete	\$27,216.00	Liberty 2/yr
Amelia View Phase 2	Trees within Right of Way. 34 trees	Apr-23	Installation Complete	\$62,370.00	Liberty 2/yr
Northwest Parks	Trees in parks. 202 trees	Apr-23	Installation Complete	\$321,440.00	Greenway/1yr
Fletcher and Hollywood Park	Trees in park. 21 trees	May-23	Installation Complete	\$33,100.00	Greenway/1yr
GatorBowl	Trees in Median. 8 trees	Jul-23	Installation Complete	\$41,185.00	Liberty/2yr
Westside Parks Level 2	Trees in Parks (242 trees)	Aug-23	Installing	\$402,600.00	Greenway/1yr
7th Street East	Trees in right of way (42 trees)	Aug-23	Installing	\$41,185.00	Liberty/2yr
District 7 and 10 Corridors	Trees in right of way (39 trees)	Sep-23	To MBRC	\$75,451.50	Liberty/2yr
Hodges Blvd Level 2	Trees in Median (65 trees)	N/A	To Tree Commission	\$150,557.68	Liberty/2yr
Sheffield Park Level 2	In park (86 trees)	N/A	To Tree Commission	\$126,500.00	Greenway/1yr
McGirts Creek Restoration Level 2	In Preserve (12,000 saplings)	N/A	To Tree Commission	\$182,750.00	Greenway/1yr



ONE CITY. ONE JACKSONVILLE.

City of Jacksonville, Florida

Donna Deegan, Mayor

Department of Public Works
Ed Ball Building
214 N. Hogan St., 10th floor
Jacksonville, FL 32202
www.coj.net

TO: Peggy Sidman, Director/Council Secretary
Jacksonville City Council

FROM: Chris Flagg, Tree Commission Chair

DATE: October 18, 2023

SUBJECT: 2023 Tree Commission Annual Report

Some of the Tree Commission's duties include acting as a coordinator for programs, projects, and activities related to planting projects and the health of the tree canopy between all public and private entities and to review expenditure proposals and plans for planting projects.

The Commission was established by City Council enactment of 2017-397-E on July 25, 2017. Meetings are held on the third Wednesday of each month. The first meeting of the fiscal year 2023 for Tree Commission was held October 19, 2022. Since then, the Commission has:

- Planted 2962 Trees using the Tree Fund
 - Approved fourteen Level 2 Tree planting projects for a total of 2392 trees.
 - Planted 260 trees with the 630-CITY Planting Program where constituents may call in and request trees be planted in their public right-of-way.
 - Planted 310 trees with the remove and replace program, where dead, dying, hazardous trees are removed and planted with a healthy new tree.
- Completed a Strategic Planning process that led to the creation of nine goals for Tree Commission to help the commission better align with the duties tasked to them.
- Started discussion and planning of an Urban Forest Management Plan. This led to seven recommendations approved by the Tree Commission.

- Re-Designed the process and application documents for Level 3 Planting Program. This program is designed for non-profits to submit Tree Planting Projects, to be administered by the requesting organization. These proposed projects are presented to the Tree Commission for approval.
- Approved 8 new trees to the approved species list to better help add diversity of plantings.

Tree Commission Members:

Chris Flagg, Chair

Curtis Hart, Vice Chair

Nina Sickler

Chris Miller

Susan Fraser

Rhodes Robinson

Advisors:

Susan Grandin

Jonathan Colburn

Justin Gearhart

Jose Regueiro



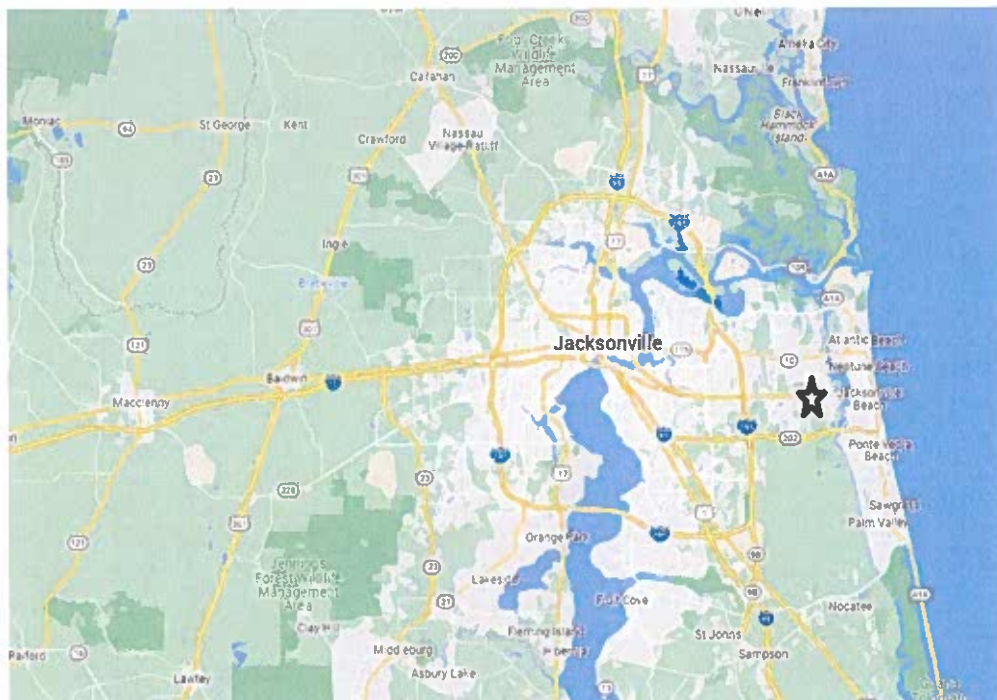
Hodges Blvd Level 2

Scope of Work

Description:

A tree planting project has been requested for planting in the median of Hodges Blvd between Atlantic Blvd and Glen Kernan Parkway. This project will take place in City Council District 3 and includes the planting of a variety of shade trees that will serve as an aesthetic improvement and a heat reduction purpose. In addition, these plantings will help to filter and slow down stormwater runoff before reaching the city's stormwater management infrastructure. All trees selected were shade trees to enhance the city's canopy. This project includes the planting of 65 total trees, with no tree removal necessary. Pines are 25 feet apart, oaks 30 feet apart. To see a map of the planting plan, please see: <https://pg-cloud.com/JacksonvilleFL/?scenario=Hodges-Lvl-2>. All trees will be planted on public right of way areas within Duval County.

Approximate location of planting project within Duval County.



LEVEL 2 COMMUNITY ORGANIZATION TREE PLANTING PROGRAM

The form below provides individual citizens and organizations with the opportunity to suggest a location for a tree planting project within Duval County that proposes to use funds from the City of Jacksonville Tree Protection and Related Expenses Trust Fund. If a citizen or organization is interested in suggesting a planting location for the City to implement, then use this form.

Requirements to utilize this program:

1. The location of the proposed planting must be:
 - a. In Duval County; and
 - b. On public property, such as a road right-of-way; a local, state or national park; Duval County School Board property, etc.

Complete the following information below:

1. Name/title of project: Hodges Blvd Level 2
2. Legal name of organization/citizen making suggestion:
Justin Gearhart
3. Organization or citizen mailing address:
COJ
4. Contact phone number: (904) 255-4327
Contact e-mail: Jgearhart@coj.net
5. Location/address of planting project:
Hodges Blvd from Atlantic Blvd to Glen Kernan Parkway
6. Has project information been shared with the Council Member of the district? Yes
7. Rationale for project (include information about the public benefit of the project):
Filling in gaps in median to increase canopy and stormwater retention.
8. Description of project:
Filling in the gaps of the median with shade/canopy trees along Hodges Blvd.

If a citizen/organization is interested in proposing a project that they want to administer and implement, a more comprehensive application (Level 3) can be found at the following link: <http://www.coj.net/departments/public-works/tree-commission>.

****To Be Completed By City of Jacksonville/Public Works Staff Only****

Level 2 - Community Organization Tree Planting Program Staff Checklist

Total number of trees to be installed 65 Project is to be planted on Public Land
 Total number of trees to be removed 2 Project is located in Duval County

Project Title: Hodges VL 2

Activity	Complete
1 The species of trees are appropriately located.	JG
2 The number and placement of trees is appropriate.	JG
3 Trees being planted are approved pursuant to the 'Tree Commission Approved Tree Planting List.'	JG
4 Shade Trees are preferred; if non-shade trees are proposed, the use is appropriated/acceptable.	JG
5 Less than 25% of the total species of trees being planted are palms.	JG
6 The planting will not interfere with utilities or sight line requirements.	JG
7 The project does not include incidental landscaping. If so, the applicant must justify the reason for its inclusion.	JG
8 Construction required? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, are costs reasonable?	JG
9 Irrigation installed? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, are costs reasonable?	JG
10 The cost of the species of trees selected do not outweigh the benefits of the trees.	JG
11 Low maintenance plants are utilized.	JG
12 Location of plant material and irrigation (if applicable) has minimum adverse impact over time on infrastructure such as walks and roads.	JG
13 Species of trees being planted are beneficial to the City's tree canopy.	JG
14 The project provides unique benefit to the neighborhood, Council District, or City.	JG
15 The project has been reviewed with and meets the needs of the requesting entity.	JG
16 The Councilmember has been notified of the project.	JG

COMMENTS:



October 9, 2023

Re: Hodges Level 2 Quote

In accordance with bid #CP-0165-19, Liberty Landscape Supply proposes the following to include all labor, materials, equipment, taxes, delivery, installation, **2-Year Non-Irrigated warranty**, insurance, etc.:

ITEM	QUANTITY	PRICE/UNIT(NON-IRR)	TOTAL
Quercus Virginiana 3" Cal, 12' Ht, 6' Spd, 65G or 36" B&B "Live Oak"	27	\$2,295.54	\$61,979.58
Pinus Palustris 3" Cal, 10' Ht, 3' Spd, 65G or 32" B&B "Long Leaf Pine"	20	\$1,942.38	\$38,847.60
Quercus Shumardii 3" Cal, 12' Ht, 6' Spd, 65G or 36" B&B "Shumard Oak"	18	\$2,207.25	\$39,730.50
Maintenance of Traffic	10	\$1,000.00	\$10,000.00
	65 Trees		\$150,557.68

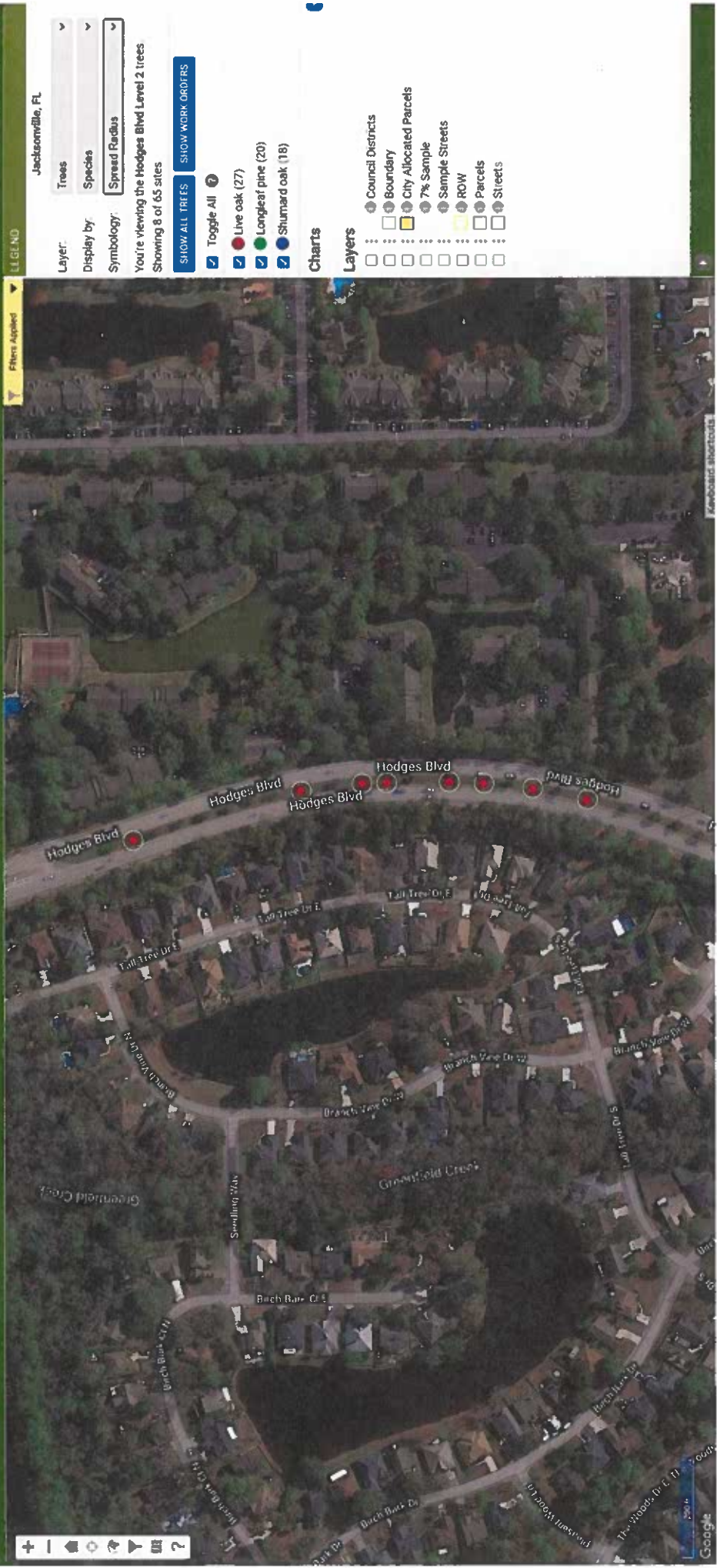
Respectfully,

Mike Zaffaroni, Owner

Liberty Landscape Supply

13385 N Main St

Jacksonville, FL 32218



Layer: Trees

Display by: Species

Symbology: Spread Radius

You're viewing the Hodges Blvd Level 2 trees
Showing 8 of 65 sites

- SHOW ALL TREES SHOW WORK OBJECTS
- Toggle All
 - Live oak (27)
 - Longleaf pine (20)
 - Shumard oak (18)

- Charts
- Layers
- Council Districts
 - Boundary
 - City Allocated Parcels
 - 7% Sample
 - Sample Streets
 - ROW
 - Parcels
 - Streets

Jacksonville, FL

Filters Applied

LEGEND

Layer: Trees

Display by: Species

Symbology: Spread Radius

You're viewing the Hodges Blvd Level 2 trees.
Showing 1 of 65 sites

SHOW ALL TREES SHOW WORK ORDERS

Toggle All

- Live oak (27)
- Longleaf pine (20)
- Shumard oak (18)

Charts

Layers

- Council Districts
- Boundary
- City Allocated Parcels
- 7% Sample
- Sample Streets
- ROW
- Parcels
- Streets

Google

LEGEND Jacksonville, FL

Layer: Trees

Display by: Species

Symbology: Spread Radius

You're viewing the Hodges Blvd Level 2 trees.
Showing 4 of 65 sites

SHOW ALL TREES **SHOW WORK ORDERS**

Toggle All

Live oak (27)

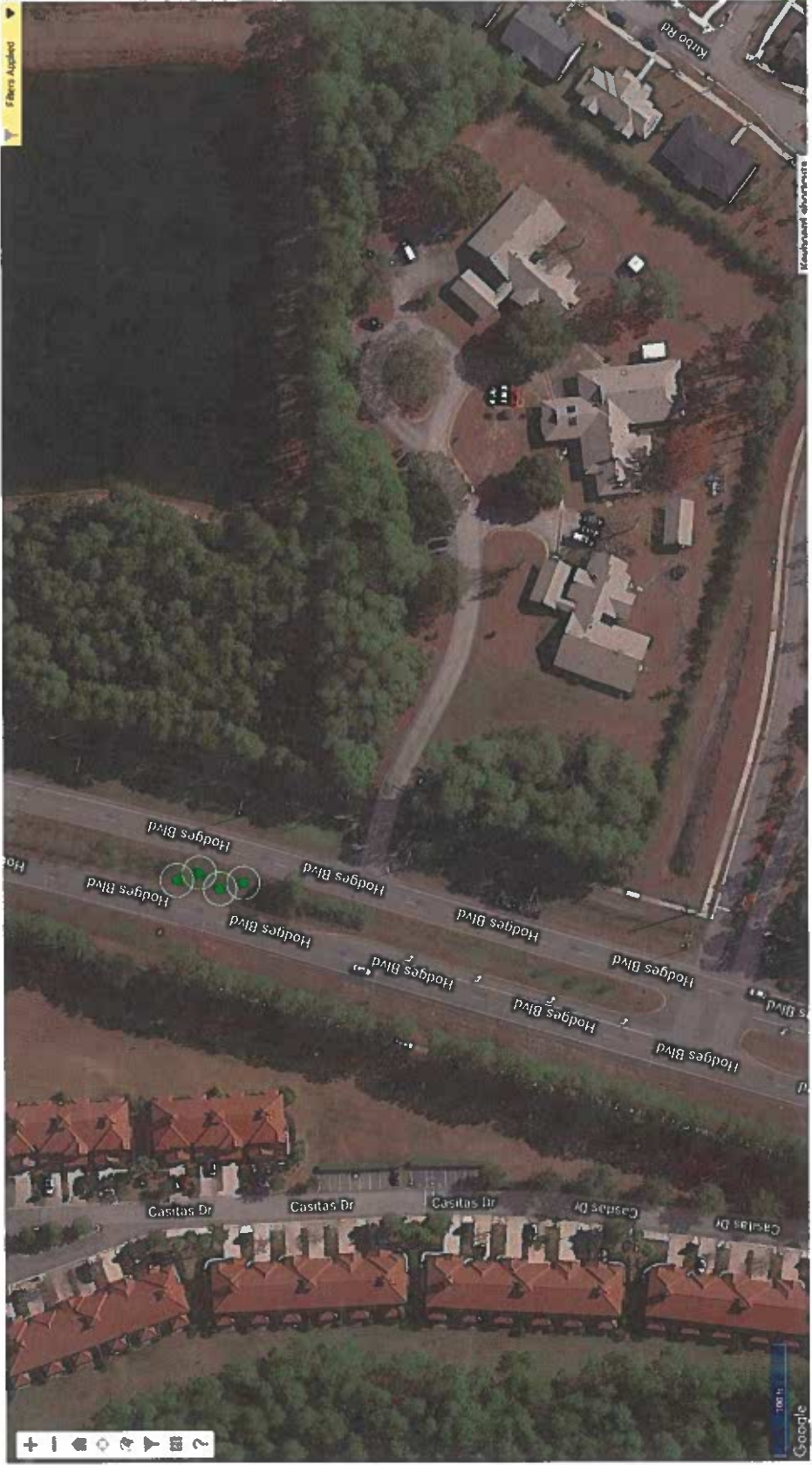
Longleaf pine (20)

Shumard oak (18)

Charts

Layers

- Council Districts
- Boundary
- City Allocated Parcels
- 7% Sample
- Sample Streets
- ROW
- Parcels
- Streets



Jacksonville, FL

Filters Applied

Layer: Trees

Display by: Species

Symbology: Spread Radius

You're viewing the Hodges Blvd Level 2 trees.
Showing 15 of 65 sites.

SHOW ALL TREES SHOW WORK ORDERS

Toggle All
 Live oak (27)
 Longleaf pine (20)
 Shumard oak (18)

Charts

Layers

- Council Districts
- Boundary
- City Allocated Parcels
- 7% Sample
- Sample Streets
- ROW
- Parcels
- Streets



Navigation icons: Home, Previous, Next, Full Screen, Refresh, Search, etc.

Jacksonville, FL

Layer: Trees

Display by: Species

Symbology: Spread Radius

You're viewing the Hodges Blvd Level 2 trees
Showing 6 of 65 sites

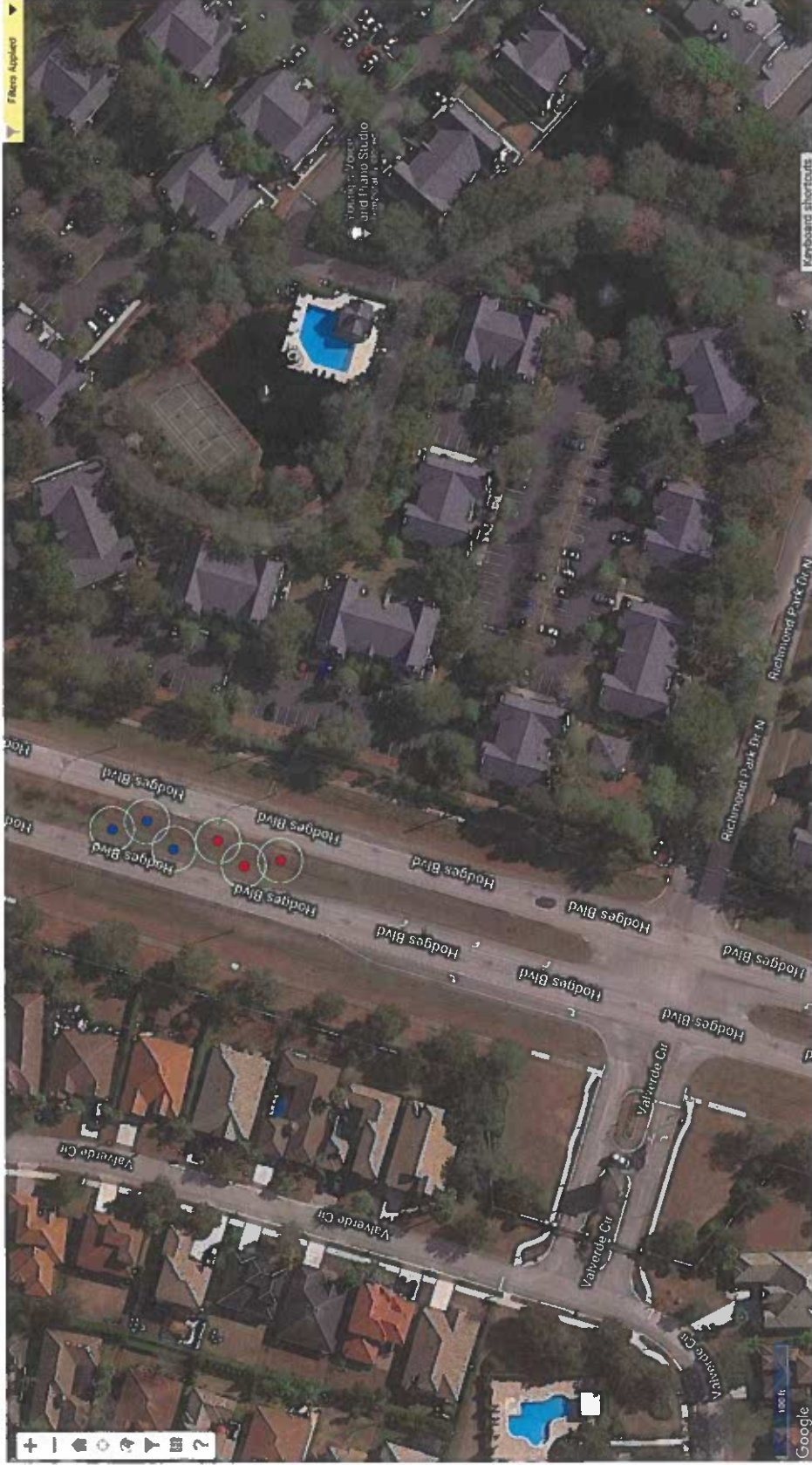
SHOW ALL TREES SHOW WORK ORDERS

Toggle All
 Live oak (27)
 Longleaf pine (20)
 Shumard oak (18)

Charts

Layers

- Council Districts
- Boundary
- City Allocated Parcels
- 7% Sample
- Sample Streets
- ROW
- Parcels
- Streets





LEGEND

Jacksonville, FL
Layer: Trees
Display by: Species
Symbology: Spread Radius

You're viewing the Hodges Blvd Level 2 trees
Showing 9 of 65 sites

SHOW ALL TREES SHOW WORK ORDERS
Toggle All
Live oak (27)
Longleaf pine (20)
Shumard oak (18)

Charts

- Layers
- Council Districts
 - Boundary
 - City Allocated Parcels
 - 7% Sample
 - Sample Streets
 - ROW
 - Parcels
 - Streets



100' Google

Keyboard shortcuts

Jacksonville, FL

Layer: Trees

Display by: Species

Symbology: Spread Radius

You're viewing the Hodges Blvd Level 2 trees.
Showing 9 of 65 sites.

SHOW ALL TREES SHOW WORK ORDERS

Toggle All

- Line oak (27)
- Longleaf pine (20)
- Shumard oak (18)

Charts

Layers

- Council Districts
- Boundary
- City Allocated Parcels
- 7% Sample
- Sample Streets
- ROW
- Parcels
- Streets

Keyboard shortcuts

Geologic

Layer: Trees

Display by: Species

Symbology: Spread Radius

You're viewing the Hodges Blvd Level 2 trees.
Showing 7 of 65 sites.

SHOW ALL TREES SHOW WORK ORDERS

- Toggle All
- Live oak (27)
- Longleaf pine (20)
- Shumard oak (18)

Charts

- Layers
- Council Districts
 - Boundary
 - City Allocated Parcels
 - 7% Sample
 - Sample Streets
 - ROW
 - Parcels
 - Streets



Keyboard shortcuts

© Google

LEGEND

Jacksonville, FL

Layer: Trees

Display by: Species

Symbology: Spread Radius

You're viewing the Hodges Blvd Level 2 trees
Showing 6 of 65 sites

SHOW ALL TREES **SHOW WORK ORDERS**

Toggle All

- Live oak (27)
- Longleaf pine (20)
- Shumard oak (18)

Charts

Layers

- Council Districts
- Boundary
- City Allocated Parcels
- 7% Sample
- Sample Streets
- ROW
- Parcels
- Streets



Map navigation controls: Home, Street View, Full Screen, Refresh, Search, and Help icons.

Scale: 100 ft

Google

AVAILABLE FOR APPROPRIATION (a)		
15304 (15F)	Ordinance	\$ 25,987,845.39
15305 (15N)	Charter	\$ 9,071,941.57
008449	Tree Mitigation Project	\$ -
		<u>\$ 35,059,786.96</u>

The BIG 4

<u>Title</u>	<u>Obligations</u>	<u>Funds Available</u>
Level 2 Tree Planting Program (d)	\$ 2,698,487.82	\$ 5,130,104.31
Level 3 Tree Planting Program (d)	\$ 139,184.00	\$ 1,549,250.65
Remove/Replace (e)	\$ 1,312,822.66	\$ 2,291,922.48
630-CITY Tree Planting Program (e)	\$ 406,376.24	\$ 2,575,224.82

FY23 Revenues:	15304 (15F)	15305 (15N)
October	\$ 449,607.00	\$ 65,200.00
November	\$ 84,657.56	\$ 40,326.00
December	\$ 197,787.09	\$ 52,769.80
January	\$ 696,190.66	\$ 75,280.63
February	\$ 417,914.36	\$ 68,340.92
March	\$ 682,801.34	\$ 123,877.39
April	\$ 193,824.43	\$ 41,289.26
May	\$ 515,670.96	\$ 257,573.03
June	\$ 479,837.20	\$ 124,359.62
July	\$ 742,385.42	\$ 94,720.77
August	\$ 793,148.92	\$ 209,056.86
September	\$ 639,751.20	\$ 118,735.00

FY23 Expenses:	15304 (15F)	15305 (15N)
October	\$ 152,114.90	\$ -
November	\$ 466,468.35	\$ -
December	\$ 344,960.64	\$ -
January	\$ 491,890.84	\$ -
February	\$ 441,105.36	\$ -
March	\$ 211,444.66	\$ -
April	\$ 223,992.71	\$ -
May	\$ 278,167.84	\$ -
June	\$ 752,669.90	\$ -
July	\$ 335,550.47	\$ -
August	\$ 370,636.57	\$ -
September	\$ 839,618.90	\$ -

	15304 (15F)	15305 (15N)
Funds Available (b)	\$ 11,686,678.09	\$ -
Obligations (c)	\$ 4,626,135.37	\$ -

- (a) jaxtreemitigation.coj.net
- (b) total appropriated, but unobligated, funds
- (c) purchase order(s) have been issued for these funds
- (d) Tree Commission may make recommendations for these appropriations
- (e) Public Works utilizes these appropriations

Prepared 10/12/23 LD

The City of Jacksonville has two separate laws that provide protection for certain trees and require mitigation for damage or removal of certain trees caused by the process of land development. Mitigation is required either through planting or replanting of a calculated amount of mitigation trees or through making a specified payment into the Tree Protection and Related Expenses Trust Fund codified by Sec. 111.760, Ordinance Code. These laws are Article 25 of the Charter of the City of Jacksonville and Chapter 656, Part 12, Subparts A & B of the Ordinance Code. Each provision has specific criteria for what is characterized as a "protected tree" and thus would require replacing through the development process of a site, or if a replacement is not made, how the "mitigation fee" is calculated for removal of trees without replacement. The mitigation fee that is paid by developers who are unable to replace the trees destroyed during construction, as required by both provisions, is placed in the Tree Protection and Related Expenses Trust Fund. Moreover, funds received from application of the Charter are held in Fund 15305 and funds received from application of the Ordinance Code are held in the Fund 15304.

CITY OF JACKSONVILLE TREE COMMISSION

**LEVEL 3 APPLICATION
COMMUNITY ORGANIZATION TREE PLANTING PROGRAM**

STAFF REPORT

Project Title: Mayport Naval Station Level 3

Staff Review by: Justin Gearhart

Applicant: The Public Trust for Conservation

Review Date: 10/09/2023

Application Submittal Date: 09/28/2023

A	DESIGN REVIEW	Yes	Yes w/ Conditions	No
A1	The selection of each tree species is appropriate for the site conditions found at each planting location.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A2	The placement and spacing of trees are appropriate for the species selected.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A3	Proposed tree species are on the "Tree Commission Approved Tree Planting List."	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
A4	Project emphasizes shade trees. If non-shade trees are proposed and exceed 50% of the total trees proposed for the site, the additional use of non-shade trees must be justified.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A5	Palms are 25% or less of the total number of trees being planted. If palms exceed 25% of the total trees, the additional use of palms versus the use of other trees must be justified.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A6	The locations of proposed trees do not interfere with utilities, drainage, pavement, structures, or required sight lines.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A7	The project includes incidental landscaping. If yes, the applicant must justify the reasons for the inclusion of incidental landscaping.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
A8	The Schematic Planting Plan is complete: drawn to scale clearly showing a plant schedule and the location of existing and proposed trees.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<p>Comments:</p> <p>Sand Live Oak is not on the approved species list but has been readily used on previous projects approved by Tree Commission. It is also fitting for the environmental conditions of the site.</p> <p>High Rise Live Oak is not on the approved species list but is a variety of Live Oak.</p>			

B	COST REVIEW	Yes	Yes w/ Conditions	No
B1	The administrative costs are reasonable.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B2	Design Consultant fees are reasonable.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B3	Construction costs are reasonable.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B4	The irrigation costs are reasonable.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B5	The overall benefits of the selected trees outweigh the cost of the species of trees selected.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Comments:</p> <p>No irrigation is proposed.</p>				

C	MAINTENANCE AND IMPACTS REVIEW	Yes	Yes w/ Conditions	No
C1	Low maintenance plants are utilized, that will require minimum maintenance after the mandatory maintenance done by the Applicant.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C2	The location of plant material and irrigation will have a minimum adverse impact, over time, on infrastructure such as sidewalks, roads, and utilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Comments:</p> <p>The wetland species selected are located on wet sites of ditches and lakeside, so no issues are expected.</p> <p>The schematic plan is after several rounds of staff feedback to avoid any maintenance issues at a later point.</p>				

D	PUBLIC BENEFITS REVIEW	Yes	Yes w/ Conditions	No
D1	The proposed species of trees will be beneficial to the City's tree canopy.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D2	The Project provides a significant benefit to the neighborhood, Council District, or City.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D3	The Project is in a high visibility area.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
D4	Project engages the community through volunteers, education or other public engagement.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
D5	The Project is aesthetically pleasing.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D6	The Project will enhance a blighted area.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Comments:</p> <p>The project is on a highly trafficked naval base, so the general public may or may not see these trees. However, many people will pass by and benefit.</p> <p>Volunteers may be present at ribbon cutting.</p>				

E	PLAN-IT GEO OBJECTIVE CRITERIA REVIEW. Staff will utilize the Plan-It Geo Web Tool to evaluate the ranking of the proposed planting site based upon the following criteria. The ranking is not based upon the schematic design but rather on the ranking of the census track where the project is located.
E1	Percentage of Census Tract covered by Urban Tree Canopy: 13%
Rank of Census Tract	
E2	Stormwater Benefits: 66 of 488
E3	Urban Heat Island: 459.5 of 488
E4	Socio-Economic Benefits: 234 of 488
E5	Overall equally weighted criteria: 383 of 488
<p>Comments:</p> <p>The calculations were determined from the average of the two census blocks that make up the naval base.</p> <p>There is a lot of open ground at the base, with more room on the base for many more trees.</p>	



PUBLIC TRUST

Environmental Legal Institute of Florida

Greetings:

On behalf of the Board of Directors and members of the Public Trust, it is my pleasure to enclose our attached application. The Public Trust is bound to fulfill the commitments made in the application. I (John November) will act as the key contact between the City and the applicant. My email address is John@publictrustlaw.org and my phone number is 904-525-3042. Our mailing address is 2029 3rd Street N Jacksonville Beach, FL, 32250. Our FEID Number is 13-4300363. The Duval County Property Appraiser's Number for Naval Station Mayport is 168295-0000 and the address is 1576 Massey Ave, Jacksonville, FL 32227.

I look forward to working with the City on this project and future planting projects to help develop a more robust canopy on public properties throughout Jacksonville.

Respectfully Submitted,

John November
Executive Director & General Counsel

Naval Station Mayport

TREE PLANTING PROJECT

VICINTY MAP



JACKSONVILLE TREE COMMISSION'S

Level 3

TREE PLANTING PROGRAM

Application

See the Level 3 "Application Instructions and Process Guide," ("Guide") available on the Tree Commission's website, for guidance for completing this Application. Definitions used in this Application and in the Level 3 Agreement are located in the Agreement.

1. Project Name: Naval Station Mayport Tree Planting
2. Applicant Name: The Public Trust Environmental Legal Institute of Florida Inc.
3. Key Contact Person: John November

- a. Phone Number: 904-525-3042
- b. Email Address: john@publictrustlaw.org
- c. Mailing Address: 2029 Third Street N, Jacksonville Beach, FL, 32250

4. Has the Applicant been a recipient of funds from the Tree Protection and Related Expenses Trust Fund ("Tree Trust Fund") for past tree planting projects? Yes

5. If yes, list each project completed in the last 3 years and currently in progress.

Sulzbacher Village

If yes, list past projects not successfully completed.

Huguenot Memorial Park

If yes, has the Applicant submitted all the required documentation now due from currently funded projects? Yes

6. Has the Applicant ever been on the Council Auditor's Non-Compliance List? No

If yes, please explain:

7. Project Partner Organizations, Businesses or other collaborating Entities:

N/A

8. Name of City Department or Public Agency having jurisdiction over Project Site.

Department of the Navy/Pentagon

Has the Applicant gained approval from the City Department or Public Agency to plant trees on the Project site?

Initial Project Support has been provided by the Commanding Officer of Mayport Naval Station. The letter of support and a draft gift letter are being submitted as Exhibit 3. The draft gift letter has been preliminarily reviewed by the City of Jacksonville's General Counsel's Office and the Mayport Naval Station Judge Advocate's office and a formal version of the letter will be submitted by Naval Station Mayport for Pentagon review and approval after the Tree Commission has provided their approval for the project. After Mayport Naval Station receives Pentagon approval for the project, the station will provide formal authorization for the planting project and then the Mayor's Budget Review Committee will provide the authorization to proceed with entering into the level 3 project agreement.

9. Name of City Council District and City Council Member where the project is located.

Council District 13, City Council Member: Rory Diamond

Have you shared information about the Project with the City of Jacksonville's District Council representative in writing? Yes

10. Anticipated number of volunteers participating in planting project and describe activities: We may have up to 10 volunteers participating in helping organize and support the ribbon-cutting ceremony at Naval Station Mayport at the conclusion of the installation of trees.

11. Other Project Funding Sources: List known and anticipated funding from other sources for this Project.

None		
Funding Source	Amount	Funds Collected or Committed?

12. Project Summary: Provide in the space below a discussion of the Project: Include the purposes of the Project; the socio-economic benefits, public benefits, environmental benefits, the project contribution to the tree canopy, and the rationale for the selected tree species and their location.

Use no more than one page:

This project is intended to create enhanced tree canopy, shade, and other important ecological services at Naval Station Mayport in northeast Duval County. This project will benefit Duval County residents that live on base, as well as the many visitors that enter Naval Station Mayport that will benefit from a more robust tree canopy. This project will create wildlife habitat and these trees will improve the appearance of Naval Station Mayport. Substantial consultation with Naval Station Mayport and City of Jacksonville staff has resulted in a schematic design with eight planting locations throughout the base. No existing trees will be removed because of the planting project and there is no irrigation system proposed for the project. All species of trees selected are salt-tolerant. This project will include a ribbon-cutting that will include some educational programming connected with the ceremony. This project will require a 2-Year Warranty from the landscape contractor planting the trees that includes routine watering for establishment.

Exhibit A-2. Narrative Project Scope - Naval Station Mayport Tree Planting

This project is intended to create enhanced tree canopy, shade, and other important ecological services at Naval Station Mayport in Northeast Duval County. This project will benefit Duval County residents that live on base, as well as the many visitors that enter Naval Station Mayport that will benefit from a more robust tree canopy. This project will create wildlife habitat and these trees will improve the appearance of Naval Station Mayport. Substantial consultation with Naval Station Mayport and City of Jacksonville staff has resulted in a schematic design with eight planting locations throughout the base. No existing trees will be removed because of the planting project and there is no irrigation system proposed for the project. This project will include a ribbon-cutting that will include some educational programming connected with the ceremony. This project will require a 2-Year Warranty from the landscape contractor planting the trees and includes routine watering for establishment.

The Public Trust staff will administer the planting project and provide managerial support. We will not have any volunteers participating in the actual planting or maintenance of the trees although volunteers may participate in the ribbon cutting ceremony and educational activities associated with the ribbon-cutting ceremony. The Public Trust has engaged Sarah Dark from the Cotleur & Hearing Landscape Architecture firm to act as Project Manager on this project and Cotleur & Hearing will be the Landscape Architects for the project. Per the requirements of Sec. 255.20, Florida Statutes, Sec. 287.055, Florida Statutes, and Chapter 126, Jacksonville Ordinance Code the Public Trust shall not be required to select the Landscape Architect through a competitive bid qualification process because the aggregate of the design fees will not come close to exceeding \$35,000 and the construction cost will be well under \$325,000. We will not know the landscape contractor until after we put the project out for bid after the project grant agreement has been executed and bids have been reviewed.

Exhibit D. Project Team

A. List of People and Entities Involved with the Project

1. Cotleur & Hearing Architecture Firm has been engaged as the Landscape Architects for the project.
2. Sarah Dark, who works for Cotleur & Hearing, shall be the Project Manager.
3. The Public Trust staff, John November Esq. (Executive Director & General Counsel) and Romy Vann (Conservation Director) will support the Sarah Dark in the management of the project and will provide legal and administrative support as well.

B. Roles, Responsibilities and Tasks

1. Cotleur & Hearing has been engaged as the Landscape Architect for the project to prepare conceptual plans, schematic plans, and construction drawings. The landscape architecture team at Cotleur & Hearing are also providing additional services for the project. This includes graphic design assistance by Michala Stewart for the conceptual design and the project application/presentation. Landscape Architects Nicole Plunkett and Don Hearing may provide project oversight and the signing/sealing of construction drawings, and Certified Landscape Inspector Gregg Byrick may provide assistance in reviewing the quality of trees planted and the health of trees during the warranty period.
2. Sarah Dark will be the Project Manager and coordinate the preparation of the construction drawings, will review the Public Trust's creation of the bid documents, and will provide oversight of construction and maintenance. Sarah Dark will provide professional project management quality assurance for the design, construction, maintenance, and warranty of the project.
3. John November and Romy Vann of the Public Trust will work with Sarah Dark to coordinate the preparation of the construction drawings, will prepare the bid documents, will support Sarah Dark and the City's review of bid documents and selection of a landscape contractor, and will support Sarah Dark in her oversight of construction and maintenance. John November shall coordinate the execution of the contract agreements with the City of Jacksonville and the landscape contractor. John November will work with Naval Station Mayport on the coordination of the offering and receipt of the "gift" from the City of Jacksonville to Naval Station Mayport. John November will be the main point of contact to act as a liaison between Naval Station Mayport, the City of Jacksonville, and the landscape contractor. John November and Romy Vann will provide general administrative support including billing to the City, coordination of inspections, and general coordination with all parties involved.

Exhibit B. Naval Station Mayport Project Performance Schedule:

- a) Upon approval of the Public Trust's Application to the Tree Commission, the proposed draft "Gift Letter" enclosed within Exhibit G shall be submitted to MBRC for execution and submittal to Naval Station Mayport.
- b) Once Naval Station Mayport/the Pentagon have formally accepted the tree planting as a "gift", Naval Station Mayport will provide formal authorization to plant trees on base.
- c) Upon receipt of this acceptance of the gift and authorization to plant trees from Naval Station Mayport, the Public Trust will finalize the level 3 project contract agreement with the City of Jacksonville.
- d) The Public Trust and Cotleur & Hearing will finalize the design for the preparation of construction documents within 30 days of the City and the Public Trust's level 3 agreement being executed.
- e) The Public Trust will put this project out for solicitation of bids within 30 days of the completion of the construction documents by Cotleur & Hearing.
- f) The Public Trust will receive bids within 20 days of sending the project out for bid to at least three qualified landscape contractors.
- g) The Public Trust will select the qualified low bidder, make a project award, and finalize the contract agreement with the landscape contractor within 30 days of contractor selection.
- h) The landscape contractor will complete the installation of the trees and the Public Trust will provide initial acceptance within 180 days of the planting contract being finalized with the landscape contractor.
- i) Maintenance of the trees by the landscape contractor will be performed for a period of two years following the initial acceptance if not extended to cover the warranty of any replacement trees.
- j) The Public Trust and Cotleur & Hearing will manage the inspection of trees every 6 months, in coordination with the City of Jacksonville staff, and will make maintenance payments to the landscape contractor upon completion of each inspection until the maintenance period has concluded.

Exhibit C. Naval Station Mayport Project Budget

The estimated administrative/project management fees for both the Public Trust and Cotleur & Hearing are enclosed as separate spreadsheets as Exhibit C(a) and Exhibit C(b). The total project construction estimate is included on the spreadsheet under Exhibit C(c). These spreadsheets include an accounting of the services rendered up until the time the application is being considered by the Tree Commission and the services and hours projected to be worked by both the Public Trust and Cotleur & Hearing after the application has been approved.

The total admin costs for the Public Trust are projected to be \$14,828. It is highly possible that actual administrative fees incurred will be less than this amount however we built in some time additional to what we expect to take administering the project for any potential unforeseen complications that may arise.

Cotleur & Hearings total projected design and project management fees are projected to be \$24,678 for the entire project. The total not-to-exceed for the project is \$31,107 for the entire project.

We received construction estimates from landscape contractors to get a firm handle on the likely installation and maintenance costs. The total estimated cost for the installation of the trees (including a 2-year warranty on all trees being planted) is projected to be \$289,562.12. If these same trees were being planted under the City of Jacksonville's continuous contract for the 2-year warranty, we project that the total construction/warranty cost would be at least an additional \$40,000. Thankfully, these savings help cover the additional administrative/design/management fees being paid to the Public Trust and Cotleur & Hearing.

During the time before the pre-project scope approval meeting, the Public Trust provided numerous services including gathering general support for the project from the Naval Station's staff and Commanding Officer and developing an understanding of the planting areas that would benefit from the planting. This also included a site visit and coordinating the scope submittal to the City of Jacksonville. Cotleur & Hearing participated in the site visit, helped develop the project scope submittal, and coordinated changes to the plan with the Public Trust. The Public Trust expended 22.5 hours that are not eligible for compensation as they were spent prior to the project scope was approved by City staff. The Public Trust spent \$840.00 covering Cotleur & Hearing's design time (8 hours) spent before the project scope was approved by City staff.

During the conceptual and schematic planning phase, the Public Trust provided numerous services including helping refine the conceptual plan by coordinating between Naval Station Mayport staff, identifying and providing navy design specifications and utilities, taking an additional site visit, and coordinating with City of Jacksonville staff. Cotleur & Hearing participated in the second site visit, helped develop the conceptual and schematic site plan submittals, and coordinated changes to the plan with the Public Trust. Cotleur & Hearing also created the schematic planting plans in AutoCAD. The schematic planting plan identifies the proposed tree locations, sizes, and quantities. A total of 8 planting areas have been identified at Naval Station Mayport.

During the application phase, the Public Trust led the development of all aspects and exhibits for the project application. This included gathering cost estimates for the cost of installation and maintenance for the project's trees. Cotleur & Hearing has collaborated and will continue to collaborate with the Public Trust to provide the necessary documentation for the Application phase of the project as it pertains to landscape architectural services, cost estimation, project performance and management and will collaborate on creating and delivering a presentation for the planting project to the Tree Commission.

Following approval from the Tree Commission, the Public Trust will help coordinate the execution of the gift letter to be delivered to Naval Station Mayport and the process following as described in the project application under Exhibit B until the project has been formally authorized by the Department of the Navy. The Public Trust will then enter into the Level 3 Project Agreement with the City.

The Public Trust and Cotleur & Hearing will prepare the bid documents (tree planting plans and construction specifications) incorporating the requirements of the approved Application and the Level 3 Project Agreement and will solicit bids from at least 3 qualified and experienced landscape contractors. The Public Trust will then enter into an agreement with the landscape contractor to install and maintain the trees for a period of two years. The Public Trust and Cotleur & Hearing will ensure the quality of the trees being planted, be present during and after installation, monitor construction, and maintenance during the tree establishment/warranty period, inspect each of the sites every 6 months and upon completion of the warranty period, submits reports to City staff and the landscape contractor, coordinate payments with the City and review the landscape contractor's invoices. Cotleur & Hearing and the Public Trust will inspect the completed work and provide certification letters for each completed planting area.

The landscape architecture team at Cotleur & Hearing are also providing additional services for the project. This includes graphic design assistance by Michala Stewart for the conceptual design and the project application/presentation. Landscape Architects Nicole Plunkett and Don Hearing may provide project oversight and the signing/sealing of construction drawings, and Certified Landscape Inspector Gregg Byrick may provide assistance in reviewing the quality of trees planted and the health of trees during the warranty period.

COJ: Mayport Naval Station | Total Project Budget

Team Member	John November	Romy Vann	
Project Role	<i>Executive Director/ General Counsel</i>	<i>Conservation Director</i>	
Hourly Rate	\$130.00 (Hourly)	\$100.00 (Hourly)	
1. Pre App (Part One)			
Pre-Project Scope City Approval A. Step 1: Project Scope	20 Hrs/ \$130.00	2.5 Hrs/ \$100.00	Hrs/\$
	\$2,600.00	\$250.00	Total: \$2,850.00
			22.5 Total Hours
1. Pre App (Part Two)			
B. Step 2: Conceptual Plan	22 Hrs/ \$130.00	6.25 Hrs/ \$100.00	
C. Step 3: Fee Proposal for Schematic Planting Plan and Project Implementation	2.5/\$130.00	0	
D. Step 4: Schematic Planting Plan	4.1/\$130.00	0	
	\$3718.00	\$625.00	Total: \$4,343.00
			34.85 Total Hours
2. Application Phase			
A. Supporting Documents	17.5 Hrs/\$130.00	4.5 Hrs/ \$100.00	
E. Tree Commission Preparation & Presentation	3 Hrs/\$130.00	0	
	\$2,665.00	\$450.00	Total: \$3,115.00
			23.8 Total Hours
3. Project Execution Phase			
B. Project Bidding & Award	12 Hrs/\$130.00	2 Hrs/\$100.00	
C. Construction	12 Hrs/\$130.00	8 Hrs/\$100.00	
D. Maintenance	15 Hrs/\$130.00	8 Hrs/\$100.00	
	\$5,070.00	\$1,800.00	Total: \$6,870.00
			57 Total Hours
4. Reimbursable Expenses			
			Total: \$500
		Total Amount Due	\$7,458.00
		Projected Post Approval	\$6,870.00
		Reimbursable Expenses	\$500.00
		Total Admin Costs	\$14,828.00

Exhibit G- Acknowledgement of Planting- Draft Gift Letter & Letter of Support NS Mayport

City of Jacksonville Letterhead

XXXXXXXX XX 2023

Captain Brian Binder
Commanding Officer
Naval Station Mayport
1 Massey Avenue
Mayport, FL 32228

Re: Letter of Offer

Dear Captain Binder:

The City of Jacksonville hereby conveys this Offer Letter (Offer) for the purpose of offering to the Department of the Navy (Navy) an in-kind gift from the City of Jacksonville (City) to plant trees at Naval Station Mayport. These trees are being offered for the enjoyment of all those who serve and visit Naval Station Mayport and to provide wildlife habitat, as well as other important ecosystem services.

The funding for these trees comes from the “Tree Protection and Related Expenses Trust Fund” under Section 111.760 of the City of Jacksonville *Ordinance Code*. On _____ the City of Jacksonville’s Tree Commission (established by Section 94.106 *Ordinance Code*) approved the application of the Public Trust Environmental Legal Institute of Florida, Inc. (The Public Trust) for the City to provide funding to the Public Trust, a 501(c)(3) not-for-profit organization, to implement a planting project at Naval Station Mayport located within Duval County, Florida.

The estimated total value of the gift is \$300,000.00. The Public Trust has coordinated the tree planting design with the City of Jacksonville’s Public Works and Landscape Maintenance Division along with Mayport Naval Station staff so that these trees will be located so that they have the best chance to thrive and reach maturity and longevity. The Public Trust has confirmed that all requirements of the Unified Facilities Criteria for Landscape Architecture (UFC 3-201-02) have been met. The City understands that the Secretary of Defense, the Secretaries of the Navy and other military services have authority to accept gifts for certain purposes under 10 U.S.C. § 2601 and the regulations prescribed thereto.

The City of Jacksonville is pleased to convey this Offer, which is made for the purpose of enhancing Naval Station Mayport as a result of this tree planting. The City recognizes and fully supports the critical role played by Naval Station Mayport in this nation's defense. We look forward to implementing this tree planting initiative in collaboration with the Navy at the earliest possible time and stand ready to discuss details of the in-kind gift.

The point of contact for this project for the City of Jacksonville is _____,
_____, at _904-xxx-xxx_ and by email at XXXXX@COJ.NET.

Respectfully Submitted,

XXXXXXXX, City of Jacksonville

CUI



DEPARTMENT OF THE NAVY
NAVAL STATION MAYPORT
P O BOX 280112
JACKSONVILLE FLORIDA 32228-0112

11016
Ser N00/484
20 Dec 22

From: Commanding Officer, Naval Station Mayport
To: Mr. John November, Executive Director, Public Trust for Conservation

Subj: LETTER OF GENERAL SUPPORT FOR THE POTENTIAL PLANTING PROJECT

1. Thank you for your most recent correspondence of 24 October 2022 outlining the proposed tree-planting plan by the City of Jacksonville's Public Trust for Naval Station Mayport. I believe the proposed tree-planting plan would help improve the environment of Naval Station Mayport. I look forward to continuing to work with the Public Trust and our partners at the City of Jacksonville.
2. My point of contact for discussion of this case is LT Andrew D. Brown, JAGC, USN, Station Judge Advocate, Naval Station Mayport, who may be reached at COMM (904) 270-6289 extension 1803.

A handwritten signature in red ink, appearing to read "B. A. Binder", with a horizontal line extending to the right.

B. A. BINDER

Controlled by: Department of the Navy
Controlled by: NAVSTA Mayport N04C
CUI Category: PRVCY
Distribution/Dissemination Control: FEDCON
POC: YNC James, danielle.d.james@navy.mil,
904-270-5940 x1225

CUI

Exhibit A-4 *Naval Station Mayport*

PLANT SCHEDULE

<u>CODE</u>	<u>QTY</u>	<u>BOTANICAL NAME</u>	<u>COMMON NAME</u>	<u>CONT</u>	<u>CAL</u>	<u>SIZE</u>	<u>REMARKS</u>
AR	3	ACER RUBRUM	RED MAPLE	65 GAL OR 36" B&B	3" CAL	12' HT X 6' SPRD	FULL CANOPY
BR	9	BETULA NIGRA	RIVER BIRCH	65 GAL OR 36" B&B	3 TRUNKS MIN	14' HT	FULL
IV	20	ILEX VOMITORIA 'PRIDE OF HOUSTON'	PRIDE OF HOUSTON YAUPON HOLLY	65 GAL OR 36" B&B	3 TRUNKS MIN	12' HT	FULL CANOPY
JS	29	JUNIPERUS SILICICOLA	SOUTHERN RED CEDAR	65 GAL OR 36" B&B	3" CAL	10' HT X 4' SPRD	FULL, DENSE
PP	24	PINUS PALUSTRIS	LONGLEAF PINE	65 GAL OR 32" B&B	3" CAL	10' HT X 3' SPRD	FULL, DENSE
QG	10	QUERCUS GEMINATA	SAND LIVE OAK	25 GAL OR 24" B&B	2" CAL	8' HT X 4' SPRD	FULL CANOPY
QM	3	QUERCUS MICHauxII	SWAMP CHESNUT OAK	65 GAL OR 36" B&B	3" CAL	12' HT X 6' SPRD	FULL CANOPY
QH	18	QUERCUS VIRGINANA 'HIGH RISE'	HIGHRISE LIVE OAK	65 GAL OR 36" B&B	3" CAL	12' HT X 6' SPRD	FULL CANOPY
SP	10	SABAL PALMETTO	CABBAGE PALM	N.A.	12" CAL	16' OA HT	CLEAN TRUNK
SB	8	SALIX BABYLONICA	WEeping WILLOW	65 GAL OR 32" B&B	3" CAL	12' HT X 6' SPRD	FULL
TD	29	TAXODIUM DISTICHUM	BALD CYPRESS	65 GAL OR 36" B&B	3.5" CAL	10' HT X 5' SPRD	FULL, DENSE
VA	12	VITEX AGNUS-CASTUS	CHASTE TREE	36" B&B	MIN 3 TRUNKS	8' HT. X 6' SPRD	FULL
WR	3	WASHINGTONIA ROBUSTA	WASHINGTON PALM	N.A.	12" CAL	14' HT	MIN 8 MATURE LVS

QTY	Botanical Name	Common	Container	Cal	Size	2-year Price Estimate	Price Estimate With Tree Count
3	Acer Rubrum	Red Maple	65 Gallon or 36" B&B	3" Cal	12' ht x 6' spread	\$ 1,751.63	\$ 5,254.89
9	Betula Nigra	River Birch	65 Gallon or 36" B&B	3 trunk min	14 ht	\$ 1,821.69	\$ 16,395.21
20	Ilex Vomitoria	Pride of Houston / Yaupon Holly	65 Gallon or 36" B&B	3 trunk min	12' ht	\$ 1,611.50	\$ 32,230.00
29	Juniperus Silicicola	Southern Red Cedar	65 Gallon or 36" B&B	3" Cal	10' ht x 4' spread	\$ 1,471.37	\$ 42,669.73
24	Pinus Palustris	Longleaf Pine	65 Gallon or 32" B&B	3" Cal	10' ht x 3' spread	\$ 1,541.53	\$ 36,996.72
10	Quercus Geminata	Sand Live Oak	25 Gallon or 24" B&B	2" Cal	8' ht x 4' spread	\$ 1,191.11	\$ 11,911.10
3	Quercus Michauxii	Swamp Chestnut Oak	65 Gallon or 36" B&B	3" Cal	12' ht x 6' spread	\$ 1,821.69	\$ 5,465.07
18	Quercus Virginiana *Highrise	Highrise Live Oak	65 Gallon or 36" B&B	3" Cal	12' ht x 6' spread	\$ 1,891.76	\$ 34,051.68
10	Sabal Palmetto	Cabbage Palm	Cropped, Booted or Clean	12" Cal	16' ht	\$ 1,401.30	\$ 14,013.00
8	Salix Babylonica	Weeping Willow	65 Gallon or 32" B&B	3" Cal	12' ht x 6' spread	\$ 1,730.00	\$ 13,840.00
29	Taxodium Distichum	Bald Cypress	65 Gallon or 36" B&B	3.5" Cal	10' ht x 5' spread	\$ 1,681.56	\$ 48,765.24
12	Vitex Angustus-Castus	Chaste Tree	36" B&B	Min 3 Trunk	8' ht x 6' spread	\$ 1,910.40	\$ 22,924.80
3	Washingtonia Robusta	Washington Palm	Cropped Booted or Clean	12" Cal	14' ht	\$ 1,681.56	\$ 5,044.68
						\$	\$ 289,562.12

Naval Station Mayport

Schematic Planting Plan

KEY MAP



PLANTING LOCATIONS:

1. THE BEACH / BLDG 245
2. BOWLING & BINGO / BLDG 244
3. GOLF COURSE / MULTI-USE PATH
4. CAMPERLAND BUFFER
5. DOG PARK
6. GOLF COURSE BUFFER
7. LAKE WONDERWOOD - NORTH
8. LAKE WONDERWOOD - SOUTH

VICINITY MAP



COMPREHENSIVE PLANT LIST

PLANT CANOPY CHARACTERISTICS	TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	QTY	CA	SIZE	REMARKS
30'		1A	3	ACER RUBRA	RED MAPLE	65 GAL OR 30" BBS	2" CAL	32' HT 2.6" SPND	FULL CANOPY
20'		1B	5	BETULA NIGRA	SWAMP BIRCH	65 GAL OR 30" BBS	3" TRUNK DBH	24' HT	FULL
15'		1V	20	ELI-VERTICILLA	PRIDE OF HOUSTON VARIETY OF HOUSTON	65 GAL OR 30" BBS	3" TRUNK DBH	12' HT	FULL CANOPY
20'		1S	20	JANIPALUS SAUCOXA	SOUTHERN RED CEDAR	65 GAL OR 30" BBS	2" CAL	10' HT 2.4" SAND	FULL DRUSE
20'		1P	24	PINUS PALAUSTIS	LONGLEAF PINE	65 GAL OR 30" BBS	2" CAL	18' HT 2.3" SPND	FULL DRUSE
20'		1G	15	QUERCUS GRAMINATA	SHAD BLVD OAK	25 GAL OR 12" BBS	2" CAL	8' HT 2.4" SPND	FULL CANOPY
35'		1Q	3	QUERCUS NICHOLSI	SHARP POINT OAK	65 GAL OR 30" BBS	2" CAL	12' HT 2.6" SPND	FULL CANOPY
50'		1O	18	QUERCUS VIRGINIANA	HIGHBRUSH LIVE OAK	65 GAL OR 30" BBS	2" CAL	12' HT 2.6" SPND	FULL CANOPY
10'		1P	10	SMALL PALMETTO	CAMBAZE PALM	N/A	17" CAL	18' DBHT	CLEAN TRUNK
20'		1B	8	SALIX BAPHYLICA	WEeping WILLOW	65 GAL OR 30" BBS	3" CAL	22' HT 2.6" SPND	FULL
25'		1D	20	TAXODIUM DISTICHUM	SWAMP CYPRESS	65 GAL OR 30" BBS	3.5" CAL	19' HT 2.5" SPND	FULL DRUSE
8'		1A	12	VITIS AGLAS-COCTUS	CHOCLET TREE	30" BBS	18" 3" TRUNKS	8' HT 2.6" SPND	FULL
12'		1B	3	WALNUT/JUGLANS ROBERTA	WINGED OAK PALM	N/A	12" CAL	14' HT	100% W/THRUBS 105

*TYPICAL MATURE (20 YEAR) CANOPY OF TREE SPECIES



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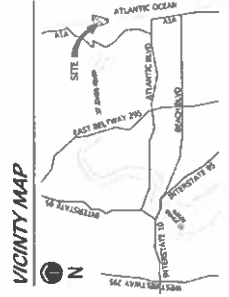
1824 Commerce Lane
Jacksonville, Florida 32216
904.747.8338 Fax: 904.747.1377
www.coteleur-hearing.com
LSP Lic: 36000335

Naval Station Mayport

JACKSONVILLE TREE COMMISSION LEVEL 3 TREE PLANTING PROGRAM Jacksonville, Florida

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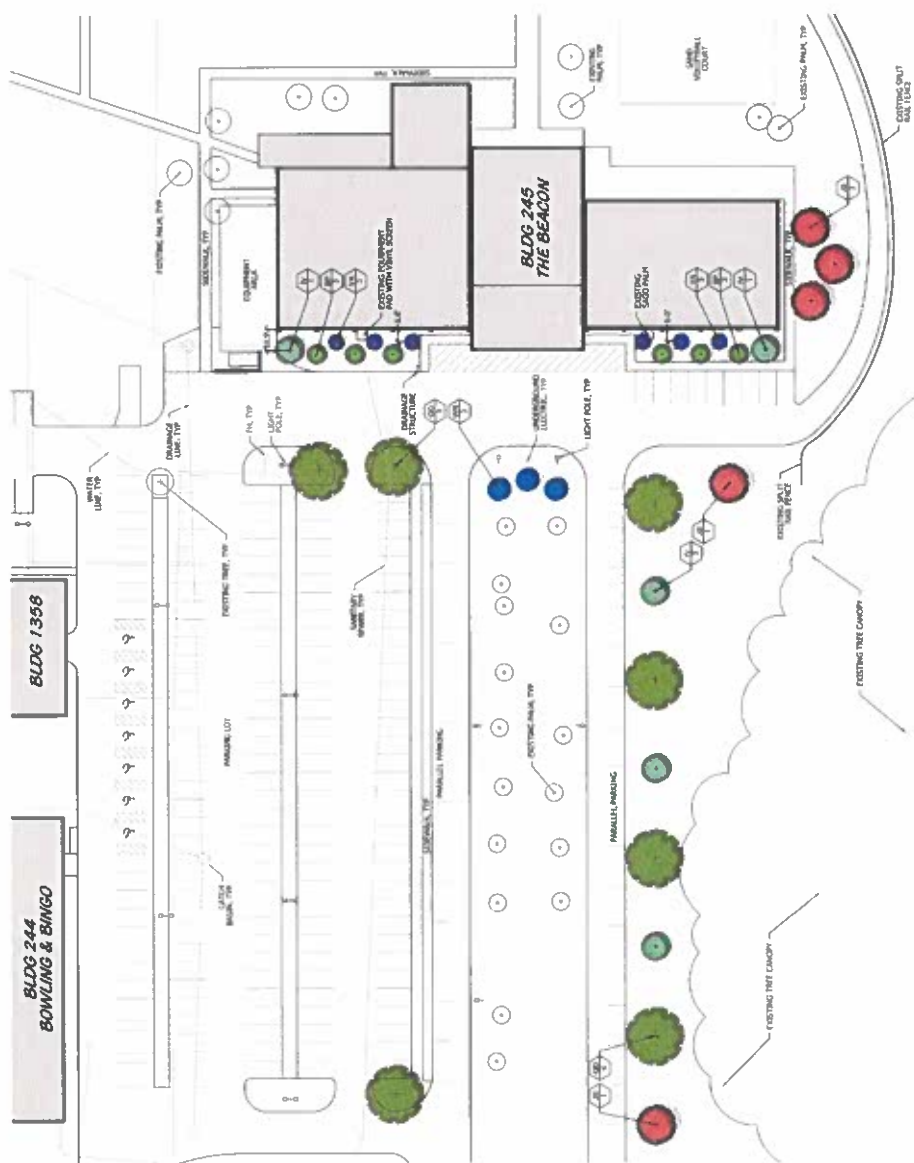
SHEET 1 OF 8



- PLANTING LOCATIONS:**
1. THE BEACON / BLDG 245
 2. BOWLING & BINGO / BLDG 244
 3. BASEBALL FIELDS / MULTI-USE PATH
 4. CAMPGROUND BUFFER
 5. DOG PARK
 6. GOLF COURSE BUFFER
 7. LAKE WONDERWOOD - NORTH
 8. LAKE WONDERWOOD - SOUTH
- LEGEND**
- (○) EXISTING PALM TO REMAIN
 - (○) EXISTING TREE TO REMAIN

KEY SITE LOCATION #1 THE BEACON / BLDG 245

Schematic Planting Plan



PLANT LIST - TREES SELECTED FROM TREE COMMISSION APPROVED TREE LIST

TREE CODE	TREES	QTY	RECOMMENDED	COMMON NAME	SCIENTIFIC NAME	HEIGHT	DBH	SPREAD	SEASON
13	13	5	BLD VERTICAL TREE OF HOUSTON	HOUSTON VANDERHOLT	6.5 CAL OR 30" DIA	3	TRUNKS 100"	17' HT	FALL CANOPY
20	20	5	AMPELUS QUINQUA	SOUTHERN RED OAK	6.5 CAL OR 30" DIA	3	CAN	18 HT 14.5 SPND	FALL INFLO
30	30	3	QUERCUS GRAMATA	SHADY OAK	7.5 CAL OR 30" DIA	2	CAN	8 HT 7.4 SPND	FALL CANOPY
10	10	6	SARK PALMATIO	CAMBO PALM	N/A	17	CAN	15 CAL HT	CLIM FRUIT
8	8	4	VITIS AERUGINOSA	CHERRY TREE	30 800	N/A	TRUNKS	9 HT 2.6 SPND	FALL
12	12	3	MOSSINGTONIA NEGATA	WASHINGTON PALM	8.5	12	CAN	14' HT	WIND PATURE LOS

*TYPICAL MATURE (20 YEAR) CANOPY OF TREE SPECIES



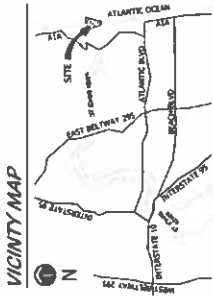
Coteleur & Hearing
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 Lic# LC-36000033

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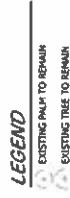
JACKSONVILLE TREE COMMISSION
 LEVEL 3 TREE PLANTING PROGRAM
 Jacksonville, Florida

DESIGNED	DATE
APPROVED	DATE
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REVISED	DATE

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 SHEET: 3 of 8



- PLANTING LOCATIONS:**
1. THE BEACON / BLDG 245
 2. BOWLING & BINGO / BLDG 244
 3. NORTHERN RED CEDAR / MULTI-USE PATH
 4. CAMPGROUND BUFFER
 5. DOGS PARK
 6. GOLF COURSE BUFFER
 7. LAKE WONDERWOOD - NORTH
 8. LAKE WONDERWOOD - SOUTH



KEY SITE LOCATION #3 BASEBALL FIELDS / MULTI-USE PATH

Schematic Planting Plan



PLANT LIST - TREES SELECTED FROM TREE COMMISSION APPROVED TREE LIST

PLANT CODE	TREES	QTY	SCIENTIFIC NAME	COMMON NAME	SIZE	CA	SA	HEIGHT	SPREAD	REMARKS
15	15	4	BELA-CANTONIA PINE OF HOUSTON	BELA-CANTONIA PINE OF HOUSTON	10 GAL OR 18" DB	3	THRU	17	14	FULL CANOPY
20	20	5	MAURANDIA RADIATA	SOUTHERN RED CEDAR	10 GAL OR 18" DB	3	CA	10	14	1/2 - 3/4
20	20	3	QUERCUS VIRGINIANA	WHITE PINE	10 GAL OR 18" DB	3	CA	18	14	1/2 - 3/4
50	50	4	QUERCUS VIRGINIANA	HOUSTON LIVE OAK	10 GAL OR 18" DB	3	CA	17	14	1/2 - 3/4

*TYPICAL MATURE (20 YEAR) CANOPY OF TREE SPECIES



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JACKSONVILLE TREE COMMISSION LEVEL 3 TREE PLANTING PROGRAM Jacksonville, Florida

DESIGNED BY	DATE
CHECKED BY	DATE
APPROVED BY	DATE
REVISIONS	DATE

DATE: 11/20/18
 SHEET: 4 of 8
 PROJECT: NAVAL STATION MAYPORT

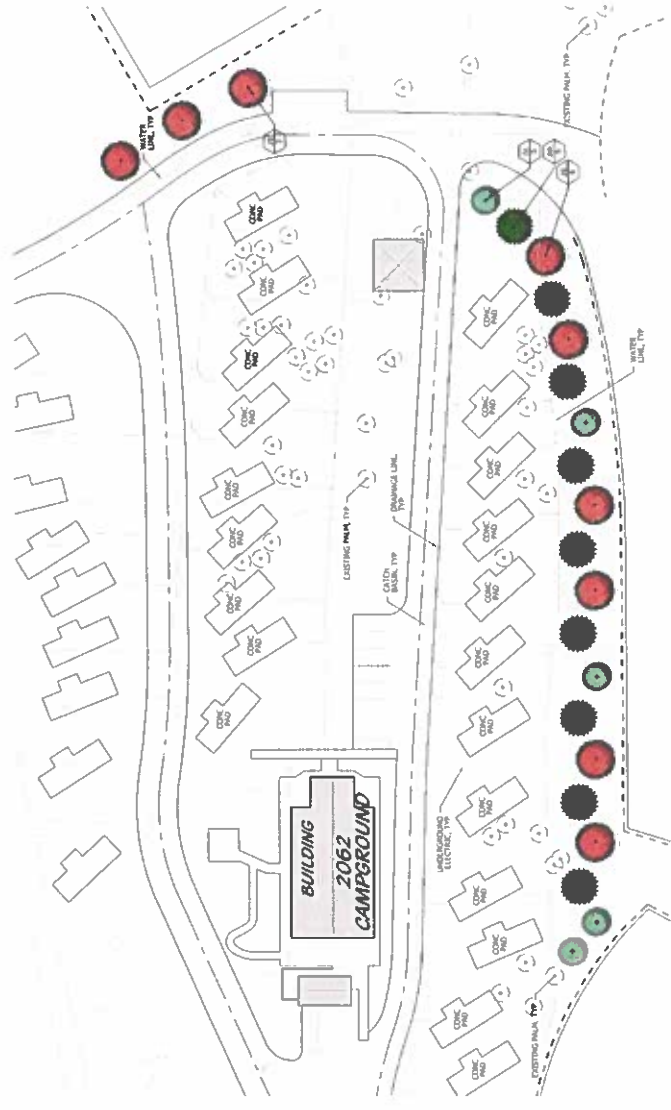


- PLANTING LOCATIONS:**
1. THE BEACON / BLDG 245
 2. BUILDING 246 / BLDG 244
 3. BEACON & BUILDING 245 MULTI-USE PATH
 4. CAMPGROUND BUFFER
 5. DOG PARK
 6. GOLF COURSE BUFFER
 7. LAKE WONDERWOOD - NORTH
 8. LAKE WONDERWOOD - SOUTH

- LEGEND**
- (Symbol) EXISTING PALM TO REMAIN
 - (Symbol) EXISTING TREE TO REMAIN

KEY SITE LOCATION #4 CAMPGROUND BUFFER

Schematic Planting Plan



PLANT LIST - TREES SELECTED FROM TREE COMMISSION APPROVED TREE LIST

COMMON NAME	SCIENTIFIC NAME	HEIGHT	WIDTH	USDA ZONE	SEASONAL COLOR	THREATS
17	811 VERTICILLUM PALM OF FLORIDA	65 CAL OR 30' HIG	3 TRUNK INCH	12 IN	FALL CAMPUS	
20	SOUTHERN RED CEDAR	65 CAL OR 30' HIG	3" CAN	18' HT 3.4	ORND	FALL DEISE
30	LODGE POLE PINE	65 CAL OR 37' HIG	7" CAN	18' HT 3.3	ORND	FALL DEISE

* TYPICAL MATURE (20 YEARS) CANOPY OF TREE SPECIES



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JACKSONVILLE TREE COMMISSION LEVEL 3 TREE PLANTING PROGRAM Jacksonville, Florida

DESIGNED	DATE
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CHECKED	DATE
DATE	DATE
APPROVED	DATE

PROJECT NO. 2017-001
 SHEET NO. 5 OF 8



- PLANTING LOCATIONS:**
1. THE BEACON / BLDG 245
 2. BUILDING 8 BINGO / BLDG 244
 3. CANOPY / BLDG 244
 4. CANOPY / BLDG 244
 5. DOG PARK
 6. GOLF COURSE BUFFER
 7. LAKE WONDERWOOD - NORTH
 8. LAKE WONDERWOOD - SOUTH

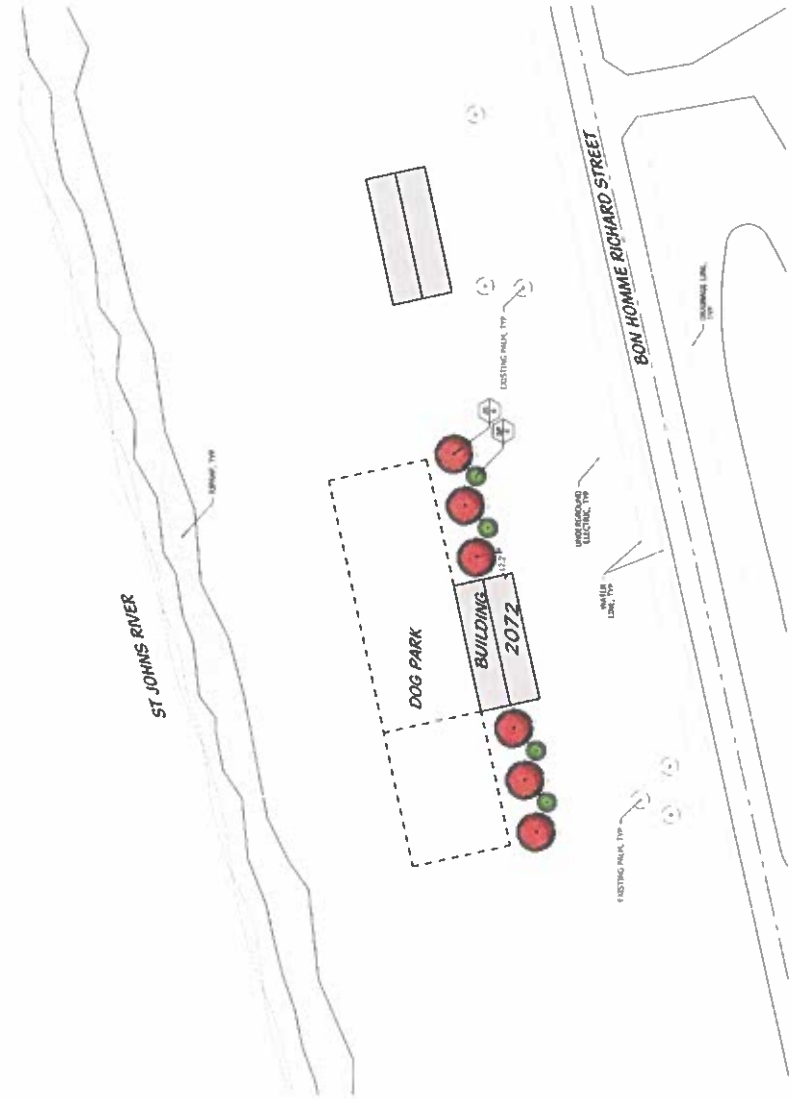
- LEGEND**
- (A) EXISTING PALM TO REMAIN
 - (B) EXISTING TREE TO REMAIN

KEY SITE LOCATION #5 DOG PARK

Schematic Planting Plan



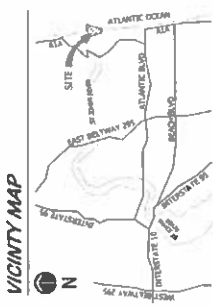
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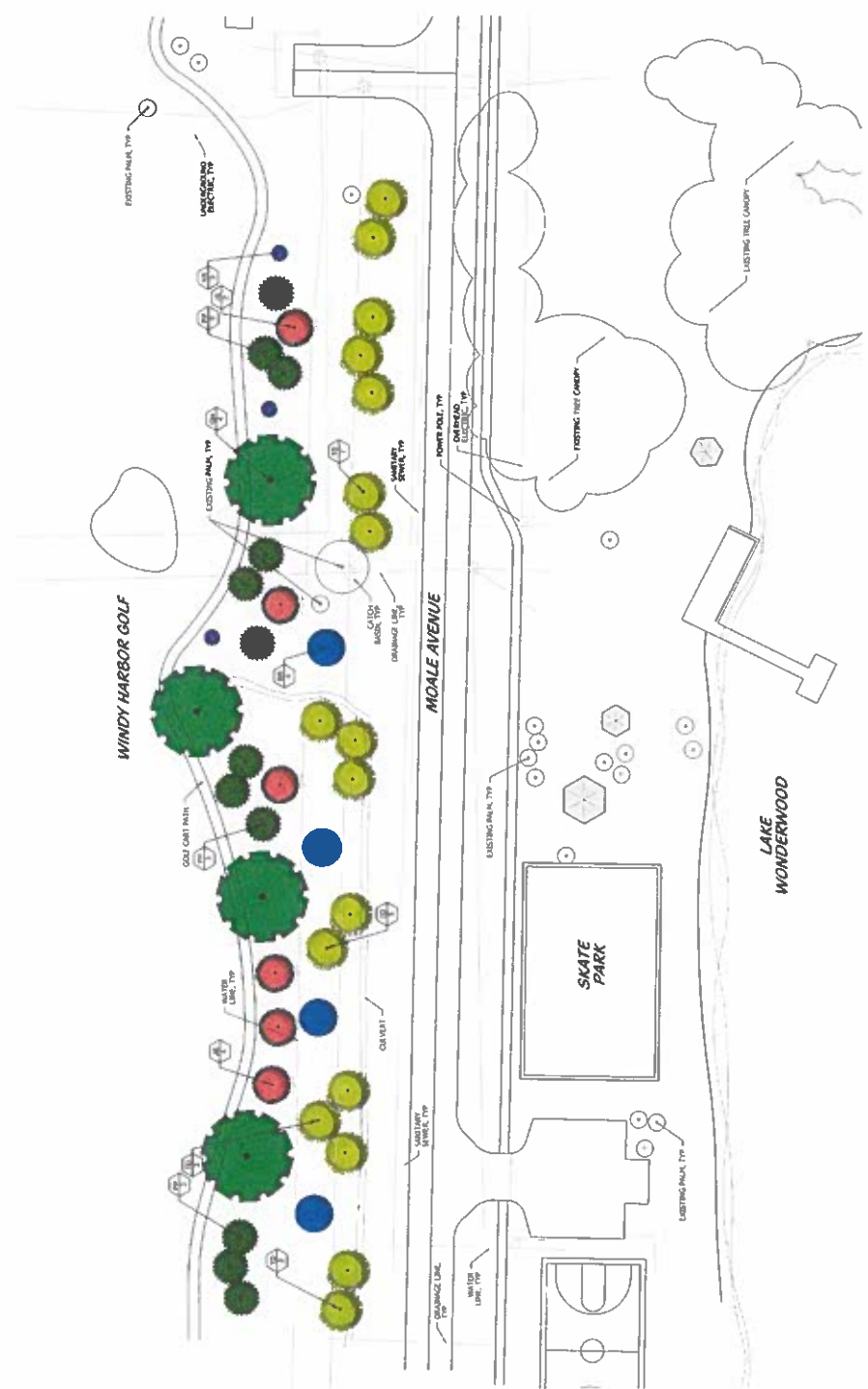
PLANT LIST - TREES SELECTED FROM TREE COMMISSION APPROVED TREE LIST

TREE	CODE	QTY	SCIENTIFIC NAME	COMMON NAME	HEIGHT	GA	SM	REMARKS
(Red Circle)	RS	4	AVICENNIA NUCIFERA	SOUTHERN RED CEDAR	65' GA OR 30' SM	17' GA	18" HT 1" x 3" DBH	FALL 2024
(Green Circle)	SP	4	CASUALIA PANICULATA	CASUALIA PALM	N/A	17' GA	15" GA HT	CLEAR TRUNK

*TYPICAL MATURE (20 YEAR) CANOPY OF TREE SPECIES



- PLANTING LOCATIONS:**
1. THE BEACON / BLDG 245
 2. BOWLING ALLEYS / BLDG 244
 3. GOLF COURSE BUFFER
 4. CAMPGROUND BUFFER
 5. DOG PARK
 6. GOLF COURSE BUFFER
 7. LAKE WONDERWOOD - NORTH
 8. LAKE WONDERWOOD - SOUTH



KEY SITE LOCATION #6
GOLF COURSE BUFFER
Schematic
Planting Plan



PLANT LIST - TREES SELECTED FROM TREE COMMISSION APPROVED TREE LIST

PLANT CANOPY	TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	CODE	CA	CB	HEIGHT
20'	(Symbol)	08	4	WITLINA NOVA	WAX MYRTLE	08	CA	30'	14'
20'	(Symbol)	05	6	LAMPANUS SULTANIA	SOUTHERN RED CEDAR	05	CA	30'	14'
20'	(Symbol)	09	12	PERNA PALMISTIS	LONGLEAF PALM	09	CA	30'	14'
50'	(Symbol)	04	4	QUERCUS VIRGINIANA 'NIGHT HERB'	HOOPSLANE LIVE OAK	04	CA	30'	14'
25'	(Symbol)	10	17	TAXODIUM DISTICHUM	SWAMP CYPRESS	10	CA	30'	14'
8'	(Symbol)	03	3	WITLINA NOVA	WAX MYRTLE	03	CA	30'	14'

*TYPICAL MATURE (20 YEAR) CANOPY OF TREE SPECIES



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JACKSONVILLE TREE COMMISSION LEVEL 3 TREE PLANTING PROGRAM Jacksonville, Florida

DESIGNED	8/0
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CHECKED	ALL
DATE	02/10/10
PROJECT	02-10-01
REVISIONS	

PROJECT NO. 10-00000000
 SHEET 7 of 8
 DATE: 02/10/10
 DRAWN BY: ALL
 CHECKED BY: ALL
 DESIGNED BY: ALL
 PROJECT: 02-10-01
 REVISIONS:



- PLANTING LOCATIONS:**
1. THE BEACON / BLDG 345
 2. ROWLING & BINGO / BLDG 244
 3. BASEBALL FIELDS / MULTI-USE PATH
 4. CAMPGROUND BUFFER
 5. DOG PARK
 6. GOLF COURSE BUFFER
 7. LAKE WONDERWOOD - NORTH
 8. LAKE WONDERWOOD - SOUTH

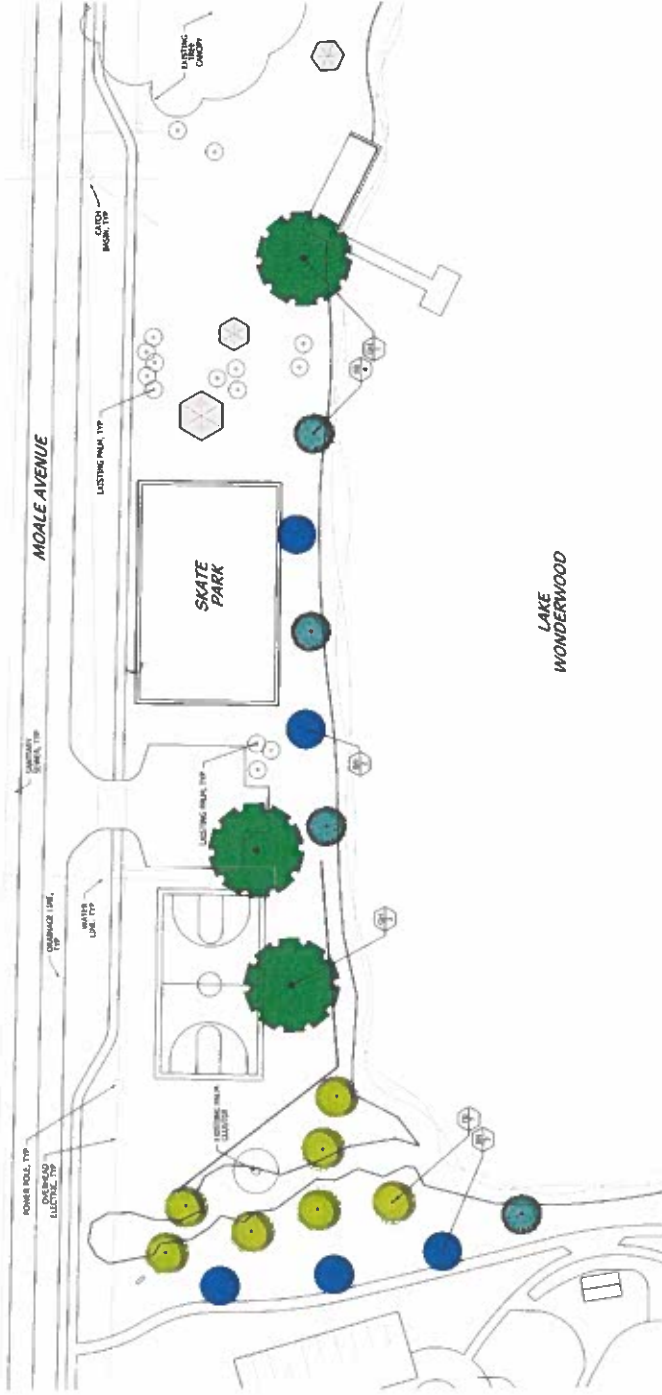
- LEGEND**
- EXISTING PALM TO REMAIN
 - EXISTING TREE TO REMAIN

**KEY SITE LOCATION #7
 LAKE WONDERWOOD - NORTH**

Schematic Planting Plan

Scale: 1:30

North



PLANT LIST - TREES SELECTED FROM TREE COMMISSION APPROVED TREE LIST

COMMON NAME	SCIENTIFIC NAME	HEIGHT	SPREAD	FRUIT
20'	18'	3'	5'	3'
50'	0'	3'	3'	3'
20'	58'	4'	4'	4'
25'	18'	7'	7'	7'

*TYPICAL HEIGHT (20 YEAR CANOPY) OF TREE SPECIES



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JACKSONVILLE TREE COMMISSION LEVEL 3 TREE PLANTING PROGRAM Jacksonville, Florida

NO. DRAWN	02/27/20
DATE	02/27/20
JOB NUMBER	20-0000
DATE	02/27/20
BY	02/27/20
DATE	02/27/20

Sheet 8 of 8
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Exhibit E (a)(1)

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: OCT 18 2006

PUBLIC TRUST ENVIRONMENTAL LAW
INSTITUTE OF FLORIDA INC
2029 N THIRD ST
JACKSONVILLE BEACH, FL 32250

Employer Identification Number:
13-4300363
DLN:
17053363004015
Contact Person: ALETHA BOLT ID# 75501
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
DECEMBER 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
YES
Effective Date of Exemption:
NOVEMBER 18, 2005
Contribution Deductibility:
YES
Advance Ruling Ending Date:
DECEMBER 31, 2009

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

Please see enclosed Information for Exempt Organizations Under Section 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

Letter 1045 (DO/CG)

State of Florida

Department of State

I certify from the records of this office that THE PUBLIC TRUST ENVIRONMENTAL LEGAL INSTITUTE OF FLORIDA, INC. is a corporation organized under the laws of the State of Florida, filed on November 18, 2005.

The document number of this corporation is N05000011729.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on January 26, 2023, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Twenty-sixth day of
September, 2023*




Secretary of State

Tracking Number: 8077735840CU

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

Exhibit E (a) (3)



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Not For Profit Corporation

THE PUBLIC TRUST ENVIRONMENTAL LEGAL INSTITUTE OF FLORIDA, INC.

Filing Information

Document Number	N05000011729
FEI/EIN Number	13-4300363
Date Filed	11/18/2005
State	FL
Status	ACTIVE
Last Event	AMENDMENT
Event Date Filed	01/21/2014
Event Effective Date	NONE

Principal Address

2029 NORTH 3RD STREET
JACKSONVILLE, FL 32250

Mailing Address

2029 NORTH 3RD STREET
JACKSONVILLE, FL 32250

Registered Agent Name & Address

ANDERSON, WARREN K, JR.
2029 NORTH 3RD STREET
JACKSONVILLE, FL 32250

Name Changed: 07/20/2007

Officer/Director Detail

Name & Address

Title Chair

ANDERSON, WARREN KJR
2029 N 3RD ST
JACKSONVILLE, FL 32250

Title Executive Director

November, John
2029 NORTH 3RD STREET
JACKSONVILLE, FL 32250

Title Director

Ellis, Jason
2029 NORTH 3RD STREET
JACKSONVILLE, FL 32250

Title Treasurer

Jean-Bart, Leslie
2029 Third Street North
JACKSONVILLE BEACH, FL 32250

Title Secretary

Dodson, Patricia
2029 NORTH 3RD STREET
JACKSONVILLE, FL 32250

Title Director

Hogan, Wayne
2029 NORTH 3RD STREET
JACKSONVILLE, FL 32250

Annual Reports

Report Year	Filed Date
2021	02/09/2021
2022	01/25/2022
2023	01/26/2023

Document Images

01/26/2023 – ANNUAL REPORT	View image in PDF format
01/25/2022 – ANNUAL REPORT	View image in PDF format
02/09/2021 – ANNUAL REPORT	View image in PDF format
01/20/2020 – ANNUAL REPORT	View image in PDF format
01/28/2019 – ANNUAL REPORT	View image in PDF format
01/22/2018 – ANNUAL REPORT	View image in PDF format
02/09/2017 – ANNUAL REPORT	View image in PDF format
04/25/2016 – ANNUAL REPORT	View image in PDF format
01/09/2015 – ANNUAL REPORT	View image in PDF format
02/28/2014 – ANNUAL REPORT	View image in PDF format

01/21/2014 – Amendment	View image in PDF format
01/28/2013 – ANNUAL REPORT	View image in PDF format
01/05/2012 – ANNUAL REPORT	View image in PDF format
02/21/2011 – ANNUAL REPORT	View image in PDF format
02/16/2010 – ANNUAL REPORT	View image in PDF format
01/06/2009 – ANNUAL REPORT	View image in PDF format
04/04/2008 – Amendment and Name Change	View image in PDF format
01/28/2008 – ANNUAL REPORT	View image in PDF format
07/20/2007 – ANNUAL REPORT	View image in PDF format
06/21/2007 – Amendment	View image in PDF format
10/20/2006 – ANNUAL REPORT	View image in PDF format
02/08/2006 – ANNUAL REPORT	View image in PDF format
11/18/2005 – Domestic Non-Profit	View image in PDF format

Jacksonville Environmental Group: City Settlement A Win For Tree Canopy

By LINDSEY KILBRIDE • JUL 27, 2017

-  Tweet
-  Share
-  Google+
-  Email



CREDIT: JENNIFER COCHRAN / FLICKR

A Jacksonville environmental nonprofit says its recent settlement with the city is a win for foliage and government transparency.



The Public Trust Environmental Legal Institute filed [suit](#) two years ago claiming a special tree fund wasn't being spent on trees.

Exhibit F



CORPORATE RESOLUTION CERTIFICATION

The undersigned, Secretary of _____ The Public Trust Environmental Legal Institute of Florida, Inc., a Florida ___501 1 c 3 nonprofit corporation ("*Corporation*"), does hereby certify that the following Resolutions were adopted by the Board of Directors of the Corporation on September 19, 2023:

RESOLVED THAT John November, the Executive Director of the Corporation ("*Authority*") is hereby authorized and empowered to execute on behalf of the Corporation any and all Agreements between the City of Jacksonville, Florida ("*City*") and the Corporation for the purpose of receiving funds from the City for a tree planting project related to the Jacksonville Tree Commission's Level 3 Community Organization Tree Planting Program ("*Project*"), and to execute any and all documents necessary in connection with the Project.

FURTHER RESOLVED THAT in addition to and without limiting the foregoing, that the Authority of the Corporation be, and hereby is, authorized to take, or cause to be taken, such further action, and to execute and deliver, or cause to be delivered, for and in the name and on behalf of the Corporation, all such instruments and documents as the Authority may deem appropriate in order to effectuate the Grant Agreement and any documents or instruments executed in the accomplishment of any action or actions authorized as stated herein shall be deemed to be conclusive approval thereof by this Corporation and the binding act and obligation of this Corporation.

DATED: September 19, 2023


Patricia Dodson
CORPORATE SECRETARY

**JACKSONVILLE TREE COMMISSION'S
LEVEL 3 TREE PLANTING PROGRAM AFFIDAVIT FORM**

BEFORE ME, the undersigned authority, personally appeared John November, who was sworn and says:

1. My name is John November and I am the Executive Director of the Public Trust Environmental legal Institute of Florida, Inc. a Florida non-for-profit corporation ("Applicant") and I have personal knowledge of the matters stated herein.
2. The Applicant is an Eligible Applicant, as defined in the Jacksonville Tree Commission's Level 3 Tree Planting Program Instructions document.
3. The Applicant is in compliance with the terms of all existing City agreements to which it is a party.
4. The Applicant is in compliance and will comply with all federal, state, local laws, rules, regulations and ordinances, as the same may exist from time to time, applicable to it.
5. If the application is approved for funding, the Applicant will execute a Grant Agreement between the City of Jacksonville and the Applicant, in substantially the same form as the Grant Agreement provided on the Tree Commission's webpage of the Public Works Department of the City of Jacksonville.
6. **The Applicant is familiar with the Jacksonville Tree Commission's Level 3 Tree Planting Agreement including all the information and duties, and if chosen for funding will abide by the requirements of the Agreement.**

John November

Signature of Affiant

Print Name: John November

STATE OF FLORIDA

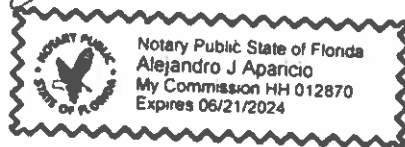
COUNTY OF DUVAL

Sworn to and subscribed before me, this 27 day of September, 2023, by. Said person is personally known OR produced identification.

Alejandro J Apancio

Notary Public

(Seal)





ONE CITY. ONE JACKSONVILLE

done in accordance with Best Management Practices to minimize potential impacts to water resources, including water quality and wetland habitats. However, some road improvements and / or the construction of temporary roadways may be necessary to provide access for thinning and restoration activities. Additionally, furrows will be graded to create more natural topography. Harvested wetland areas will be reforested with native, flood-tolerant hardwood species. Tree species may include loblolly bay (*Gordonia lasianthus*), sweetbay (*Magnolia virginiana*), swamp bay (*Persea palustris*), Pond Pine (*P. serotina*), pond cypress (*Taxodium ascendens*) and other flood-tolerant species appropriate to the wetland system. Following restoration, the survival of planted trees will be monitored. The presence of invasive plants will also be monitored, and follow-up treatments will be conducted, as needed. Once the restoration project is completed, the McGirts Creek Dunnam Property will be opened to the public for passive recreation and education activities. Accordingly, some clear cutting and construction may be undertaken in the park near but outside of the restoration area(s) to create trailheads, parking, trails, and bridges. Such developments will be designed and constructed in a manner that minimizes impacts to natural resources and wildlife.

LEVEL 2 COMMUNITY ORGANIZATION TREE PLANTING PROGRAM

The form below provides individual citizens and organizations with the opportunity to suggest a location for a tree planting project within Duval County that proposes to use funds from the City of Jacksonville Tree Protection and Related Expenses Trust Fund. If a citizen or organization is interested in suggesting a planting location for the City to implement, then use this form.

Requirements to utilize this program:

1. The location of the proposed planting must be:
 - a. In Duval County; and
 - b. On public property, such as a road right-of-way; a local, state or national park; Duval County School Board property, etc.
2. The number of trees requested may not exceed 200.

Complete the following information below:

1. Name/title of project: McGirts Creek Preserve Restoration
2. Legal name of organization/citizen making suggestion:
Jennifer Hinton, Preserve and Waterfront Manager, COJ Parks
3. Organization or citizen mailing address:
214 N. Hogan Street, Jacksonville, FL
4. Contact phone number: 904-255-7947
Contact e-mail: jmhinton@coj.net
5. Location/address of planting project:
McGirts Creek Preserve, Feldman Drive, RE# 016058 0000
6. Has project information been shared with the Council Member of the district? No
7. Rationale for project (include information about the public benefit of the project):
Planting native trees will improve the ecological value of the preserve park for wildlife. The preserve park will be open to the public for recreation and environmental education.
8. Description of project:
The City will restore forested wetlands at the McGirts Creek preserve park by planting native tree seedlings. This project will enhance the preserve park, providing a unique recreational experience for park visitors and providing quality habitat for local wildlife.

If a citizen/organization is interested in proposing a project that they want to administer and implement, a more comprehensive application (Level 3) can be found at the following link: <http://www.coj.net/departments/public-works/tree-commission>.

Greenway Lawn and Landscape
4930 Spring Park Rd
Jacksonville, FL 32207 US
jdgreenwaylawns@gmail.com



Estimate

ADDRESS

City Of Jacksonville
609 St Johns Bluff Rd
Jacksonville, Florida 32225

ESTIMATE # 8373

DATE 09/12/2023

ACTIVITY	QTY	RATE	AMOUNT
Landscape 2	1	182,750.00	182,750.00

Quote for 1 gallon containers 12,000 of the species below, installed. No warranty, watering, mulch needed.

Magnolia virginiana var. australis Sweet bay
Magnolia
Persea palustris Swamp bay
Taxodium spp. Cypress
Nyssa spp. Tupelo
Fraxinus spp. Ash
Ilex cassine Dahoon Holly
Quercus lyrata Overcup oak
Gordonia lasianthus Bay loblolly
Liquidambar styraciflua Sweetgum
Platanus occidentalis Sycamore
Quercus spp. Oaks
Ulmus spp. Elm

This is a not to exceed quote

There is a possibility that substitutions of plant material may be required due to availability

Greenway is not responsible for any after care once installation is complete

Site will be fully prepped prior to our installation this is being out sourced

Install 18" bamboo stakes to help stabilize saplings

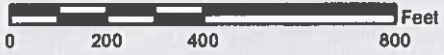
TOTAL

\$182,750.00



Accepted By

Accepted Date

McGirts Creek Park Expansion Potential Restoration Areas



Legend

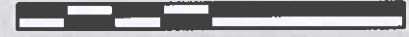
-  Pine Plantation within Flood Zone (38 acres)
-  Pine Plantation outside Flood Zone (22 acres)



McGirts Creek Preserve



0 600 1,200 2,400 Feet



Lew Brantley Park

Shindler Drive

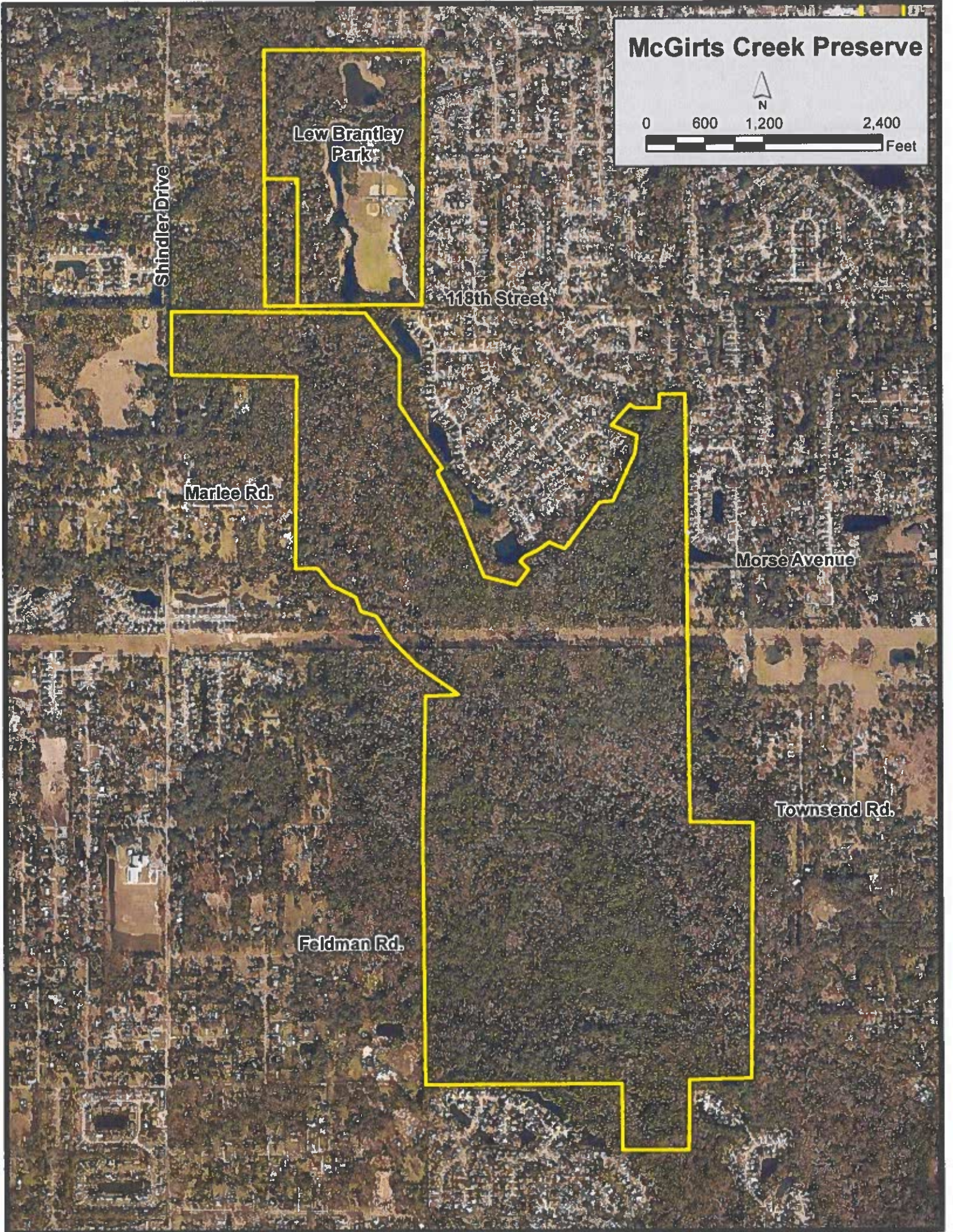
118th Street

Marlee Rd.

Morse Avenue

Townsend Rd.

Feldman Rd.



**City of Jacksonville
Tree Commission
Financials Combined
Balance Sheet
September 30, 2023**

Cash	35,758,141.85	
-------------	---------------	--

Accounts Payable	313,470.40	
-------------------------	------------	--

Fund Balance		
Beginning Fund Balance	30,070,515.04	
YTD Gain\Loss	5,374,156.41	
Adjusted Fund Balance	<u>35,444,671.45</u>	

Available Balance Calculation

Cash	35,758,141.85	
-------------	---------------	--

Less:

AP	313,470.40	
----	------------	--

Funds Available	11,686,678.09	
-----------------	---------------	--

Encumbrances (Open POs)	4,553,654.23	
-------------------------	--------------	--

Sub-Total Adjustments	<u>16,553,802.72</u>	
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Unappropriated/Unallocated	<u>19,204,339.13</u>	
-----------------------------------	----------------------	--

Appropriated/Unallocated *	<u>1,717,826.00</u>	
-----------------------------------	---------------------	--

Total Unallocated Funds	<u><u>20,922,165.13</u></u>	
--------------------------------	-----------------------------	--

Bank Funds

Accounts Payable
Appropriated Funds by City Council
Appropriated and Allocated

Better Jacksonville Plan **

* Better Jacksonville Funds are not in Ordinance or Charter Funds. Therefore, the Tree Commission cannot re-appropriate those funds.

** Better Jacksonville dollars are budgeted to See Activities/Projects Sheet

**City of Jacksonville
Tree Commission
Financials Combined
Statement of Activity
September 30, 2023**

	Actuals		Budget
	30-Sep	YTD	
Revenues			
Ordinance appropriation			520,768.00
Tree Mitigation Funds - Article 25	122,560.00	1,370,190.00	
Investment Pool Earnings	27,925.79	839,195.61	
Contributions From Private Sources	627,759.00	4,747,122.00	
Contribution-Loss Deductible	-	26,445.60	
Transfer from fund balance	-	3,298,969.79	
Total	778,244.79	10,281,923.00	520,768.00
Expenses			
Summarized expenses	863,899.65	4,907,766.59 *	21,221,434.60
Net	(85,654.86)	5,374,156.41	(20,700,666.60)

* Budget is comprised of current year budget and prior year carry forward.

City of Jacksonville
Tree Commission
Ordinance - 15304 - Tree Protection & Related Expenditures
Balance Sheet
September 30, 2023

<u>Equity in Pooled Cash</u>	26,689,028.08
-------------------------------------	---------------

<u>Accounts Payable</u>	313,470.40
--------------------------------	------------

<u>Fund Balance</u>	
Beginning Fund Balance	22,275,797.75
YTD Gain\Loss	4,099,759.93
Adjusted Fund Balance	<u>26,375,557.68</u>

<u>Available Balance Calculation</u>	
Cash	26,689,028.08
Less:	
AP	313,470.40
Funds Available(Budget)	11,686,678.09
Encumbrances (Open POs)	4,553,654.23
Sub-Total Adjustments	<u>16,553,802.72</u>
Unappropriated/Unallocated	<u><u>10,135,225.36</u></u>

City of Jacksonville
Tree Commission
Ordinance - 15304 - Tree Protection & Related Expenditures
Statement of Activity
September 30, 2023

	<u>30-Sep</u>	<u>YTD</u>	<u>Budget</u>
Revenues			
Ordinance appropriation			520,768.00
Tree Mitigation Funds - Article 25	3,825.00	288,891.00	
Investment Pool Earnings	21,488.59	646,098.13	
Contributions From Private Sources	627,759.00	4,747,122.00	
Contribution-Loss Deductible	8,167.20	26,445.60	
Transfer from fund balance	-	3,298,969.79	
Total Revenue	<u>661,239.79</u>	<u>9,007,526.52</u>	<u>520,768.00</u>
Expenses			
Expenses *	863,899.65	4,907,766.59	21,221,434.60
Net	<u>(202,659.86)</u>	<u>4,099,759.93</u>	<u>(20,700,666.60)</u>

* Budget is comprised of current year budget and prior year carry forward.

City of Jacksonville
Tree Commission
Charter - 15305- Tree Mitigation & Related Expenditures
Balance Sheet
September 30, 2023

<u>Equity in Pooled Cash</u>	9,069,113.77
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<u>Accounts Payable</u>	0
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<u>Fund Balance</u>	
Beginning Fund Balance 10/1/22	7,794,717.29
YTD Gain\Loss	1,274,396.48
Adjusted Fund Balance	<u>9,069,113.77</u>

Available Balance Calculation	
Cash	9,069,113.77
Less:	
AP	
Funds Available	
Encumbrances (Open POs)	<u>-</u>
Sub-total	<u>-</u>

Unappropriated/Unallocated	<u><u>9,069,113.77</u></u>
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City of Jacksonville
Tree Commission
Charter - 15305- Tree Mitigation & Related Expenditures
Statement of Activity
September 30, 2023

	Actuals		Budget
	30-Sep	YTD	
Revenues			-
Tree Mitigation Funds - Article 25	118,735.00	1,081,299.00	
Investment Pool Earnings	6,437.20	193,097.48	
	<u>125,172.20</u>	<u>1,274,396.48</u>	
Expenses			-
Net	<u>125,172.20</u>	<u>1,274,396.48</u>	<u>-</u>

Trial Balance Report

Ledger COJ PL - Modified Accrual

Fund 15304 Tree Protection & Related Expenditures

Account	Description	Beginning Balance (USD)	Debits (USD)	Credits (USD)	Ending Balance (USD)
104001	Equity in Pooled	26,595,647.52	1,301,542.69	664,267.85	27,232,922.36
104201	Cash - JP	0.00	0.00	109,104.00	-109,104.00
104206	Cash - JP General	0.00	7,006,832.18	6,893,467.06	113,365.12
104299	Bank Clearing	0.00	6,992,310.53	7,121,504.82	-129,194.29
104998	Zero Invoice	0.00	0.00	2,077.50	-2,077.50
104999	Cash Clearing	-459,333.61	42,450.00	0.00	-416,883.61
201101	Vouchers Payable	-478,067.16	46,533,352.82	46,368,756.06	-313,470.40
202137	Accounts Payable -	-82,042.05	82,042.05	0.00	0.00
216101	Accrued Payroll	-1,437.16	1,437.16	0.00	0.00
243101	Fund Balance -	0.00	83,501.32	83,501.32	0.00
284101	Fund Balance -	-25,574,767.54	3,298,969.79	0.00	-22,275,797.75
		0.00			-4,099,759.93
					-26,375,557.68
343750	Tree Mitigation	0.00	0.00	288,891.00	-288,891.00
361101	Investment Pool	0.00	0.00	646,098.13	-646,098.13
366020	Contributions From	0.00	103,254.00	4,850,376.00	-4,747,122.00
369400	Contribution-Loss	0.00	0.00	26,445.60	-26,445.60
389010	Transfer From	0.00	0.00	3,298,969.79	-3,298,969.79
512010	Permanent and	0.00	68,497.53	1,268.02	67,229.51
515100	Lump Sum	0.00	5,000.00	5,000.00	0.00
521020	Medicare Tax	0.00	963.50	16.97	946.53
522070	Disability Trust	0.00	205.61	3.81	201.80
522130	GEPP Defined	0.00	8,014.22	148.36	7,865.86
523010	Group Dental Plan	0.00	180.00	0.00	180.00
523030	Group Life	0.00	95.22	0.00	95.22
523040	Group	0.00	10,519.44	0.00	10,519.44
524001	City Employees	0.00	3,435.00	0.00	3,435.00
545020	General Liability	0.00	293.37	0.00	293.37
549006	Trust Fund	0.00	26,826,418.93	22,009,559.07	4,816,859.86
549032	Clothing, Clean,	0.00	140.00	0.00	140.00
Total for Fund 15304		0.00	92,369,455.36	92,369,455.36	-4,099,759.93

Trial Balance Report

Ledger COJ PL - Modified Accrual

Fund 15305 Tree Mitigation & Related Expense

Account	Description	Beginning Balance (USD)	Debits (USD)	Credits (USD)	Ending Balance (USD)
104001	Equity in Pooled Cash Account	7,794,717.29	237,922.48	0.00	8,032,639.77
104201	Cash - JP Accounts Payable	0.00	0.00	1,785.00	-1,785.00
104206	Cash - JP General Deposit	0.00	1,038,259.00	0.00	1,038,259.00
104299	Bank Clearing	0.00	1,785.00	1,785.00	0.00
201101	Vouchers Payable Account	0.00	1,785.00	1,785.00	0.00
284101	Fund Balance - Unassigned Account	-7,794,717.29	0.00	0.00	-7,794,717.29
					-1,274,396.48
					-9,069,113.77
343750	Tree Mitigation Funds - Article 25	0.00	1,785.00	1,083,084.00	-1,081,299.00
361101	Investment Pool Earnings	0.00	0.00	193,097.48	-193,097.48
Total for Fund 15305 Tree Mitigation & Related		0.00	1,281,536.48	1,281,536.48	-1,274,396.48

End of Report

Budgetary Control Balances

Done

COJ Detail Budget

Saved Search

balances

Detach Transfer Budget 0

Center	Account	Project	Activity	Interfund	Year to Date Period	Initial Budget	Budget Adjustments	Total Budget	Commitments	Obligations	Expenditure	Total Consumption	Funds Available Amount
154906	522070	000000	00000000	00000	Sep-23	195.00	-0.76	195.24	0.00	0.00	201.80	201.80	-5.56
154905	522130	000000	00000000	00000	Sep-23	7,644.00	-26.35	7,617.65	0.00	0.00	7,865.86	7,865.86	-248.21
154906	523010	000000	00000000	00000	Sep-23	0.00	-150.00	-150.00	0.00	0.00	180.00	180.00	-330.00
154906	523030	000000	00000000	00000	Sep-23	115.00	103.22	218.22	0.00	0.00	95.22	95.22	123.00
154906	523040	000000	00000000	00000	Sep-23	6,709.00	-2,567.94	4,141.06	0.00	0.00	10,519.44	10,519.44	-6,408.38
154906	524001	000000	00000000	00000	Sep-23	3,435.00	-0.04	3,434.96	0.00	0.00	3,435.00	3,435.00	-0.04
154906	545020	000000	00000000	00000	Sep-23	320.00	0.00	320.00	0.00	0.00	293.37	293.37	26.63
154906	549008	000000	00000000	00000	Sep-23	435,924.00	89,003.17	524,927.17	0.00	21,083.95	503,561.05	524,645.00	282.17
154906	549032	000000	00000000	00000	Sep-23	140.00	-240.00	-100.00	0.00	0.00	140.00	140.00	-240.00
154907	549008	000000	00000000	00000	Sep-23	0.00	3,277,984.12	3,277,984.12	0.00	408,178.24	298,363.06	702,739.30	2,575,224.82
154909	549008	000000	00000000	00000	Sep-23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
191015	599100	000000	00000981	00000	Sep-23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
						520,768.00	20,700,666.60	21,221,434.61	0.00	4,553,654.23	4,981,102.28	9,534,756.51	11,686,678.09

	<u>9/30/2023</u>	<u>8/30/2023</u>	<u>MoM Variance</u>
Total Budget	21,221,434.60	21,221,434.60	-
Encumbrance	4,553,654.23	5,367,238.77	(813,584.54)
Available Funds	11,686,678.09	11,785,193.59	(98,515.50)

City of Jacksonville
Tree Commission
Activity/Project Status as of Sep-23

		Budget	Obligation	Expenditures	Funds Available
		Sep-23	Sep-23	Sep-23	Sep-23
151004 PWOD Tree Mitigation & Related Expenses - Conservation and Resource Manag	00000378-County-Wide Tree Prog.Remove - Replace	4,537,334.51	1,286,444.72	958,967.31	2,291,922.48
151004 PWOD Tree Mitigation & Related Expenses - Conservation and Resource Manag	00000541-Hammond Blvd Project	18,592.90	-	8,309.90	10,283.00
151004 PWOD Tree Mitigation & Related Expenses - Conservation and Resource Manag	00000982-Tree Protection & Related Expenses	2,294.73	-	-	2,294.73
151004 PWOD Tree Mitigation & Related Expenses - Conservation and Resource Manag	00001315-Level 2 Tree Planting Program	10,923,410.87	2,698,487.82	3,094,818.74	5,130,104.31
151004 PWOD Tree Mitigation & Related Expenses - Conservation and Resource Manag	00001316-Moncrief Rd Beautification Project	153,794.99	-	13,556.37	140,238.62
151004 PWOD Tree Mitigation & Related Expenses - Conservation and Resource Manag	00001606-Sulzbacher Village Level 3 Tree Planting	2,077.50	2,077.50	-	-
151004 PWOD Tree Mitigation & Related Expenses - Conservation and Resource Manag	00001623-Level 3 Tree Planting Program	1,703,053.77	139,184.00	14,619.12	1,549,250.65
		17,340,559.27	4,126,194.04	4,090,271.44	9,124,093.79
154006 PWML Tree Maintenance - Other Physical Environment	00000000-No Activity	602,911.21	21,083.95	594,467.78	(12,640.52)
	All Activity Values	602,911.21	21,083.95	594,467.78	(12,640.52)
154007 PWML 630-City Tree Planting Prog - Other Physical Environment	00000000-No Activity	3,277,964.12	406,376.24	296,363.06	2,575,224.82
	All Activity Values	3,277,964.12	406,376.24	296,363.06	2,575,224.82
		21,221,434.60	4,553,654.23	4,981,102.28	11,686,678.09
Better Jacksonville Plan					
153104-PWCP Public Works Capital Projects - Road and Street Facilities	008449-Tree Mitigation Project	1,717,826.00	-	-	1,717,826.00

As of 9/15/2023

Sep-23 numbers will be hardcoded until the Carryforward process has completed.

Since 2017

Remove and Replace

15304 Ordinance Funds Available for Appropriation: As of 09/01/2023 there is \$9,368,519.88

Appropriated Amount	Date	Project	Purchase Order #	Purchase Order Amount	Date	Remainder in project	Status
\$300,000.00	Nov-18						
\$2,000,000.00	Nov-19						
\$2,000,000.00	Apr-21						
\$4,000,000.00	Dec-22						
		Remove and Replace	613920-21	\$1,250,000.00	11/18/2020	\$36,447.16	Open
		Remove and Replace (Removals)	639533-22	\$1,445,000.00	3/31/2022	\$384,867.53	Open
		8th Street	643975-22	\$37,078.00	7/8/2022	\$5,561.80	Open
		Atlantic Blvd	646687-22	\$26,483.50	8/31/2022	\$3,942.15	Open
		Round 13	653865-23	\$14,300.00	1/17/2023	\$2,145.00	Open
		Round 14	654103-23	\$89,805.20	1/25/2023	\$17,930.24	Open
		Parks Removal	656725-23	\$1,000,000.00	3/17/2023	\$634,928.45	Open
		Parks Replacement	658467-23	\$500,000.00	4/24/2023	\$362,222.00	Open
		Round 16	659329-23	\$34,070.55	5/11/2023	\$6,814.11	Open
		Round 17	660121-23	\$3,700.00	5/31/2023	\$740.00	Open
		Old River Road	663325-23	\$1,141.60	8/17/2023	\$292.32	Open
		Round 18	664863-23	\$49,650.00	9/15/2023	\$49,650.00	Open
\$8,300,000.00	Total	Total		\$5,792,918.16	Total	\$1,505,540.76	
					Available for Remove and Replace Allocation		
						\$2,291,922.48	

Definitions of Terms

Available for Appropriation- Requires City Council Approval

Allocated- Already been approved by City Council/Tree Commission and MBRC approved funds

Remove and Replace

15304 Ordinance Funds Available for Appropriation: As of 09/01/2023 there is \$9,368,519.88

Appropriated Amount	Date	Project	Purchase Order #	Purchase Order Amount	Date	Remainder	Status
		Project		Amount	Date	Remainder in project	Status

Obligation- Funds have been assigned to a project and a purchase order has been issued

Green fill indicates amount available in pool of money

Orange Fill indicated total money for column

Since 2017

630-City

15304 Ordinance Funds Available for Appropriation: As of 09/01/2023 there is \$9,368,519.88

Appropriated Amount	Date	Project	PO #	Purchase Order Amount	Date	Remainder	Status
		Project		Amount	Date	Remainder in project	Status
\$200,000.00	Nov-18						
\$1,600,000.00	Aug-19						
\$2,000,000.00	Nov-21						
\$2,000,000.00	Dec-22						
		630-City Round 17	656152-23	\$43,881.00	3/7/2023	\$8,776.20	Open
		630-City Round 18	659079-23	\$128,994.00	5/5/2023	\$128,994.00	Open
		630-City Round 19	661756-23	\$99,558.00	7/14/2023	\$99,558.00	Open
\$5,800,000.00	Total	Total		\$4,278,641.22	Total	\$237,328.20	
					Available for 630-City Allocation		
						\$2,575,224.82	

Definitions of Terms

Available for Appropriation- Requires City Council Approval

Allocated- Already been approved by City Council/Tree Commission and MIBRC approved funds

Obligation- Funds have been assigned to a project and a purchase order has been issued

Green fill indicates amount available in pool of money

Orange Fill indicated total money for column

Level 2

15304 Ordinance Funds Available for Appropriation: As of 09/01/2023 there is \$9,368,519.88

Appropriated		Allocation		Purchase Order		Purchase Order Amount		Remainder		Status	
Amount	Date	Project	Amount	Date	PO #	Amount	Date	Remainder in project	Status		
		Airport Center Drive East	\$153,643.00	11/16/2022	652783-23	\$153,643.00	12/29/2022	\$23,046.45	Open		
		GoldStar Phase 2	\$2,300,000.00	12/21/2022	661801-23	\$1,141,500.00	7/14/2023	\$1,141,500.00	Open		
		GoldStar Phase 2	\$121,345.16	12/21/2022	644186-22	\$121,345.16	7/11/2022	\$11,393.20	Open		
		Fort Caroline Rd Pond	\$61,479.00	2/15/2023	656847-23	\$61,479.00	3/21/2023	\$12,295.80	Open		
		Kernan BLVD N	\$591,059.00	2/15/2023	656956-23	\$591,059.00	3/23/2023	\$118,211.80	Open		
		Price Park	\$27,216.00	4/19/2023	659331-23	\$27,216.00	5/11/2023	\$5,443.20	Open		
		Amelia View Phase 2	\$62,370.00	4/19/2023	659333-23	\$62,370.00	5/11/2023	\$12,474.00	Open		
		Parks Northwest Districts	\$321,440.00	4/19/2023	660246-23	\$321,440.00	6/6/2023	\$128,576.00	Open		
		Fletcher and Hollywood Park	\$33,100.00	5/17/2023	661059-23	\$33,100.00	6/27/2023	\$11,700.00	Open		
		Gator Bowl	\$41,185.00	7/19/2023	663008-23	\$41,185.00	8/10/2023	\$8,237.00	Open		
		Westside Parks	\$402,600.00	7/19/2023	665133-24	\$402,600.00	10/4/2023	\$402,600.00	Open		
		7th Street E	\$88,355.00	8/16/2023	664796-23	\$88,355.00	9/14/2023	\$88,355.00	Open		
\$15,000,000.00	Total		\$12,015,257.77	Total		\$9,150,876.46	Total	\$2,908,011.63			
				Available for Level 2 Allocation				\$5,130,104.31			

Definitions of Terms

Available for Appropriation- Requires City Council Approval

Allocated- Already been approved by City Council/Tree Commission and MBRC approved funds

Encumbered- Funds have been assigned to a project and a purchase order has been issued

Green fill indicates amount available in pool of money

Orange fill indicated total money for column

Since 2017

Charter Fund

15305 Charter Funds Available for Appropriation: As of 10/01/2023 there is \$9,061,996.57

Ordinance	Appropriated	Original	Purchase	Order	Amount	Date	Project	Amount	Date	Remainder	Status
	\$133,317.49									Remainder in project	Status
Total	\$133,317.49				\$133,317.49		Total	\$133,317.49	Total		\$0.00

Definitions of Terms

Available for Appropriation- Requires City Council Approval

Allocated- Already been approved by City Council/Tree Commission and MBRC approved funds

Obligation- Funds have been assigned to a project and a purchase order has been issued

Orange Fill indicated total money for column

BJP

Better Jacksonville Plan- Tree Mitigation Dollars available for Appropriation: As of 09/01/2023 there is \$1,717,826.00

Appropriated		Project	Purchase Order Amount	Date	Remainder in project	Status
Amount	Date					

Definitions of Terms

Available for Appropriation- Requires City Council Approval

Allocated- Already been approved by City Council/Tree Commission and MBRC approved funds

Obligation- Funds have been assigned to a project and a purchase order has been issued

Jacksonville Tree Commission

Available Funds Summary (as of October 1st, 2023)

	September 2023	October 2023
15F Ordinance Funds Available for Council Appropriation (a)	\$9,368,519.88	\$9,368,519.88
Allocated for Remove and Replace to Public Works (b)	\$2,291,922.48	\$2,291,922.48
Allocated for 630-City to Public Works (c)	\$2,575,224.82	\$2,575,224.82
Available for Level 2 Allocation by Tree Commission (d)	\$5,218,459.31	\$5,130,104.31
Available for Level 3 Allocation by Tree Commission (e)	\$1,549,250.65	\$1,549,250.65
Total Allocated to PW for 630-City and Remove & Replace (b) + (c)	\$4,867,147.30	\$4,867,147.30
Total Available for Allocation by Tree Commission (d) + (e)	\$6,767,709.96	\$6,679,354.96
15N Charter Funds Available for Council Appropriation (f)	\$8,940,736.57	\$9,061,996.57
BJP Tree Mitigation Dollars available for Council Appropriation (g)	\$1,717,826.00	\$1,717,826.00
Total Avail for Appropriation by Council (a) + (f) + (g)	\$20,027,082.45	\$20,148,342.45
Total Avail for Allocation by Tree Commission (d) + (e)	\$6,767,709.96	\$6,679,354.96
Total Funds Not Obligated	\$26,794,792.41	\$26,827,697.41

Encumbered Funds Summary (as of October 2023)

	Sep-23	Oct-23
<i>Obligated Level 2 Proj Funds</i>	\$2,585,561.11	\$2,908,011.63
<i>Obligated Level 3 Proj Funds</i>	\$139,184.00	\$139,184.00
Total Funds Obligated	\$2,724,745.11	\$3,047,195.63



Sheffield Regional Park – Level 2 Tree Planting

3659 New Berlin Rd.
Jacksonville, FL 32226

*This is a Level 2 Tree Planting Project requested as part of citizen request and staff request for **Sheffield Regional Park** located at 3659 New Berlin Rd., Jacksonville, FL, 32226. Sheffield is a 385 acre regional park (formerly a dairy farm) that has been in design since the acquisition. The upcoming phase of design includes field expansion, a loop trail, a beach creation, and pickleball courts. The proposed tree plantings were designed with these future improvements in mind and will serve to complement and provide buffers, screening, and shade to existing and future amenities. The proposed trees will also define the perimeter park areas and provide buffer for areas that will remain naturalized. Soils and hydrology of the site vary, and trees were selected based on performance of existing trees and trees that will be sustainable in the current conditions.*



LEVEL 2 COMMUNITY ORGANIZATION TREE PLANTING PROGRAM

The form below provides individual citizens and organizations with the opportunity to suggest a location for a tree planting project within Duval County that proposes to use funds from the City of Jacksonville Tree Protection and Related Expenses Trust Fund. If a citizen or organization is interested in suggesting a planting location for the City to implement, then use this form.

Requirements to utilize this program:

1. The location of the proposed planting must be:
 - a. In Duval County; and
 - b. On public property, such as a road right-of-way; a local, state or national park; Duval County School Board property, etc.
2. The number of trees requested may not exceed 200.

Complete the following information below:

1. Name/title of project: Sheffield Regional Park
2. Legal name of organization/citizen making suggestion:
Citizen request and staff request
3. Organization or citizen mailing address:
214 N. Hogan St. Jacksonville, FL 32202
4. Contact phone number: 904-255-9606
Contact e-mail: kmcgovern@coj.net
5. Location/address of planting project:
Sheffield Regional Park 3659 New Berlin Rd
6. Has project information been shared with the Council Member of the district? yes
7. Rationale for project (include information about the public benefit of the project):
To provide screening and shade for existing park amenities and future improvements. To help define perimeters of pedestrian access vs. vehicular access.
8. Description of project:
Large shade trees and a few medium/small canopy trees interspersed throughout the park in areas that will benefit from receiving shade, screening, and define park space. To enhance habitat and provide wildlife value.

If a citizen/organization is interested in proposing a project that they want to administer and implement, a more comprehensive application (Level 3) can be found at the following link: <http://www.coj.net/departments/public-works/tree-commission>.

	Activity	Complete
13	Species of trees being planted are beneficial to the City's tree canopy.	✓
14	The project provides unique benefit to the neighborhood, Council District, or City.	✓
15	The project has been reviewed with and meets the needs of the requesting entity.	✓
16	The Councilmember has been notified of the project.	✓

COMMENTS:

SHEFFIELD REGIONAL PARK TREE PLANTING - LEVEL 2

Cost Estimate - 1-Year Maintenance/Warranty

Description	Unit	Quantity	Unit Price	Extended Price
<i>Quercus virginiana</i> Live Oak 4" Cal., 14' Ht., 8' Spd., 100 G or 40" B&B	EA	16	\$1,700.00	\$27,200.00
<i>Quercus nutallii</i> Nuttall Oak 4" Cal., 14' Ht., 4' Spd., 100 G or 40" B&B	EA	18	\$1,800.00	\$32,400.00
<i>Magnolia grandiflora</i> Southern Magnolia 4" Cal., 12' Ht., 4.5' Spd., 100 G or 40" B&B	EA	4	\$1,750.00	\$7,000.00
<i>Platanus sp.</i> American Sycamore 4" Cal., 14' Ht., 8' Spd., 100 G or 40" B&B	EA	3	\$1,400.00	\$4,200.00
<i>Taxodium distichum</i> Bald Cypress 4" Cal., 14' Ht., 8' Spd., 100 G or 40" B&B	EA	29	\$1,500.00	\$43,500.00
<i>Pinus palustris</i> Longleaf Pine 4" Cal., 12' Ht., 4' Spd., 100 G or 40" B&B	EA	10	\$800.00	\$8,000.00
<i>Chionanthus virginiana</i> Fringetree 3-Tks, 6' Ht., 4.5' Spd., 30 G or 24" B&B	EA	6	\$700.00	\$4,200.00
TOTAL		86		\$ 126,500.00

Common Name

- American sycamore (3)
- Baldcypress (29)
- Fringe Tree (6)
- Live oak (16)
- Nuttall Oak (18)
- Southern magnolia (4)



Sheffield Park - Level 2



100 ft

- Common Name**
- American sycamore (3)
 - Baldcypress (29)
 - Fringe Tree (6)
 - Live oak (16)
 - Longleaf pine (10)
 - Nuttall Oak (18)
 - Southern magnolia (4)

Sheffield Park (South)- Level 2

Imagery ©2023 Airbus, Maxar Technologies, U.S. Geological Survey

Google

Sheffield Park (North)- Level 2

100 ft



- Common Name**
- American sycamore (3)
 - Baldcypress (29)
 - Fringe Tree (6)
 - Live oak (16)
 - Longleaf pine (10)
 - Nutall Oak (18)
 - Southern magnolia (4)