

Jacksonville Tree Commission
Urban Forest Master Plan Committee Minutes

Thursday, July 27th, 2023, 9:30AM

For Approval August 16th, 2023

609 Saint Johns Bluff, Conference Room 1

Attendees:

Susan Fraser, Tree Commissioner
Jonathan Colburn, Urban Forestry Manager
Justin Gearhart, City Arborist
Nancy Powell, Scenic Jacksonville
Fred Pope, Scene Jacksonville
Scott Sauder- JEA
Jameka Smith- COJ

- 1. Call to Order – Ms. Fraser**
- 2. Roll Call – Ms. Fraser**
- 3. Discussion of FUSE Fellowship and steps towards Urban Forestry Management Plan-**
 - a. Fellowship is a one-year grant with possibility of a second year.
 - b. Could be a partner in creating a management plan in one year or help get us started. Ms. Fraser will have a meeting with Ms. Coglianese prior to the next subcommittee meeting to better understand the workings of this towards a management plan.
 - c. Looking into getting additional money to fill in the gaps of the FUSE Fellowship and hire consultants.
- 4. Discussion of what is needed prior to next Tree Commission Meeting-**
 - a. Ms. Fraser will write a table of contents of a standard Urban Forestry Management Plan to present to Tree Commission.
 - b. An invitation to the August Tree Commission needs to be extended to Ms. Coglianese.

- c. Comments on the rough draft of the white paper need to be submitted by Friday the 4th of August. This way we have a cohesive paper for Tree Commission.

5. At 11:09 Ms. Fraser called an end of the meeting.

DRAFT

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DRAFT

Jacksonville Tree Commission
Urban Forest Master Plan Committee Minutes

Thursday, August 10th, 2023, 9:30AM

For Approval September 20th, 2023

609 Saint Johns Bluff, Conference Room 1

Attendees:

Susan Fraser, Tree Commissioner

Jonathan Colburn, Urban Forestry Manager

Justin Gearhart, City Arborist

Lisa Grubba- Greenscapes

Scott Sauder- JEA

1. **Call to Order-** Ms. Fraser
2. **Roll Call-** Ms. Fraser
3. **Discussion of concluding thoughts of committee-**
 - a. Fuse Fellow starting by the end of year will help lead the process and based on their data collection, recommendations of what data we need will be given.
 - b. We will still need funding to complete the plan as it takes a team, not one person.
 - c. There are a lot of unknowns as the moving pieces, such as the Fuse Fellow, are still being decided.
 - d. This should be the last of the subcommittee for now, but we should be actively involved when the urban forest management planning begins.
4. **Recommendations by the committee-**
 - a. Recommend using the “Urban Forest Management: A Primer to Strategic Planning for Municipal Governments” as the scope of work for an Urban Forestry Management Plan unless professional input shows otherwise.
 - b. Recommend a formal letter of support from Tree Commission for the \$300,000 dollar budget request for an Urban Forest Management Plan.
 - c. Recommend that Tree Commission has a formal interaction with the Resiliency Office regarding the current efforts towards an Urban Forest Management Plan.

- d. Jonathan Colburn would report on the current progress of Urban Forest Management Plan to the Tree Commission.
- e. Recommend that the Tree Commission pens a formal letter of support for the November Urban Forestry Grant if/when Jonathan Colburn applies for it.
- f. Recommend that the annual reporting of Tree Commission efforts and the annual presentation to City Council resume.
- g. Recommend that Jonathan Colburn reaches out to the Grant Department for recommendations for upcoming grants to investigate.

5. At 11:05 Ms. Fraser called an end of the meeting.