

Jacksonville Tree Commission
Meeting Minutes May 10, 2018
Approved May 24, 2018

Commissioners

Present: John Crescimbeni, Chair
Curtis Hart, Vice Chair
Chris Flagg
Aaron Glick
John Pappas

Staff: Cindy Chism

Public: John November, Public Trust
Dave, McDaniel, Public Works, COJ
Larry Figart, Duval County Extension
Joe Anderson, JEA Vegetative Mgmt
Tracey Arpen, Greenscape

Advisors: Jason Teal, OGC
Richard Leon, Urban Forest Manager
Kathleen McGovern, City Arborist
Joel Provenza, Accounting

A. Meeting was called to Order by Chair at 12:02 PM.

1. All present introduced themselves. There is a quorum.
2. Submittal of Speaker's Cards
3. Motion made by Mr. Flagg, seconded by Mr. Pappas, to approve minutes from the meeting of April 26, 2018. None opposed.
4. Fund balance and encumbrance report for 15(F) and 15(N) (Attachment A) – any questions regarding the report, please email Teresa Eichner only.
5. Status of Pending Tree Projects (changes or updates are listed in green) – Kathleen McGovern (Attachment B)

Mr. Glick asked about a project on North Main Street. Ms. McGovern said she had spoken with Davey Tree and gave notice to begin. **The project will be added to the current Project list.**

B. New Business

1. Warranty Process - Richard Leon, Kathleen McGovern
 - a. How it works. Ms. McGovern provided the inspection procedures (Attachment C). This procedure is used after the purchase order has been issued. Once the initial inspection has been completed, Davey Tree would receive their first payment installment (80%). After the six month inspection, they would receive an additional 10% and at twelve months, the final 10%. CM Crescimbeni asked if that would change with a two year warranty. Ms. McGovern said that still needs to be discussed. Mr. Hart suggested the payments be reduced by half. CM Crescimbeni proposed a flat performance bond for all projects instead

of the three installment payment schedule, which may be easier to keep up with. Mr. Hart suggested talking to Davey Tree regarding the choice between a performance bond and installment payments. **CM Crescimbeni said a meeting is being scheduled and this question would be added to the agenda.**

Ms. McGovern addressed the question of how all the countywide tree planting projects were being tracked (Attachment D). Mr. Hart asked if there were IDs on each tree. Mr. Leon said the trees are not tagged. Mr. Hart said every tree he plants in a subdivision has a small metal tag attached at approximately breast height. During the hurricane, four protected trees were lost but because it was an Act of God, he wasn't held responsible. After the hurricane, Mr. Hart contacted the Mowing and Landscape Division and reported that tree number 193 of X project was knocked down by the hurricane. A picture and a list are attached to the plans and submitted with the Inspection 17 to the City. The City then inspects using the corresponding site plan. Having the trees tagged made that possible. Mr. Hart stated that a typical twenty-acre site would cost \$3000 to have an arborist tag every tree. There's a tree survey to locate every tree that is a bit more expensive, but a survey has to be done regardless. CM Crescimbeni asked if it would be beneficial to tag Tree Commission projects. Mr. Leon said there was a project that tagged existing trees in priority parks for an inventory which generated some public uproar. Going forward, they are going to be plotting trees into the Plan-it GEO program so the trees will have a digital tag instead of a physical tag. There will also be data layers and photos. All projects submitted for public property will have a data layer on Plan-it GEO.

Ms. McGovern said Attachment E is printed from www.jaxtreemitigation.com and also lists the jobs. The page was created in January and will be updated frequently.

b. One-year vs. two-year warranties: Mr. Leon reported that after speaking with Davey Tree, adding a two-year warranty would increase the contract 12% across the board. A contract amendment would be required. Davey Tree is agreeable with the provision to have some projects with two-year warranties and some with one-year warranties. **CM Crescimbeni noted that a meeting was held with several Commissioners regarding the criteria, warranty and other items. The minutes will be circulated once they have been completed. Further discussion will take place at the next meeting.**

c. Adjustment of scope according to recorded trends.

2. Postponed - Recommendations from the Point System Subcommittee – Chairman Crescimbeni, Dave McDaniel, Kathleen McGovern, Richard Leon, John Pappas.

C. Public Comment

Tracey Arpen – There is a free webinar scheduled for May 23rd sponsored by Thousand Friends of Florida on Urban Tree Selection for Sustainability. It speaks to what role local governments and property owners can play in promoting the health of eco-systems within

urban environments, also focusing on importance of maintaining existing vegetation and selecting new sustainable vegetation for Florida communities. Timothee Sallin (Cherry Lake) will be the speaker.

John November – Investigation continues for finding the best way for irrigation other than getting a water truck. Also, Mr. Glick asked about getting the information from ETM on where the publicly owned lands are located for the City of Jacksonville. **Mr. Pappas will ask ETM to share that information.**

D. Information

Question for the Commission from the Chair: If the Chair suspects the meeting will be thirty minutes or less, would the Commission prefer to cancel the meeting and push the agenda items to the next scheduled meeting?

Mr. Hart asked if the meetings could be once per month, permanently. CM Crescimbeni agreed and Mr. Pappas added the initial effort needed the twice monthly meetings, but once we finalize Ms. Fetner's Tier items, we should be able to move to once monthly meetings. CM Crescimbeni asked for input from the public; Mr. November agreed with Mr. Pappas, it's important to keep meeting until that project is done. CM Crescimbeni agreed and said another vote will be taken on having the meeting once per month once the Tier I and Tier II processes are completed. CM Crescimbeni noted that when the Commission completes the Tier I and Tier II applications, there will be a public awareness campaign. In addition to downloading an application or form for what is required for not-for-profit status, there will be language available to the applicant to cut and paste into their newsletter to look at getting trees more globally than just one or two through the CARE system. There should be something on the Tree Commission's webpage like "How to survey your neighborhood for City planted Trees." That may then be part of the many documents provided to applicants for Tree Fund plantings.

E. Action Items –

- **Ms. McGovern will add the North Main Street project to the current Project list**
- **CM Crescimbeni will discuss his meeting with Davey Tree and the question of performance bond versus installment payments.**
- **CM Crescimbeni will also discuss the minutes from the meeting held with several Commissioners regarding criteria, warranty and other items.**
- **Mr. Pappas will notify ETM to share the information regarding publicly owned lands they currently hold with Mr. November of the Public Trust.**
- **CM Crescimbeni asked Ms. Fetner to draft legislation that addresses recommendations from the Shade Tree Subcommittee (a, b, c, and h) for submission to the Mayor's Office.**

F. Adjourned at 12:40pm