

Jacksonville Tree Commission
Special Meeting
Tuesday, March 9, 2021 – 1:00 PM
Approved February 16, 2022
Via Zoom Platform & In Person

**Commissioners
Present:**

Chris Flagg, Chair
Curtis Hart, Vice Chair
Mike Robinson
CM Ron Salem
Susan Fraser

Staff: Cindy Chism

Public: Chris Daily, Jacksonville Zoo

Advisors:

Susan Grandin, OGC
Kathleen McGovern, City Arborist
Richard Leon, Urban Forestry

1. **Call to Order** – Chair
2. **Roll Call and Verification of Quorum** – Cindy Chism
3. **Submittal of Speaker’s Cards** – Chair
 - a) A raised hand icon as well as waving at the screen will be acknowledged by Chair or Ms. Chism.
 - b) For those attending in person, paper speakers’ cards are available.
4. **Action Items:**
 - a) Proposed Level 3 Project
 - i. Jacksonville Zoo & Gardens – Visitor Parking Lot Tree Planting Project
 1. Presentation – The applicant made a thorough presentation at the previous meeting the questions circulated around the clarity of the plan, cost, and things of that sort. Lesson’s learned are if there is something which lacks clarity when initially sent to the Commission, the Commission needs to speak up.
 2. Ms. Fraser pointed out that the application you currently have has a crossed through legend. After the last meeting it was pointed out to Ms. McGovern that in the plan sheet specifications were different than the quote specifications. There were 4” trees on the plan specs and 2” trees on the quote specs. What would Ms. McGovern be inspecting against if each spec is different? What is correct? Mr. Dailey from the Zoo answered the plan specs should be stricken and quote specs are correct. There is one other question, the plant schedule in the application itself says “all Florida Fancy or #1.” Can they use Florida #1s or must they be Florida Fancy? The goal is when you get to an inspection, everyone knows what they are looking for; what size tree, what quality, there is no confusion about what the expectations are.

3. Mr. Flagg stated we need to make sure the quote specs list the correct price. The application states either Florida Fancy or #1s, which is the quote is for. Ms. McGovern responded, the quote is for Florida Fancy.
4. Mr. M. Robinson said on the plan when you have a large menu of trees, the symbols on the plan were very similar so made it difficult to distinguish between the different types of trees. In the future if we could differentiate the symbols more. Also, in the Application there is not a defined period of warranty, what is the warranty? Ms. McGovern answered, it was discussed with the Zoo staff, and they agreed to a 2 year warranty including all the inspections which would normally occur. Mr. Flagg pointed out that the main concerns have revolved around clarity, the design, the application, the dollars, the unit costs are fair.
5. CM Salem asked if the Commission has set any limits on total cost of a project. Mr. Flagg, replied, no, there are none. The projects are evaluated on the presentation and the cost specifications. Mr. Hart added the intention has always been when the funds get lower than the Commission would begin setting rules on maximum a project would cost, but it doesn't appear we can spend it faster than it gets replenished.
6. Mr. Hart continued, this is a good project for the Commission with the amount of people which go to the Zoo, and the parking lots are always so hot, this will be a great addition. CM Salem asked if there was any signage which says this came from the Tree Commission. We've discussed it. Ms. McGovern responded, that is something to discuss at the next meeting, to determine if signs could be bought out of the tree funds. Mr. Flagg asked Ms. Grandin if tree funds could be used to purchase signage for the projects. Ms. McGovern replied, there is a Remove/Replace project on Monument Road and will have 2 signs there, paid for from the General Fund, they are \$350 per sign. You can drive by and see them. Mr. Flagg added that having signs would be a great place to begin advertising. Mr. M. Robinson agreed signs on Level 2 and Level 3 projects would assist the public in understanding where their tree mitigation funds were going.
7. Mr. Hart pointed out that the City has a sign shop. We can put up our sign but what we would pay the City for is the replacement when the sign required replacement. Purchasing the sign initially from the City is the best way to go because of the perpetual replacement. If the tree funds can't pay for them, there are ways to get them done, they are not expensive. Ms. Fraser added, perhaps the applicant's group could be added to the sign. Ms. McGovern will bring visual examples and any criteria necessary for a sign, and Ms. Grandin will research if the tree fund could pay for the signs and a decision will be made based on those elements.
8. Ms. Grandin reminded Mr. Daily to make the corrections to the digital copies match the corrections discussed.
9. Public Comment - None
10. Vote – Motion was made by Mr. Hart to approve the Level 3 Jacksonville Zoo Project including the clarifications discussed at this meeting. Seconded by Mr. M. Robinson, none opposed.

5. Adjourned.