

Jacksonville Tree Commission

Wednesday Oct. 15th, 2025, 9:30 AM
Ed Ball Building, 10th Floor, Conference Room 5
and Zoom Webinar

Commissioners: Curtis Hart, Chair
Susan Fraser
Raul Arias
Nina Sickler
William Burke, Vice Chair
Alden Howell

Advisors: Jonathan Colburn
Shannon MacGillis
Jose Regueiro
Justin Gearhart

Staff: Joe Rainey

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 will be acknowledged by the Chair.
 - b) For those attending in person, paper speakers' cards will be available.
- 4. Public Comment:**
- 5. Action Items:**
 - a) Approval of Minutes: September 17th, 2025 Meeting
 - b) Financial Report for Ordinance Tree Fund (15304), Charter Tree Fund (15305) and BJP (Attachment D) – Jose Regueiro
 - c) Fund Status of 630-CITY, Remove & Replace and Level 2 Programs (Attachment E) – Justin Gearhart
 - d) Level 3 Project Proposal: NONE

e) Level 2 Project Proposal

- i. Atlantic/San Marco – Justin Gearhart

6. Reports:

- a) Status of Level 2 Tree Projects (Attachment F) – Justin Gearhart
- b) Parks Department Project Update – Kathleen McGovern/Jill Enz
- c) UFMP Update/Jacksonville's Urban Forest Management Plan Presentation –Dr. Jennifer Hinton
- d) Task Force Update: Update

7. New Business:

- i. Introduction of New Positions Funded by Tree Fund-- Justin Gearhart
- ii. San Souci Tree Canopy Loss Overview – Willaim Burke

8. Old Business:

- 9. Adjournment** – Next meeting November 19th, 2025, 9:30am-11:30am as a Hybrid/Webinar meeting in Ed Ball Building, 10th Floor, Public Works Office, conference room 5.

Jacksonville Tree Commission

Minutes

Wednesday October 15, 2025, 9:31 AM- 10:36 AM

Via Zoom Platform & In Person

*Recording of Meeting can be obtained by sending requests to
Joe Rainey [jrainey@coj.net]

For approval November 19th, 2025

Commissioners:

Curtis L. Hart, Chair (Council Appointee; 2021-0033-A)
William Burke Vice Chair (Mayor Appointee; 2023-0695-A)
Susan Fraser (Council Appointee; 2022-0063-A)
Vacant (Mayor Appointee; 2023-0696-A)
Alden Howell (Council Appointee; 2024-0388-A)
Raul Arias, Council Liaison
Nina Sickler, Director of Public Works

Advisors:

Justin Gearhart - City Arborist
Carla Schell - Office of General Counsel
Jose Regueiro - Accounting
Jonathan Colburn - Urban Forestry Manager

Staff: Joe Rainey

1. Call to Order

Conducted by Chair

2. Roll Call and Verification of Quorum

Conducted by Curtis L. Hart, Chair,

Commissioners present:

Curtis Hart
Susan Fraser
William Burke
Nina Sickler

Quorum present (4, in person): Yes

3. Call for Public Speakers (online & card):

a. Action Items:

4. Prior Meeting Minutes.

Issue: Minutes from September 17 Meeting to be approved

Motion: Approved
Moved by: Nina Sickler
Second: William Burke

Vote: approved, unanimous.

5. Financial Report for Ordinance Tree Fund (15304), Charter Tree Fund (15305) and BJP (Attachment D) - Jose Regueiro

1. Combined Revenues for Fiscal YTD are \$1.07M compared to \$567.7K Oct-24. An increase of \$506K year-on-year.
2. Combined Expenses for Fiscal YTD are \$295.8K compared to \$30.9K on Oct-24. A decrease of \$264.8K year-on-year.
3. Combined Revenues for Oct-25 were \$1.07M compared to \$567.7K for Oct-24, a decrease of \$506K. Meanwhile, expenses were \$295.8K and \$30.9K on Oct-25 and Oct-24, respectively.
4. The combined Ordinance and Charter Unappropriated/Unallocated was \$27.0 million as of Oct-25.
5. For BJP Total unallocated funds were \$101.4K for Oct-25.

6. Fund Status of 630-CITY, Remove & Replace and Level 2 Programs (Attachment E) - Justin Gearhart

Total funds not appropriated at \$35.36M. Remaining in the four pools \$9.97M (R and R 2.92M; 630-City \$2.01M; Level 2 \$2.12M; and Level 3 \$2.47M).

Total obligated funds are \$3.23M as of September, 2025.

7. Level 3 Project Proposals: NONE

8. Level 2 Project Proposals:

i. Atlantic/San Marco

Motion: Approve, for \$8,542.75
Moved by: Nina Sickler

Second: Nina Sickler

Vote: approved as presented, unanimous for \$8,542.75

9. Status of Level 2 Projects:

See status report in October agenda Pgs. 40-43

Discussion regarding total trees planted for 2025

Action item: provide details of total trees planted for 2025 at the next meeting

10. UFMP Update, Dr Jennifer Hinton: Presentation. Please see supplemental documents for details.

Discussion: Clarification of scope, stakeholders and qualifiers involved in the studies being done.

See October agenda pgs. 44-54

11. Taskforce: in progress and coming close to conclusion, will be communicating with other stakeholders.

12. New Business:

i. New Positions

Justin Gearhart presented a request from Public Works for a recommendation from Tree Commission to fund certain positions within Public Works using Tree Fund funds, pursuant to 2025-102-E. Public Works is asking for three positions, Senior Landscape Architect, City Arborist, and Associate City Arborist. As described, the Landscape Architect is more of a technical specialty position, while the Arborists have a function in interacting with citizens, applicants and contractors regarding tree plantings, as well as interactions with City Council. The additional positions will increase the speed, efficiency and quality of the planting programs. The specifications for the positions are included in the material.

Discussion: Fraser: Reflects that the Landscape Architect position could be more than a check on whether certain plans meet criteria. Instead, the position could be a force to lead in tree planting projects to further the enabling legislation role of the Tree Commission, specifically to lead in the direction of planting projects instead of being simply a reactionary body. Fraser suggested that the position description intentionally encompasses more of a leadership/ambassador role to work routinely and directly with major entities, like DIA, at a senior level to forward the thus-far untapped guidance role of Tree Commission. Fraser pointed out that with the impending Urban Forestry Management Plan, the City is going to need a strong person to steer the City into intelligent use of funds considering all of the work that the Tree Commission and the Task Force has been doing for the past year.

Hart: inquired about who is sitting on the interviews for the positions.

Sickler: while the exact panel is not yet set, she volunteers to be a participant in the interview process. Sickler offered to Fraser that any language that Fraser recommends in the evaluation process, she would be happy to incorporate.

Sickler and Fraser agreed that the leadership aspect recommended could draw more respondents to the job offering.

Hart: brought the example of how the new position could be used to better design parking lots, including incorporating sidewalks into the lot design to increase both safety and beauty.

Lucovsky: discussed a certain redesign of a parking lot island that will assist in stormwater run-off, highlighting that there are more inventive practices in the design of parking lots.

There was some general discussion about City Code requirements compared to developer's designs and new requirements coming in the new year.

Sickler: commented as to the position funding requests before Tree Commission, that while the positions were created during the budget cycle the caps on the salaries may need to be adjusted by further Council action.

Hart: pointed out that City will not be able to attract the quality of applicant at lower salary caps.

Sickler: corrected herself, recalling that the cap also went through the City Council as part of the budget process when the creation of the positions was approved by Council. Sickler stated that she will have the positions' descriptions updated and the salary caps articulated and will bring the matter back before Tree Commission.

The matter of a Tree Commission recommendation on the funding of the three positions requested by Public Works was **deferred until the next Tree Commission meeting.**

ii. San Souci Tree Canopy Loss Overview -William Burke

Discussion: Causes, complication and solutions regarding the San Souci area; to include approval by community and planting on private land and organization of planting plans.

See attached documentation pgs.: 64-74

13. Old Business: None

END OF MEETING 10:36 AM

ATTACHMENT 1