

Task Force on Urban Tree Planting Best Practices

Minutes

Monday August 6, 2025, - 2:33pm - 4:31pm

Via Zoom Platform & In Person

[Recording of Meeting can be obtained by sending request to Joe Rainey JRainey@coj.net]

Commissioners:

Susan Fraser, Chair, Tree Commission Member
Curtis Hart, Tree Commission Member
William Burke, Tree Commission Member
Nina Sickler, Director of Public Works

Non-Member attendees:

Joe Andreson JEA
Nancy Powell, Scenic Jax
Susan Grandin, Scenic Jax

Advisors:

Justin Gearhart - City Arborist
Shannon MacGillis - Office of General Counsel
Jon Colburn - Urban Forestry Manager

Staff: Joe Rainey - Executive Assistant Mowing and Landscape

1. Call to Order

Conducted by Chair

2. Roll Call and Verification of Quorum

Conducted by Chair

Commissioners present:

Susan Fraser - present
William Burke - present
Nina Sickler - present until 3:55 due to other commitments

Quorum present (3, in person): Yes until 3:55

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

Submittal of speaker cards:

4. Issue: Approval of Minutes of May 14, 2025 Task Force Meeting

Motion: Approve, as Amended.

Moved by: William Burke

Second: Nina Sickler

Vote: August 6, 2025 minutes approved as amended, unanimous.

5. Overview of Approach:

a. Conformation of qualified Taskforce goals in preparation for upcoming Vote:

There was consensus, the Task Force will first complete its recommendations to the Tree Commission on the Standards, Policies and Procedures document. On the basis of that recommended document from the Task Force, the next steps, almost all in parallel, would be for the staff to develop a checklist it finds appropriate to facilitate an effective review of a project subject to the standards and then, almost concurrently, prepare the application forms necessary to support a complete application for projects subject to the standards.

b. Verifying, and resolving Taskforce findings aligning with City ordinance 656 standards:

It was acknowledged that the proposed standards were inconsistent with at least one section of 656 (likely multiple) and the LDPM, likely to require an amendment to each. Because of the time involved in amending 656 and the deadline for amending the LDPM for its next update in January, it was the consensus that, to the extent possible, inconsistencies be identified by the end of August, allowing for the preparation of legislation and application for LDPM amendment in a timely manner.

Detailed notes provided as a supplemental document by Chair

6. Discussion ended on the following items

- a. Review of Section 3 A classification of Not Compacted is achieved within the Required Soil Volume at each planting location. Proposed Development Project is deferred until October.
- b. Discussion continues Section 4. Vertical and Overhead Obstructions are Recognized in Tree Selection. Under Urban Impacts on Tree Planting until the meeting adjourned.

ADJOURNMENT

END OF MEETING 4:31pm

APPROVED