



Street Tree Advisory Committee
Wednesday, June 20, 2018
3:30 PM – 4:30 PM
Financial Services Conference Room

Member Attendees:

Mark Jacoby
Gina Burrell
Fremont Latimer
Ann Derby
Greg Dunn, Forester Advisor

City Staff

Char Putz
Holly Donahue
Amanda Anderson
Amy Skinner
Isabelle Lopez, City Attorney

Absent:

Cathy Brown
Peter Williams
Dan Lippi, Certified Master Arborist

1. **Quorum:** Roll was taken and quorum was established.
2. **Public Comment:** The City Attorney, Isabel Lopez, advised the Committee that public comments should take place at the beginning of the meeting, after quorum is established.

There was no public comment as there was no public attendance at the meeting.

3. **Minutes:** Minutes from the last meeting held on March 21, 2017 were reviewed by the Committee. A change was recommended to move Dan Lippi's name under Member Attendees, as he is a member of STAC. A motion was made to approve as amended, by Mr. Latimer, seconded by Ms. Burrell; with all in favor.

4. **Discussion to Complete STAC Mission Statement:** The Committee reviewed the draft mission statement and discussed removing Item #2 in its entirety regarding updates from the City Staff on the current maintenance program which establishes priorities for pruning and removal of tree material. Also, the Committee discussed adopting the language for Item #5 suggested by Ms. Burrell, and for it to read “assist in establishment and continuation of a Beautification Subcommittee which promotes the selection of specific gardens in various neighborhoods throughout the City.” A motion was made by Ms. Derby to strike Item #2 in its entirety, and to add the language recommended by Ms. Burrell to Item #5; seconded by Ms. Burrell, with all in favor.

5. **City Standardized Form for Arboriculture Reports:** Mr. Latimer provided a presentation to the Committee and Staff on the Code Enforcement Process for removing trees within the City of St. Augustine. He explained that currently owners are fined for removing trees without a required permit and permission from the City. As an example, he stated that some owners on Park Avenue were fined \$8,000 for removing two Live Oak trees; or \$4,000 per tree.

The Process Chart presented by Mr. Latimer explained the procedure or route for acquiring the necessary permit for tree removal. The permit application and approval is obtained through the City’s Building and Planning department.

In addition, he explained that “preserved trees” require an Arborist Report and the reviewing authority is the Code Enforcement Board residing within the City’s Building and Planning Department. A list of preserved trees and replacement trees can be provided to owners and contractors via Building and Planning.

Mr. Latimer’s presentation included tree removal, tree replacement and tree credits.

Members of the Committee suggested that once the process chart and plan are completed that the City place it on the website so that the public can read and access it; and possibly a public announcement be made by the City.

Ms. Putz recommended that more educational information could be given to owners on replanting trees. The Right Tree Right Place poster developed by STAC could be handed out as well as the planting and pruning documents provided by Mr. Latimer. The educational material could be available in Building and Planning and in Public Works.

Mr. Dunn of the Forestry Division, prefers that smaller trees be planted versus larger trees as they tend to have a longer and better life span.

The root system of all trees is sensitive. The Red Cedars are conifers and one should not cut their roots as it could present a problem. It is better to plant a smaller Red Cedar tree and let it determine where it wants to grow.

6. **New Items:**

- a. Trees at FSDB: There are two FSDB Oak Trees hanging over the sidewalk that have been deemed a hazard, and the State needs to be notified to remove them immediately. It is the FSDB responsibility to notify the State and they have already been approved for removal. Should FDOT be notified as well?
- b. What do the funds get used for when City fines an owner for not adhering to the City's Tree Ordinances?
- c. Mr. Jacoby would like to know how we notify all owners that a tree permit must be pulled. Newspaper, website, water bill notation? They need to be notified that a lien can be placed on their property, as well as, be fined.

10. **Next Meeting Date:**

The next meeting will be held on September 19, 2018 at the 50 Bridge Street Conference Room.

11. **Adjournment:**

A motion was made to adjourn the meeting at 5:00 p.m. by Ms. Burrell, seconded by Ms. Derby; with all in favor. Meeting Adjourned.