



City of Atlantic Beach

# Agenda

## Environmental Stewardship Committee (ESC) Meeting

Wednesday, June 9, 2021 - 6:00 p.m.

Commission Chamber

City Hall, 800 Seminole Road

Page(s)

### 1. CALL TO ORDER AND ROLL CALL

### 2. APPROVAL OF MINUTES

- 2.A. Approve minutes of the December 11, 2019, January 8, 2020, June 10, 2020, July 8, 2020, August 12, 2020 & September 9, 2020 regular Environmental Stewardship Committee meeting. 3 - 20  
[Environmental Stewardship Committee - 11 Dec 2019 - Minutes - Pdf](#)  
[Environmental Stewardship Committee \(ESC\) - 08 Jan 2020 - Minutes - Pdf](#)  
[Environmental Stewardship Committee \(ESC\) - 10 Jun 2020 - Minutes - Pdf](#)  
[Environmental Stewardship Committee \(ESC\) - 08 Jul 2020 - Minutes - Pdf](#)  
[Environmental Stewardship Committee \(ESC\) - 12 Aug 2020 - Minutes - Pdf](#)  
[Environmental Stewardship Committee \(ESC\) - 09 Sep 2020 - Minutes - Pdf](#)
- 2.B. Approve minutes of the May 12, 2021 regular Environmental Stewardship Committee meeting. 21 - 27  
[Environmental Stewardship Committee \(ESC\) - 12 May 2021 - Minutes - Pdf](#)

### 3. COURTESY OF THE FLOOR (5 MINS.)

### 4. CHAIRS REMARKS

- 4.A. Application for vacant position / search for prospective members
- 4.B. Roberts Rules
- 4.C. Participation on subcommittees

### 5. REPORTS

- 5.A. Outreach subcommittee 29 - 31  
[May 2021 - ESC Outreach Subcommittee Report](#)
- 5.B. LEED subcommittee
- 5.C. Tree subcommittee 33  
[TSC Report May 2021](#)

### 6. STAFF REPORTS

- 6.A. Chapter 23 update
- 6.B. Adopted Plans/Regulations

## 7. OLD BUSINESS

- 7.A. 2021 Goals/Priorities 35 - 39  
[2021 ESC Strategic Priorities 03.4.21](#)

## 8. NEW BUSINESS

## 9. ADJOURNMENT

Any person wishing to speak to the Environmental Stewardship Committee on any matter at this meeting should submit a Comment Card located at the entrance to Commission Chamber prior to the start of the meeting.

This meeting will be live-streamed and videotaped. To access live or recorded videos, click on the [Meeting Videos tab](#) on the city's home page at [www.coab.us](http://www.coab.us).

In accordance with the American with Disabilities Act and Section 286.26 of the Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact City Clerk Donna Bartle at 247-5809 or at City Hall, 800 Seminole Road, Atlantic Beach, Florida not less than three (3) days prior to the date of this meeting.



**MINUTES**  
**Environmental Stewardship Committee (ESC)**  
**Meeting**  
**Wednesday, December 11, 2019 - 5:00 PM**  
**Commission Chamber**

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**Present:**

Bruce Andrews, Chair, At-Large Member, ESC  
Amy Palmer, At-Large Member, ESC  
Linda Chipperfield, At-Large Member, ESC  
Sarah Andrews Dark, At-Large Member, ESC  
Dawn Scott, Environmental Stewardship Committee (ESC)  
Daniele Giovannucci, At-Large Member, ESC  
Sarah Boren, District 1306 Member, ESC

**Absent:**

Tony Pooley, At-Large Member, ESC  
Judith Leroux, Member, Environmental Stewardship Committee (ESC)  
Mark Gabrynowicz, ESC Chair, District 1307 Member

**Also Present:**

Amanda Askew, Planning and Community Development Director (PCDD)  
Brian Broedell, Principal Planner

**1. CALL TO ORDER AND ROLL CALL**

**2. APPROVAL OF MINUTES**

**A. Approve minutes of the November 13, 2019 regular Environmental Stewardship Committee meeting.**

The minutes from the November 13, 2019 meeting were approved with no opposition.

**3. COURTESY OF THE FLOOR (5 MINS.)**

Joan Horn spoke to the Committee regarding tree removal and development on the west side of the City. Suzanne Barker spoke about tree removal monitoring. Matt Schrader spoke about the Parks Master Plan. Kevin Hogencamp, Deputy City Manager, congratulated the Committee about their beach litter basket program and their outreach regarding the program. Sarah Dark discussed the comments received on the social media posts regarding the basket program.

**4. REPORTS**

**A. Tree code update.**

The tree code workshop had to be postponed due to noticing requirements, the Committee discussed topics and scheduling for the workshop. The Committee discussed assigning the areas of discussion to members' specialties. Amanda Askew discussed a PowerPoint presentation prepared by Brian Broedell streamlining and outlining some potential change to the ordinance. She recommended the Committee review the changes and send her comments prior to a workshop meeting. Sarah Boren asked if staff can

Environmental Stewardship Committee (ESC)  
December 11, 2019

provide the Committee with the three main problematic items for applicants. Bruce Andrews discussed how redevelopment of older lots threatens the tree canopy. Sarah Dark asked if staff can send out the current list of proposed changes to the Committee. The Committee discussed dates for the workshop in January 2020. Bruce Andrews said that the public would need to reach out to their elected officials to offer their input and support for making changes to the ordinance. The Committee discussed the state law allowing an arborist's letter in lieu of tree mitigation. Amanda Askew said the Commission passed a home rule resolution letting the state legislature know they did not agree with the new law.

**B. Tree planting update.**

Amanda Askew reviewed the recent tree plantings on Royal Palms Drive and Sailfish Drive. She discussed the next planting area near Rose Park and Veterans Park. She said the City of Jacksonville had reached out and offered to plant trees in the right of way using COJ mitigation money as long as the owner agreed to water the tree.

**C. ESC action item - plant palette.**

The Committee discussed creating a plant palette to be used by Public Works, residents, and property owners for selecting landscaping materials. Amanda Askew said she would like to incorporate a plant palette into the Parks Master Plan by mid-February.

**D. ESC action item - tips for homeowners.**

Amanda Askew said that a homeowner asked for permeable paver ideas during the charette, and asked the Committee to create a pamphlet to educate homeowners. The Committee discussed what items would be included into a handout. Sarah Dark asked if the information could be posted on a page on the City's website, and information could be added over time. The Committee discussed areas of the website to post best practices.

**E. Arbor Day 2020.**

Amy Palmer discussed the Arbor Day budget, and items still needed for the planned event. The Committee discussed future heritage trees.

**F. Hazardous waste - explore possibility of COAB event.**

Amanda Askew discussed the possibility of hosting a hazardous waste cleanup event. Members discussed the possible event.

**MOTION:** to support planning a Hazardous Waste Clean Up Event

***Motion:*** Sarah Boren

***Second:*** Sarah Andrews Dark

***Sarah Andrews Dark (Seconded By)***

***For***

***Sarah Boren (Moved By)***

***For***

***Bruce Andrews***

***For***

***Amy Palmer***

***For***

Environmental Stewardship Committee (ESC)  
December 11, 2019

*Linda Chipperfield*  
*Dawn Scott*  
*Daniele Giovannucci*

*For*  
*For*

*Motion passed 6 to 0.*

**G. Issues with beach bonfires.**

Amanda Askew discussed issues with beach bonfires. Members had a discussion about this issue.

**H. Possible park naming - Marvin's Garden.**

Amanda presented information about the possible park naming of Marvin's Garden. Members discussed this item. Members were in support of the naming.

**I. Parks master plan update.**

Amanda Askew gave an update on the Parks Master Plan.

**5. OLD BUSINESS**

**6. NEW BUSINESS**

**7. ADJOURNMENT**

There being no further discussion, Bruce Andrew declared the meeting adjourned at 8:00 p.m.

Attest:

\_\_\_\_\_  
Mark Gabrynowicz

\_\_\_\_\_  
Amanda Askew

Environmental Stewardship Committee (ESC)  
December 11, 2019

Page 3 of 3





**MINUTES**  
**Environmental Stewardship Committee (ESC)**  
**Meeting**  
**Wednesday, January 8, 2020 - 6:00 PM**  
**Commission Chamber**

**Present:** Bruce Andrews, Chair, At-Large Member, ESC  
Amy Palmer, At-Large Member, ESC  
Sarah Andrews Dark, At-Large Member, ESC  
Tony Pooley, At-Large Member, ESC  
Dawn Scott, Environmental Stewardship Committee (ESC)  
Mark Gabrynowicz, District 1307 Member, ESC  
Daniele Giovannucci, Vice Chair, At-Large Member, ESC  
Sarah Boren, District 1306 Member, ESC

**Absent:** Linda Chipperfield, At-Large Member, ESC

**Also Present:** Amanda Askew, Planning and Community Development Director (PCDD)  
Brian Broedell, Principal Planner

**1. CALL TO ORDER AND ROLL CALL**

**2. APPROVAL OF MINUTES**

**A. Approve minutes of the December 11, 2019 regular Environmental Stewardship Committee meeting.**

Approval of minutes were deferred.

**3. ELECTIONS**

**A. Election of the chair**

- Bruce Andrews asked if there were any volunteers.
- Members discussed how to vote for chairs.

**MOTION:** to nominate Tony Pooley as the 2020 Chair of the Environmental Stewardship Committee

***Motion: Mark Gabrynowicz***

***Second: Dawn Scott***

***Dawn Scott (Seconded By)***

***For***

***Mark Gabrynowicz (Moved By)***

***For***

***Bruce Andrews***

***For***

***Amy Palmer***

***For***

Environmental Stewardship Committee (ESC)  
January 8, 2020

*Sarah Andrews Dark* *For*  
*Tony Pooley* *For*  
*Daniele Giovannucci* *For*  
*Sarah Boren* *For*

*Motion passed 8 to 0.*

**B. Election of vice-chair**

- Members voted anonymously by writing a name down on a piece of paper then passed them to Amanda Askew.
- Bruce Andrews announced that Daniele Giovannucci won the vote for Vice Chair.

**C. Election of secretary**

**MOTION:** to nominate Dawn Scott as the 2020 Secretary of the Environmental Stewardship Committee.

***Motion:*** *Sarah Andrews Dark*  
***Second:*** *Sarah Boren*

*Bruce Andrews* *For*  
*Amy Palmer* *For*  
*Sarah Andrews Dark (Moved By)* *For*  
*Tony Pooley* *For*  
*Dawn Scott* *For*  
*Mark Gabrynowicz* *For*  
*Daniele Giovannucci* *For*  
*Sarah Boren (Seconded By)* *For*

*Motion passed 8 to 0.*

**D. Election of Tree subcommittee members**

- Members discusses tree subcommittee member selection.

**MOTION:** to elect Sarah Dark, Bruce Andrews, and Mark Gabrynowicz as members of the 2020 Tree Subcommittee and Daniele Giovannucci as the alternate.

***Motion:*** *Sarah Boren*  
***Second:*** *Dawn Scott*

*Bruce Andrews* *For*  
*Amy Palmer* *For*  
*Sarah Andrews Dark* *For*  
*Tony Pooley* *For*

Environmental Stewardship Committee (ESC)  
January 8, 2020



<i>Dawn Scott (Seconded By)</i>	<i>For</i>
<i>Mark Gabrynowicz</i>	<i>For</i>
<i>Daniele Giovannucci</i>	<i>For</i>
<i>Sarah Boren (Moved By)</i>	<i>For</i>

*Motion passed 8 to 0.*

**E. Election of Tree Subcommittee Chair**

**MOTION:** to elect Sarah Dark as the Chair of the 2020 Tree Subcommittee

**Motion:** *Bruce Andrews*  
**Second:** *Mark Gabrynowicz*

<i>Bruce Andrews (Moved By)</i>	<i>For</i>
<i>Amy Palmer</i>	<i>For</i>
<i>Sarah Andrews Dark</i>	<i>For</i>
<i>Tony Pooley</i>	<i>For</i>
<i>Dawn Scott</i>	<i>For</i>
<i>Mark Gabrynowicz (Seconded By)</i>	<i>For</i>
<i>Daniele Giovannucci</i>	<i>For</i>
<i>Sarah Boren</i>	<i>For</i>

*Motion passed 8 to 0.*

**F. Election of Outreach Subcommittee Chair and Members**

- ESC members discussed who was on the Outreach Subcommittee.
- Mark Gabrynowicz, Sarah Dark, Linda Chipperfield, Dawn Scott stated they are members of the committee.
- Members decided Amy Palmer will remain the chair. There was not a vote.

**G. Election of LEED Subcommittee Chair and Members**

- Sarah Boren stated she will remain the chair for this committee.
- Sarah Boren stated she and Linda Chipperfield are members of this committee.

**4. COURTESY OF THE FLOOR (5 MINS.)**

- Paula O'Banen spoke about parking and landscaping concerns in the Town Center.

**5. REPORTS**

**A. Arbor Day (January 17, 2020)- events and timeline**

- Amanda Askew gave the report for 2020 Arbor Day events.

**B. LEED for Cities Update**

- Amanda Askew gave the LEED for Cities Update

Environmental Stewardship Committee (ESC)  
January 8, 2020

- Sarah Boren spoke about LEED for Cities

**C. Parks Master Plan update**

- Amanda Askew gave the Parks Master Plan update

**6. OLD BUSINESS**

**A. Tree code update**

- Mark Gabrynowicz gave an update on changes made to Chapter 23.
- Members discussed Chapter 23.

**7. NEW BUSINESS**

**A. 2020 Priority setting meeting - January 22, 2020**

- Priority setting meeting was held January 22, 2020.

**8. ADJOURNMENT**

There being no further discussion, Tony Pooley declared the meeting adjourned at 8:00 p.m.

Attest:

\_\_\_\_\_  
Mark Gabrynowicz

\_\_\_\_\_  
Amanda Askew

Environmental Stewardship Committee (ESC)  
January 8, 2020

Page 4 of 4



**MINUTES**  
**Environmental Stewardship Committee (ESC)**  
**Meeting**  
**Wednesday, June 10, 2020 - 6:00 PM**  
**Via Video Conference**

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**Present:**

Bruce Andrews, At-Large Member, ESC  
Amy Palmer, At-Large Member, ESC  
Linda Chipperfield, At-Large Member, ESC  
Sarah Andrews Dark, At-Large Member, ESC  
Mark Gabrynowicz, District 1307 Member, ESC  
Daniele Giovannucci, Vice Chair, At-Large Member, ESC  
Sarah Boren, District 1306 Member, ESC  
Romy Vann, At-Large Member, ESC  
Deborah Andrews, District 1308 Member, ESC

**Absent:**

Tony Pooley, Chair, At-Large Member, ESC  
VACANCY District 1312 Member, ESC REF #9

**Also Present:**

Amanda Askew, Director of Planning and Community Development

**1. CALL TO ORDER AND ROLL CALL**

Vice Chair Daniele Giovannucci called the meeting to order in Tony Pooley's absence.

**2. APPROVAL OF MINUTES**

**A. Approve minutes of the March 11, 2020 and April 8, 2020 regular Environmental Stewardship Committee meeting.**

- March 11, 2020 and April 8, 2020 minutes were approved.

**3. COURTESY OF THE FLOOR (5 MINS.)**

**4. REPORTS**

**A. Outreach Subcommittee**

- Amy Palmer and Mark Gabrynowicz gave the Outreach Subcommittee report.

**B. Tree Subcommittee**

- Sarah Dark gave the Tree Subcommittee report.

**C. ESC 2020 Strategic Plan**

- Members discussed the 2020 strategic plan and how to move forward with tracking progress.

Environmental Stewardship Committee (ESC)  
June 10, 2020

- Members decided to assign tasks to individual members and to go over progress at monthly meetings.

**5. OLD BUSINESS**

**A. Tidal Marsh RAMSAR Nomination**

This topic was deferred to a future meeting.

**B. Plant Palette**

- Sarah Dark spoke about the proposed plant palette.
- Members discussed the proposed plant palette.
- Members discussed edits that need to be made before publishing the document.

**MOTION:** to move forward with the proposed plant palette on the condition that a paragraph is added to clarify the purpose of the document and the list of plants are reorganized.

**Motion:** *Daniele Giovannucci*

**Second:** *Amy Palmer*

<i>Bruce Andrews</i>	<i>For</i>
<i>Amy Palmer (Seconded By)</i>	<i>For</i>
<i>Linda Chipperfield</i>	<i>For</i>
<i>Sarah Andrews Dark</i>	<i>For</i>
<i>Mark Gabrynowicz</i>	<i>For</i>
<i>Daniele Giovannucci (Moved By)</i>	<i>For</i>
<i>Sarah Boren</i>	<i>For</i>
<i>Romy Vann</i>	<i>For</i>
<i>Deborah Andrews</i>	<i>Against</i>

*Motion passed 8 to 1.*

**6. NEW BUSINESS**

**A. 2020 ESC Calendar**

This item was not discussed.

**B. Parks Master Plan**

This item was not discussed.

**7. ADJOURNMENT**

There being no further discussion, Daniele Giovannucci declared the meeting adjourned at 8:00 p.m.

Attest:

Environmental Stewardship Committee (ESC)  
June 10, 2020

Page 2 of 3

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Mark Gabrynowicz

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Amanda Askew

**Environmental Stewardship Committee (ESC)**  
**June 10, 2020**

Page 3 of 3





**MINUTES**  
**Environmental Stewardship Committee (ESC)**  
**Meeting**  
**Wednesday, July 8, 2020 - 6:00 PM**  
**Via Video Conference**

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**Present:**

Bruce Andrews, At-Large Member, ESC  
Amy Palmer, At-Large Member, ESC  
Linda Chipperfield, At-Large Member, ESC  
Sarah Andrews Dark, At-Large Member, ESC  
Tony Pooley, Chair, At-Large Member, ESC  
Mark Gabrynowicz, District 1307 Member, ESC  
Daniele Giovannucci, Vice Chair, At-Large Member, ESC  
Sarah Boren, District 1306 Member, ESC  
Romy Vann, At-Large Member, ESC  
Deborah Andrews, District 1308 Member, ESC

**Absent:**

VACANCY District 1312 Member, ESC REF #9

**Also Present:**

Amanda Askew, Director of Planning and Community Development  
Candace Kelly, Commissioner Seat 4

**1. CALL TO ORDER AND ROLL CALL**

**2. APPROVAL OF MINUTES**

**A. Approve minutes of the June 10th regular Environmental Stewardship Committee meeting.**

Approval of June 10, 2020 minutes were deferred.

**3. COURTESY OF THE FLOOR (5 MINS.)**

Rick Carper and Stephen Faulkner were in attendance but did not speak.

**4. REPORTS**

**A. Outreach Subcommittee**

- Amy Palmer gave the Outreach Subcommittee report.

**B. LEED subcommittee**

- Sarah Boren gave the LEED for Cities Subcommittee update.
- Members discussed this update.

**C. Tree Subcommittee**

- Sarah Dark gave the Tree Subcommittee update.

Environmental Stewardship Committee (ESC)  
July 8, 2020

**5. OLD BUSINESS**

**A. Tidal Marsh RAMSAR Nomination**

- Gary Moore, Atlantic Beach resident and hydrologist, gave a presentation to answer questions about the Tidal Marsh RAMSAR Nomination.
- Members asked additional questions and discussed the topic.

**B. Parks Master Plan - Draft**

- Amanda Askew spoke about the Parks Master Plan. Additional discussion on this topic was deferred to a future meeting.

**C. 2020 Priorities Update**

- Amanda Askew spoke about this item and asked members to continue to update the document.

**6. NEW BUSINESS**

**7. ADJOURNMENT**

There being no further discussion, Tony Pooley declared the meeting adjourned at 8:40 p.m.

Attest:

\_\_\_\_\_  
Mark Gabrynowicz

\_\_\_\_\_  
Amanda Askew

Environmental Stewardship Committee (ESC)  
July 8, 2020

Page 2 of 2





**MINUTES**  
**Environmental Stewardship Committee (ESC)**  
**Meeting**  
**Wednesday, August 12, 2020 - 6:00 PM**  
**Virtual Meeting**

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**Present:**

Bruce Andrews, At-Large Member, ESC  
Amy Palmer, At-Large Member, ESC  
Linda Chipperfield, At-Large Member, ESC  
Sarah Andrews Dark, At-Large Member, ESC  
Tony Pooley, Chair, At-Large Member, ESC  
Mark Gabrynowicz, District 1307 Member, ESC  
Daniele Giovannucci, Vice Chair, At-Large Member, ESC  
Romy Vann, At-Large Member, ESC  
Deborah Andrews, District 1308 Member, ESC

**Absent:**

Sarah Boren, District 1306 Member, ESC  
VACANCY District 1312 Member, ESC REF #9

**Also Present:**

Amanda Askew, Director of Planning and Community Development  
Brian Broedell, Principal Planner  
Ellen Glasser, Mayor  
Candace Kelly, City Commissioner Seat 4

- 1. CALL TO ORDER AND ROLL CALL**
- 2. APPROVAL OF MINUTES**
  - A. Approve minutes of the July 8, 2020 regular Environmental Stewardship Committee meeting.**

There were no minutes to approve.

- 3. COURTESY OF THE FLOOR (5 MINS.)**
- 4. REPORTS**
- 5. OLD BUSINESS**
- 6. NEW BUSINESS**
  - A. Parks Master Plan.**

- Members, Staff, Commissioners, and community members discussed the proposed Parks Master Plan. They reviewed and gave input for each park.

Environmental Stewardship Committee (ESC)  
August 12, 2020

**MOTION:** to recommend the agreed upon changes for the discussed parks with the exception of the Beach accesses

**Motion:** *Amy Palmer*

**Second:** *Sarah Andrews Dark*

<i>Amy Palmer (Moved By)</i>	<i>For</i>
<i>Sarah Andrews Dark (Seconded By)</i>	<i>For</i>
<i>Bruce Andrews</i>	
<i>Linda Chipperfield</i>	<i>For</i>
<i>Tony Pooley</i>	<i>For</i>
<i>Mark Gabrynowicz</i>	<i>For</i>
<i>Daniele Giovannucci</i>	<i>For</i>
<i>Romy Vann</i>	<i>For</i>
<i>Deborah Andrews</i>	

*7 to 0.*

**7. ADJOURNMENT**

There being no further discussion, Tony Pooley declared the meeting adjourned at 9:18 p.m.

Attest:

\_\_\_\_\_  
Mark Gabrynowicz

\_\_\_\_\_  
Amanda Askew

Environmental Stewardship Committee (ESC)  
August 12, 2020

Page 2 of 2



**MINUTES**  
**Environmental Stewardship Committee (ESC)**  
**Meeting**  
**Wednesday, September 9, 2020 - 6:00 PM**  
**Via Video Conference**

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**Present:** Bruce Andrews, At-Large Member, ESC  
Linda Chipperfield, At-Large Member, ESC  
Sarah Andrews Dark, At-Large Member, ESC  
Tony Pooley, Chair, At-Large Member, ESC  
Mark Gabrynowicz, District 1307 Member, ESC  
Daniele Giovannucci, Vice Chair, At-Large Member, ESC  
Sarah Boren, District 1306 Member, ESC  
Romy Vann, At-Large Member, ESC  
Deborah Andrews, District 1308 Member, ESC

**Absent:** Amy Palmer, At-Large Member, ESC  
VACANCY District 1312 Member, ESC REF #9

**Also Present:** Amanda Askew, Planning and Community Development Director

- 1. CALL TO ORDER AND ROLL CALL**
- 2. APPROVAL OF MINUTES**
  - A. Approve minutes of the August 12, 2020 regular Environmental Stewardship Committee meeting.**
    - Approval of minutes were deferred.
- 3. COURTESY OF THE FLOOR (5 MINS.)**
  - Barbie Brooksher spoke and expressed her excitement to begin as a member of the ESC in October 2020.
  - Mayor Glasser spoke about the Parks Master Plan.
- 4. REPORTS**
  - A. LEED/sustainability sustainability update**
    - Sarah Boren gave the LEED subcommittee update.
  - B. Outreach subcommittee update**
    - Mark Gabrynowicz gave the Outreach subcommittee update.
  - C. 2020 Priorities update**
    - Members gave 2020 priorities update.

Environmental Stewardship Committee (ESC)  
September 9, 2020

- Mark Gabrynowicz presented spreadsheet.

**D. City of Jacksonville joint tree planting - Phase 1**

- Amanda Askew gave a presentation on the joint planting with City of Jacksonville.
- Members discussed tree plantings.

**5. OLD BUSINESS**

**6. NEW BUSINESS**

**A. Draft 2030 Parks Master Plan - next steps**

**7. ADJOURNMENT**

There being no further discussion, Tony Pooley declared the meeting adjourned at 8:23 p.m.

Attest:

\_\_\_\_\_  
Mark Gabrynowicz

\_\_\_\_\_  
Amanda Askew

Environmental Stewardship Committee (ESC)  
September 9, 2020

Page 2 of 2



**MINUTES**  
**Environmental Stewardship Committee (ESC)**  
**Meeting**  
**Wednesday, May 12, 2021 - 6:00 PM**  
**Commission Chamber**

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**Present:**

Amy Palmer, At-Large Member, ESC  
Linda Chipperfield, At-Large Member, ESC  
Mark Gabrynowicz, ESC Chair, District 1307 Member  
Daniele Giovannucci, Vice Chair, At-Large Member, ESC  
Sarah Boren, District 1306 Member, ESC  
Romy Vann, At-Large Member, ESC  
Deborah Andrews, District 1308 Member, ESC  
Barbie Brooksher, District 1312 Member, ESC

**Absent:**

Bruce Andrews, At-Large Member, ESC  
Sarah Andrews Dark, At-Large Member, ESC

**Also Present:**

**1. CALL TO ORDER AND ROLL CALL**

- Barbie Brooksher attended via Zoom. Mark Gabrynowicz asked for a vote to allow Barbie Brooksher to attend and participate via Zoom. Members in chambers did not vote but had no opposition.

**2. APPROVAL OF MINUTES**

**A. Approve minutes of the January 13, 2021 regular Environmental Stewardship Committee meeting.**

Minutes were approved.

**B. Approve minutes of the February 10, 2021 regular Environmental Stewardship Committee meeting**

Minutes were approved.

**C. Approve minutes of the March 10, 2021 regular Environmental Stewardship Committee meeting**

Minutes were approved.

**D. Approve minutes of the April 14, 2021 regular Environmental Stewardship Committee meeting**

- Daniele Giovannucci stated he was present at this meeting and the minutes state he was absent.

Environmental Stewardship Committee (ESC)  
May 12, 2021

- Mark Gabrynowicz stated they can proceed with approving the ammended minutes which reflect that Dainele Giovannucci attended the April 14, 2021 ESC meeting.

**MOTION:** to approve the amended April 14, 2021 minutes

**Motion:** *Mark Gabrynowicz*

**Second:** *Sarah Boren*

<i>Mark Gabrynowicz (Moved By)</i>	<i>For</i>
<i>Sarah Boren (Seconded By)</i>	<i>For</i>
<i>Amy Palmer</i>	<i>For</i>
<i>Daniele Giovannucci</i>	<i>For</i>
<i>Romy Vann</i>	<i>For</i>
<i>Deborah Andrews</i>	<i>For</i>
<i>Barbie Brooksher</i>	<i>For</i>

*Motion passed 7 to 0.*

**3. COURTESY OF THE FLOOR (5 MINS.)**

**4. CHAIRS REMARKS**

**A. Chair's Remarks Discussion**

- Mark Gabrynowicz discussed the meeting held to review Sunshine regulations. He stated that those who were not able to attend must watch the recording and fill out the form provided by the Clerks office.
- Mark Gabrynowicz reviewed the attendance rules in Chapter 23.
- Members discussed their concerns about meeting the quorum requirement and attendance.
- Amanda Askew stated City commission is discussing standardizing the committee sizes. She also said the City is no longer allowing board member participation via zoom.
- Members discussed possible committee size standardization and the new zoom requirements.
- Memebrs discussed a proposed Resolution in support of keeping the size of the ESC at 11.

**MOTION:** to draft a Resolution to remain ESC at existing membership level to take advantage of diverse expertise

**Motion:** *Mark Gabrynowicz*

**Second:** *Daniele Giovannucci*

<i>Amy Palmer</i>	<i>For</i>
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Environmental Stewardship Committee (ESC)  
May 12, 2021

<i>Linda Chipperfield</i>	<i>For</i>
<i>Mark Gabrynowicz (Moved By)</i>	<i>For</i>
<i>Daniele Giovannucci (Seconded By)</i>	<i>For</i>
<i>Sarah Boren</i>	<i>For</i>
<i>Romy Vann</i>	<i>For</i>
<i>Deborah Andrews</i>	<i>Against</i>
<i>Barbie Brooksher</i>	<i>For</i>

*Motion passed 7 to 1.*

- Deborah Andrews stated she would like to leave this decision up to Commission and she does not feel the committee is not diverse as other members have stated.

**B. ESC meeting rules**

- Mark Gabrynowicz gave an overview of the changes that were discussed and made in past meetings.

**MOTION:** to approve the amended ESC Meeting Rules

**Motion:** *Mark Gabrynowicz*  
**Second:** *Daniele Giovannucci*

- Deborah Andrews expressed her concerns about the statement in the rules that allow the suspension of Roberts Rules of Order. She said the code enforces Roberts Rules of Order so they must follow it.
- Mark Gabrynowicz responded and said Roberts Rules of order allows the suspension of rules.
- Deborah Andrews suggested removing the statement in the ESC Rules.

<i>Amy Palmer</i>	<i>For</i>
<i>Mark Gabrynowicz (Moved By)</i>	<i>For</i>
<i>Daniele Giovannucci (Seconded By)</i>	<i>For</i>
<i>Sarah Boren</i>	<i>For</i>
<i>Romy Vann</i>	<i>For</i>
<i>Deborah Andrews</i>	<i>For</i>
<i>Barbie Brooksher</i>	<i>For</i>

*Motion passed 7 to 0.*

**C. ESC Secretary**

- Mark Gabrynowicz gave an overview of the progression of the ESC Secretary Duties.

**MOTION:** to approve the ESC Secretary duties

Environmental Stewardship Committee (ESC)  
May 12, 2021

**Motion:** *Amy Palmer*  
**Second:** *Deborah Andrews*

- Romy Vann asked who is the secretary if Linda Chipperfield is not present.
- Members discussed this question.
- With no opposition to approving the duties, a vote was not recorded.

**Motion passed unanimously 5 to 0.**

**D. Chair discussion**

- Mark Garbnowicz discussed the meeting held to review Sunshine regulations. He stated that those who were not able to attend must watch the recording and fill out the form provided by the Clerks office.
- Mark Gabrynowicz reviewed the attendance rules in Chapter 23.
- Members discussed their concerns about meeting the quorum requirement and attendance.
- Amanda Askew stated City commission is discussing standardizing the committee sizes. She also said the City is no longer allowing board member participation via zoom.
- Members discussed possible size reduction and the new zoom requirements.

**MOTION:** to draft a resolution to allow the ESC to remain at existing membership to take advantage of diverse expertise.

**Motion:** *Mark Gabrynowicz*  
**Second:** *Daniele Giovannucci*

- Sarah Boren said she will draft a paragraph to present at the next Commission meeting.
- Deborah Andrews spoke in opposition of the motion.

<i>Amy Palmer</i>	<i>For</i>
<i>Linda Chipperfield</i>	<i>For</i>
<i>Mark Gabrynowicz (Moved By)</i>	<i>For</i>
<i>Daniele Giovannucci (Seconded By)</i>	<i>For</i>
<i>Sarah Boren</i>	<i>For</i>
<i>Romy Vann</i>	<i>For</i>
<i>Deborah Andrews</i>	<i>Against</i>
<i>Barbie Brooksher</i>	<i>For</i>

**Motion passed 7 to 1.**

- Deborah Andrews stated she was against the motion because it is a large committee, the meetings run long, and she does not see a diversity of perspectives on the board. She said she would like to defer to the judgement of the commission on this matter.

**5. REPORTS**

Environmental Stewardship Committee (ESC)  
May 12, 2021



**A. Outreach subcommittee**

- Amy Palmer gave an overview of the Outreach Subcommittee report.
- Members discussed writing articles for the Beaches Leader.

**MOTION:** to approve the Outreach Subcommittee report

***Motion:*** *Mark Gabrynowicz*

***Second:*** *Deborah Andrews*

***Motion passed unanimously 5 to 0.***

**B. LEED subcommittee**

- Sarah Boren asked for questions on the report. She said Linda Chipperfield is editing the Community Action Plan and the next meeting is May 25th. She stated she needs input from subcommittees about a survey that will be for the Community Action plan.
- Amanda Askew spoke about the LEED training she attended.

**MOTION:** to approve the LEED Subcommittee report

***Motion:*** *Mark Gabrynowicz*

***Second:*** *Daniele Giovannucci*

***Motion passed unanimously 5 to 0.***

**C. Tree subcommittee (no meeting since last full ESC meeting)**

- Amanda Askew made members aware of the upcoming meeting on May 26 at 5:30 p.m. for an appeal to a Tree Removal Permit.
- Mark Gabrynowicz asked Amanda Askew to explain how the appeal process worked.
- Amanda Askew gave a summary of the appeal process.

**MOTION:** to approve the Tree Subcommittee Report

***Motion:*** *Mark Gabrynowicz*

***Second:*** *Deborah Andrews*

***Motion passed unanimously 5 to 0.***

**6. MAYOR'S AND/OR STAFF REQUEST/REPORT**

**A. Chapter 23 update**

- Amanda Askew discussed the mitigation table updates.

- Daniele Giovannucci expressed his concern about requiring higher mitigation on private property than public property. He also questioned if the ESC decided to reduce the size from 14 inches to 10 inches.
- Members discussed the size of a protected tree and mitigation requirements on public property.

**MOTION:** to amend the public property mitigation rate under the first column to match the mitigation rate for new construction at 1:1.5

**Motion:** *Daniele Giovannucci*

**Second:** *Deborah Andrews*

Vote was not recorded because there was no dissent.

**Motion passed unanimously 5 to 0.**

**B.**

- Members discussed rewording the first mitigation column to express the trees are protected in this area are from 6 inches to 13.9 inches.

**MOTION:** to approve the mitigation table with the amended changes to the first column

**Motion:** *Daniele Giovannucci*

- No second to the motion was made. A vote was not called. Romy Vann expressed her concerns about the sizes on the mitigation table.
- Members continued to discuss the sizes expressed in the mitigation table.

<i>Daniele Giovannucci (Moved By)</i>	<i>For</i>
<i>Amy Palmer</i>	<i>For</i>
<i>Linda Chipperfield</i>	<i>For</i>
<i>Mark Gabrynowicz</i>	<i>For</i>
<i>Sarah Boren</i>	<i>For</i>
<i>Romy Vann</i>	<i>For</i>
<i>Deborah Andrews</i>	<i>For</i>
<i>Barbie Brooksher</i>	<i>For</i>

**Motion passed 8 to 0.**

**C. Adaptation Plan**

- Amanda Askew gave an overview of the Preliminary Adaptation Plan.
- Members asked Amanda Askew questions about the plan and discussed.

**7. OLD BUSINESS**

- Sarah Boren stated she would like to vote on the action plan to have something the members can work towards.

Environmental Stewardship Committee (ESC)  
May 12, 2021

- Mark Gabrynowicz said the item will be on the agenda as new business next meeting.

**8. NEW BUSINESS**

**9. ADJOURNMENT**

There being no further discussion, Mark Gabrynowicz declared the meeting adjourned at 8:05 p.m.

Attest:

\_\_\_\_\_  
Tony Pooley

\_\_\_\_\_  
Amanda Askew

Environmental Stewardship Committee (ESC)  
May 12, 2021

Page 7 of 7



#### May 2021 – ESC OUTREACH SUBCOMMITTEE REPORT

The ESC Outreach Subcommittee met May 19, 2021.

#### Present:

Subcommittee – Barbie Brooksher, Mark Gabrynowicz , Amy Palmer

Staff – Kevin Hogencamp, Jennifer Johnston

#### MOTIONS:

- Motion passed to approved Minutes for April 21, 2021 ESC Outreach Subcommittee meeting.
- Motion passed to seek input from full committee on addition of new graphic/verbiage as well as continuation of AB Loves Trees for new ESC swag.
- Motion passed to take proposal by UNF student(s) to hold Conservation Fair in A.B. to full committee for its approval. This will be requested later this summer (July meeting, proposed) after the outreach subcommittee receives a written proposal with more details from the student.

#### ACTION ITEMS:

- Through a connection made with Mayor Glasser, the ESC Outreach Subcommittee met with UNF student Hannah Merritt, who is interested in holding an outdoor Conservation Fair in A.B. during her senior year. This is not an official senior project, but she is actively partnering with the KAO Environmental Honor Society at UNF, of which she is a member. An additional Society member also met with the outreach subcommittee .
  - This was an initial discussion. Hannah described the planning that had already taken place and the proposed partners for the event. The role for the ESC would likely be as project partner/sponsor. The outreach subcommittee would play a supporting role, not a leading role (help promote, have a booth, lead tours of Heritage Trees, etc.). With the ESC as a partner it could be easier to manage in terms of permitting, according to Kevin Hogencamp. The event seems in line with the goals of the outreach subcommittee. It would include outreach and education with an environmental and cultural awareness theme.
  - As next steps, Hannah was advised to put together a written report that could be submitted to the full ESC to seek their approval. She was also advised to connect with Timmy Johnson, director of A.B. Parks and Recreation, for information on event permits and which park might be most appropriate for the event.
  - The timeline for the event would be for it to take place in February or March 2022 – after Arbor Day and before Earth Day. Hannah was asked to submit the written proposal ahead of the July meeting of the ESC (to include details such as proposed attendance, number of volunteers, needed, number of booths, etc.) and was invited to continue to attend outreach subcommittee meetings once she returns to campus in August.
- Sustainable Earth Day Art Exhibition – The inaugural Earth Day visual art exhibition in partnership with Word Revolt was evaluated by subcommittee, staff, and program partners Theresa and Todd Rykaczewski of Word Revolt Gallery.

- What went well:
  - Overall, the exhibition, contest, and event was deemed a success and both partners expressed interest in continuing to hold the Earth Day art exhibit again next year.
  - The event increased awareness of both the ESC and Word Revolt.
  - The artists were happy! This is a topic many artists are passionate about.
- What could be improved:
  - The consensus was to not fundraise for prizes next time. While it was a useful exercise to do so this time as the outreach subcommittee was able to establish a process for managing contributions through the city finance office and it may have been a motivating factor for some entrants, it was a lot for volunteers to manage and an additional source of stress to raise the minimum necessary.
  - Word Revolt does not typically include prizes as part of its exhibit structure. Last minute fundraising was challenging to manage. The outreach subcommittee did wish to make a donation to Word Revolt for its administration of the project; perhaps this could be encouraged as part of the event for participants.
  - The Mayor's Prize should go to an adult. There was an unintended consequence of the youth artist actually wishing to keep her artwork.
  - Suggest having speeches interspersed throughout the evening instead of all at once and set a time scheduled ahead to announce the awards so winners – especially youths -- can be present.
  - The deadline to submit artwork was too close to Easter/Spring Break. The deadline could be much earlier.
  - Teachers were too busy to help students. There needs to be a way to connect with parents as well as schools.
- Ideas for next year:
  - Begin planning and work on the event in fall of 2021 with Word Revolt.
  - Continuing with the environmental theme, add additional artistic disciplines, such as a poetry reading and music (perhaps ask Mike Shackleford to institute and environmental theme for the April Songwriters and/or Acoustic nights in A.B.)
  - Include an activity for children to do during the exhibit opening, such as a group mural project in the parking lot.
- A new graphic for ESC was discussed. Mark Gabrynowicz presented a new graphic with a resiliency and sustainability message. The importance of continuing with the AB Loves Trees messaging was emphasized by Barbie Brooksher as it can take years to build a brand. However, the ESC's work is about more than trees, so this would add a message and provide additional opportunities for swag and messaging. There was also discussion of being consistent with font. It was decided that the full ESC should be consulted on the matter, which was initially broached by staff informally as a way to move beyond just having the Arbor Day T-shirts.
- Advocacy messages can continue to solicit support for passage of amended tree ordinance .

- Tree ordinance outreach – continuing discussion of related items to tee off once/if revisions pass.
- There was an invitation for the outreach subcommittee to have a booth at artist Megan Reid’s solo show with an environmental theme at Word Revolt. Due to lack of swag and people power, the outreach subcommittee declined, but some members may attend. The opening is the evening of Saturday, June 5.
- There was an initial discussion of new business – the suggestion that there be a competition for gardeners to use the new plant palette in public rights of way. No action was taken.

QUESTIONS FOR/ MOTIONS SOUGHT/ACTION SOUGHT FROM ESC:

- Seek input from full committee on addition of new graphic/verbiage, as well as continuation of AB Loves Trees, for new ESC swag
- Question – Could city funds and/or grant funds be used for outreach activities?
- There is an opportunity for a regular or guest environmental column in the Beaches Leader featuring ESC contributors. The full participation of the ESC is needed. Please sign up for dates/topics to contribute throughout the year. Please watch for an impending email from the outreach subcommittee with details and to sign up.
- The Earth Day art exhibition artists will have another opportunity to display their work at Adele Grage with an opening from 5-8 p.m., Thursday, June 17. Please attend!
- Continue to share advocacy message crafted by ESC Outreach Subcommittee to alert Atlantic Beach residents of changes to tree ordinance, opportunities for public comments at City Commission meeting when first reading of ordinance will take place in June, and by contacting elected officials.
- The next ESC Outreach Subcommittee meeting is scheduled for 6:30-8:30 p.m., Wednesday, June 9, 2021

Respectfully submitted by Amy Palmer, Chair, ESC Outreach Subcommittee





**From:** [Sarah Dark](#)  
**To:** [Askew, Amanda](#); [Mark Gabrynowicz \(mgaby.73@gmail.com\)](#); [mark](#)  
**Subject:** TSC Report May 2021  
**Date:** Tuesday, June 1, 2021 3:09:01 PM

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The Tree Subcommittee (Mark G, Bruce A, and Sarah D) met on May 26th to hear an appeal for the unpermitted removal of a 14" Red Maple at 310 Buoy Lane. The TSC unanimously agreed with Staff's interpretation and application of the code.

We have also seen a rise in tree removal permits in the past month, as construction seems to be on the rise in AB.

--

Sarah A. Dark  
[sarah.andrews87@gmail.com](mailto:sarah.andrews87@gmail.com)



**ENVIRONMENTAL STEWARDSHIP COMMITTEE**  
**2020 STRATEGIC PLAN with 2021 Proposed Priorities**  
 (2021 Priorities is based on the March 11, 2020 approved priorities)

<b>New 2021 Proposed Priorities</b>
<b>2021 Proposed Priorities Currently in 2020 Strategic Plan</b>

<b>A. GOAL: PROMOTE THE HEALTH AND PROTECTION OF OUR NATURAL ENVIRONMENT.</b>					
	WHAT ARE THE ACTIVITIES AND WORK PRODUCTS?	Resources requires	BY WHEN?	STATUS	BUDGET NEEDS
<b>1. Identify</b> best practices for science-based approaches to the maintenance of our tree canopy, parklands, wetlands, waterways, dunes and beach.	Baseline for heritage/legacy trees	ESC			
	Best Practices/ updated City's ROW				
	Maintenance Policy	Tony/staff			
	Determine and implement best methodology for addressing sustainability related issues for parklands, wetlands, dunes and beach, e.g., establish sub committees as required	organic	ESC	soon	
<b>2. Partner</b> with city public works staff in the implementation of more environmentally sensitive practices.	Partner with Public Works (PW) to ID practices that are risky; Review city contracts with environmental implications	ESC	On-going	ESC met with PW	
	Annual Presentation from PW	At ESC			
	Implementation of plant palette	Bruce/Sarah d.	April	Continue to work with public works to implement and facilitate new projects and designs	
	Set up a regular communication and collaboration method to share and integrate the goals, efforts, perspectives and science-based practices of the ESC into other City Committees and city decisions (e.g., complete streets, elevating a road, Resiliency plan).				
	Implement best practices as it pertains to the maintenance of our parks and natural spaces (pesticides, mowings, invasive removals)	Sarah Dark		Develop strategies for invasive removals, educating public	
<b>3. Educate</b> citizens on practical ways to incorporate science-based approaches to	Program for tree trimmers	Outreach Subcom – Linda creating program	After code update	Info in July newsletter on Palm trimming	

yard maintenance and sustainable practices	LEED framework/timeline	LEED Subcom	Oct.		
	Complete development and begin distributing welcome package for new residents	Outreach Subcom and Sarah Boren – Linda can help	After code update	Active discussion and work /Info. in July 2020 newsletter on Palm trimming	
	Have dedicated recycle trash cans at each beach access and park. The design could be coupled with incorporation of art and design.				
4. Integrate the perspectives and science-based practices of the ESC into other City Committees as appropriate.	Tony and Mark will be liaison to Commission Provide as required recommendations to the commission	Tony/Mark	On-going		
	City Hall and other city buildings should implement green practices within their operations, including waste reduction and recycling, office supplies, kitchen and pantry supplies, and IT equipment and management.	Linda	August 2021	Investigating green programs, need staff help	
5. Promote ESC	Include Content on the content calendar promoting other committees and businesses in AB that are following the ESC mission.	Outreach Subcom	Soon	Need outreach plan	
	Add video to the ESC social media presence.	Outreach Subcom	Ongoing		
	Hire an intern to help manage the FB IG and YouTube accounts.	Outreach Subcom	Soon	Barbie met with Kevin H. and schools	
	Develop and Implement an online marketing campaign for each of the goals for 2021. This will be where the content comes from for the Content Calendar.	Outreach Subcom	Soon	Need to prioritize	
	Develop a Social Media Content Calendar for the next 12 months.	Outreach Subcom	Ongoing		
	Submit press releases on events to Times Union, Beaches Leader, AB Living, Folio Weekly, Business Journal, etc.	Outreach Subcom/coordinate with Kevin H.	Ongoing	AB Living Heritage Tree article/ Lina sent contact list to Kevin	
6. Enhancement and beautification of existing COAB	Reduce the number and appearance of degraded or blighted properties.				
	Identify and lobby for improved aesthetics of Atlantic Blvd and Mayport Road medians – current maintenance has severely degraded	Sarah Dark			
	The restoration and beautification of Hopkins Creek Specifically the segment between Plaza Road and Atlantic Boulevard	Romy	“Sooner” – phase 1 and research plan by May meeting	Restoration needs/outline	
<b>B. GOAL: ENGAGE AND EDUCATE CITIZENS IN THE PROTECTION AND ENJOYMENT OF OUR</b>		<b>WHO WILL DO THIS?</b>	<b>BY WHEN?</b>	<b>STATUS</b>	<b>BUDGET NEEDS</b>
WHAT ARE THE ACTIVITIES AND WORK PRODUCTS?					

**NATURAL ENVIRONMENT.**

1. <b>Connect</b> all AB parks and preserves.	Add language to Parks Master Plan to link all parks via paths	Staff	March	<ul style="list-style-type: none"> <li>- Language added by staff in Comp. plan</li> <li>- Suggestion of some of the 200 trees along these routes</li> <li>- Added in parks master plan</li> </ul>	
2. <b>Build</b> a bat house in Dutton Island Preserve and educate citizens on their value.	Building bat house		Oct.	PW is working with boy scouts to build several – need to find new volunteer. Boy scout no longer available	
	Education on bat houses	Outreach subcom	After houses are complete	Need a write up	
3. <b>Expand</b> the City’s portfolio of conservation properties.	Consult with North Fl Land Trust about preserves and on-going opportunities for Johnson Is.	Tony Romy			
4. <b>Identify</b> historic homes and sites.	Baseline	Amy	Later		
	Research	Amy/Romy	Intermediate priority	Amy has done some research and has contacts with orgs that can help & Outline of criteria needed to meet requirements, what recognition/classification means	
	Educate the value of saving houses/construction & reducing construction waste	Amy/Outreach Subcommittee	Later	Amy – research on construction waste and methane gas how houses sequester carbon and release it when torn down	
5. <b>Events</b>	Have a free paper shredding event, with the paper sent for recycling				
	Have hazardous waste collection in Atlantic Beach a couple of times a year.	Outreach Subcommittee/staff	Dependent on staff timeline		
	Earth Day art exhibition	Mark/Outreach Subcommittee	April at Word Revolt and May at Adele Grage	Actively working on this project for Earth Day 2021	
	Engage/outreach with AB kids/youth	Outreach Subcommittee/	Later	Greater tie-in with Arbor Day 2022	

		Sarah Dark			
	Outreach/educate citizens (stormwater-importance of keeping debris out of storm drains, tree canopy-AB Loves Trees, parks/open space, tree plantings, trash cleanups-beach and parks, invasive plant removals)	Outreach Subcommittee	Ongoing	To be compiled in Welcome Packet	
<b>C. ESTABLISH THE PROTECTION AND DEVELOPMENT OF THE TREE CANOPY AS THE DEFINING THEME OF AB</b>					
	<b>WHAT ARE THE ACTIVITIES AND WORK PRODUCTS?</b>	<b>WHO WILL DO THIS?</b>	<b>BY WHEN?</b>	<b>STATUS</b>	<b>BUDGET NEEDS</b>
1. <b>Finalize</b> changes and <b>support</b> the passage of the Tree Ordinance.	Update Chapter 23	ESC/Staff	April	ESC finished	
	Pass proposed tree ordinance			Waiting on input	
	Establish procedures for systematic review of Chapter 23	ESC	soon		
	Educate the public about it so ignorance is no longer an excuse.	Outreach Subcom / Lina	After revised code passes		
	Educate businesses on sustainable practices a. Create training curriculum for tree trimmers b. Develop promotion and reward for training c. Ongoing promotion and training	Linda/Outreach Subcomm	Immediate working on/after revised code passes		Budget for materials, certificates, badges, etc.
2. <b>Promote</b> a “no net loss” of tree canopy policy	Plant more trees	City and citizens	On-going		
	Continue to promote the COJ tree plantings and COAB-funded tree plantings	ESC, Tree subcommittee, Sarah Dark	On-going	Continue to develop plan locations “next 500 trees” & Created survey and promotional campaign that led to 60 resident request for trees	
	Finalize Tree requirements/priorities list and establish procedures for periodic review/update	Tree subcommittee	soon		
	Create an inventory of existing tree canopy and establish priority planting areas based on the need and benefits	Tree subcommittee /Romy	“Sooner” Phase 1 research by May’s meeting	Determine what resources are needed, ongoing tracking needs	
3. <b>Promote</b> “AB loves trees” brand	Educate the citizenry about the benefits of our tree canopy and promote its preservation and growth	Outreach Subcom	On-going		
4. <b>Establish</b> a tree bank	Research ways to establish a tree bank (at a minimum palms)	ESC			
5. <b>Promote</b> the Heritage Tree designation	Find ways to encourage private property owners to make designation	Outreach Subcom	On-going	AB newsletter and AB Living	
6. <b>Establish</b> an Honor Trees Program	Private Property – Residents/Businesses can request the planting of a tree on their property to honor special times (i.e.	Outreach Subcomm/Amy	Contingent on passage of		

birth of a child, memorial, wedding, graduation, etc.). A plaque is created that goes with the tree to commemorate and explain the Honor Tree.

Public Property – Honor Trees can be planted on public property, as well (i.e. A tree planted at Veteran’s Park to honor each fallen veteran from A.B.)

revised tree ordinance provision to allow tree mitigation funds to be used on private property

**D. GOAL: MEASURE AND REPORT PROGRESS IN THE PROTECTION AND IMPROVEMENT OF OUR NATURAL ENVIRONMENT.**

	WHAT ARE THE ACTIVITIES AND WORK PRODUCTS?	WHO WILL DO THIS?	BY WHEN?	STATUS	BUDGET NEEDS
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1. Establish a baseline and optimal goal of tree canopy for AB	Canopy survey Establish a baseline and determine whether no net loss or what the optimal goal is for AB’s tree canopy	Tony/Dan Romy			
2. Craft a sustainability plan that connects LEED with other universal metrics.	Include people, planet, profit in plan	Sarah B/Tony Romy	Check with Sarah Boren’s target date		
	Track progress on Roadmap	LEED subcommittee	On-going		
	Complete Greenworks Plan a. finish draft and public input outreach plan and get approval by City Commission to proceed; b) seek public input; c) refine GWCAP based on public input; d) obtain City Commission approval. b. Develop a prioritized and comprehensive plan to comply with additional requirements c. Get an Atlantic Beach Green Works Community Action Plan approved by City Commission by Q2 2021. d. Seek LEED for Cities v4.1 certification in addition to getting the GWCAP approved.	LEED subcommittee / Romy	Check with Sarah Boren’s target date		
3. Report as required to Commission	Establish procedures for reporting to Commission	ESC		soon	
4. Develop stand-alone chapters (akin to C23) under Commission/ESC provenance for parklands, wetlands dunes and beaches	Establish work group to break out non tree related matters from C23 and draft new Chapters/paragraphs for other ecosystems	ESC Commission		In my lifetime	