

KEITH VALENTINE
CHAIR

EARL WALLACE
BOARD MEMBER

CAROLYN SMITH
BOARD MEMBER

JULIO PEREZ
BOARD MEMBER

WILL JONES
COMMISSIONER-BOARD MEMBER

NICOLE GRACE
BOARD MEMBER

MARCIA G. CARTY, CPA, CGFO
INTERIM CITY MANAGER
FINANCE DIRECTOR

LORENZO AGHEMO
PLANNING DIRECTOR

JANE WEST, ESQ.
CITY ATTORNEY

SUNNI L. KRANTZ
CITY CLERK



AGENDA
TREE COMMITTEE MEETING
December 11, 2024 at 4:00 PM

1. CALL TO ORDER

- a. Special Called Meeting Notice
- b. Roll Call

2. APPROVAL OF MINUTES

- a. January 31, 2024

3. PUBLIC COMMENTS - SPEAKERS ARE LIMITED TO 3 MINUTES. NO ACTION TO BE TAKEN ON ITEMS DURING PUBLIC COMMENT.

4. REGULAR BUSINESS

- a. Recommendation of Arbor Day Proclamation to the City Commission
- b. Planning of City of Palatka's Arbor Day Celebration with St. Johns River State College and recommendation to purchase 30-gallon tree

5. BOARD COMMENTS

6. ADJOURN

Persons with disabilities requiring accommodations in order to participate in this meeting should contact the City Clerk's Office at 386-329-0100 at least 24 hours in advance to request accommodations.

KEITH VALENTINE
CHAIR

EARL WALLACE
BOARD MEMBER

CAROLYN SMITH
BOARD MEMBER

JULIO PEREZ
BOARD MEMBER

NICOLE GRACE
BOARD MEMBER

BLAKE JOSEPHSON
BOARD MEMBER

WILL JONES
COMMISSION LIASION



MARCIA G. CARTY, CPA, CGFO
INTERIM CITY MANAGER
FINANCE DIRECTOR

LORENZO AGHEMO, MRP
PLANNING DIRECTOR

JANE WEST, ESQ.
CITY ATTORNEY

SUNNI KRANTZ
CITY CLERK

December 11, 2024

**TREE COMMITTEE
SPECIAL CALLED MEETING NOTICE**

**TO MEMBERS: EARL WALLACE, CAROLYN SMITH, JULIO PEREZ,
NICOLE GRACE, BLAKE JOSEPHSON, AND
COMMISSION LIASION WILL JONES**

YOU ARE HEREBY NOTIFIED a special called meeting of the Tree Committee is hereby called to be held on December 11, 2024, at City Hall Annex located at 205 N. 2nd St., Palatka, FL, 32177. The meeting is called to commence at 4:00 PM.

The purpose of the meeting is to plan the City's Arbor Day Celebration.

Please govern yourselves accordingly.

/s/ Keith Valentine
Committee Chairman

/s/ Sunni Krantz, CMC
City Clerk

PERSONS WITH DISABILITIES REQUIRING ACCOMMODATIONS IN ORDER TO PARTICIPATE IN THIS MEETING SHOULD CONTACT THE CITY CLERKS OFFICE AT 386-329-0100 AT LEAST 24 HOURS IN ADVANCE TO REQUEST ACCOMMODATIONS.

January 31, 2024

STAFF REPORT

DATE: December 11, 2024
TO: City of Palatka Tree Committee
FROM: City Staff

APPLICATION REQUEST

Please see the attached Minutes for approval.

BACKGROUND

PROJECT ANALYSIS

Staff Recommendation

ATTACHMENTS

1.	2024.01.31 Tree Committee
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KEITH VALENTINE
CHAIR

NICOLE GRACE
VICE CHAIR

EARL WALLACE

CAROLYN SMITH

JULIO PEREZ

BLAKE JOSEPHSON
PUTNAM COUNTY FORRESTER

WILL JONES
COMMISSION LIAISON



JONATHAN C. GRIFFITH
INTERIM CITY MANAGER

JANE WEST, ESQ.
CITY ATTORNEY

SUNNI KRANTZ
CITY CLERK

CITY of *Palatka*
FLORIDA
TREE COMMITTEE

MINUTES
January 31, 2024

The minutes of the proceedings of a special called meeting of the Palatka Tree Committee held on January 31, 2024 at 4:00 PM. at Palatka City Hall, 201 N. 2nd St., Palatka, FL 32177.

1. CALL TO ORDER at 4:00 PM
a. Special Called Meeting Notice
b. Roll Call

KEITH VALENTINE	– Present
NICOLE GRACE	– Present
EARL WALLACE	- Present
CAROLYN SMITH	– Present
JULIO PEREZ	– Present
BLAKE JOSEPHSON	– Present
WILL JONES, Commission liaison	–Not Present

Also present: Jonathan Griffith, Interim City Manager; Jane West, City Attorney; Sunni Krantz, City Clerk; Casey Cheap, Planner; Peter Willott, Public Information Officer; Kierra Kaymore, Customer Services and Records Clerk; Elizabeth Van Rensburg; Present via telecommunications technology: Renee Brown, Planning Clerk; Sherri Farmer, Planner I

2. APPROVAL OF MINUTES
a. December 13, 2023

Motion to approve by Ms. Grace. Second by Ms. Smith. Motion passed unanimously.

3. PUBLIC COMMENTS - Speakers are limited to 3 minutes. No action to be taken on items during public comment.

The floor was open to public comment. Hearing none, the floor was closed to public comment.

4. REGULAR BUSINESS

a. Tree Protection Code Recommended Updates - Potential recommendations by the Tree Committee regarding City Code updates to Article VI - Landscaping and Tree Protection.

Ms. West advised several Committee members expressed concerns regarding removal of trees on residential properties. The City has tree protection in commercial zoning categories, which is uncommon to have tree protection in commercial and industrial zoning categories, but not residential.

Committee discussion commenced. Mr. Valentine expressed the need to save beautiful oaks and concern trees are still being removed on commercial properties. Ms. Grace and Mr. Wallace expressed concern of developers stripping trees from entire parcels. Ms. West discussed the 2019 law referenced in her memorandum and the need to include it in a residential tree protection ordinance.

The Committee discussed possible penalties, the need for trees to not grow into powerlines, and prohibiting non-native vegetation. Mr. Josephson recommended the City look at the Florida Invasive Species Council (FISC) List of invasive plant species and the USDA Noxious Weeds list. The Committee discussed the City's code on the replacement of trees that are removed. Mr. Wallace expressed they can replant the trees and sometimes let the replanted tree die, creating the need for enforcement. Mr. Josephson advised in Alachua it's not a flat DBH replacement requirement for all the species, they have a list adjusted based upon species.

Motion to follow recommendations stated on page 10 [of the agenda packet] with the recommended removal of exemption 2a and 2b by Mr. Perez. Second by Ms. Grace. Motion passed unanimously.

Motion by Mr. Josephson to accept the FISC and associated list in the tree ordinance. Second by Mr. Perez. Motion passed unanimously.

Ms. West advised we have a policy freeze pending the hire of a new City Manager and the recommendation of the Committee will go to the Commission after the freeze is lifted.

5. STAFF COMMENTS

Ms. Krantz asked if there is business to come before the committee that needs a meeting to be scheduled at this time. The consensus was the board does not want to wait over a year for the next meeting.

6. BOARD COMMENTS

Ms. Smith expressed concern regarding the care of the crepe myrtles by the Putnam County government complex. Ms. West advised individuals can speak with the County.

Ms. Grace advised the St. Johns River State College is asking if we would like to partner with them next year for a co-sponsored Arbor Day Celebration. The Committee expressed support to tentatively schedule an Arbor Day celebration January 17th, 2025 at 10:00 AM at the College.

Mr. Perez spoke regarding planting zones. Palatka is now in Zone 9A.

7. ADJOURN at 4:50 PM

Motion to adjourn by Ms. Smith.

PERSONS WITH DISABILITIES REQUIRING ACCOMMODATIONS IN ORDER TO PARTICIPATE IN THIS MEETING SHOULD CONTACT THE CITY CLERK'S OFFICE AT 386-329-0100 AT LEAST 24 HOURS IN ADVANCE TO REQUEST ACCOMMODATIONS.

Recommendation of Arbor Day Proclamation to the City Commission

STAFF REPORT

DATE: December 11, 2024
TO: City of Palatka Tree Committee
FROM: City Staff

APPLICATION REQUEST

Attached please find last's year's Proclamation for Arbor Day.

BACKGROUND

Annually, the City Commission passes a Proclamation to recognize Arbor Day, based upon the input of the Tree Committee.

PROJECT ANALYSIS

Please provide input on proposed Proclamation.

Staff Recommendation

Recommend language for a Proclamation for Arbor Day.

ATTACHMENTS

1.	2024.01.11 Proclamation Arbor Day
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CITY OF PALATKA



TREE CITY USA®

PROCLAMATION

WHEREAS, Arbor Day is observed throughout the nation and the world, in recognition of the many benefits of trees; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal; and

WHEREAS, the City of Palatka is proudly a “Tree City USA”.

NOW, THEREFORE, I, Roberta Correa, Mayor of the City of Palatka, together with the members of the Palatka City Commission do hereby proclaim January 19, 2024, as

ARBOR DAY

in the City of Palatka, and we urge all citizens to celebrate Arbor Day by supporting efforts to protect our trees and woodlands, and further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.



CITY OF PALATKA

By: 
Mayor

Attest: 
City Clerk

Date filed with the City Clerk: 01/11/2024.

Planning of City of Palatka's Arbor Day Celebration with St. Johns River State College and recommendation to purchase 30-gallon tree

STAFF REPORT

DATE: December 11, 2024
TO: City of Palatka Tree Committee
FROM: City Staff

APPLICATION REQUEST

Attached please find the program from last year's Arbor Day Celebration. Also attached is a picture of a tree.

City Staff is looking to the Tree Committee to plan the celebration. What events or speakers would the tree committee like to see as a part of this year's celebration?

The St. Johns River State College would like to continue its partnership with the City to co-host the Arbor Day celebration. The college is looking for the City to supply a tree to be planted on the college property as apart of the celebration.

BACKGROUND

The college has requested a Live Oak Tree. City Public Works Staff has communicated with Futch's Landscaping who is willing to donate a live oak tree for the celebration ceremony.

PROJECT ANALYSIS

Staff would recommend acceptance of the donated tree for the celebration.

Staff Recommendation

Direct Staff on how the program of events for the ceremony should look like.

ATTACHMENTS

1.	Tree
2.	2024 Arbor Day Program





2024 CITY OF PALATKA ARBOR DAY CELEBRATION

January 19, 2024 – 10:00 AM
St. Johns River State College
Valhalla Hall
5001 St. Johns Avenue, Palatka, FL 32177

1. **Welcome, Introductions & Remarks** – Joe H. Pickens, JD, President, St. Johns River State College
2. **City Proclamation** – Roberta M. Correa, Mayor
3. **Speaker** – Palmer Kinser, Garden Club of Palatka
4. **Speaker** – Julio Perez, UF/IFAS Horticulture Agent
5. **Inspirational Reading/Closing Remarks** – Nicole Grace, Executive Director, Keep Putnam Beautiful
6. **Tree Planting Ceremony** – All attendees
7. **Games to win a free sapling** - Blake Josephson, Forester, Florida Forest Service

City of Palatka Tree Committee Members:

Keith Valentine, Chair; Nicole Grace, Vice Chair; Carolyn Smith; Julio Perez; Earl Wallace; Blake Josephson; Will Jones, Commission Liaison

SJR State Tree Committee Members:

Danny Baggs, Mike Canaday, Dr. Brittnee Fisher, Jennifer Gibson, Nicole Grace, Mikki Johns, Breanna Korsman-Thomas, Dawn McLane, Karen Meyer, Julio Perez, Paula Reeger, Tom Reynolds, Glen Roberts, Susan Sutliff, Lee Weaver, Dr. Melanie Brown, Brian Cigic; Terry Thomas; Interested Students