

UNF Tree Planting Project

On File

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A NEW DAY.

City of Jacksonville, Florida

Donna Deegan, Mayor

Department of Public Works
Ed Ball Building
214 N Hogan Street., 10th floor
Jacksonville, FL 32202
(904) 630-CITY
www.coj.net

April 29, 2025

TO: Karen Bowling, Chair
Mayor's Budget Review Committee

THRU: *for* Nina Sickler, P.E., Director
Public Works Department *Steven A. Long*

FROM: Dave McDaniel, Chief *Dave McDaniel*
Mowing and Landscape Maintenance Division

SUBJECT: University of North Florida Level 3 Tree Planting Request in District 3 for \$367,000.00

The Public Works Mowing and Landscape Maintenance Division, on the recommendation of the Tree Commission, is requesting approval for a Level 3 Tree Planting on the campus of University of North Florida in District 3. The project total is \$367,000.00 for installation of 199 trees with a 1-year warranty/maintenance period.

The project cost of \$367,000.00 meets the description of 'Level 3 Tree Planting' as outlined in Ordinance 2022-0764-E in providing organization with the opportunity for non-profit organizations to suggest locations and manage tree planting projects within Duval County with city supervision, on public property, with schematic design provided and available for viewing on the City's Tree Plotter and Canopy Planner. The request has been heard and recommended by the Tree Commission and will be administered by The Public Trust Environmental Legal Institute of Florida, with direct supervision from the Public Works Department. A copy of the project has been provided to the District Council Member representing the location of the project. The tree planting is electronically recorded in the City's Tree Plotter and Canopy Planner, noting size and species.

Field adjustments may be required after all utilities are located.

If additional information is required, please contact Dave McDaniel at 255-4301 or Justin Gearhart at 255-4327.

Thank you
Attachments

APPROVED BY:
MAYOR'S BUDGET
REVIEW COMMITTEE

DATE MAY 12 2025

CITY OF JACKSONVILLE TREE COMMISSION

**LEVEL 3 APPLICATION
COMMUNITY ORGANIZATION TREE PLANTING PROGRAM**

STAFF REPORT

Project Title: UNF Tree Planting Project

Staff Review by: Justin Gearhart

Applicant: The Public Trust Environmental Legal Institute of Florida Inc.

Review Date: 4/10/2025

Application Submittal Date: 3/10/2025

A	DESIGN REVIEW	Yes	Yes w/ Conditions	No
A1	The selection of each tree species is appropriate for the site conditions found at each planting location.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A2	The placement and spacing of trees are appropriate for the species selected.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A3	Proposed tree species are on the "Tree Commission Approved Tree Planting List."	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A4	Project emphasizes shade trees. If non-shade trees are proposed and exceed 50% of the total trees proposed for the site, the additional use of non-shade trees must be justified.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
A5	Palms are 25% or less of the total number of trees being planted. If palms exceed 25% of the total trees, the additional use of palms versus the use of other trees must be justified.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A6	The locations of proposed trees do not interfere with utilities, drainage, pavement, structures, or required sight lines.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A7	The project includes incidental landscaping. If yes, the applicant must justify the reasons for the inclusion of incidental landscaping.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
A8	The Schematic Planting Plan is complete: drawn to scale clearly showing a plant schedule and the location of existing and proposed trees.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Comments: A4: Only 39% shade vs 61% non-shade A5: Palms are 12%			

Project Title: UNF Tree Planting Project

D	PUBLIC BENEFITS REVIEW	Yes	Yes w/ Conditions	No
D1	The proposed species of trees will be beneficial to the City's tree canopy.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D2	The Project provides a significant benefit to the neighborhood, Council District, or City.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D3	The Project is in a high visibility area.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D4	Project engages the community through volunteers, education or other public engagement.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
D5	The Project is aesthetically pleasing.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D6	The Project will enhance a blighted area.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Comments: D4: Volunteer scope is limited D6: UNF is not blighted			

E	PLAN-IT GEO OBJECTIVE CRITERIA REVIEW. Staff will utilize the Plan-It Geo Web Tool to evaluate the ranking of the proposed planting site based upon the following criteria. The ranking is not based upon the schematic design but rather on the ranking of the census track where the project is located.			
E1	Percentage of Census Tract covered by Urban Tree Canopy:	60%		
		Rank of Census Tract		
E2	Stormwater Benefits:	102	of	488
E3	Urban Heat Island:	454	of	488
E4	Socio-Economic Benefits:	470	of	488
E5	Overall equally weighted criteria:.	484	of	488
	Comments: 			



PUBLIC TRUST

Environmental Legal Institute of Florida

Greetings:

On behalf of the Board of Directors and members of the Public Trust, it is my pleasure to enclose our attached application. The Public Trust is bound to fulfill the commitments made in the application. I (John November) will act as the key contact between the City and the applicant. My email address is John@publictrustlaw.org and my phone number is 904-525-3042. Our mailing address is 2029 3rd Street N Jacksonville Beach, FL, 32250. Our FEID Number is 13-4300363. The Duval County Property Appraiser's Number for UNF is 173970-0405 and the address is 1 UNF Dr., Jacksonville, FL 32224.

I look forward to working with the City on this project and future planting projects to help develop a more robust canopy on public properties throughout Jacksonville.

Respectfully Submitted,

John November
Executive Director & General Counsel

2029 NORTH THIRD STREET, JACKSONVILLE BEACH, FL 32250

PHONE: (904) 247-1972 FAX: (904) 247-5433

WWW.PUBLICTRUSTLAW.ORG

JACKSONVILLE TREE COMMISSION'S

Level 3

TREE PLANTING PROGRAM

Application

See the Level 3 "Application Instructions and Process Guide," ("Guide") available on the Tree Commission's website, for guidance for completing this Application. Definitions used in this Application and in the Level 3 Agreement are located in the Agreement.

1. Project Name: UNF Tree Planting Project
2. Applicant Name: The Public Trust Environmental Legal Institute of Florida Inc.
3. Key Contact Person: John November
 - a. Phone Number: 904-525-3042
 - b. Email Address: john@publictrustlaw.org
 - c. Mailing Address: 2029 Third Street N, Jacksonville Beach, FL, 32250

4. Has the Applicant been a recipient of funds from the Tree Protection and Related Expenses Trust Fund ("Tree Trust Fund") for past tree planting projects? Yes

5. If yes, list each project completed in the last 3 years and currently in progress.

Sulzbacher Village (Completed)

Naval Station Mayport (In Progress)

If yes, list past projects not successfully completed.

Huguenot Memorial Park

If yes, has the Applicant submitted all the required documentation now due from currently funded projects? Yes

6. Has the Applicant ever been on the Council Auditor's Non-Compliance List? No

7. Project Partner Organizations, Businesses or other collaborating Entities:

N/A

8. Name of City Department or Public Agency having jurisdiction over Project Site.

University of North Florida

Has the Applicant gained approval from the City Department or Public Agency to plant trees on the Project site?

Yes.

9. Name of City Council District and City Council Member where the project is located.

Council District 13, City Council Member: Will Lahnen

Have you shared information about the Project with the City of Jacksonville's District Council representative in writing? Yes

10. Anticipated number of volunteers participating in planting project and describe activities: We may have up to 10 volunteers participating in helping organize and support the ribbon-cutting ceremony at University of Florida at the conclusion of the installation of trees.

11. Other Project Funding Sources: List known and anticipated funding from other sources for this Project.

None

Funding Source

Amount

Funds Collected or Committed?

12. Project Summary: Provide in the space below a discussion of the Project: Include the purposes of the Project; the socio-economic benefits, public benefits, environmental benefits, the project contribution to the tree canopy, and the rationale for the selected tree species and their location.

Use no more than one page:

This project is intended to create enhanced tree canopy, shade, and other important ecological services at University of North Florida in southeast Duval County. This project will benefit Duval County residents that live on campus and go to school at UNF, as well as the many visitors that enter University of North Florida that will benefit from a more robust tree canopy. This project will create wildlife habitat and these trees will improve the appearance of University of North Florida. Substantial consultation with University of North Florida and City of

Jacksonville staff has resulted in a schematic design with five planting locations throughout the campus. No existing trees will be removed because of the planting project and there is no new irrigation system proposed for the project although some of the trees will benefit from existing irrigation. This project will include a ribbon-cutting that will include some educational programming connected with the ceremony. This project will require a 1-Year Warranty from the landscape contractor planting the trees that includes routine watering for establishment.

**JACKSONVILLE TREE COMMISSION'S
LEVEL 3 TREE PLANTING PROGRAM AFFIDAVIT FORM**

BEFORE ME, the undersigned authority, personally appeared John November, who was sworn and says:

1. My name is John November and I am the Executive Director of the Public Trust Environmental legal Institute of Florida, Inc. a Florida non-for-profit corporation ("Applicant") and I have personal knowledge of the matters stated herein.
2. The Applicant is an Eligible Applicant, as defined in the Jacksonville Tree Commission's Level 3 Tree Planting Program Instructions document.
3. The Applicant is in compliance with the terms of all existing City agreements to which it is a party.
4. The Applicant is in compliance and will comply with all federal, state, local laws, rules, regulations and ordinances, as the same may exist from time to time, applicable to it.
5. If the application is approved for funding, the Applicant will execute a Grant Agreement between the City of Jacksonville and the Applicant, in substantially the same form as the Grant Agreement provided on the Tree Commission's webpage of the Public Works Department of the City of Jacksonville.
6. **The Applicant is familiar with the Jacksonville Tree Commission's Level 3 Tree Planting Agreement including all the information and duties, and if chosen for funding will abide by the requirements of the Agreement.**



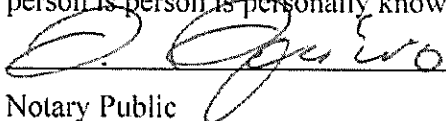
Signature of Affiant

Print Name: John November

STATE OF FLORIDA

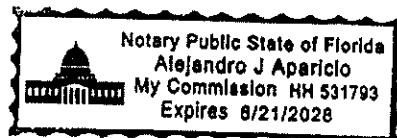
COUNTY OF DUVAL

Sworn to and subscribed before me, this 5 day of March, 2025, by. Said person is ~~person is~~ personally known OR produced identification.



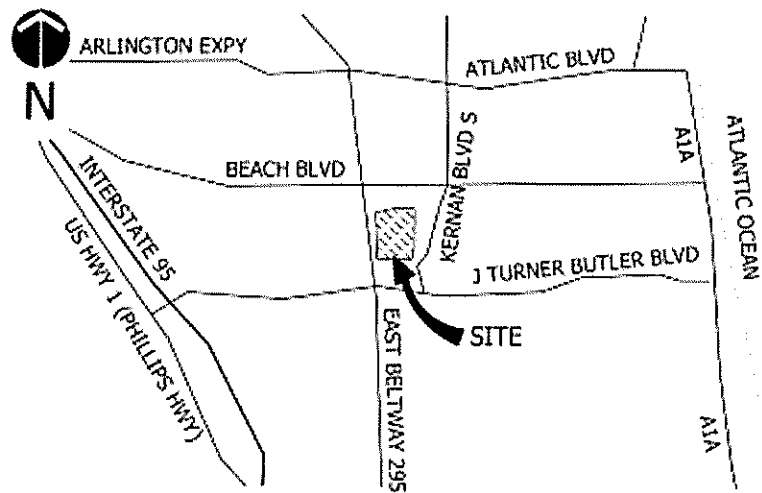
Notary Public

(Seal)



University of North Florida
TREE PLANTING PROJECT

VICINTY MAP



~~UNF~~
~~UNF~~

Exhibit A-2. Narrative Project Scope - ~~Naval Station Mayport~~ Tree Planting

This project is intended to create enhanced tree canopy, shade, and other important ecological services at the University of North Florida (UNF) in Duval County. This project will benefit the over 16,000 students that attend and 1,800 employees that work at the university, as well as the many visitors, clubs, and organizations that use UNF throughout the year that will benefit from a more robust tree canopy. This project will create wildlife habitat and these trees will improve the appearance of UNF. Substantial consultation with UNF and City of Jacksonville staff has resulted in a schematic design with five planting locations throughout the university grounds. No existing trees will be removed because of the planting project and there is no new irrigation system proposed for the project (some of the trees planted will benefit from existing irrigation). This project will include a ribbon-cutting that will include some educational programming connected with the ceremony. This project will require a 1-Year Warranty from the landscape contractor planting the trees and includes routine watering for establishment.

The Public Trust staff will administer the planting project and provide managerial support. We will not have any volunteers participating in the actual planting or maintenance of the trees although volunteers may participate in the ribbon-cutting ceremony and educational activities associated with the ribbon-cutting ceremony. The Public Trust has engaged Sarah Dark from the Cotleur & Hearing Landscape Architecture firm to act as Project Manager on this project and Cotleur & Hearing will be the Landscape Architects for the project. Per the requirements of Sec. 255.20, Florida Statutes, Sec. 287.055, Florida Statutes, and Chapter 126, Jacksonville Ordinance Code the Public Trust shall not be required to select the Landscape Architect through a competitive bid qualification process because the aggregate of the design fees will not come close to exceeding \$35,000 and the construction cost will be under \$325,000. We will not know the identity of the landscape contractor until after we put the project out for bid after the project grant agreement has been executed and bids have been reviewed.














KEY MAP

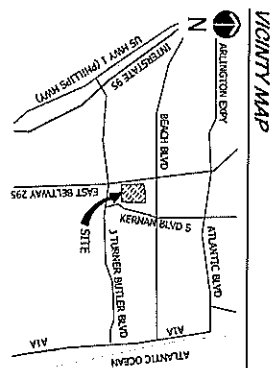


PLANTING LOCATIONS:

1. 1-295 ENTRANCE
2. PARKING LOT 18
3. 5 ENTRANCE NEW ROAD
4. PARKING LOT 100 AND ADJACENT LOCATIONS
5. PARKING LOT 14 AND SOUTH SIDE OF PRESCHOOL

COMPREHENSIVE PLANT LIST

INDEX	STATION	COLOR	CITY	ROTATIONAL NAME	COLOR NAME	COORD	CL	SIZE	REFERENCE
	A6	5	ACR. REDISH	RED WOLF	65.0L OR 37.0L B	3" CL	12" H T X 3" SPD	REL. CLOVEY	
	B6	3	RTN. BROWN	WOODRUSH	65.0L OR 37.0L B	3" THICKNESS	14" HT	REL. CLOVEY	
	C7	4	COMPACTED THERMOS	WHITE ROBERTS	30.0L OR 24" B&B	3" THICKNESS	6" HT X 4.5" SPD	REL. CLOVEY	
	E03	3	DARK OAKEN DECORING	JANICE BLUMBERG TREE	45.0L	NA	10" D. CL. 3" SPD	REL. CLOVEY	REL. CLOVEY, REL. TO MAGE. HANDBOOK
	E3	15	DOROTHY WARDON	LOGCUT	38" B&B	2.2" CL	12" H T X 3" SPD	REL. CLOVEY, SHINGLED	
	B0	39	RED OAKEN, THICKSH	TOSHER BLACKEN HOLLY	45.0L OR 37.0L B	2.2" CL	12" H T X 3" SPD	REL. TO GROUND	
	B7	2	RED WOODTONG PRODUCE	MIZZIE CLARKEN HOLLY	45.0L OR 37.0L B	3" THICKNESS	18" HT	REL. CLOVEY	
	B7	2	RED WOODTONG PRODUCE	ROCKE H. HENDERSON WARDON HOLLY	65.0L OR 37.0L B&B	3" THICKNESS	12" HT	REL. CLOVEY	
	B5	9	JANET'S BEECHDA	SOUTHERN RED CEDAR	65.0L OR 37.0L B&B	3" CL	12" H T X 3" SPD	REL. CLOVEY	
	C0	18	UNIFORM DECORATING	ROBERT PAUL	NA	15" CL	12" H T X 3" SPD	REL. CLOVEY	
	B6	5	WOODLAND REMINGTON	SOUTHERN WOODLAND	65.0L OR 37.0L B	3" CL	12" H T X 3" SPD	REL. CLOVEY	
	B6	2	WOODLAND REMINGTON	LITTLE OAK SOUTHERN WOODLAND	45.0L OR 37.0L B	2.2" CL	8" HT X 4" SPD	REL. CLOVEY	
	B6	11	WYCK CREEK	WAX WHITE	45.0L OR 37.0L B	4" THICKNESS	8" HT X 3" SPD	REL. CLOVEY	



UNF
UNIVERSITY of
NORTH FLORIDA

BRANDS	COLOUR	WATERMARK NAME	COMMON NAME	COAST	SIZE	REMARKS
18753						
Q4	19	CHANDIA NAYOTON	RUPEE OAK	45 OZ.	3' OZ.	12' 11" 6.5" 5900
Q4	3	CHANDIA NAYOTON	SHAWY ORIENTAL OAK	65 OZ. OR 37" 848	3' OZ.	12' 11" 6.5" 5900
Q7	10	CHANDIA NAYOTON	LITE OAK	65 OZ. OR 37" 848	3' OZ.	12' 11" 6.5" 5900
Q7	6	SAULI NAYOTON	CHANDIA NAYOTON	114	12' OZ.	12' 11" 6.5" 5900
Q7	27	TABOONIA ORIENTAL	BALD CYPRESS	65 OZ. OR 37" 848	3.5' OZ.	12' 11" 6.5" 5900
Q7	4	VANANAN ORIENTAL	WATERBURY ORIENTAL	45 OZ. OR 37" 848	3' 11" 6.5" 5900	12' 11" 6.5" 5900
Q7	12	WATERBURY ORIENTAL	CHERRY TREE	37" 848	3' 11" 6.5" 5900	12' 11" 6.5" 5900

TOTAL PROPOSED TREES	QUANTITY
PALMS (<25% OF TOTAL)	24 (12%)
HARDWOODS	175 (88%)

Cover Page

PLAN CANOPY OVERLAP	STIMULUS THREE	SCORE	EXT.	BOTANICAL NAME	COMMON NAME	COAT	CL	SIZE	REMARKS
27		35	5	JARDINES SUCEDOA	SOUTHERN RED CEDAR	63 CAL OR 37 IN	3" DIA.	12' H1.43' SPAD	FALL DENSE
37		42	6	MONICA CUBANA	WAX MYRTLE	45 CAL OR 37 IN	4" THICK FOR	8' H17.6' SPAD	FALL CANOPY
37		47	4	QUERCUS VIRGINICA	LIVE OAK	65 CAL OR 37 IN	3" DIA.	12' H17.43' SPAD	FALL CANOPY
17		52	6	SOGAL PAVEMENTO	ORANGE PALM	NA	12" DIA.	16' CAL HT	CLIMBING
27		70	5	THOUSSIA DISTICHA	BIRD CRESS	65 CAL OR 37 IN	3.5" DIA.	12' H17.43' SPAD	FALL DENSE
8		NA	3	WITEX AGROCARPUS	CHAMITTE TREE	37 IN	3" THICK FOR	8' H17.43' SPAD	FALL DENSE

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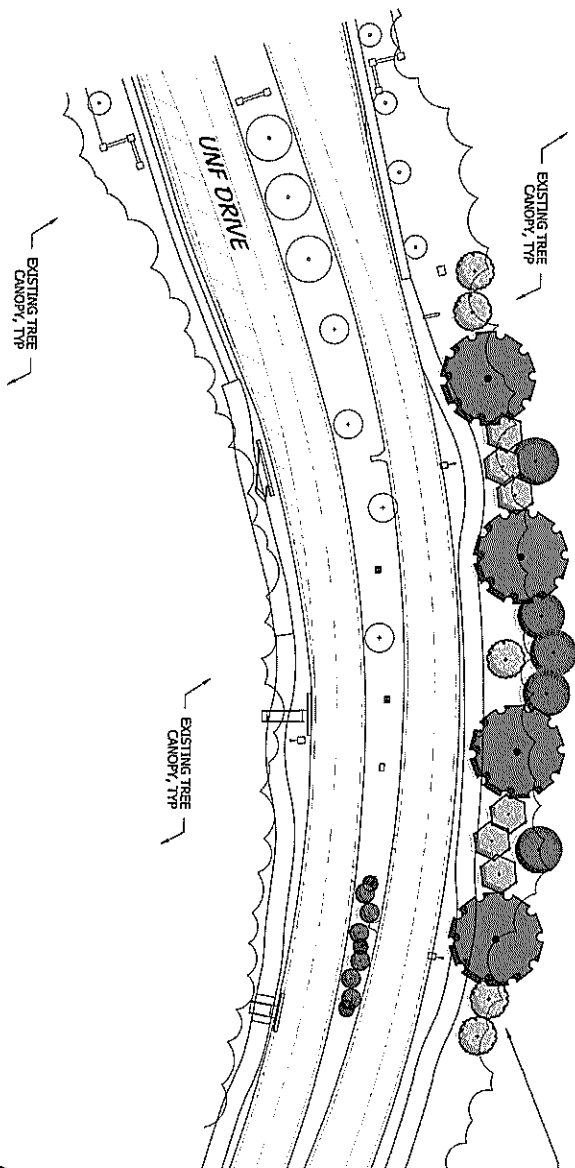
464

- EXISTING PALM TO REMAIN
- + EXISTING TREE TO REMAIN

PLANTING LOCATIONS:

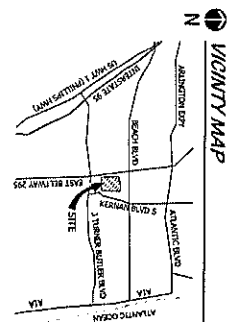
1. 1-295 ENTRANCE
2. PARKING LOT 18
3. S ENTRANCE NEW ROAD
4. PARKING LOT 100 AND ADJACENT LOCATIONS
5. PARKING LOT 14 AND SOUTH SIDE OF PRESCHOOL

NOTE:
COORDINATE TREE PLANTING ON NORTH SIDE
OF UNF DRIVE WITH CITY OF JACKSONVILLE
SIDEWALK TRAIL SPUR PROJECT

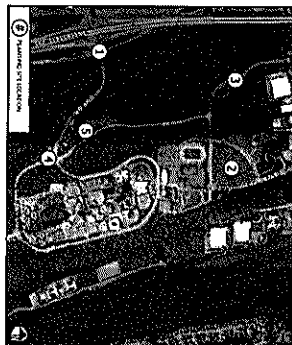


Scale: 1"=30'

North

[illegible]

KEY MAP



PLANTING LOCATIONS:

1. I-295 ENTRANCE
2. PARKING LOT 18
3. S ENTRANCE NEW ROAD
4. PARKING LOT 100 AND ADJACENT LOCATIONS
5. PARKING LOT 14 AND SOUTH SIDE OF PRESCHOOL

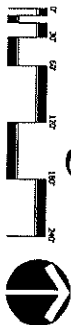
LEGEND

- ⦿ EXISTING PLUM TO REMAIN
- ⦿ EXISTING TREE TO REMAIN

**KEY SITE LOCATION #2
PARKING LOT 18**

Schematic Planting Plan

Scale: 1"=60'



North

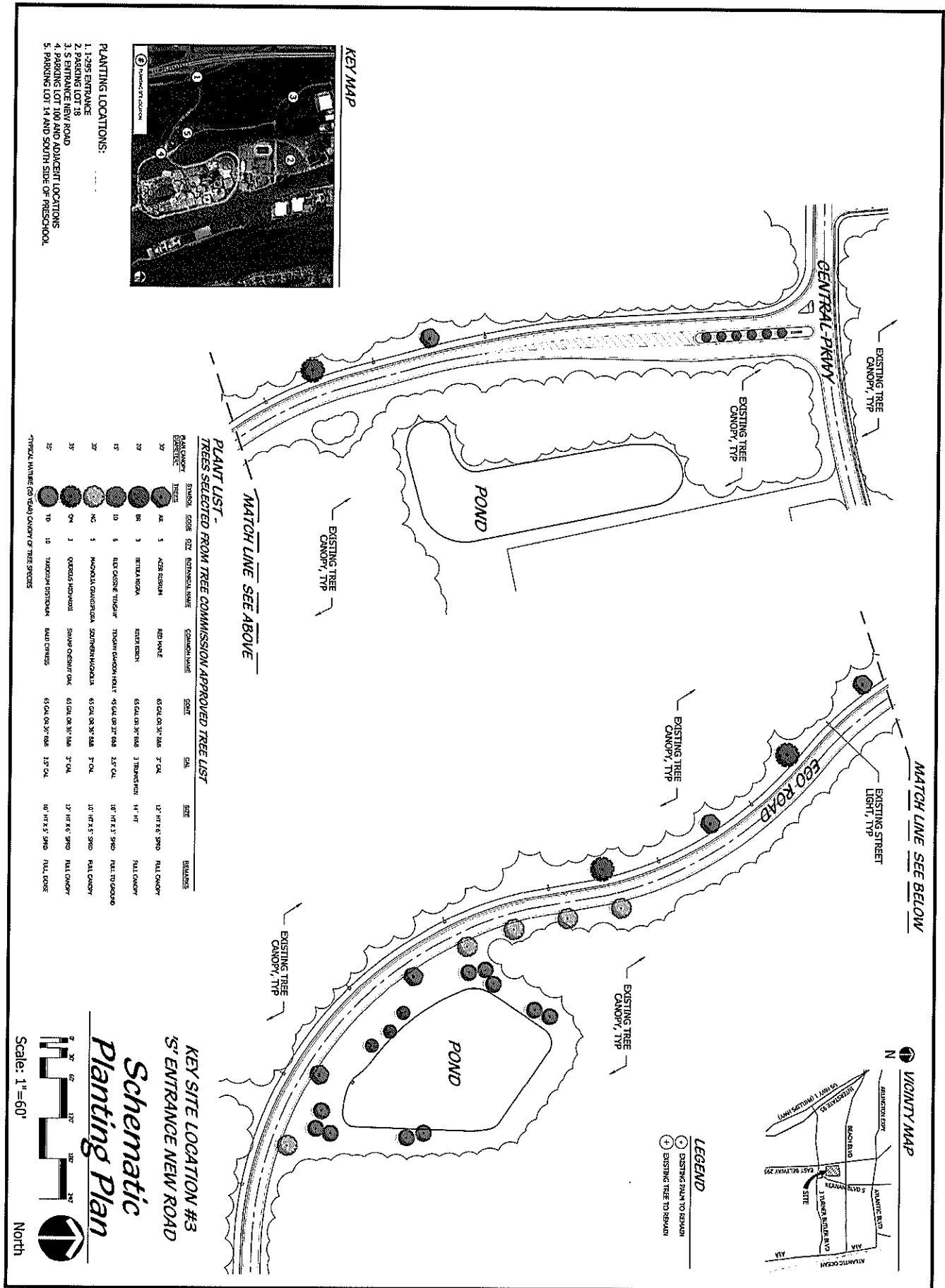
JACKSONVILLE TREE COMMISSION
LEVEL 3 TREE PLANTING PROGRAM
Jacksonville, Florida



**Landmark Achievements
in Hearing**

Environmental Consultants
1934 Commerce Lane
Suite 1
Jupiter, Florida 33458
561.747.6336 Fax 747.13
www.cobisulfcorp.com
Lic# LC-26000535

On File



University of North Florida

JACKSONVILLE TREE COMMISSION
LEVEL 3 TREE PLANTING PROGRAM
Jacksonville, Florida



Colteur &
Heating

LANDSCAPE ARCHITECTS
1500 UNIVERSITY BLVD
SUITE 100
JACKSONVILLE, FL 32211
WWW.COLTEURANDHEATING.COM

DESIGNED BY	DATE
DRAWN BY	DATE
CHECKED BY	DATE
APPROVED BY	DATE
PROJECT NO.	11-2014
PROJECT NAME	UNIVERSITY OF NORTH FLORIDA
PROJECT LOCATION	JACKSONVILLE, FL
PROJECT DESCRIPTION	LEVEL 3 TREE PLANTING PROGRAM
PROJECT STATUS	COMPLETED
PROJECT COST	\$100,000.00
PROJECT BUDGET	\$100,000.00
PROJECT VARIANCE	\$0.00
PROJECT TOTAL	\$100,000.00



University of North Florida

Plant Schedule

<u>CODE</u>	<u>QTY</u>	<u>BOTANICAL NAME</u>	<u>COMMON NAME</u>	<u>CONT</u>	<u>CAL</u>	<u>SIZE</u>	<u>REMARKS</u>
AR	5	ACER RUBRUM	RED MAPLE	65 GAL OR 36" B&B	3" CAL	12' HT X 6' SPRD	FULL CANOPY
BR	3	BETULA NIGRA	RIVER BIRCH	65 GAL OR 36" B&B	3 TRUNKS MIN	14' HT	FULL CANOPY
CV	4	CHIONANTHUS VIRGINICUS	WHITE FRINGETREE	30 GAL OR 24" B&B	3 TRUNKS MIN	6' HT X 4.5' SPRD	FULL CANOPY
ED2	3	ELAEOCARPUS DECIPIENS	JAPANESE BLUEBERRY TREE	45 GAL	N/A	10' -12' O.A., H.T.	CONICAL, FULL TO BASE, MATCHED, FISH BRANCH
EJ	15	ERIOBOTRYA JAPONICA	LOQUAT	36" B&B	2.5" CAL	10' HT X 5' SPRD	FULL CANOPY, STANDARD
ID	39	ILEX CASSINE 'TENSAN'	TENSAN DAHOON HOLLY	45 GAL OR 32" B&B	2.5" CAL	10' HT X 3' SPRD	FULL TO GROUND
IP	2	ILEX VOMITORIA 'PENDULA'	WEeping YAUPON HOLLY	45 GAL OR 32" B&B	3 TRUNKS MIN	10' HT	FULL CANOPY
IV	2	ILEX VOMITORIA 'PRIDE OF HOUSTON'	PRIDE OF HOUSTON YAUPON HOLLY	65 GAL OR 36" B&B	3 TRUNKS MIN	12' HT	FULL CANOPY
JS	9	JUNIPERUS SILICICOLA	SOUTHERN RED CEDAR	65 GAL OR 36" B&B	3" CAL	10' HT X 4' SPRD	FULL, DENSE
LD	18	LIVISTONA DECIPIENS	RIBBON PALM	N/A	15" CAL	12' - 18' CT	MINIMUM 20 MATURE FRONDS, CLASSIC CUT
MG	5	MAGNOLIA GRANDIFLORA	SOUTHERN MAGNOLIA	65 GAL OR 36" B&B	3" CAL	10' HT X 5' SPRD	FULL CANOPY
ML	2	MAGNOLIA GRANDIFLORA 'LITTLE GEM'	LITTLE GEM SOUTHERN MAGNOLIA	45 GAL OR 32" B&B	2.5" CAL	8' HT X 4' SPRD	FULL CANOPY
MC	11	MYRICA CERIFERA	WAX MYRTLE	45 GAL OR 32" B&B	4 TRUNKS MIN	8' HT X 6' SPRD	FULL CANOPY
QA	19	QUERCUS AUSTRINA	BLUFF OAK	45 GAL	3" CAL	12' HT X 6' SPRD	FULL CANOPY
QM	3	QUERCUS MICHAUXII	SWAMP CHESNUT OAK	65 GAL OR 36" B&B	3" CAL	12' HT X 6' SPRD	FULL CANOPY
QV	10	QUERCUS VIRGINIANA	LIVE OAK	65 GAL OR 36" B&B	3" CAL	12' HT X 6' SPRD	FULL CANOPY
SP	6	SABAL PALMETTO	CABBAGE PALM	N/A	12" CAL	16' OA HT	CLEAN TRUNK
TD	27	TAXODIUM DISTICHUM	BALD CYPRESS	65 GAL OR 36" B&B	3.5" CAL	10' HT X 5' SPRD	FULL, DENSE
VO	4	VIBURNUM OBOVATUM	WALTER'S VIBURNUM	45 GAL OR 32" B&B	3 TRUNKS MIN	8' HT X 6' SPRD	FULL, DENSE
VA	12	VITEX AGNUS-CASTUS	CHASTE TREE	36" B&B	3 TRUNKS MIN	8' HT. X 6' SPRD	FULL, DENSE

Exhibit B- University of North Florida Project Performance Schedule:

- a) Upon approval of the Public Trust's Application to the Tree Commission, this project shall be submitted to MBRC for approval.
- b) The Public Trust will finalize the contract agreement with the City of Jacksonville.
- c) The Public Trust and Cotleur & Hearing will finalize the design for the preparation of construction documents within 60 days of the City and the Public Trust's agreement being executed.
- d) The Public Trust will put this project out for solicitation of bids within 30 days of the completion of the construction documents by Cotleur and Hearing.
- e) The Public Trust will receive bids within 30 days of sending the project out for bid to at least three qualified landscape contractors.
- f) The Public Trust will select the qualified low bidder, make a project award, and finalize the contract agreement with the Landscape Contractor within 30 days of contractor selection.
- g) The landscape contractor will complete the installation of the trees and the Public Trust will provide initial acceptance within 180 days of the planting contract being finalized with the landscape contractor.
- h) Maintenance of the trees by the landscape contractor will be performed for a period of one year after initial acceptance if not extended to cover warranty of replacement trees.
- i) The Public Trust will coordinate the inspection of trees every 6 months, in coordination with the City of Jacksonville staff, and will make maintenance payments to the landscape contractor upon completion of each inspection until the maintenance period has concluded.

Exhibit C. University of North Florida Project Budget

The estimated administrative/project management fees for both the Public Trust and Cotleur & Hearing are enclosed as separate spreadsheets as Exhibit C(a) and Exhibit C(b). The total project construction estimate is included on the spreadsheet under Exhibit C(c). These spreadsheets include an accounting of the services rendered up until the time the application is being considered by the Tree Commission and the services and hours projected to be worked by both the Public Trust and Cotleur & Hearing after the application has been approved.

The total admin costs for the Public Trust are projected to be \$17,238.00. It is highly possible that actual administrative fees incurred will be less than this amount however we built in some time additional to what we expect to take administering the project for any potential unforeseen complications that may arise. The proposed total not-to-exceed for the project is \$18,000.00 for the Public Trust's services.

Cotleur & Hearing's total projected design and project management fees are projected to be \$26,282.75 for the entire project. The proposed total not-to-exceed for the project is \$28,976.75 for Cotleur & Hearing's services.

We received construction estimates from landscape contractors to get a firm handle on the likely installation and maintenance costs. The total estimated cost for the installation of the trees (including a 1-year warranty on all trees being planted) is projected to be \$295,037 and will probably end up being less. The proposed not to-to-exceed for the construction/installation of trees for the project is proposed to be \$320,000.00. During the time before the pre-project scope approval meeting, the Public Trust provided numerous services including gathering general support for the project from the University of North Florida and its horticulturist/landscape designer developing an understanding of the planting areas that would benefit from the planting. This also included multiple site visits and coordinating the scope submittal to the City of Jacksonville. Cotleur & Hearing participated in the site visits, helped develop the project scope submittal, and coordinated changes to the plan with the Public Trust. The Public Trust expended hours that are not eligible for compensation as they were spent prior to the project scope was approved by City staff. The Public Trust spent \$420.00 covering Cotleur & Hearing's design time (3.75 hours) spent before the project scope was approved by City staff and also covered the time spent by the Public Trust developing the project.

During the conceptual and schematic planning phase, the Public Trust provided numerous services including helping refine the conceptual plan by coordinating between the University of North Florida staff, identifying and providing design specifications and utilities, taking an additional site visit, and coordinating with City of Jacksonville staff. Cotleur & Hearing participated in the second site visit, helped develop the conceptual and schematic site plan submittals, and coordinated changes to the plan with the Public Trust. Cotleur & Hearing also created the schematic planting plans in AutoCAD. The schematic planting plan identifies the proposed tree locations, sizes, and quantities. A total of 5 planting areas have been identified at University of North Florida and "sight lines" were added to alleviate any potential driving safety concerns.

During the application phase, the Public Trust led the development of all aspects and

exhibits for the project application. This included gathering cost estimates for the cost of installation and maintenance for the project's trees. Cotleur & Hearing has collaborated and will continue to collaborate with the Public Trust to provide the necessary documentation for the Application phase of the project as it pertains to landscape architectural services, cost estimation, project performance and management and will collaborate on creating and delivering a presentation for the planting project to the Tree Commission.

The Public Trust and Cotleur & Hearing will prepare the bid documents (tree planting plans and construction specifications) incorporating the requirements of the approved Application and the Level 3 Project Agreement and will solicit bids from at least 3 qualified and experienced landscape contractors. The Public Trust will then enter into an agreement with the landscape contractor to install and maintain the trees for a period of 1 year. The Public Trust and Cotleur & Hearing will ensure the quality of the trees being planted, be present during and after installation, monitor construction, and maintenance during the tree establishment/warranty period, inspect each of the sites every 6 months and upon completion of the warranty period, submits reports to City staff and the landscape contractor, coordinate payments with the City and review the landscape contractor's invoices. Cotleur & Hearing and the Public Trust will inspect the completed work and provide certification letters for each completed planting area. The landscape architecture team at Cotleur & Hearing are also providing additional services for the project. This includes graphic design assistance by Michala Stewart for the conceptual design and the project application/presentation. Landscape Architects Nicole Plunkett and Don Hearing may provide project oversight and the signing/sealing of construction drawings, and Certified Landscape Inspector Gregg Byrick may provide assistance in reviewing the quality of trees planted and the health of trees during the warranty period.

COJ: UNF Total Project Budget			
Team Member	John November	Romy Vann	
Project Role	Executive Director/ General Counsel	Conservation Director	
Hourly Rate	\$130.00 (Hourly)	\$100.00 (Hourly)	
1. Pre App (Part One)			
Pre-Project Scope City Approval A. Step 1: Project Scope	20 Hrs/ \$130.00	2.5 Hrs/ \$100.00	Hrs/\$
	\$2,600.00	\$250.00	Total: \$2,850.00
			22.5 Total Hours
1. Pre App (Part Two)			
B. Step 2: Conceptual Plan	22 Hrs/ \$130.00	6.25 Hrs/ \$100.00	
C. Step 3: Fee Proposal for Schematic Planting Plan and Project Implementation	2.5/\$130.00	0	
D. Step 4: Schematic Planting Plan	4.1/\$130.00	0	
	\$3718.00	\$625.00	Total: \$4,343.00
			34.85 Total Hours
2. Application Phase			
A. Supporting Documents	23.5 Hrs/\$130.00	6.5 Hrs/ \$100.00	
E. Tree Commission Preparation & Presentation	8 Hrs/\$130.00	0	
	\$4,095.00	\$650.00	Total: \$4,745.00
			37.8 Total Hours
3. Project Execution Phase			
B. Project Bidding & Award	15 Hrs/\$130.00	2 Hrs/\$100.00	
C. Construction	15 Hrs/\$130.00	8 Hrs/\$100.00	
D. Maintenance	15 Hrs/\$130.00	8 Hrs/\$100.00	
	\$5,850.00	\$1,800.00	Total: \$7,650.00
			63 Total Hours
4. Reimbursable Expenses			
			Total: \$500
		Total Amount Due	\$9,088.00
		Projected Post Approval	\$7,650.00
		Reimbursable	\$500.00
		Total Admin Costs	\$17,238.00

University of North Florida Total Project Budget									
DATE: 03/04/2025									
Coteleur & Hearing									
Team Member	Sarah Dark	Michala Stewart	Nicole Plunkett	Jennifer Eaton	Gabriella Gillium	Jeep Sunpradist	Don Hearing	Gregg Byrick	
Project Role	Project Manager	Graphic Designer	Partner/ Landscape Architect/ Planner	Senior Cad Technician	Landscape Architecture Intern	Cad Technician	Principal/ Partner/ Landscape Architect/ Designer	Landscape Architect/ Certified Landscape Designer	
Hourly Rate	\$112.00 (Hourly)	\$105.00 (Hourly)	\$175.00 (Hourly)	\$105.00 (Hourly)	\$100.00 (Hourly)	\$95.00 (Hourly)	\$215.00 (Hourly)	\$125.00 (Hourly)	
1. Pre-App (Part One) Not Included in COJ Total									
Pre-Project Scope City Approval A. Step 1: Project Scope	3.75 Hrs/ \$420.00								3.75 Hrs/ \$420.00
	3.75 Hrs/ \$420.00								Total: \$420.00
									3.75 Hrs
1. Pre-App (Part Two)									
B. Step 2: Conceptual Plan	56 Hrs/ \$6,272.00	7.75 Hrs/ \$813.75		46 Hrs/ \$4,830	5.5 Hrs/ \$550.00	11 Hrs/ \$1,045.00			126.25 Hrs/ \$13,510.75
C. Step 3: Fee Proposal for Schematic Planting Plan and Project Implementation	5 Hrs/ \$560.00								5 Hrs/ \$560.00
D. Step 4: Schematic Planting Plan	9.75 Hrs/ \$1,092.00	1.5 Hrs / \$157.50		12.5 Hrs/ \$1,312.50					23.75 Hrs/ \$2,562.00
	70.75 Hrs/ \$7,924.00	9.25 Hrs/ \$971.25		58.5 Hrs/ \$6,142.50	5.5 Hrs/ \$550.00	11 Hrs/ \$1,045.00			Total: \$16,632.75
									155 Hrs
2. Application Phase									
A. Supporting Documents	4 Hrs/ \$448.00								4 Hrs/ \$448.00
E. Tree Commission Preparation & Presentation	8 Hrs/ \$896.00								8 Hrs/ \$896.00
	12 Hrs/ \$1,344.00								Total: \$1,344.00
									(Not to Exceed \$5,500.00)
									12 Hrs
3. Project Execution Phase									
B. Project Bidding & Award	8 Hrs/ \$896.00		1 Hrs/ \$175.00	8 Hrs/ \$840.00			2 Hrs/ \$430.00		19 Hrs/ \$2,341.00
C. Construction	10 Hrs/ \$1,120.00		1 Hrs/ \$175.00				1 Hrs/ \$215.00	4 Hrs/ \$500.00	16 Hrs/ \$2,010.00
D. Maintenance	20 Hrs/ \$2,240.00						1 Hrs/ \$215.00	4 Hrs/ \$500.00	25 Hrs/ \$2,955.00
	38 Hrs/ \$4,256.00		2 Hrs/ \$350.00	8 Hrs/ \$840.00			4 Hrs/ \$860.00	8 Hrs/ \$1,000.00	Total: \$7,306.00
									(Not to Exceed \$10,000.00)
									60 Hrs
4. Reimbursable Expenses									
Reimbursable Expenses									Total: Not to Exceed \$10,000.00
									Total Amount Due
									\$17,976.75
									Projected Post Approval
									\$7,306.00
									Reimbursable
									\$1,000.00
									Total C&H Professional
									\$26,282.75

QTY	BOTANICAL NAME	COMMON NAME	CONT
5	ACER RUBRUM	RED MAPLE	65 GAL OR 36" B&B
3	BETULA NIGERA	RIVER BIRCH "DURA HEAT"	45 GAL OR 32" B&B
4	CHIONANTHUS VIRGINICUS	FRINGETREE	30 GAL OR 24" B&B
3	ELAEOCARPUS DECIPENS	JAPANESE BLUEBERRY	30 GAL OR 24" B&B
15	ERIOBOTRYA JAPONICA	LOQUAT	30 GAL OR 24" B&B
39	ILEX CASSINE	DAHOON "TENSAN"	30 GAL OR 24" B&B
2	ILEX VOMITORIA	WEeping YUPON HOLLY "PENDULA"	30 GAL OR 24" B&B
2	ILEX VOMITORIA	YUPON HOLLY "PRIDE OF HOUSTON"	30 GAL OR 24" B&B
9	JUNIPERUS SILICICOLA	SOUTHERN RED CEDAR	65 GAL OR 36" B&B
18	LIVISTONA DECIPENS	RIBBON PALM	
5	MAGNOLIA GRANDIFLORA	SOUTHERN MAGNOLIA	30 GAL OR 24" B&B
2	MAGNOLIA GRANDIFLORA	LITTLE GEM MAGNOLIA "LITTLE GEM"	45 GAL OR 32" B&B
11	MYRICA CERIFERA	WAX MYRTLE	45 GAL OR 32" B&B
19	QUERCUS AUSTRINA	BLUFF OAK	25 GAL OR 24" B&B
3	QUERCUS MICHAUXII	SWAMP CHESNUT OAK	25 GAL OR 24" B&B
6	SABAL PALMETTO	CABBAGE PALM	
27	TAXIDIUM DISTICHUM	BALD CYPRESS	25 GAL OR 24" B&B
4	VIBURNUM OBOVATUM	WALTERS VIBURNUM	45 GAL OR 32" B&B
12	VITEZ AGNUS-CASTUS	CHASTE TREE	36" B&B
10	QUERCUS VIRGINIANA	LIVE OAK	25 GAL OR 24" B&B

CAL	SIZE	1-year Warranty Price	E Price Estimate With Tree Count
3" CAL	12' HT X 6' SPREAD	\$1,876.16	\$9,380.81
3" TRUNK MIN	12' HT	\$1,275.79	\$3,827.37
3" CAL	6' HT	\$1,500.93	\$6,003.72
FTG	8' HT X 2.5' SPREAD	1200.744	\$3,602.23
2" CAL	8' HT X 4' SPREAD	\$1,350.84	\$20,262.60
FTG	8' HT X 2.5' SPREAD	\$1,275.79	\$49,755.81
MIN 3 TKS	8' HT	\$1,125.70	\$2,251.40
MIN 3 TKS	8' HT	\$1,200.74	\$2,401.49
3" CAL	10' HT X 4' SPREAD	\$1,575.98	\$14,183.82
15" CAL	14' CT	\$2,486.49	\$44,756.78
2" CAL	8' HT X 4' SPREAD	\$1,275.79	\$6,378.95
2.5" CAL	8' HT X 4' SPREAD	\$1,651.02	\$3,302.05
MIN 4 TKS	8' HT X 6' SPREAD	\$1,726.07	\$18,986.76
2" CAL	10' HT	\$1,275.79	\$24,240.02
2" CAL	10' HT	\$1,275.79	\$3,827.37
12" CAL	16' CT	\$1,500.93	\$9,005.58
2.5" CAL	8' HT	\$1,275.79	\$34,446.33
MIN 3 TKS	8' HT	\$1,275.79	\$5,103.16
MIN 3 TKS	8' HT X 6' SPREAD	\$1,651.02	\$19,812.28
2" CAL	10' HT X 4' SPREAD	\$1,350.84	\$13,508.37
			\$295,036.91

Exhibit D. Project Team

- A. List of People and Entities Involved with the Project
 - 1. Cotleur & Hearing Architecture firm has been engaged as the Landscape Architect for the project.
 - 2. Sarah Dark, of Cotleur and Hearing, shall be the Project Manager.
 - 3. The Public Trust will support the Sarah Dark in the management of the project and will provide legal and administrative support as well.
- B. Roles, Responsibilities and Tasks:
 - 1. Cotleur & Hearing Architecture firm has been engaged as the Landscape Architect for the project to prepare conceptual plans, schematic plans, and construction drawings.
 - 2. Sarah Dark will be the Project Manager and coordinate the preparation of the construction drawings, will review the Public Trust's creation of the bid documents, will review bid documents, and will provide oversight of construction and maintenance. Sarah Dark will provide professional project management quality assurance for the design, construction, maintenance, and warranty of the project.
 - 3. John November Esq. (Executive Director & General Counsel) and Romy Vann (Conservation Director) of the Public Trust will coordinate with Sarah Dark to coordinate the preparation of the construction drawings, will prepare the bid documents, will support Sarah Dark and the City's review of bid documents and selection of a landscape contractor, and will support Sarah Dark in her oversight of construction and maintenance. John November shall coordinate the execution of the contract agreements with the City of Jacksonville and the landscape contractor. John November will be the main point of contact to act as a liaison between the University of North Florida, the City of Jacksonville, and the landscape contractor. John November and Romy Vann will provide general administrative support including billing to the City, coordination of inspections, and general coordination with all parties involved.

Exhibit E (a)(1)

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: OCT 18 2006

PUBLIC TRUST ENVIRONMENTAL LAW
INSTITUTE OF FLORIDA INC
2029 N THIRD ST
JACKSONVILLE BEACH, FL 32250

Employer Identification Number:
13-4300363
DLN:
17053363004015
Contact Person:
ALETHA BOLT ID# 75501
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
DECEMBER 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
YES
Effective Date of Exemption:
NOVEMBER 18, 2005
Contribution Deductibility:
YES
Advance Ruling Ending Date:
DECEMBER 31, 2009

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

Please see enclosed Information for Exempt Organizations Under Section 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

Letter 1045 (DO/CG)

State of Florida

Department of State

I certify from the records of this office that THE PUBLIC TRUST ENVIRONMENTAL LEGAL INSTITUTE OF FLORIDA, INC. is a corporation organized under the laws of the State of Florida, filed on November 18, 2005.


The document number of this corporation is N05000011729.

I further certify that said corporation has paid all fees due this office through December 31, 2024, that its most recent annual report/uniform business report was filed on April 5, 2024, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Twenty-ninth day of October,
2024*




Secretary of State

Tracking Number: 4226473991CU

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Not For Profit Corporation

THE PUBLIC TRUST ENVIRONMENTAL LEGAL INSTITUTE OF FLORIDA, INC.

Filing Information

Document Number N05000011729
FEI/EIN Number 13-4300363
Date Filed 11/18/2005
State FL
Status ACTIVE
Last Event AMENDMENT
Event Date Filed 01/21/2014
Event Effective Date NONE

Principal Address

2029 NORTH 3RD STREET
 JACKSONVILLE, FL 32250

Mailing Address

2029 NORTH 3RD STREET
 JACKSONVILLE, FL 32250

Registered Agent Name & Address

ANDERSON, WARREN K, JR.
 2029 NORTH 3RD STREET
 JACKSONVILLE, FL 32250

Name Changed: 07/20/2007

Officer/Director Detail

Name & Address

Title Chair

ANDERSON, WARREN KJR
 2029 N 3RD ST
 JACKSONVILLE, FL 32250

Title Executive Director

November, John
2029 NORTH 3RD STREET
JACKSONVILLE, FL 32250

Title Director

Ellis, Jason
2029 NORTH 3RD STREET
JACKSONVILLE, FL 32250

Title Treasurer

Jean-Bart, Leslie
2029 Third Street North
JACKSONVILLE BEACH, FL 32250

Title Secretary

Dodson, Patricia
2029 NORTH 3RD STREET
JACKSONVILLE, FL 32250

Title Director

Hogan, Wayne
2029 NORTH 3RD STREET
JACKSONVILLE, FL 32250

Annual Reports

Report Year	Filed Date
2022	01/25/2022
2023	01/26/2023
2024	04/05/2024

Document Images





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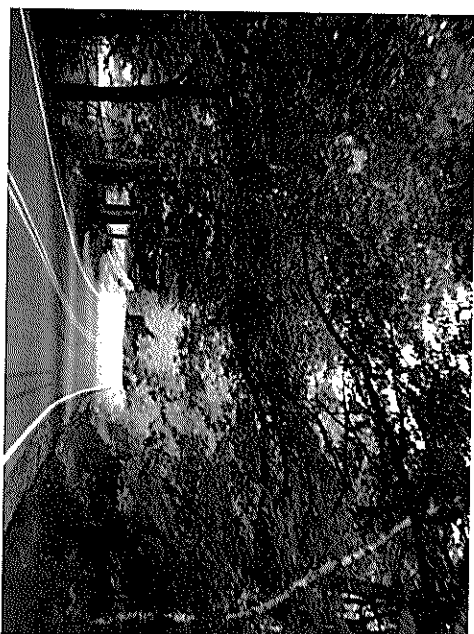
<u>02/28/2014 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/21/2014 -- Amendment</u>	View image in PDF format
<u>01/28/2013 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/05/2012 -- ANNUAL REPORT</u>	View image in PDF format
<u>02/21/2011 -- ANNUAL REPORT</u>	View image in PDF format
<u>02/16/2010 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/05/2009 -- ANNUAL REPORT</u>	View image in PDF format
<u>04/04/2008 -- Amendment and Name Change</u>	View image in PDF format
<u>01/28/2008 -- ANNUAL REPORT</u>	View image in PDF format
<u>07/20/2007 -- ANNUAL REPORT</u>	View image in PDF format
<u>06/21/2007 -- Amendment</u>	View image in PDF format
<u>10/20/2006 -- ANNUAL REPORT</u>	View image in PDF format
<u>02/08/2006 -- ANNUAL REPORT</u>	View image in PDF format
<u>11/18/2005 -- Domestic Non-Profit</u>	View image in PDF format

Florida Department of State, Division of Corporations

Jacksonville Environmental Group: City Settlement A Win For Tree Canopy

By LINDSEY KILBRIDE • JUL 27, 2017

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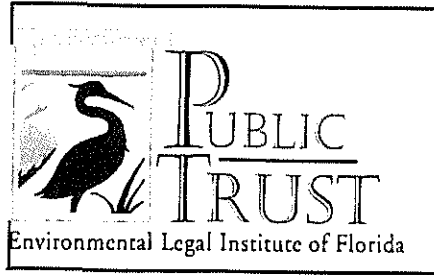
CREDIT JENNIFER COCHRAN / FLICKR

A Jacksonville environmental nonprofit says its recent settlement with the city is a win for foliage and government transparency.

▶ Listen
1:09

The Public Trust Environmental Legal Institute filed suit two years ago claiming a special tree fund wasn't being spent on trees.

Exhibit F




CORPORATE RESOLUTION CERTIFICATION

The undersigned, Secretary of The Public Trust Environmental Legal Institute of Florida, Inc., a Florida 501 c 3 nonprofit corporation ("*Corporation*"), does hereby certify that the following Resolutions were adopted by the Board of Directors of the Corporation on October 30, 2024:

RESOLVED THAT John November, the Executive Director of the Corporation ("*Authority*") is hereby authorized and empowered to execute on behalf of the Corporation any and all Agreements between the City of Jacksonville, Florida ("*City*") and the Corporation for the purpose of receiving funds from the City for a tree planting project related to the Jacksonville Tree Commission's Level 3 Community Organization Tree Planting Program ("*Project*"), and to execute any and all documents necessary in connection with the Project.

FURTHER RESOLVED THAT in addition to and without limiting the foregoing, that the Authority of the Corporation be, and hereby is, authorized to take, or cause to be taken, such further action, and to execute and deliver, or cause to be delivered, for and in the name and on behalf of the Corporation, all such instruments and documents as the Authority may deem appropriate in order to effectuate the Grant Agreement and any documents or instruments executed in the accomplishment of any action or actions authorized as stated herein shall be deemed to be conclusive approval thereof by this Corporation and the binding act and obligation of this Corporation.

DATED: February 20, 2025


Patricia Dodson
CORPORATE SECRETARY


AUTHORIZATION TO PLANT TREES

On the 21 day of February, the Applicant, The Public Trust for Conservation, submitted an application for the Jacksonville Tree Commission's Level 3 Community Organization Tree Planting Program ("Application") to plant trees on the following property, located at: University of North Florida ("UNF") campus, RE #: (attach an additional sheet if necessary) ("Property").

The Property is public land in Duval County and is owned or controlled by (e.g. City, State of Florida, United States, Independent Agency of the City of Jacksonville, or other public entity) The University of North Florida Board of Trustees and is a (e.g. right of way, park, school) state university campus managed by the following public entity (e.g. Parks & Recreation, Public Works, Development Services Division, School Board, Superintendent). The University of North Florida Board of Trustees, a public body corporate.

I, Scott Bennett, as the (position) Vice President, in the (department and division) Administration & Finance, UNF, have reviewed the Application and I have the authority to authorize the Project to be conducted on the Property in the event the Project is approved.

This Authorization is limited to the Application as submitted on the above referenced date. This authorization does not bind the City to award funds from the Tree Protection and Related Expenses Trust Fund and this Authorization is subject to revocation should the Application materially change from the date of submission.


Signature

SCOTT BENNETT
Print Name

UNF
Agency, Department, Division

Phone: 904-620-2060

E-mail: sbennett@unf.edu

EXHIBIT 3