



City of Pensacola

Environmental Advisory Board

Agenda

City of Pensacola
222 W. Main Street
Pensacola, FL 32502

September 3, 2026, 2:00 PM

Hagler-Mason, 2nd Floor

One or more members of City Council may be in attendance.

The meeting can be watched via live stream at cityofpensacola.com/video.

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

1. 26-1022 APPROVAL OF MINUTES: REGULAR MEETING DATED AUGUST 6, 2026.

Recommendation: That the Environmental Advisory Board (EAB) approve the meeting minutes from August 6, 2026.

Sponsors: Neil Richards - Vice Chair

Attachments: EAB Minutes 08.06.2026

PRESENTATIONS

STAFF COMMUNICATIONS

ACTION ITEMS

2. 26-1028 CANOPY RESTORATION PROJECT -- TREE PLANTING TRUST FUND GRANT REQUEST

Recommendation: That the EAB approve the grant request from Canopy Restoration Inc., in an amount up to \$5,500, for the Canopy Restoration Project Tree Planting 2026 II. Further, that the EAB make a recommendation to the City Council regarding the funding.

Sponsors: Neil Richards -- Chair

Attachments: Canopy Restoration Grant- Second Application

DISCUSSION ITEMS

3. 26-1026 DISCUSSION — PARTICIPATION IN DEP'S COASTAL—RESILIENCE STANDARDS AND PERMITTING RULES

Recommendation: That the EAB conduct a discussion based on the following question:
Should the City of Pensacola proactively participate in DEP's development of the new statewide nature-based coastal-resilience standards and permitting rules, using lessons from Project Green Shores and other local projects?

Sponsors: Ralph Schofield -- Vice Chair

Attachments: None

4. 26-1030 DISCUSSION -- GENERAL -- IDEA SHARING

Recommendation: That the EAB hold a general discussion with the intent being idea sharing, to be cultivated further in future meetings.

Sponsors: Neil Richards -- Chair

Attachments: None

BOARD MEMBER COMMENTS

PUBLIC COMMENT

ADJOURNMENT

If any person decides to appeal any decision made with respect to any matter considered at such meeting, he will need a record of the proceedings, and that for such purpose he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

The City of Pensacola adheres to the Americans with Disabilities Act and will make reasonable accommodations for access to City services, programs and activities. Please call 850-435-1606 (or TDD 850-435-1666) for further information. Request must be made at least 48 hours in advance of the event in order to allow the City time to provide the requested services.



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 26-1022

Environmental Advisory Board

9/3/2026

LEGISLATIVE ACTION ITEM

SPONSOR: Neil Richards - Vice Chair

SUBJECT:

APPROVAL OF MINUTES: REGULAR MEETING DATED AUGUST 6, 2026.

RECOMMENDATION:

That the Environmental Advisory Board (EAB) approve the meeting minutes from August 6, 2026.

HEARING REQUIRED: No Hearing Required

SUMMARY:

On August 6, 2026, the EAB conducted a regular meeting. This item seeks the approval of the meeting minutes from that meeting.

PRIOR ACTION:

August 6, 2026 -- EAB held a regular meeting.

FUNDING:

N/A

FINANCIAL IMPACT:

None

REVIEWED AS TO FORM BY CITY ATTORNEY'S OFFICE: No

STAFF CONTACT:

Don Kraher, Council Executive
Katherine Alexander, Environmental Coordinator
Mose Franklin, City Arborist

ATTACHMENTS:

1. EAB Minutes 08.06.2026

PRESENTATION: No



City of Pensacola

ENVIRONMENTAL ADVISORY BOARD

MINUTES

City of Pensacola
222 W. Main Street
Pensacola, FL
32502

August 6, 2026

2:00 PM

Hagler-Mason, 2nd Floor

CALL TO ORDER

The meeting was called to order by Vice Chair Richards. A quorum was present.

ROLL CALL

Members Present: Neil Richards, Vice Chair, Blase Butts, Jay Massey, Kelly Hagen, Moira Johansen, Josh Sessums, Ralph Schofield

Members Absent: Jordan Poole. One position vacant

Also Present: Don Kraher, Council Executive, Sonja Gaines, Council Assistant, Katherine Alexander, Environmental Coordinator, Wendy Gavin, Street and Traffic Operations Division Manager, Mose Franklin, Arborist, John Scanlon, Assistant Director, Nathan Doyle, Operations Manager, Renee Borden, Christian Wagley, Maria Rosasco

OATH OF OFFICE & SUNSHINE / PUBLIC RECORDS OVERVIEW & SELECTION OF CHAIR - VICE CHAIR

The Oath of Office was administered to new Board members Moira Johansen, Ralph Schofield, Jr., and Josh Sessums by Assistant City Clerk Robyn Tice. New Board members gave brief background introductory comments.

A brief overview of the Florida Sunshine and Public Records was given by Assistant City Attorney Grace Parola via TEAMS. A copy of her PowerPoint presentation is on file. Several questions were asked about voting conflicts, use of staff for dissemination of information and were answered accordingly.

Vice Chair Richards opened the floor for nominations for the Chair of the Environmental Advisory Board. At the suggestion of the Environmental Coordinator, existing Board members made brief background introductory comments for the benefit of the new Board members. Vice Chair Richards indicated his willingness to serve as Chair; no one else was nominated to serve as Chair.

Member Massey moved to appoint Member Richards as Chair, seconded by Member Butts and carried 7 - 0, with one member absent and one vacant position.

Chair Richards opened the floor for nominations for Vice Chair of the Environmental Advisory Board. Member Schofield volunteered to be Vice Chair; no one else was nominated.

Member Hagen moved to appoint Member Schofield as Vice Chair, seconded by Member Sessums and carried 7 - 0, with one member absent and one vacant position.

Council Executive advised the Board of an add-on item. The Board will need to vote to add the item onto the agenda for discussion under the action items. The item is for approval to use funds from the tree planting trust fund for FY 27 plantings of the tree canopy revitalization project.

Motion made by Member Butts, seconded by Member Hagen to add the add-on item to the agenda.

Member Schofield asked if there were any concerns about having this add-on item not being properly noticed.

Council Executive indicated that there was no concern. Add-on items are allowed. This is a similar item that has previously gone before City Council for different phases of this revitalization project. If the Board approves this, it will be sent to City Council. City Council is the final decision maker on this item.

Vote was taken and carried 7 - 0, with one member absent and one vacancy.

APPROVAL OF MINUTES

1. 26-858 APPROVAL OF MINUTES: REGULAR MEETING DATED MAY 7, 2026

Recommendation: That the Environmental Advisory Board (EAB) approve the meeting minutes from May 7, 2026.

Motion made by Member Massey, seconded by Member Butts to approve the minutes of the May 7, 2026 meeting of the Environmental Advisory Board.

Member Schofield inquired about the vote on the Canopy Restoration Project--Tree Planting Trust Fund Grant Request that technically did not pass and if there were any further disclosures that the abstaining member needed to do.

Council Executive indicated that there were five members of the Board present, with four vacant positions. Member Hagen is on the Board of Tree Canopy Restoration, Inc. and needed to recuse herself from that vote. For this Board, for an item to pass, it requires five affirmative votes. It requires a majority of the entire Board, not those present. When the item went to City Council, they were notified that there were five members present, with one member recusing and four vacant

positions. City Council was aware of that action and how it happened. A voting conflict form has been completed. Council Executive will get with the City Attorney's office and do further research on the law pertaining to conflict of interest as it relates to appointed boards.

The motion carried 7 - 0, with one member absent and one vacant position.

PRESENTATIONS

2. 26-860 PRESENTATION -- RECYCLING PROGRAM

Recommendation: That the EAB receive a presentation from John Scanlon, Assistant Director — Sanitation Services, and Nathan Doyle, Operations Manager - Sanitation Services regarding the Recycling Program.

John Scanlon, Assistant Director, Sanitation Services reviewed the PowerPoint presentation on the Recycling Program of Pensacola Sanitation Services (copy on file). The original goals of the program were for 25% of the customer base with less than 20% contamination. For the first year, there were more than 5,037 residents signed up for curbside recycling; that represents 25% of the customer base and the contamination rate was maintained at 7%. The recycling program diverted 870.74 tons from the landfill.

For year two, they hope to improve routing software, improve contamination reduction to 6%, increase educational efforts and increase the customer base to 30%. The recycling program is currently for residential customers only, including the Leonard Street location.

Board member comments and questions concerning the possibility of glass recycling, what happens to the recycling materials once delivered to ECUA, educational aspects, branching out to commercial customers, clarification of total tons collected, tonnage goal, if there is any demographic information available, and if there are any plans to change the program were responded to accordingly by Sanitation Services staff.

Member Butts reported on Ocean Hour's efforts and success with recycling aluminum cans at various schools.

STAFF COMMUNICATIONS

Environmental Coordinator mentioned the amount of yard debris that clogs stormwater drains that Sanitation Services has collected. If a landscape firm does work in your yard, it is their responsibility to take that debris from your yard, not leave it for Sanitation Services to pick up.

Chair Richards made a suggestion to have a presentation to the Board on stormwater.

The following updates were provided by the Environmental Coordinator:

- Public meeting is tentatively scheduled for August 25th from 6 - 8 p.m. at Sanders Beach Corrine Jones Center to provide an update on the ACW-EPA remediation.
- Extension for EECBG Grant to September 2027 to provide shade structures at Legion Field. Working on an RFP. The solar power generated must be used to power a government-owned building.
- Stormwater items: Maintenance dredging of stormwater outfalls in Bayou Texar and maintenance of stormwater ponds; reviewing and updating stormwater SOPs; stormwater outreach and website edits.
- Project Green Shores Seagrass opportunity.

Board member comments and questions regarding solar power on city buildings were responded to accordingly.

Street and Traffic Operations Division Manager provided updates on the revisions to the LDC. The first public hearing on the LDC will be on the agenda for the August 13th City Council meeting.

ACTION ITEMS

3. 26-911 ADD-ON -- APPROVAL TO USE FUNDS FROM THE TREE PLANTING TRUST FUND FOR FY27 PLANTINGS OF THE TREE CONOPY REVITALIZATION PROJECT

Recommendation: That the Environmental Advisory Board (EAB) recommend to City Council the use of \$143,500 from the Tree Planting Trust Fund to plant and establish approximately 82 trees in the FY27 planting of the Tree Canopy Revitalization Project.

Motion made by Member Massey, seconded by Member Butts to discuss the recommendation.

Mose Franklin, Arborist, reviewed a PowerPoint presentation (copy on file) on the proposed project, outlining the locations, the heat islands, the four species recommended and why they were chosen.

Board Member comments regarding tree well grates, expenditure of tree funds for demolition, maintenance of trees once planted, size and types of trees chosen, enforcement of warranty on the trees, determination of the heat islands, and the life expectancy of the selected trees were responded to accordingly by staff. The trees planted are maintained for two years by the firm awarded the contract. If there are any funds left over from the approved amount, then an additional bid can be prepared and awarded. Members of staff are currently working on some proposed updates to the tree and landscape regulations.

Member Hagen mentioned that Tree Canopy Restoration, Inc. is planning to submit a second grant application in the near future, that would top off at planting 180 trees by the winter. They have planted over 300 trees in the City of Pensacola for approximately \$20,000.

Motion made by Member Butts, seconded by Member Sessums to approve the recommendation.

Ms. Renee Borden and Ms. Maria Rosasco made public comments on interest in preservation and pruning of large canopy trees and the life expectancy of selected trees for planting. (Board Member Hagen left the meeting).

The motion carried 6 - 0, with two members absent for the vote and one position vacant.

DISCUSSION ITEMS

There were no discussion items.

BOARD MEMBER COMMENTS

Member Johansen mentioned seeing tire tracks in the wetlands at Bruce Beach.

Environmental Coordinator explained the ongoing phragmites management plan along Bayfront Parkway and how they will be addressing it at Bruce Beach.

Member Massey requested a presentation on walkability and bike ability plans within the City.

Chair Richards inquired about the possibility of having a representative from FPL do a presentation on their underground utility plans as well as their tree trimming practices.

Council Executive cautioned of the need for staff to check to see where the franchise fee negotiations stand prior to reaching out to FPL.

Member Massey also inquired about any specific environmental projects included in the upcoming budget, specifically about any use of electric vehicles.

Environmental Coordinator responded accordingly.

Member Schofield commented on the recently passed Senate Bill on Coastal Resiliency and suggested that the City become proactive, possibly working with Escambia County, SRIA along with DEP to help that process.

Member Johansen also commented on making the City more walkable, especially considering all the development occurring in the downtown area.

PUBLIC COMMENT

Ms. Renee Borden expressed her concerns with preservation of heritage trees and the tree canopy they provide and encouraged the Board to review the proposed amendments to the Tree and Landscape Regulations going to the Planning Board.

Christian Wagley commented on voting conflicts, solar energy opportunities, electric vehicles, moving toward a more walkable, bikeable city, need to mulch trees in Plaza Ferdinand, Bike Pensacola bike rides, and discharges of toxic contaminants released by Ascend plant and the upcoming discharge public hearing being held.

Maria Rosasco commented on the need for mulch in Seville Square and requested the mulch be a smaller size than previously used to eliminate possible trip hazards.

Chair Richards announced the next meeting is tentatively scheduled for September 3.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 4:30 p.m.



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 26-1028

Environmental Advisory Board

9/3/2026

ACTION ITEM

SPONSOR: Neil Richards -- Chair

SUBJECT:

CANOPY RESTORATION PROJECT -- TREE PLANTING TRUST FUND GRANT REQUEST

RECOMMENDATION:

That the EAB approve the grant request from Canopy Restoration Inc., in an amount up to \$5,500, for the Canopy Restoration Project Tree Planting 2026 II. Further, that the EAB make a recommendation to the City Council regarding the funding.

HEARING REQUIRED: No Hearing Required

SUMMARY:

City Code Section 12-6-10(c)(2) - Tree and Landscape Regulations; Enforcement ; Grant Program states:

- 2) A grant program is hereby established for community organizations such as neighborhood associations, civic organizations, and garden clubs, according to the following criteria:
- a. Each grant is limited to 50 percent of the cost of the proposed project up to \$5,500.00;
 - b. The tree planting trust fund must have sufficient funds for the project requested;
 - c. Grant requests must be submitted to the environmental advisory board for review prior to consideration by the city's designated arborist and city council;
 - d. The city council must approve each grant request; and
 - e. The funds must be utilized for providing trees or other appropriate vegetation along with associated irrigation that will help restore the tree canopy as deemed appropriate by proper planting location requirements and may enhance the natural beauty of the community, serve to deter graffiti or the defacement of public or private property, and may create sound buffers where desirable.

In accordance with this section, Canopy Restoration, Inc. has submitted a grant request for the purpose of assisting the city in tree canopy restoration within neighborhoods and parks, through a city-funded, citizen-driven tree planting project that focuses on rebuilding the city's canopy by planting trees within the right-of-way or within 20 feet of the ROW or within City parks. The total project cost submitted was up to \$5,500.00

This section limits each grant to 50% of the cost of the proposed project up to \$5,500.00. This item was reviewed by the City Arborist and found to be in compliance.

PRIOR ACTION:

May 26, 2026 -- City Council approved funding for tree planting 2026 I.
Canopy Restoration Project 2025 -- a similar project was undertaken and completed

FUNDING:

Up to \$5,500 -- Tree Planting Trust Fund

FINANCIAL IMPACT:

Reduction in the Tree Planting Trust fund by up to \$5,500

REVIEWED AS TO FORM BY CITY ATTORNEY'S OFFICE: No

STAFF CONTACT:

Don Kraher, Council Executive
Katherine Alexander, Environmental Coordinator
Mose Franklin, City Arborist

ATTACHMENTS:

1. Canopy Restoration Grant- Second Application

PRESENTATION: No

Tree Planting Trust Fund - Grant Program

Instructions to Applicants:

Each application must include one original with support materials clearly labeled. See the checklist (attachment 1) of items to be included with submittal. Applications may be emailed to cityarborist@cityofpensacola.com

Applications may also be mailed to:

City of Pensacola, Arborist
Public Works and Engineering Department
2757 N Palafox Street
Pensacola, FL 32501

or hand-delivered to:

City of Pensacola, Environmental Coordinator
City Hall, Engineering Department
222 W Main Street
Pensacola, FL 32502

SECTION I - GENERAL INFORMATION

Organization Name: Canopy Restoration Project

Project Title: Tree Planting 2026

Mailing Address: 705 S I St

Phone: 850 217 8787 (Day) (Evening) (Other)

Incorporated? If yes, enclose a copy of the State of Florida Incorporation Certificate.

☒ Yes ☐ No

Member Title	Member Name	Address
Team Member	Chelsea Mahan	1691 Foulis Dr
Team Member	Kelly Hagen	705 S I St
Team Member	Tom Patton	313 E Intendencia St
Team Member	Joey Miller	2020 E Mallory St

Project Manager Name and Contact Information:

Name: Chelsea Mahan

Phone: 336 480 5742 Email: canopyrestorationpensacola@gmail.com

Authorized Applicant Representative:

I hereby certify that the information contained in this application is correct and represents the consensus of the referenced organization.

Chelsea Rose Mahan

Print Name

Signature

Team Member

6/9/26

Title

Date

SECTION II - PROJECT DESCRIPTION

1. PROPOSED PROJECT

(A) Describe your project.

The Tree Canopy Restoration Project of Pensacola is a volunteer-led nonprofit that plants free-to-the-public 15-gallon native trees within right-of-ways and 20 feet beyond across the City of Pensacola each year. With the partnership of local gardening clubs, neighborhood associations, city council members and individuals, we recruit participants to sign a Commitment to Care contract agreeing to

adopt and water up to three trees for the first year using our evidence-based watering guide. By relying on volunteer labor and watering, we save the City thousands of dollars in planting costs and upkeep while ensuring that each tree has a committed steward that will be responsible for its life. Average lifespans of urban trees is notably low, and our project aims to have a lasting impact by capitalizing on the labor and care of individual citizens in Pensacola to plant and care for long-lived trees that will positively impact our ecological environment for generations to come while educating the public on the importance of our urban tree canopy and

(B) What is the location of your project? Please provide a written description and attach a map listing all proposed locations with address or GPS coordinates if address not available. Reminder that trees must be planted in City Right-of-Way.

Our trees will be planted in yards that fall within City limits. We currently have a waiting list for our next project and you can find both a map of our wait-listed participants and a cumulative map of our trees planted since our start in 2022 in our attachments. We've filled up an entire project and are applying for a second grant so that we can get more trees in the ground in Fall 2026. We have confidence that we can add more participants and carry out two projects this Fall with our tried and successful model.

(C) Complete the project timeline. Describe the major activities/tasks that make up the project and estimated completion date. Be specific.

Task	Estimated Completion Date
<i>Ex: Purchase plants</i>	<i>October 30, 2024</i>
Grant application	June 2026
EAB	August 2026
City Council approval	August or September 2026
Recruitment	ongoing
Site Approvals	August-October 2026
Tree Order	October 2026
Prep Day: Planting Weekend	November 2026
Planting Day	November 2026

(D) Maintenance of the project once it has been completed is important. It is not the intent of this program to increase maintenance activities for City staff. As such, the applicant is required to provide any additional maintenance that may be necessary. Describe how the project will be maintained.

Each tree recipient will sign a Commitment to Care Contract (see attached for example) before trees are planted. This commits them to watering their tree in accordance with our watering guide (see attached) for one year, thus saving the City the need to hire watering crews and trucks and monitor tree health. Our members, the Canopy Council, continues to monitor drought conditions and sends out reminders to participants when extra care is needed during hot months. We also keep thorough records and a map of each of our trees so that we can do periodic inventories, which we're happy to share with City Staff. Beginning in February of 2026, we have a team of expert volunteers who are in the process of pruning our 2022 and 2023 project trees. Next year we'll begin pruning our 2025 and 2026 trees. We inventory our trees every so often and the last few projects have survival rates of over 90%.

2. NEIGHBORHOOD IMPACT

What is the intended public benefit of the project? Why is it of importance to the neighborhood?

As a coastal city, a location of numerous watersheds, a hurricane-prone City and the site of various superfund sites, Pensacola has a special need for stormwater runoff mitigation. The loss of canopy through the last few strong storms has damaged our natural "green infrastructure," as trees provide a huge ecological service regarding runoff. We prioritize canopy trees in our project, and thirty-seven of our eighty-eight trees in our 2023 project were live oaks, which live hundreds of years and are considered a super-tree when it comes to landscape stabilization and runoff mitigation. Additionally, canopy trees planted strategically can lower heating and cooling bills for residents and mitigate urban heat, which is especially important around asphalt-created heat islands in cities. Research also shows that trees raise property values and provide traffic calming. They are beautiful and make our neighborhoods more walkable. As temperatures rise, we hope that our project can compliment the efforts of the City to create a more resilient, walkable and beautiful Pensacola.

3. CAPACITY

Describe the capacity of the organization to complete this project. List previous projects completed, or events held within the neighborhood.

Our group's methods were founded on the model used during the 2022 East Pensacola Heights Canopy Restoration Project, and a founding member of that project remains on our team. During the development of that project, its leaders connected to the City of Orlando about their adopt-a-tree program for advice regarding best practices and formation of a Commitment to Care and Watering Guide. The 2023 project expanded both reach and scope, as CNAPP (The Council of Neighborhood Association Presidents of Pensacola) helped to connect the project to many of the neighborhoods in the City. We've formed partnerships with City and County officials, the extension office, local nonprofits, neighborhood and community leaders, garden clubs and service organizations. We've cultivated a friendly partnership with Panhandle Growers, who supply our high-quality trees and send out volunteers for Planting Day (and has agreed to do so again). Despite the rain, nearly 50 volunteers showed up to plant nearly 90 trees on Planting Day 2025. With our local connections, proven model and five successful projects (one with Escambia County

4. PARTICIPATION/COLLABORATION

Neighborhood resident support and participation is critical to the award of a grant. Grant applications that demonstrate strong support will be given more consideration than those that do not. Describe how neighborhood support has been and will be obtained and who will participate. Include any collaboration with outside groups or use of other community resources. Please attach at least one letter of support (Attachment 3 on page 7 is a template).

We maintain an email and text communication list of our participants each year, and of our volunteer bank grows as we do. Our model relies on the continuous participation of residents to water and monitor their trees, and we maintain a Facebook group for questions and troubleshooting. East Hill Board member and former participant Joey Miller has ended up as a vital part of our current board and liason to East Hill. Each project grows our community of motivated volunteers. Many of our volunteers are from the Master Gardeners group, among them Beth Bolles from the Extension Office. The Environmental Advisory Board has voted unanimously for our project twice, and City Council voted unanimously for

SECTION III - PROJECT BUDGET

The project budget is the most important part of the application. It details the project expenses and matching funds. Please complete the budget worksheet. This is a separate Excel file that can be found on the program's webpage.

Note: There is a second sheet within the file that is used to calculate volunteer time contributions. Please complete that sheet if using volunteer time as part of your match.

1. MATCHING FUNDS

Please list the sources of matching funds that the neighborhood plans to contribute to support the project, such as in-kind labor, materials, or cash. Requested funds must be matched 50%. These will be further outlined in the budget.

We plan on having mulch donated again from local arborist and volunteer Erin Hurd. Thus far 100% of the project planning and Planting/watering labor is volunteer-led, so we always have more than enough labor to match what the grant supplies.

Attachment 2 - Planting Summary

List each species of plant to be included in your proposed project. Use either the common or Latin name. Provide the number of the species to be included. Provide the size of each plant at the time of planting (e.g. 3 gallon, 2" pot, 6' height, etc.). Plants must be perennials and no exotic or invasive species are allowed.

Note: TPTF money can only be used to purchase trees and other appropriate vegetation, like perennial plants. Annual plants can be purchased with your matching funds, not with TPTF money.

Plant species (common or Latin name)	Number	Size (inch, gallon or feet)
<i>Ex: Sabal Palm</i>	<i>20</i>	<i>13' Clear Trunk</i>
<i>Ex: Black-Eyed Susan</i>	<i>40</i>	<i>4" pot</i>
Live Oak	20	15-gallon
Summer Red Maple	15	15-gallon
Little Gem Magnolia	15	15-gallon
Winged Elms	20	15-gallon
Sand Live oak	10	15-gallon

A sketch of the planting plan must be included. Include spacing of plant material, locations of signs, above ground wires, pavement, driveways or other obstructions and existing plant material.

Vibrant Neighborhoods Matching Grant Program Budget Template

Neighborhood Name:	Canopy Restoration Project
Project Name:	City Project 2: Fall 2026

TOTAL PROJECT COST (grant funds requested + applicant paid costs, if any)

1. List ALL items/services required for project completion. If a vendor is to be paid list the vendor's name. If items are to be purchased, indicate where the items will be purchased. Indicate whether grant funds or matching funds will be used to purchase the item/service.

Vendors/suppliers to be paid:	Items/services to be funded:	Amount:	Quotes Provided	Grant funds	Matching funds
Panhandle Growers	15 gallon trees--wholesale	\$60/each approx			
Total Project Cost		\$ 5,400.00			

CASH MATCH CONTRIBUTIONS (if applicable)

2. List any cash that will be contributed toward the project by your organization or others.

Orgs/Entities contributing cash:	Items/services to be paid (if specified):	Amount:	Documentation Provided
Total Cash Match		\$ -	

IN-KIND MATCH CONTRIBUTIONS (if applicable)

Org/Entities donating supplies or	Items/services to be donated:	Value:	Documentation Provided
Total In-Kind Match			

VOLUNTEER TIME CONTRIBUTIONS (if applicable) Complete the Volunteer Time Worksheet on Tab 2. Values will

Volunteer Time Match	\$ 8,792.00
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Total Grant Request	\$5,400.00
Minimum Match Required	\$ 2,750.00
Total Match Provided	\$ 8,792.00

Volunteer Time Worksheet

List volunteer events - One (1) event per row	Approximate date	Total # of volunteers	Total # of hours
application prep work	6/8-6/9 2026	1	2.00
Pre Planting Day Administrative work	6/8-11/1/26	5	100.00
Planting Prep Day	11/1/2026	20	60.00
Planting Day	11/30/2026	50	150.00

	Total Volunteer Hours		314.00
	Volunteer Hour \$ Value		8792.00

*Summarize total volunteer events above using information from your Volunteer Pledge Sheets (future volunteering) and Sign-in sheets (pre-application volunteering).

*Pledge Sheets and Sign in Sheets must be turned in with grant application.

Timestamp	Name	Phone Number	Email	Hours Pledged	Electronic Signature	Date
8/4/2026 14:46:03	Adam Cayton	9196197926	adamfcayton@gmail.com	6	Adam Cayton	8/4/2026
8/4/2026 15:20:28	R. Scott Holland	850-393-2168	scoho@rsharchitect.com	24	R Scott Holland	08-04-2026
8/4/2026 15:22:29	Chelsea Mahan	336 480 5742	chelseamahan@gmail.com	20	Chelsea Rose Mahan	8/4/26
8/4/2026 16:01:09	Ryan Kirby	8504907179	rhkirby@myescambia.co	16	Ryan Kirby	8/4/26
8/4/2026 16:45:27	Leah Chesney	8503161001	Chesney.leah@yahoo.com	4	Leah Chesney	08/04/2026
8/4/2026 16:57:28	Maria Rosasco	850-516-2247	Miarosasco@gmail.com	100	Maria Rosasco	08-04-2026
8/4/2026 18:03:39	Mary Mattheiss	850-723-0231	marymattheiss@icloud.com	2 hours a day	Mary Mattheiss	08/04/2026
8/4/2026 19:18:41	Michael McClellan	8504363052	Michael@KennyNoblesTi	8	Michael McClellan	August 4, 2026
8/4/2026 20:51:31	Joey Miller	8502924900	j.miller102313@gmail.com	12+	Joey miller	8/4/26
8/4/2026 22:50:31	Joni Cordero	910-546-9903	Lalatina1@hotmail.com	20	Jmbc	4 Aug 26
8/5/2026 6:51:33	James Bowers	404-772-9668	jwmbowers@gmail.com	6	JwBowers	08/05/2026
8/5/2026 11:11:11	Laurie Cothran	8502067759	Irvinelm@gmail.com	30	Laurie Cothran	08/05/2026

State of Florida Department of State

I certify from the records of this office that CANOPY RESTORATION INC. is a corporation organized under the laws of the State of Florida, filed on December 4, 2024.

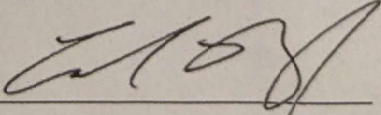
The document number of this corporation is N24000014040.

I further certify that said corporation has paid all fees due this office through December 31, 2026, that its most recent annual report/uniform business report was filed on January 24, 2026, 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-fourth day of January,
2026*




Secretary of State

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*Creating Fun,
Memorable
Experiences.*

113 Bay Bridge Drive
Gulf Breeze, FL 32561

innisfreehotels.com
P: 850.934.3409



The Hive Foundation
INNISFREE HOTELS

September 5, 2024

Dear Grant Review Team members,

I am writing on behalf of Innisfree Hotels in support of the Tree Canopy Restoration Project of Pensacola (Canopy Project) and their application for the Tree Trust Fund Grant program.

As a supporting member of the Canopy Project's volunteer committee for the 2023 planting project, I have experienced the unwavering commitment and dedication these community members have in their pursuit of a more resilient Pensacola. Each member is truly passionate about improving not only our neighborhoods but also the lives of our neighbors through tree planting projects.

The project leaders have the established community connections needed to sustain this type of grassroots effort in Pensacola. They also have access to and support of local tree experts, ensuring that the tree planting will be executed correctly. Their efforts have now resulted in two successful tree planting projects and demonstrated efficient and responsible management of City funds.

The Canopy Project has proven that their model works, and this model provides the City with a unique opportunity to save on tree planting costs, to expand tree planting onto private property, and to support the creation of stronger neighborhoods and communities. At Innisfree, we believe canopy restoration is not only important for neighborhoods and residents but that it is tied to the overall need to combat the effects of rising temperatures. These efforts will be crucial to ensure we can continue to host millions of visitors in our area every year.

Thank you for considering my support of the Canopy Project's application for Tree Planting 2025.

Sincerely,

Bethanne Edwards

Director of Sustainability

Innisfree Hotels

bedwards@innisfreehotels.com

FROM THE DESK OF



EAST HILL
Neighborhood Association

August 2, 2024

Dear city of Pensacola and Tree Canopy Council,

We are writing to express our support for the grant proposal by the Tree Canopy Council for continued efforts to put more trees into the ground. The proposal aligns well with our Mission of nurturing connections for a fun and vibrant East Hill/Pensacola where everyone belongs, particularly in enhancing our community spaces and promoting environmental sustainability.

The project's focus on planting more trees to support air quality, water retention efforts, beautification, reduction of surface level heat and much more fully aligns with that of the community. We believe that this grant will play a crucial role in achieving these outcomes and furthering our shared vision for a better, greener city to further create a charming more accessible destination where everyone is engaged, safe, and happy.

Thank you for considering this important initiative. We are excited about the positive impact it will bring and support the grant application.

Sincerely,

Board of Directors

East Hill Neighborhood Association

East Hill Neighborhood Association

PO Box 6164, Pensacola, FL 32503
850.529.0699 | info@myeasthill.org
www.myeasthill.org



Date: 29 August 2024

TO: Canopy Council, c/o Chelsea Mahan
313 East Intendencia Street
Pensacola, FL 32502

Chelsea: Please allow this letter to serve as our support of, and our commitment to, the Canopy Committee. Your efforts to restore the tree canopy of Pensacola is a great community endeavor that is appreciated by the Seville Square Historic District Neighborhood Association and its membership.

A handwritten signature in blue ink, appearing to read "RSH", followed by a long horizontal line that ends in a vertical stroke.

R. Scott Holland, Board Member (SSHDNA)
(850) 393-2168
www.sevillesquare.org

Letters from Tree Recipients

Tree Canopy Project Inbox x



Ann D

to me ▾

Dear sirs,

I am the recipient of a Little Gem Magnolia tree through the 2024 Tree Canopy Project. While I would have loved a live oak, my property was not eligible for it. The Council did a fantastic job organizing the requests and planting. I was unable to assist with the planting due to my work schedule. My tree is thriving, even with the drought and I have talked about this program with so many of my neighbors. Thank you for this grant program and let's keep this going!

Sincerely

Ann Durso

Fri, Aug 16, 11:18 AM



Canopy Council <canopyrestorationpensacola@gmail.com>

to Ann ▾

Thank you so much, Ann!

Mon, Aug 19, 1:27 PM



↩ Reply

➦ Forward



Canopy Tree Redipients Inbox x



Dr Martha S Horton

to me ▾

Dear Canopy Council,

I received a magnificent small magnolia tree last year through this vital project. I live in North Hill at 1517 North Spring Street.

From the beginning the Canopy Tree project has been professional, extremely well organized, informative, and supportive. I have felt confident I can do the best for my tree because of the guidance provided by the group.

As a senior of 82 years, I could not have received and planted the tree on my own. On a very rainy day two volunteers brought, planted, and settled the tree. I was given a plastic coated directions sheet with very explicit directions for short and long term care of the tree. There have been followup messages as the temperature has changed to guide adapting to the needs for watering.

The entire experience provided by this group has been extraordinary. We are so fortunate to have it to combat climate change and enhance the beauty of our beloved Pensacola.

I'm thrilled I agreed to participate and love my little Magnolia. Thank you so much.

Yours very truly,

Dr. Martha S. Horton

Fri, Aug 16, 10:21 AM



Citizens' Canopy Restoration Project Care Contract

Commitment to Care Term is One Year

Congratulations!

You are now part of a growing number of neighbors helping to create a greener, cleaner, more naturally beautiful and resilient future for the city of Pensacola. The first year of care is the most critical. This document details best practices to follow the first year to ensure planting success and allow your new young tree to establish itself in its new location. These two most important best practices are:

Number 1: Sufficient watering for the size of the tree Number 2: Maintaining a mulch ring around the tree base/protection from mowers

Watering

Water your tree regularly and deeply for the first year as it gets established. Water daily according to this schedule depending on the size of your tree. Watering your tree is the most important success factor in the care of your tree. Using a sprinkler will not be sufficient. Each tree must be watered at the base of the tree using a hose or the bucket provided.

Irrigation Schedule				
Schedule Number	Size of Tree	Amount of Water	Best Results	Survival
1	Less than 2-inch diameter	4 gallons	Water daily: 2 weeks Water every other day: 2 months Water weekly: until established	Twice weekly for 2-3 months
2	2-4- inch diameter	5 gallons	Water daily: 1 month Water every other day: 3 months Water weekly: until established	Twice weekly for 3-4 months
3	Greater than 4- inch diameter	6 – 10 gallons	Water daily: 6 weeks Water every other day: 5 months Water weekly: until established	Twice weekly for 4-5 months

Mulching

Mulching around a tree makes lawns more attractive, controls weeds, and helps maintain soil moisture. Choosing a lite mulch like raked leaves or pine straw allows good oxygen flow to top roots. Avoid heavy wood chip mulch early in the tree's life. Mulch wide, not deep, and mulch more than just the root ball, ideally three to four feet out from the trunk. Keep all mulch away from the tree's trunk, allowing the root flare to show just above ground level. The goal is to promote root development away from the tree. Also, creating a tree- to four-foot mulched ring around a tree creates a physical cue for landscapers to avoid mowing or weed whacking close to the trunk. Nicks and cuts on the trunk can kill trees.

I HAVE READ THE ABOVE COMMITMENT TO CARE AND UNDERSTAND THE RESPONSIBILITIES I ASSUME IN HAVING A TREE PLANTED ON MY PROPERTY AS PART OF THE CITIZENS TREE CANOPY RESTORATION PROJECT..

- I AGREE TO WATER ACCORDING TO THE SCHEDULE (_____) AND MAINTAIN MULCH AROUND EVERY TREE PLANTED ON MY PROPERTY AS SUGGESTED BY THIS DOCUMENT FOR AT LEAST THE FIRST YEAR AFTER PLANTING.
- I AGREE TO PERIODIC TREE INSPECTIONS TO BE PERFORMED BY A MEMBER OF THIS PROJECT TO BE AGREED UPON BY TREE RECIPIENT AND NEIGHBORHOOD ASSOCIATION.

Property Owner Name

Property Owner Signature

Date

Address

Phone

Email

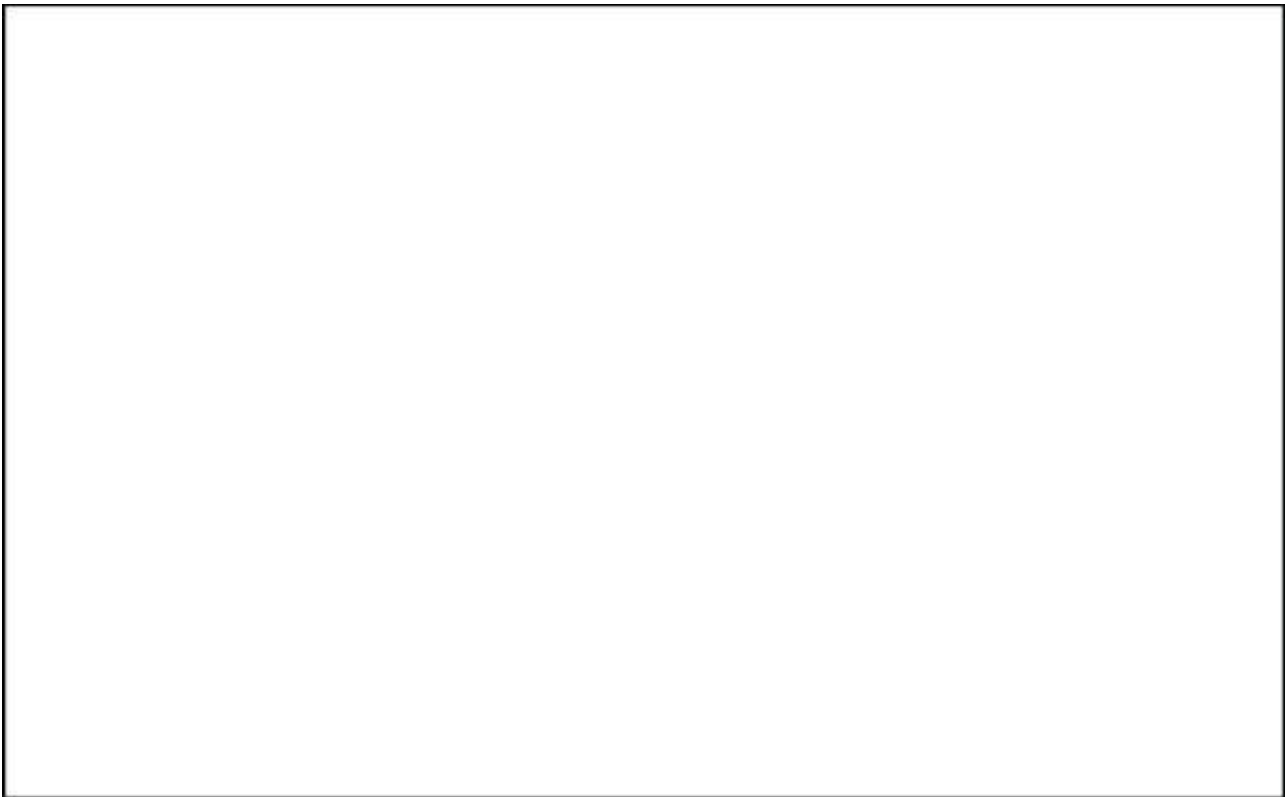
Citizens’ Canopy Restoration Project Care Contract

Tree Number, Species and Location _____

Tree Number, Species and Location _____

Tree Number, Species and Location _____

Create a diagram for tree placement on property.





Canopy Restoration Project Tree Watering Guide



Congratulations! You are now part of a growing number of citizens helping to create a cooler and greener future for Pensacola. By following these instructions, you will be able to give your tree a long, healthy life!

Timeframe	Dates	Amount	Frequency
1st 2 Weeks	Jan 17 - Jan 31	4 gallons	Every Day!
8 Weeks	Feb 1 - Mar 29	5 gallons	Every Other Day
10 months	April - Jan 2027	5 gallons	Once Weekly
Year 2	Dry Months 2027	10 gallons	Weekly May-June & Oct-Nov



*Is your tree showing signs of distress?
Please contact us so that we can send an expert to
assess the issue right away!
Call or text: (850) 217-8787 or email us at:
canopyrestorationpensacola@gmail.com*

Important Tips

Sprinkler irrigation is insufficient!
Direct watering with hose or bucket is required.

Don't let the soil around your tree dry out.

Maintain ring of soil/mulch around your tree for 6 months to create barrier for weeds/grass/mowers.

Keep soil/mulch away from trunk of your tree to ensure water reaches roots.



Canopy Restoration Project Tree Watering Guide



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*Is your tree showing signs of distress?
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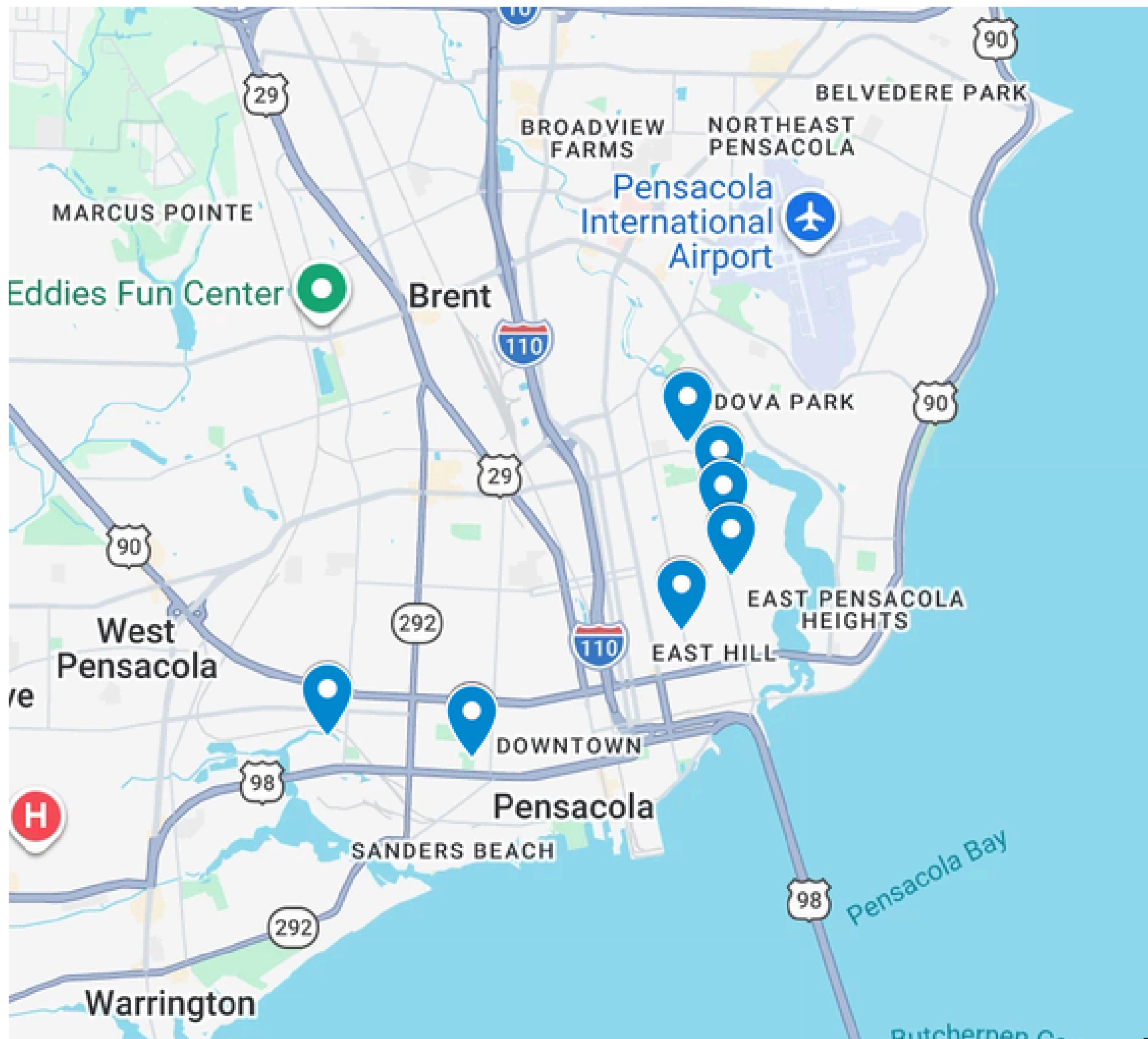
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Maintain ring of soil/mulch around your tree for 6 months to create barrier for weeds/grass/mowers.

Keep soil/mulch away from trunk of your tree to ensure water reaches roots.



Attachment 1 - Application Checklist

Each application package should include:

- ☐ One original signed complete application with support materials clearly labeled
- ☐ All necessary signatures
- ☐ One completed Budget Form (both tabs if using volunteer time)
- ☐ If incorporated, a copy of the State of Florida Incorporation Certificate
- ☐ Complete Application Checklist (Attachment 1)
- ☐ Planting Summary and sketch of planting plan (Attachment 2)
- ☐ Map of project site(s)
- ☐ Letter(s) of support
- ☐ Three cost quotes for each vendor service or purchase over \$3,000 (REQUIRED)
- ☐ Documentation of Matching Funds:
 - Contribution Template(s)- for cash and in-kind donations (Attachment 3)
 - Volunteer Sign-In Sheet(s)- for pre-application time (Attachment 4)
 - Volunteer Pledge Sheet(s)- for future volunteer time (Attachment 5)
 - Documentation of the association's most current bank account balance if matching funds are to be drawn from that account.

Attachment 3 - Matching Funds Contribution Template/Sample Letter

*Recommended template for documenting cash and in-kind contributions.

Date _____

Name(s) of donor _____

Address _____

City, State Zip _____

Phone number _____

Dear Grant Review Team members,

It is my/our understanding that _____ is applying for the City of Pensacola's Tree Planting Trust Fund - Grant Program. _____ is pleased to support this organization in their endeavor and would like to make the following contribution(s):

☐ In-Kind Contribution:

Valued at: \$ _____

☐ Cash contribution \$ _____

Combined contribution total \$ _____

Sincerely,

Name/ Company: _____

Signature: _____

Attachment 4

Tree Planting Trust Fund - Grant Program Volunteer Sign-In Sheet

(Actual volunteer hours completed - for pre-application documentation and post-award reporting)

[illegible]

Attachment 5
Tree Trust Fund Grant Program
Volunteer Pledge Sheet

Page _____ of _____

Volunteer Activity: _____

Approximate Date: _____

Name	Phone #	Email	# of hours pledged	Signature

Attachment 6

Tree Planting Trust Fund Grant Program

Reimbursement Form

Name of Organization: _____

Name of Project: _____

Vendor/Business	Date	Item	Cost
<i>Ex: ABC Tree Nursery</i>	<i>12.15.2020</i>	<i>2 Sand Live Oaks</i>	<i>\$130.55</i>

TOTAL: _____

Please attach all receipts.



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 26-1026

Environmental Advisory Board

9/3/2026

DISCUSSION

SPONSOR: Ralph Schofield -- Vice Chair

SUBJECT:

DISCUSSION — PARTICIPATION IN DEP'S COASTAL—RESILIENCE STANDARDS AND PERMITTING RULES

RECOMMENDATION:

That the EAB conduct a discussion based on the following question: Should the City of Pensacola proactively participate in DEP's development of the new statewide nature-based coastal-resilience standards and permitting rules, using lessons from Project Green Shores and other local projects?

HEARING REQUIRED: No Hearing Required

SUMMARY:

DEP is working on the development of new statewide nature-based coastal-resilience standards and permitting rules. This discussion item seeks a discussion related to the the City's proactive participation in this endeavor.

PRIOR ACTION:

None

FUNDING:

N/A

FINANCIAL IMPACT:

None

REVIEWED AS TO FORM BY CITY ATTORNEY'S OFFICE: No

STAFF CONTACT:

Don Kraher, Council Executive
Katherine Alexander, Environmental Coordinator

ATTACHMENTS:

None

PRESENTATION: No



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 26-1030

Environmental Advisory Board

9/3/2026

DISCUSSION

SPONSOR: Neil Richards -- Chair

SUBJECT:

DISCUSSION -- GENERAL -- IDEA SHARING

RECOMMENDATION:

That the EAB hold a general discussion with the intent being idea sharing, to be cultivated further in future meetings.

HEARING REQUIRED: No Hearing Required

SUMMARY:

This discussion item seeks to open the discussion of idea sharing that will be cultivated further in future meetings.

PRIOR ACTION:

None

FUNDING:

N/A

FINANCIAL IMPACT:

None

REVIEWED AS TO FORM BY CITY ATTORNEY'S OFFICE: No

STAFF CONTACT:

Don Kraher, Council Executive
Katherine Alexander, Environmental Coordinator
Mose Franklin, City Arborist

ATTACHMENTS:

None

PRESENTATION: No