

MINUTES
final
City of Dallas
Urban Forest Advisory Committee

Tuesday, April 4, 2006, 4:00pm
Park and Recreation Department Conference Room
Dallas City Hall

Attending Committee Members:

Michael Anderson, Chip Clint, Matt Grubisich, Michael Hellmann, Steve Houser, Chair; Cassandra McLaughlin, Councilmember Pauline Medrano, Gary Olp, Jeff Quinters, Luis Salcedo, Bill Seaman, Norm Strang, Michael Sultan, Keith Thomas

Absent Committee Members:

Councilmember Leo Chaney, Jr.; Wesley Harder, Frank Libro, Mayor's Chief of Staff; Councilmember Ed Oakley

Attending Guests:

Dick Coupe, North Texas Master Naturalists; Fred Burrell, Texas Agricultural Extension Service

Chairman, Steve Houser, called the April 2006 meeting of the Urban Forest Advisory Committee to order at 4:05pm. Minutes from the March meeting were distributed to the members and Mr. Houser asked that the committee take a few minutes to review the minutes for any corrections, additions, or revisions. He informally polled the committee to ask if it was necessary to provide the committee with copies of the minutes since they were being distributed via email as attachments following each meeting. The committee informally agreed distribution of the minutes at the committee meetings was unnecessary. Mr. Houser then asked that all committee members review the minutes before the monthly minutes in an effort to streamline the monthly meetings. A motion was made to accept the minutes as corrected by Jeff Quinters and seconded by Norman Strang. The motion passed.

While the minutes were under review, a sign-in-sheet was passed around the table and Mr. Houser distributed the meeting Agenda.

Mr. Houser presented to the committee the PowerPoint presentation that had been prepared for the April 6th meeting with Ms. Keven Willey and members of the *Dallas Morning News* Editorial Review Board. In introducing the presentation, Mr. Houser explained that the purpose of the presentation and the meeting was to introduce the editorial board to the Urban Forestry Advisory Committee, its purpose, and its importance. Immediately preceding the meeting the Mayor's Office would release a media advisory, or press release, announcing the formation of the Urban Forestry Advisory Committee. The timing of both events is scheduled to take advantage of, and help generate, media coverage for Earth Day and Arbor Day. At the conclusion of the presentation, Mr. Houser asked for the committee's input. There was general appreciation expressed to Mr. Houser for the extent of thought and time invested in the presentation and revisions focused on minor changes, amending and adding specific words and/or wording. Mr. Anderson suggested the Great Trinity Forest be added by name. It was suggested by Councilmember Medrano that Earth Day and Arbor Day specifically be noted in the presentation.

Mr. Houser noted that the *Dallas Morning News* had asked that the number of guests be limited to six committee members. In addition to Mr. Houser, those members confirmed to attend were Mayor Miller, Councilmember Chaney, Councilmember Oakley, Councilmember Medrano, and Theresa O'Donnell. Mr. Houser stated that he would like to have alternates, should any of the confirmed attendees be unable to attend; and he asked if any committee members had strong feelings regarding being included in the meeting. No committee members responded affirmatively. Mr. Houser stated he would be speaking to committee members individually regarding availability to attend if the opportunity was presented.

Mr. Grubisich updated the committee on plans for Arbor Day, Friday April 28th. Proceedings are scheduled to start at 2:30pm in City Hall's Flag Room and move to City Hall Plaza at 3:00pm for the formal activities. All committee members are invited and encouraged to attend.

Mr. Hellmann briefed the committee on the Urban Forester position, stating the position remains open and he will be interviewing applicants during the next month.

Mr. Houser distributed a copy of "Strategic Plan for the Urban Forest". A brief discussion regarding the Urban Forest Report/Strategic Plan followed. Mr. Houser and Mr. Hellmann stated that the current thought was that the report would include a "Strategic Plan" that is similar to the introduction section outlined in the Forest Management Plan previously submitted to the UFAC members. Mr. Olp noted that the concept and word "conservation" should be considered as part of the plan. He suggested that the word "conservation" was probably more appropriate than the word "preservation" when considering the mission of the committee.

Mr. Houser introduced Mr. Coupe to the committee and asked him to report on the status of the approval of Urban Forest Advisory Committee activities as they relate to Master Naturalist project volunteer hours. Mr. Coupe was please to bring the news to the committee that the North Texas Master Naturalist board has given blanket approval to UFAC committee activities and projects. The committee thanked Mr. Coupe for his efforts to gain approval.

Mr. Hellmann informed the committee members that the City of Dallas, through the Park and Recreation Department, would provide official business cards for any member that might find them useful. Mr. Houser stated having such cards might prove beneficial when representing the committee in the community, or when making presentations or attending meetings on behalf of the committee. Mr. Hellmann suggested that requests for cards be submitted in a timely manner so than order could be placed for all of the cards at one time.

Mr. Houser called for a motion to adjourn the meeting. The motion was made by Councilmember Medrano and seconded by Mr. Seaman. The motion passed. The April meeting of the Dallas Urban Forest Advisory Committee was adjourned at 5:25pm.

Minutes respectfully submitted,
Bill Seaman, Committee Member