

FINAL

Minutes

**City of Dallas
Urban Forest Advisory Committee
Tuesday, February 7, 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, Frank Libro, Mayor's Chief of Staff; Cassandra McLaughlin, Councilmember Pauline Medrano, Councilmember Ed Oakley, Jeff Quinters, Luis Salcedo, Bill Seaman, Norm Strang

Absent Committee Members:

Councilmember Leo Chaney, Jr., Wesley Harder, Gary Olp, Ernie Salva, Keith Thomas

Attending Guests:

Dick Coupe, Dallas County Master Naturalists; Kirk Kretsinger, For The Love Of The Lake (FTLOTL); Steve Worden, Park and Recreation Department

Steve Houser, Chairman, called the meeting of the City of Dallas Urban Forest Advisory Committee to order at 4:05pm. A sign-in sheet was distributed and Mr. Houser asked all those attending to please sign the document so there would be a record of their attendance.

Copies of the Meeting Agenda and Minutes from the January meeting were distributed. Mr. Houser asked that the January Minutes be reviewed for corrections or additions. With no changes offered, Mr. Houser asked for a motion and a second to accept the January Minutes. A motion was made by Mr. Strang and seconded by Mr. Quinters. The motion passed.

Mr. Houser announced that Mr. Harder had officially submitted a letter asking to resign as a voting member, but would like to remain on the committee as a non-voting member. Mr. Houser stated he had accepted the letter and had notified the Mayor, requesting a replacement.

Mr. Houser reviewed the Mission Statement with the committee and asked that the committee formally vote to accept the Mission Statement. There was general discussion regarding the wording of the statement, but no changes were made. A motion to accept the Mission Statement was made by Mr. Salcedo and seconded by Mr. Anderson. The motion passed.

Mr. Hellmann presented a brief overview of the Dallas Parks Foundation. He stated that the foundation's purpose is to support Dallas' parks. He noted that the Dallas Parks Foundation was under the umbrella of the Dallas Foundation. The Dallas Parks Foundation provides an opportunity to donate funds to the City of Dallas through an organization for a specific project or an element of a specific project. Mr Salcedo asked if tree mitigation funds were available. Mr. Hellmann explained that tree mitigation funds were placed in the city's Reforestation Fund and were available for purchasing trees. Mr. Strang asked if the city would accept the donation of plant material. Mr. Hellmann responded that the Park and Recreation Department was contacted to receive plant material for tree mitigation and the request often exceeded the department's ability to install and maintain; so the department often made arrangements to have the donors "bank" the plant material until an appropriate plant site was determined. Mr. Hellmann stated that the department is working on developing programs so it is not positioned to find it necessary to decline offers of plant material.

Mr. Hellmann noted the position of City Urban Forester had been officially posted for approximately two weeks and that he hoped to receive a number of qualified applicants. He hoped a selection would be made and the position would be filled in a few months. Mr. Hellmann stated the position would focus on education in the form of community outreach, training of park maintenance staff and the staff of other city departments. The Urban Forester would also act as the city's staff administrator for the Urban Forest Advisory Committee.

Mr. Hellmann announced that the City of Dallas had been chosen as the state's official Arbor Day City for 2006. Plans were underway for formal activities on City Hall's Plaza on Friday, April 28th. As part of the activities, new trees would be planted on the Plaza. Details of the event were still in the planning stages. It was noted by Councilmember Oakley that the date conflicted with the date of City Council's retreat. Mr. Libro confirmed the conflict but added that some shifting of that date's schedule could be considered.

Mr. Houser discussed the need for Critical Area Teams and asked the committee members to consider being a Team Leader. He asked that committee members contact him on an individual basis regarding their interest in serving on at least one of the five teams. Mr. Houser introduced Mr. Coupe to the committee. Mr. Coupe stated that the Master Naturalist and County Master Gardener programs provided opportunities to recruit volunteers, and youth programs and the Boy Scouts both had needs for community service opportunities.

Mr. Houser provided an overview for the Urban Forest Master Plan and distributed a draft copy of a plan outline. After reviewing the outline, discussion was opened to the floor. Mr. Hellmann recommended that the committee start with a document in outline form and seek approval of the outline before details were established. Mr. Quinters noted that he had reviewed a number of the provided urban forestry websites and noted how varied they were. Many had been prepared by consultants with information beyond what the committee had, and some had extensive public input. Additional general

discussion followed including the suggestion that a forestry plan be consistent with the goals of other existing city plans that might have overlapping elements of a plan developed by the committee. Discussion included whether the term "Master Plan" was appropriate. Mr. Hellmann said he would consult with the city's Planning Department and get a recommendation as to what the title of the document should be.

With all the agenda items covered, Mr. Houser asked for a motion to adjourn the meeting. The motion was made by Mr. Salcedo and seconded by Mr. Quinters. The meeting was adjourned at 5:10pm.

Post Meeting Items

Mr. Houser introduced Kirk Kretsinger to the group. Mr. Kretsinger made a brief informational presentation regarding For The Love Of The Lake's Celebration Tree Grove. The reforestation project is located at White Rock Lake near East Lawther and Poppy. An informational article was distributed.

A notice regarding Reverchon Park Roundup was distributed. The annual event will take place on Saturday, March 4, 2006 from 8:30am until 12:30pm.

Information regarding the Cross Timbers Urban Forestry Council's Citizen Forester program was distributed. Mr. Houser stated that the program is designed to educate and train volunteers to support municipal urban forestry programs in the Cross Timbers region.

A brochure prepared by the Dallas County Master Gardener Association relating proper tree placement to energy/money savings was distributed. The material was prepared to help Master Gardeners educate the public about the benefits of trees.

Minutes respectfully submitted,
Bill Seaman, Committee Member

Final Version 20060210