

Urban Forest Advisory Committee
City of Dallas
Meeting Minutes
Tuesday, October 2, 2006, 4:00pm
Park and Recreation Department Conference Room
Dallas City Hall

Attendees:

Michael Anderson, Meranda Carter-Cohn, Chip Clint, Dionne Driscoll, Matt Grubisich, Steve Houser, Chair; Kurt Kretsinger, Gary Littlefield, David Marquis, Steve McCarthy, Kassandra McLaughlin, Mark Nelson, Councilmember Ed Oakley, Walter Passmore, Jeff Quinters, Luis Salcedo, Bill Seaman, Lori Siegleman, Harold Spiegel, Steve Smith, Norm Strang

Committee Chairman, Steve Houser called the October 2006 meeting of the Urban Forest Advisory Committee to order and distributed the Sign-In Sheet and copies of the Agenda.

He noted that the Environmental Health Commission briefing has been changed to Monday, October 9, at 9:00am in Room "C" on Level 1.

Mr. Houser introduced and welcomed Ms. Meranda Carter-Cohn to the committee. Ms. Cohn will be replacing Mr. Frank Libro in representing the Mayor's Office in future committee activities. Mr. Houser added that Mr. Libro would be leaving the position of the Mayor's Chief of Staff to become the Public Information Director for the City of Dallas. Mr. Houser expressed his appreciation for Mr. Libro's generous contribution of time and talent serving on the committee, and asked all UFAC members to personally thank Mr. Libro for his assistance. Mr. Houser added that Mr. Libro would be asked to continue his involvement as a team participant by lending his support to public outreach efforts.

Mr. Houser informed the committee that the recent article about Dallas's urban forest and the Urban Forest Advisory Committee in the *Dallas Morning News* has resulted in a number of people contacted to express an interest in participating in committee programs and projects. The individuals are being added to the list of people to keep informed regarding committee activities.

The Chair noted that the *Dallas Morning News* article contained information that was erroneously interpreted by readers that the one million dollars to be spent on inventorying Dallas's urban forest was to be funded with tax dollars. He added that he and City Forester, Walter Passmore, submitted a rebuttal letter to the editor, which was printed on September 26, 2006, clarifying the point that monies raised for the urban forest inventory were to be secured from private sources and available grants. Copies of the readers' letters to the editor published September 21, and the letter from Mr. Houser and Mr. Passmore were distributed to the committee members.

Mr. Houser announced to the committee members that Stuart and Shirley Crow had pledged to donate \$25,000 as the initial fund-raising contribution to open the Urban Forest Advisory Committee's sub-account to the Dallas Parks Foundation. He stated that Mr. and Mrs. Crow have been strong supporters of tree related causes for many years, and the committee is very fortunate to have gained their support. He followed that with the announcement that Trammell Crow had followed by pledging to donate an additional \$10,000. Mr. Houser stated that the pledged donations effectively provide a base of support and a foundation for future fundraising efforts.

Additionally, Mr. Houser stated that another prospective donor has recently been approached and requested additional information regarding UFAC. The chair responded with a letter. Time restraints did not allow for committee review, so a copy of the letter was provided to the committee members for their files. Mr. Houser encouraged the committee members to use the letter as a guide for providing information to others in the future.

The Chair asked if there were any corrections or additions to the minutes of the September meeting. Being none, a motion to accept the minutes was made by Chip Clint and seconded by Norman Strang. The motion passed.

Mr. Houser introduced Mr. Gary Littlefield to brief the committee on the status of Earth Day Jam 2007. Mr. Littlefield presented an overview of the planned Earth Day Jam event. Steve Houser circulated the endorsement letter for the event. Mr. Littlefield stated that only two major Earth Day events have been held since the inception of Earth Day. The event planned for the Dallas area will be of similar scale to Live Aid and other multiple artists, benefit concerts. Many artists and celebrities have been contacted and expressed interest in participating. The Urban Forest Advisory Committee will be one of the beneficiaries of event proceeds. The event is planned to be held at Texas Stadium on April 21, 2007. Booths will be available for environmental groups at the rate of \$400 per 10x10 space. The mission of the event is to bring awareness to the general public of Earth related issues and the need to participate to help alleviate these issues as to improve the quality of life. Committee members were asked to keep presentation information confidential until planning and publicity were further along. Committee members were also asked to consider assistance in soliciting sponsorships. The UFAC will be asked to promote ticket sales and enlist volunteers. Jesus Toscano from the Dallas City Attorney's office will review contracts and agreements for the UFAC to participate in the event. Mr. Houser thanked Mr. Littlefield for sharing his information with the committee members.

The Chair then called on City of Dallas Urban Forester, Walter Passmore. Mr. Passmore distributed an announcement for the Trinity Blacklands Urban Forestry Council and Cross Timbers Urban Forestry Council sponsored annual forestry conference to be held on February 14, 2007 at the Texas Discovery Gardens in Fair Park. Mr. Passmore announced that a section of the Dallas City Hall website would host information about urban forestry and tree care. Volunteers were requested to help on web site development. Inventory of the Dallas urban forest is planned as a multi-faceted project. A contractor has been contacted for price estimates on inventory components. Future meetings will be used to plan where best to spend funds, utilize volunteers, and solicit partnerships.

The Chair announced that the application for the Dallas Parks Foundation sub-account had been submitted the previous week and the application was scheduled for approval on Wednesday. Once approved, the committee will need to approve a management agreement. The account will provide for donors to utilize the 501c3 non-profit status of the foundation. UFAC must approve all expenditures from the sub-account.

Mr. Houser ask for Team reports.

Chip Clint noted that he and Gary Olp had met and are seeking additional volunteers to serve on their team.

Mr. Seaman reported that he had met with David Marquis regarding the specific concerns the Oak Cliff Chamber of Commerce has expressed regarding the Landscape and Tree Preservation Ordinance. He stated the meeting was very constructive and he thanked Mr. Marquis for his assistance. Mr. Seaman added that the team would be reviewing the issues and would have a report to submit to the entire committee in the near future.

Team Leader Luis Salcedo reported that he had been reviewing the *i-tree* inventory software produced by the U.S. Forest Service for consideration of its use in Dallas.

Kurt Kretsinger distributed a draft copy of, *The ABC's of Planting Trees in Dallas*, and asked for final input from committee members. Mr. Kretsinger hopes to send the final product to the printer within a week and have 1,000 copies of the booklet printed. The booklets will be a finished size of 6"x9". The will be distributed to community groups, leaders, and urban forestry advocates. Mr. Kretsinger stated the books will be printed at cost. By voice vote, the committee agreed to reimburse one-half of the printing costs.

There were no other working team reports, or other business, therefore Steve Houser adjourned the meeting.

Respectfully submitted,
Walter Passmore, Dallas Urban Forester
Bill Seaman, Committee Member

Final minutes.