

**Urban Forest Advisory Committee
City of Dallas
Tuesday, November 6, 2007 4:00pm
L1 Conference Room B
Dallas City Hall**

Attendees:

Sara Beckelman, James d'Etienne, Michael Fitzgerald, Matt Grubisich, Michael Hellmann, Lora Hinchcliff, Steve Houser, Bryan Kilburn, Kurt Kretsinger, Eric Lerner, Cindy Lutz, David Marquis, Cassandra McLaughlin, Camilla Mitchell, John Mitchell, Janette Monear, Jeff Quinters, Bill Seaman, Margie Webb.

UFAC Chair, Mr. Steve Houser, called the meeting to order at 4:00pm and welcomed all Committee Members and guests. A special welcome was extended to Ms. Janette Monear who now serves as the Executive Director of Texas Trees Foundation. Copies of the meeting agenda were distributed and the sign-in sheet was circulated. The Chair asked the committee members if there were corrections or additions to the September minutes. With none noted, the minutes were approved unanimously (Motion to accept – Mr. Bill Seaman, Second – Mr. Jeff Quinters).

Mr. Steve Houser reminded the committee that our meetings are designed to conduct the business of urban forestry. Due to the number of issues on the agenda and the comprehensive nature of the issues, attendees are reminded to be clear, concise and succinct in questions or responses. Also, Mr. Houser will not send anything to the committee that does not directly relate to Dallas trees or urban forestry. While there are many great causes and groups with significant activities, they must directly relate to committee goals in order to be passed along. Furthermore, please do not use Dallas UFAC information for anything other than the business of urban forestry or trees in Dallas. Any other usage could be a conflict of interest that would not be viewed favorably by the committee. Committee members also were reminded that when they represent the committee, they should only wear one "hat" and avoid the interjection of other interests especially those in which they may gain personally in any form or fashion, if at all possible.

Mr. Bryan Kilburn, Sr. Project Manager for the Trinity River Forest provided a briefing regarding the Trinity Forest management plans including the recent public meeting held at City Hall. The first phase of the contract was approved for July 1 2007 to October 15 2007 during which time two site visits were made by the US Army Corps of Engineers and the Dallas City Park and Recreation Department. The first draft of the Trinity flood management plan has been completed and includes up to 100 year flood plains. The second phase of the contract begins October 15 2007 and ends November 30 2007 during which time another meeting will be held with the US Army Corps of Engineers and the Dallas City Park and Recreation Department. At this juncture, all data collected over the past five years by Mr. Kilburn and his team and all data collected by the US Army Corps of Engineers have been turned over to the Park Department. Best Management Practices in other states is being reviewed at this time as well. Mr. Kilburn is targeting November 28 to host another public meeting, this time in the southern sector.

Mr. Houser announced Mr. Eric Lerner recently agreed to be the team leader for the Citizen Forester Program. Although the committee has not yet discussed to any great degree the future of the program, Citizen Foresters will become the volunteer arm of the committee in the future. Also, the future development of a Master Citizen Forester Program will allow further development of the Citizen Forester knowledge which in turn can multiply the committee efforts to educate decision makers and the public.

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Since our last meeting, Mr. Houser had the opportunity to meet with Council Members Pauline Medrano, David Neumann, Linda Koop, Dewayne Caraway and Dr. Elba Garcia. Each received a copy of the urban forestry 'bible' as well as a brief education. Mr. Houser hopes to meet with all remaining council members prior to our next committee meeting. Additionally, Mr. Houser has been working with the EPA in an effort to secure funds for the forest survey, inventory and analysis as part of the SIP for air quality. He is planning to contact Mr. Luis Salcedo, Forest Surveys, Inventory and Tracking Team Leader, because it appears Mr. Salcedo's team will be directly involved. There are three potential sources of EPA funds being investigated, one of which requires up to a 40% match in funds from the committee and we are getting close to reaching that goal.

The Dallas Urban Forest Report was offered by Mr. Michael Hellmann. Mr. Hellmann is currently working with the city human resource department to fill the City Urban Forester position recently vacated by Mr. Walter Passemore. Some changes to the position are being requested prior to posting the opening. Information regarding the November 17 Citywide Dallas Tree Planting was distributed. The City of Dallas, Park and Recreation Department in partnership with Citigroup Corporation will be working with associations and neighborhood groups to plant 1,000 trees at five locations across the City. Planting will occur at Preston Ridge Trail, Timberglen Park, White Rock Lake Park on Winfrey Point, Fair Park and Kiest Park. A culmination ceremony will be held in the Cotton Bowl at Fair Park and Dallas Mayor Tom Leppert is expected to address the group. Congratulations are also in order for the Parks Department as The Texas Forest Service – ISA recently presented the City with the **Gold Leaf Award** for its 2006 Arbor Day Celebration.

Ms. Lora Hinchcliff, Wood Waste Recycling Team Leader, has recently spoken with Jared White, City Parks Department regarding a citywide initiative for wood waste recycling. The next step will consist of working with others to collect, for example, information from the City Parks Department and Environmental Services Department in an effort to identify what amount of wood waste is currently sent by the City to the landfill vs. what is recycled, what programs are currently in place to divert wood waste from landfills, and perhaps audit existing programs (e.g. wood chippers used by the parks department when trimming trees) in an effort to establish some sort of baseline data.

In our last meeting Mr. Bill Seaman, Land Planning, Development and City Codes Team Leader noted that the City Managers office expressed an interest in hiring a consultant to look at the possibility of including some of the principals expressed in the Integrated Storm Water Management (ISWM) document in current city codes. There are no updates to offer at this time.

Public Relations & Media Team Leader, Mr. Mike Fitzgerald advised the committee he continues to await guidance from Mayor Leppert's office on the required protocol when issuing press releases.

Mr. Kurt Kretsinger, Tree Planting and Transplanting Team Leader, had no updates at this time.

Mr. Matt Grubisich, Texas Forest Service, congratulated the City of Dallas for receiving the **Gold Leaf Award** for Arbor Day "Dallas Arbor Day" at the 2007 Texas Tree Conference hosted in Waco, TX October 11. Mr. Grubisich and Mr. Mike Hellmann are scheduled to brief the Dallas Park Board on November the 8th regarding the details. The citizens of Dallas should be proud that these types of efforts are recognized by the International Society of Arboriculture Texas Chapter and the Texas Forest Service.

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North Texas Master Naturalist Liaison Dick Coupe was not in attendance.

Dallas County Master Gardener Liaison Mr. Eric Lerner reminded us the primary objective of the DCMG is education within the community and there continues to be a growing number of people who are training to teach a variety of tree topics. A new training for new DCMG speakers occurs in January 2008.

Office of Environmental Quality (OEQ) Liaison Mrs. Nicole Cooper was not in attendance.

Crystal Lee, Executive Assistant, Street Department Liaison and MOWmentum Program Manager, was not in attendance.

Mr. John Mitchell updated the committee on tree related concerns in Forest Hills due to the recent removal of trees. Mr. Mitchell was able to meet with city official Theresa O'Donnell, Director of Developmental Services, who suggested Forest Hills community leaders review the existing planned development in an effort to modify or change the conditions with the city.

With no other items introduced, the UFAC Chair adjourned the meeting.

Respectfully submitted,

Lora Hinchcliff
Committee Secretary