



## **URBAN FORESTRY BOARD MINUTES**

**SPECIAL CALLED MEETING  
WEDNESDAY, December 21, 2011**

**The Urban Forestry Board convened in a special called meeting on December 21, 2011 at City Hall, Room 1029, 301 W. 2<sup>nd</sup> Street, in Austin, Texas.**

### **CALL TO ORDER**

Board Chair Brewer called the Board Meeting to order at 6:30 p.m.

#### **Board Members in Attendance:**

**Patrick Brewer – Chair, Tom Hayes – Vice Chair, Peggy Maceo, Ryan Fleming, Nick Classen, April Rose**

#### **Staff in Attendance:**

**Parks and Recreation Department: Walter Passmore, Urban Forestry Program Manager  
Charles Vaclavik, PARD Division Manager  
Gwendolyn McGee, Administrative Specialist  
Ana Gonzales, Environmental Scientist Associate**

**Ray Henning, Line Clearance Superintendent, Austin Energy**

**Michael Embesi, City Arborist: Planning and Development Review Department**

### **1. Approve the minutes of the Urban Forestry Board's regular meeting of November 16, 2011**

The minutes for the regular meeting of 11/16/2011 were approved with the following amendments on Board Member Maceo's motion, Board Member Rose second on a 6-0 vote. The amendments were: Two requests were left off of future items from Board Members Maceo and Rose.

1. Board Member Maceo requested the cemetery tree issue be re-visited at a future board meeting.
2. Board Member Rose requested a briefing on the state of the Hancock Golf Course regarding its transition from a golf course to a future use.

### **2. CITIZEN COMMUNICATION: GENERAL**

Sharon Blythe – Cemetery Trees

Zoila Vega – BSP trees #18 and #19 and Street Trees

Michael Fossum – donated his time to Zoila Vega

### **3. ANNOUNCEMENTS**

There were several announcements from the Board Members:

#### **Board Chair Brewer:**

1. Urban Forestry Board's retreat will be January 20<sup>th</sup> – 21<sup>st</sup>
2. Working Group Meeting, January 9<sup>th</sup> @ 1p.m.
3. Bartlett Seminar, January 11<sup>th</sup>, Austin, TX; January 12<sup>th</sup>, Houston, TX
4. Would like to accommodate the situation with Board Member Classen's hearing impairment, so he has asked the City Clerk's office if there is any way they can help,

- by providing some type of amplification device and he is waiting to hear back from them.
5. Reminded the Board that starting January the board meetings will start at 5:30p.m.
  6. Internal board review due at the end of 1<sup>st</sup> quarter

**Walter Passmore:**

Walter introduced Ana Gonzales as the new Urban Forester.

**Michael Embesi:**

Jim Carrs has the position of the main forester with the University of Texas

**April Rose:**

1. Wildflower Center Tree Talk winter walk will be held January 28, 2012
2. The Ready, Set, Plant Initiative is going really well
3. Tree Folks established a re-forestation plan so that people who are interested in supporting the plan could donate toward that effort and because of this they have been able to give 1300 trees to Bastrop and Smithville residents, and they have another event planned in January.
4. Tree Folks have been awarded a “Carbon Off-Set Challenge” grant from the Climate Protection office. They are developing the protocol to implement carbon offsets through street tree planting.

**4. STAFF BRIEFINGS**

- a. Michael Embesi, City Arborist, Planning and Review Development Department, presented his monthly report.
- b. Ray Henning, Line Superintendent, Austin Energy, presented his monthly report.

**5. EXECUTIVE LIAISON'S REPORT**

Walter Passmore, Urban Forestry Program Manager, presented his staff report and briefed the Board on the items listed below:

- a. Walter briefed the Board and updated them on the progress of the Barton Springs Pool trees #18 & 19.
- b. Walter updated the Board on the Ready, Set, Plant, initiative.
- c. Walter updated the Board on the water meters results regarding the Parks departments water usage.
- d. Walter updated the Board on the progress of the Comprehensive Urban Forestry Management plan.
- e. Walter updated the Board Texas State research project regarding creating a shade index for street segments and trails.

**6. NEW BUSINESS - DISCUSSION AND ACTION ITEMS**

**1. Discussion and Action Item:**

Motion to extend the time for the Urban Forestry Grant Program project was approved with the following friendly amendment on motion by Board Member Maceo, 2<sup>nd</sup> by Board Member Fleming, approved on a vote of 6-0. The friendly amendment from Board Member Maceo was to approve the request to extend the time for the Urban Forestry Grant Program project for a period of one (1) year. This was accepted by the make of the motion Board Member Maceo, and second by Board Member Fleming.

**2. Discussion and Action Item:**

Motion was made to designate a working group to plan the Forestry Board retreat by Board Member Fleming, 2<sup>nd</sup> by Board Member Rose, passed on 6-0 vote.

**7. FUTURE ITEMS FROM BOARD MEMBERS**

1. Cemetery Tree update on current situation and direction to take by Board Member Classen.

2. Briefing from Transportation Department regarding Citywide Plans of Street Trees pertaining to the soil volume per planting and set back distances.

#### ADJOURNMENT

**Board Chair Brewer adjourned the meeting at 9:22 p.m.**