



**URBAN FORESTRY BOARD  
MINUTES**

**REGULAR MEETING  
WEDNESDAY, July 18, 2012**

**CALL TO ORDER**

Vice Chair Hayes called the Board Meeting to order at 7:45 p.m.

**Board Members in Attendance:**

**Vice Chair Tom Hayes, Peggy Maceo, Ryan Fleming, April Rose, Christopher Kite**

**Staff in Attendance:**

**Parks and Recreation Department: Angela Hanson, Acting Urban Forestry Program  
Manager**

**Patrick Fuller, Division Manager**

**Gwendolyn McGee, Administrative Specialist**

**Clayton Handy, Intern, Urban Forestry**

**Jorge Rousselin, Development Services Process Coordinator, Urban Design, Planning and  
Development Review Department**

**Christopher Meyer, Forester, Public Works**

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

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

**Keith Mars, Environmental Program Coordinator, Planning and Development Review  
Department**

**1. Approve the minutes of the Urban Forestry Board's regular meeting of June 20, 2012.**

Minutes for the Urban Forestry Board's June 20, 2012 regular meeting, were approved on a motion by Board Member Kite, 2<sup>nd</sup> by Board Member Fleming, and approved a 5-0 vote. Board Chair Brewer and Member Classen were not in attendance.

**2. CITIZEN COMMUNICATION**

Sharon Blythe – Concern regarding lack of cemetery tree care leading to public hazards.

**3. ANNOUNCEMENTS**

Board Member Rose announced she is resigning her position on the Urban Forestry Board and tonight will be her last meeting.

**4. STAFF BRIEFINGS**

- a.** Jorge Rousseling – Development Services Process Coordinator, Urban Design, Planning and Development Review Department, briefed the Board regarding the Airport Blvd project and the form-based code.
- b.** Michael Embesi, City Arborist, Planning and Development Review Department presented his monthly update.
- c.** Ray Henning, Line Clearance Superintendent, Austin Energy, presented his monthly report.

## 5. EXECUTIVE LIAISON'S REPORT

Angela Hanson Acting Urban Forestry Program Manager, presented briefings and updated the Board on the following items:

- a. Park Tree Permits
- b. The Forestry Division is working on filling 3 vacant positions.
- c. Angela introduced Clayton Handy, forestry intern and had him brief the Board on his internship role and his title SMA (Society of Municipal Arborist).

## 6. NEW BUSINESS - DISCUSSION AND ACTION ITEMS

- a. Review and recommend action regarding draft letter to Art in Public Places "AIPP" concerning artwork planned within the critical root zone of a tree. Motion was made to approve draft letter with amendments to AIPP. **(Copy of letter to AIPP attached).**

Motion by Board Member Fleming, 2<sup>nd</sup> by Board Member Rose, approved on a 5-0 vote.

- b. Review and recommend action to City Council regarding a city-wide tree trimming and removal services contract.

Christopher Meyer, Forester – Public Works, provided the Board with an overview and briefing regarding the implementation of the contract process. After the briefing the Board voted to support the city-wide tree trimming and removal services contract as an interim measure and encourage the implementation of it as soon as possible.

Motion by Board Member Fleming, 2<sup>nd</sup> by Board Member Rose, approved on a 5-0 vote.

- c. Discussion regarding report to UFB on working group's progress on developing a pilot program in response to City Council Resolution 20120426-076 regarding tree care along transit corridors and in the urban core.

Angela Hanson-Acting Forestry Program Manager explained to the Board that a new deadline for the progress report from the working group is due to Council on September 27<sup>th</sup> and informed them that staff has been asked to help facilitate any information the Board might need as well as help the Board to keep making progress on the proposal. Also PARD would like a courtesy review of the proposal by August 31<sup>st</sup>, so they can see what is in it and add to it if necessary.

Vice Chair Tom Hayes stated that this proposal is a UFB project and not staff and the UFB have not set a deadline, and a deadline was not something the UFB originated. He stated Council asked the UFB to do this project not staff and staff should not be setting deadlines.

Division Manager Pat Fuller stated that staff understands this is a Board project, but the resolution does have a deadline for the City Manager and Director and staff has to respond to the query about not making that deadline. Staff understands that this is a Board project but we have been asked to help move the process along so a report can be made to City Council by September 27<sup>th</sup>.

Board Member Maceo suggested maybe they need to speak with the City Manager about how the process is going along, and she feels as though the deadline for August 31<sup>st</sup> is unrealistic.

The working group will be meeting Friday, July 20<sup>th</sup> to discuss criteria, but at this time they do not have anything to report.

- d. Review and update on Strategic Goals Progress Report is being postponed until the August Board meeting.
- e. The Board discussed the procedures of delivery of future UFB approved documents to the City Council and the process of making sure items are made a part of public record. Any resolutions or items that need to be a matter of public record and have been voted on and approved the Board will send signed document to staff administrative liaison to be attached to the draft minutes so that when the Board Members view the minutes they can also see the resolution or other items and know that they have been made a part of public record. To insure the delivery of documents to City Council all items will be delivered to Candy Parham in the City Clerk's office along with a cover letter and she will place them in the City Council's mailboxes and will notify the Board once it is done.
- f. Discussion of possible submittal for UFB comments on the proposed Urban Wildland Interface code will be postponed until August.

## **7. FUTURE ITEMS FROM BOARD MEMBERS**

### **ADJOURNMENT**

**Vice Chair Hayes adjourned the meeting without objection at 10:10 p.m.**



## **The City of Austin Urban Forestry Board**

WHEREAS, the Austin City Council is committed to conducting government business in an open and accessible manner; and

WHEREAS, the City Council has recognized the importance of its boards and commissions in playing a vital role in advising the City Council and facilitating communication between citizens, board members, and the City Council; and

WHEREAS, recent decisions regarding economic development agreements negotiated in the absence of public process have created concern on behalf of the citizen for a lack of respect for community values; and

WHEREAS, Austin's trees provide significant economic, environmental, and social contributions to the quality of life in Austin; and

WHEREAS, recent decisions have waived processes critical to ensuring that the values of this community, as evidenced in its codes and policies, are upheld;

NOW THEREFORE BE IT RESOLVED THAT THE URBAN FORESTRY BOARD OF THE CITY OF AUSTIN STRONGLY RECOMMENDS THAT THE CITY COUNCIL

Direct the City Manager to uphold, without exception, the City Code of the City of Austin in any future development agreement.

Passed unanimously by the Urban Forestry Board on June 20, 2012.

Patrick Brewer  
Chair, Urban Forestry Board

Date

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