



SACRAMENTO TREE FOUNDATION

NeighborWoods Guidebook

Recipes For Community Action





CELEBRATING 10 YEARS OF
PLANTING AMERICA'S FUTURE

*Funding to create this Guidebook was provided by a
generous grant from the National Tree Trust.*

NeighborWoods Guidebook

Recipes For Community Action



Sacramento Tree Foundation May, 2000

Acknowledgments

Recognizing those who have given

As NeighborWoods has developed into a series of community-based actions, many people have offered their visions, time and hard work. We are grateful to Del Paso Manor residents for their interest and patience as partners in our founding NeighborWoods project. In an effort to address an aging and mistletoe laden treescape, Del Paso Manor residents helped us learn how to engage whole neighborhoods, set priorities, and recognize local leadership. In particular, we wish to honor the leadership and commitment of Kevin Keegan, Marilyn Akers, Sandra Munro, Elmer Ping, Barbara Weiss, Sue Spencer and Eric Synhorst. We are grateful for the support and participation of Sacramento County Tree Coordinator Marty Hughes, Sacramento County Supervisor Muriel Johnson, and Lynn Davis, administrative assistant to Supervisor Johnson.

We are indebted to the hundreds of volunteers and community leaders in Oak Park who made our second NeighborWoods project a success. Local residents, high school students, neighborhood activists, City staff members and elected officials engaged the community and planted over 400 trees. We offer special thanks to State Senator Deborah Ortiz, Sacramento City Councilmember Lauren Hammond, City staff members Martin Fitch, Laura Westrup, Helen Hewitt, Janet Baker, Tim Quintero, and neighborhood activists Sister Maria Campos, Brother Richard Herlihy, Quonzeles Byrd, Lotar Lampe, Elaine Williams, and Kevin Brown.

Before the Sacramento Tree Foundation ever ventured on to the streets of Del Paso Manor and Oak Park, many people envisioned the possibilities of NeighborWoods. Ray Tretheway, our Executive Director, had the wisdom to first propose an urban forest totally appreciated and cared for by those who live within it. Jennifer Lystrup and Anne Fenkner joined with me to venture forward as the first NeighborWoods Team. Henry Garcia-Alvarez, Bruce Handley, Anthony Pease, Jennifer Barsotti and Ken Menzer have all added great insight along the road of NeighborWoods' development. Additional thanks to Dr. Greg McPherson and Sabrina Mathis of the U.S. Forest Service for their invaluable research and their commitment to citizen-based urban forestry.

We are indebted to several organizations and individuals for providing the skills and resources necessary to create this Guidebook. The National Tree Trust provided a generous grant to fund the writing, design and printing of the Guidebook. Bill Grimes at Mondo Design worked tirelessly to translate our copy and concepts into this finished product. Jan Smith at the Bennington Group provided invaluable editing to fine-tune all of our text. And Jonathan Weast of Weast & Weast Illustration Studio created the beautiful artwork that we find throughout this book.

A final thanks to all of the staff of the Sacramento Tree Foundation, past and present, for the work they do inspiring our community to make Sacramento's local forests flourish.

Mark Simon
Sacramento Tree Foundation



Preface

Opening the door to our local forests

Getting involved takes attitude as well as action...Civic participation depends on a set of attitudes that includes believing in mutual obligations to one another, believing that people acting together can improve their communities, and believing that citizens have a personal responsibility to help make their own communities better.

— excerpt from "Getting Involved"
California Center for Life Improvement

In January, 1998, I met Ray Tretheway, the Executive Director of the Sacramento Tree Foundation. He introduced me to an enlightening new concept: We all live in an *urban forest*. I went home stunned. I was passionate about the forests in the Sierra and committed to building strong communities. I had never imagined my community existed within a forest!

After two years with the Tree Foundation, I have learned time and again it is our imagination that brings our richest opportunities. Despite my best intentions to remain positive and open-minded, I often get stuck explaining that worthwhile projects cannot be done because I do not have time, we have tried something like that before, or people are not interested. In fact, many reasons have been suggested for NeighborWoods' inevitable failure.

I have seen the success of NeighborWoods. I have seen in every community people joining together and working toward a common vision. I have seen neighbors surprised by the satisfaction and appreciation that develops when caring for their forest. And this success waits just outside our front doors.

This Guidebook is an invitation to actively honor and enhance your neighborhood. It is about learning and teaching others. This book is about communicating. This book is about caring. The choice is yours.

Step into your forest today. Discover your NeighborWoods. Take action to affect our world today and our children's world tomorrow.

— M.S.
April 1, 2000

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Introduction

The NeighborWoods' Vision

When we imagine a forest in stories, discussions or even dreams, we imagine wild mountains with flowing streams and boundless wide-open spaces with diverse plant and animal life. For many of us this forest vision offers a sense of inspiration. For those of us in cities and suburbs, it evokes a longing for nature and a sense of connection with something larger than ourselves.

Our vision of NeighborWoods is based on a similar image: a beautiful community of tree-lined streets, shaded parks and school grounds, and full-canopied neighborhoods. We believe our urban downtowns, suburban neighborhoods and rural communities provide a valuable opportunity to discover the forest in which we live. In fact, there is a forest just outside your door and around the block.

NeighborWoods is based on the importance of trees and community action. A successful NeighborWoods effort begins with community members who can imagine, plan and work together. It results in neighbors learning together, supporting one another, and sharing an understanding of what it takes to make a forest thrive.

We offer this Guidebook to help you discover your forest. How you embark on this journey is your decision. There are, however, some important choices:

- You may choose to embark on any of these activities by yourself. For individuals, this guidebook offers rewarding opportunities to learn about and discover your local forest. You may select activities in whatever order appeals to you. Like a cookbook, each entry in this Guidebook offers something uniquely flavorful and worthwhile.
- You may choose a deeper journey into your own NeighborWoods. This choice requires you to work your way through the Guidebook's five sections with your neighbors and other supporters. This journey leads to stronger communities *sharing* healthier forests.

Five Steps to NeighborWoods

Learning & Exploring: *Your community and its forest*

This section focuses on discovering what already exists. Whether you are a beginner or a seasoned community forester, these activities will help you explore the forest outside your door.

Joining Together: *Creating the capacity for NeighborWoods*

This section leads you and your neighbors to engage in community action. Activities range from inventorying your trees, to walking your NeighborWoods with your local arborist. You may find yourself leading a neighborhood project or even establishing a NeighborWoods group.

Moving Forward: *Taking action to care for your forest*

This section provides activities for a sustained NeighborWoods effort. Projects include neighborhood planning, forest stewardship and resource attainment. These activities offer a menu of opportunities for long-term forest care and community involvement.

Spreading the Word: *Sharing your success with others*

This section offers a range of learning-focused activities. These steps help you share the value of trees with schools, businesses and neighbors. Spreading the word in your neighborhood will result in broadened support and interest.

Moving Beyond: *Supporting action beyond your NeighborWoods*

This concluding section serves as an invitation to expand beyond your neighborhood. Building from your knowledge and experience, activities include ways to affect change in other neighborhoods, your city, county and state.

To Help You Get Started

As you venture out, remember the Sacramento Tree Foundation will eagerly support you. We offer the following programs and services to help your efforts:

- **NeighborWoods Training**

Tree Foundation staff works with your group in a single or a series of workshops tailored to your neighborhood. Topics include assessment of local trees, identifying needs and available resources, determining priorities and establishing strategies for action.

- **Local Forest Tours**
 Custom tours of your local forest are created in partnership with Tree Foundation staff. Tours include common species, tree history, landmark trees, local tree lore, local tree pests and diseases, and an opportunity for questions and discussion.
- **Outreach to Local Schools**
 Our Community Shade program offers classroom presentations and shade trees for public school grounds. Our *Seed to Seedling* curriculum helps to teach elementary school students the importance of native oaks by growing them from acorns.
- **NeighborWoods Resource Center**
 Located at the Tree Foundation office, we have a wealth of references and information to support every section in this book. We are building a database of information and maps on all neighborhoods in Sacramento County.
- **Sacramento Shade**
 Through our partnership with the Sacramento Municipal Utility District, we offer a comprehensive energy-saving, shade tree program for your residence. We provide trees, stakes, ties and instruction on placement, planting and stewardship. These trees, commonly planted by individual homeowners, may be planted across entire neighborhoods through collaborative community efforts.
- **Information and Classes**
 Tree Foundation staff is available to answer questions on tree stewardship, offer training on specific tree care such as pruning, and help advocate on behalf of threatened native, heritage or landmark trees.
- **NeighborWoods Network**
 The NeighborWoods Network is comprised of representatives from neighborhoods across Sacramento. Support is offered to network groups of all sizes by helping to find funding, providing answers to technical questions and sharing struggles and successes between groups.



Planting the Seed

Before you continue, pause five to ten minutes and write what your local trees mean to you. Try to recall a moment when you noticed something memorable about the trees in your yard or neighborhood. Also make a note of one activity you might imagine sharing with one, or more, of your neighbors.

How do you ultimately know what a successful NeighborWoods project looks like? Like a good meal, every NeighborWoods project is different, based on different community needs (appetites) and different projects undertaken (recipes). What is true for any successful project is that neighbors develop stronger relationships, residents become more aware of their surrounding forest and neighborhood leaders ensure a thriving NeighborWoods.

This Guidebook is an invitation to imagine. As you progress through these pages, remember that accomplishments, great and small, are built upon simple appreciation and actions like those you have noted.

As one last thought, we ask that you keep us informed of your progress. Share your lessons, questions, successes and frustrations as we grow NeighborWoods together.

Good luck in your ventures. May you plant the seed that blossoms into a more beautiful, thriving and united community.



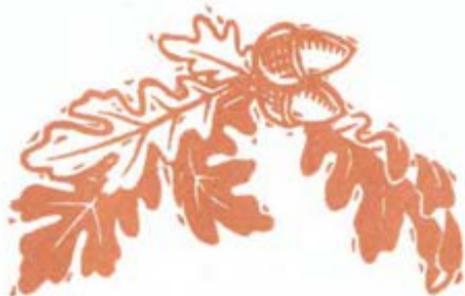
Using This Guidebook

There are two ways to approach the activities in this Guidebook. The sections are organized to lead you in the development of an active NeighborWoods group. By working together and following the basic order of the five sections, you will discover the joy of community and trees.

You may also use this Guidebook in any order you choose. Feel free to skim through to those activities most appealing to your interests or circumstance.

The following symbols offer a brief overview of each action and provide a quick means of choosing activities.

Symbols	Areas of Interest	Activities
	Connecting to government	10,18,20,21,28,31,32,33,34
	Fun for kids	1,2,3,15,22,25,27,28
	Looking around	1,2,3,4,7,9,11,12,15,16,17,18,19,23,26,34
	Networking	5,6,8,9,10,12,13,14,19,20,21,23,24,26,27,28,29,30,31,33
	Physical labor	2,9,15,16,17,18,19,22,27
	Teaching	3,12,22,23,24,25,26,27,30
	Technology	6,20,28,29,32
	Thinking and investigating	4,6,7,8,11,13,15,18,20,23,25,33,34
	Walking	1,4,5,7,23,34
	Writing	1,7,11,14,21,22,29,32,33



Learning & Exploring

*Your community
and its forest*

Take a walk

Once you begin learning about the trees in your neighborhood, you will never view trees the same again. Whenever and wherever you walk, your awareness of the forest's distinct qualities and characteristics will grow.

Directions: Walk to your front or back yard and notice your trees' distinct characteristics. Choose just one to start. Take note of its height, the shape of its leaves, the texture of its bark, the structure of its branches, its scent, and its colors.

When you are ready, take a walk and look at the trees along your street or in a nearby park. Are there common species?¹ Are there certain trees that stand out for their height, leaf size or branches? As you appreciate specific species and characteristics, ask your neighbors for their opinions. Grow your tree knowledge by sharing your tree discoveries with others.

If you yearn for more facts, try to identify your trees using a tree identification guidebook. If you get stumped, take a small branch to your local nursery or contact the University of California Cooperative Extension Master Gardeners Program.² Most importantly, follow your own inspiration. Track the different birds and animals that enjoy your trees. You might keep a journal, create a tree list, take pictures or notice the changes through the four seasons.



¹ See listing of Tree ID Guides in Appendix C

² See Appendix B: Helpful Organizations

Areas of Interest: Fun for Kids, Walking, Looking Around, Writing

Ingredients: Comfortable shoes, Pen & paper (optional), Tree identification guide, Tree journal



Adopt a tree

Every forest is a collection of trees. Old, young, tall short... it's easy to find a favorite. One of the best ways to appreciate your forest's diversity is paying regular attention to one special tree.

Directions: Choose a tree holding some unique appeal. It may be an old tree, a colorful tree, an unusual tree or one recently planted. Consider giving it a name. Take steps to provide for its needs. In fact, pamper it. Take time to observe how it changes through the fall and the spring. Note the animals that visit, take nourishment or live in your tree.

Trees planted for special occasions may be some of the best trees to adopt.¹ Marking a child's birth by planting a tree provides an opportunity to take annual pictures of the child with the tree marking their growth. Planting a tree in memory of a loved one or friend who has passed may create a living legacy. Celebrating a marriage, anniversary or retirement with an appropriate tree also creates a lasting memory. A well-planted and cared for tree may be an ongoing reminder of the person or event for decades.

***You don't need
to know the
name of a tree
to love it.***

– John Muir

¹ See Appendix A: How to Plant a Tree

Areas of Interest:

Fun for Kids, Looking Around, Physical Labor

Ingredients:

Warm heart, Tree journal, Mature or Young tree



Ask children to describe a tree



Children are extraordinary teachers. They call it as they see it. Children often see things adults never notice. Imagine what they see in a tree.

Directions: Ask your son or daughter, cousin, grandchild, sister or brother, niece or nephew, neighbor, students or other young person for some of their time and insight. Explain you are in the process of learning about trees and you want their expert perspective. Invite them to walk outside and share one of their favorite trees with you.

Ask your young teacher to share what they like about trees. Inquire why they like specific trees. Invite them to speculate how our lives would be different without trees (resist playing the instructor, at least for a while). Ask the child to write in your tree journal and invite them to start their own.



Once your conversation is over, invite them to join you in discovering another recipe from this Guidebook. Try to engage as many junior arborists as possible.

Areas of Interest: Fun for Kids, Looking Around, Teaching

Ingredients: Patience, Imagination, Curiosity,
Tree journal



Learn about your native trees

Native trees are unique. They are a link to past landscapes and are often the best choice to plant today. In most cities the majority of trees are *exotic*, non-native species. Native trees are a crucial piece of local environments for birds, animals and insects. As our neighborhoods grow, groves of native trees continue to disappear.

Directions: Visit your local library, nursery, urban forestry organization or the U.C. Cooperative Extension to compile a list of your area's native tree species. Explore designated natural areas, such as the American River Parkway, to find these native varieties. Read about the rich ecosystems in which these trees thrive.¹ Learn the other plants, animals, insects and birds commonly associated with your local trees. Determine which animals *rely* on your native trees. Identify the benefits these trees offered indigenous people, for example: medicines, foods or fiber.

With your new knowledge look for the native trees in your immediate area. Observe what birds, animals and insects are found there. Should you decide to plant a tree, consider planting a native.

*Air darkens,
air cools And the
first rain is heard
in the great elms
A drop for each
leaf, before it
reaches the ground
I am still alive.*

– John Fuller

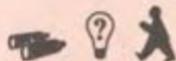
¹ An excellent book for Sacramento is The Outdoor World of the Sacramento Region. See Appendix C: Urban & Community Forestry Reading List

Areas of Interest:

Looking Around, Thinking & Investigating, Walking

Ingredients:

Comfortable shoes, Pen & paper,
Tree identification guides



Meet your neighbors

We tend to exist among competing beliefs: On one hand, Americans pride themselves on being neighborly, saying hello and offering help during times of need. On the other hand, we firmly believe in the rugged individual who does it alone. Most of us lie somewhere in between. To have communities and local forests thrive, we must build stronger ties with our neighbors. A sense of shared strength, vast knowledge and general camaraderie inevitably spring up as neighbors pull together.

Directions: Start noticing when you are most likely to speak to a neighbor. Is it when you get out of your car, pick up the newspaper, walk your dog, borrow a cup of sugar, or when your children play? Whenever it is, try to do a little bit more. Identify several neighbors whom you have not met or who you rarely see. If you feel bold, knock on their door to simply say, "Hello." You might seize an opportunity to strike up a conversation.

Share your interest in trees. Ask how your neighbors feel about their own trees, the neighborhood's trees and your community's overall state. Ask if they have ever planted a tree or if they have a favorite tree in the area.

In general, listen closely to their thoughts, concerns and ideas. Invite them to participate in your efforts, whether it is to appreciate the trees, take part in a planting, help care for a local park, work with local government or join a local tree group. Let your neighbors be the inspiration to keep moving forward!

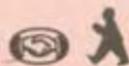


Areas of Interest:

Networking, Walking

Ingredients:

Firm hand for door knocking and hand shaking, Smile, Ideas to share



Join your local "Tree Group"¹

Across America volunteers have built organizations to advocate and care for trees and community forests. These national, state and local groups form an extensive network. They need your support and participation.

Directions: Sacramento County residents should contact the Sacramento Tree Foundation.² To find a group in your area visit TreeLink at www.treelink.org. This web site lists urban and community forestry organizations by state. National organizations such as National Tree Trust, American Forests, the Alliance for Community Trees and the National Arbor Day Foundation have listings by area. If there are no organizations in your immediate area, try the two or three nearest you. They may have names of people in your community interested in your urban forest.

Once you have located a local organization, request information about their current programs, projects and upcoming events. Inquire about membership and ask to be placed on the mailing list.

Get to know your local group by reaching out to their staff and volunteers. Ask if they have trees, educational presentations or other resources available for your community. Invite the executive director to lunch. And when you are ready, consider serving on a committee, volunteering to sit on the board of directors, or providing leadership in some other capacity.

¹ See Appendix B: Helpful Organizations

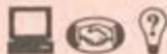
² 916-924-TREE, 201 Lathrop Way, Suite F, Sacramento, CA 95815, www.sactree.com.

Areas of Interest:

Technology, Networking, Thinking & Investigating

Ingredients:

Telephone, Computer w/Internet Access





Joining Together

*Creating the capacity
for NeighborWoods*

Inventory your trees

Do you know how many trees you have in your yard, *exactly*? Does your local park know the specific number of trees under their care? By simply taking an inventory of the number, species and condition of the trees around us, we become better equipped to appreciate and maintain our local canopy.

Directions: Draw a map of your property with a box representing your house. Number and identify each tree in its approximate place surrounding your house. For a school, park, or street this can be done on a larger scale or with multiple pieces of paper. You also can request a campus, or park or parcel map.

Choose useful data. Some suggestions are:

- *Number of trees in a designated area*
Count the number of trees in your designated area.
- *Location of each tree, defined by*
 1. street address
 2. location relative to property lines, buildings, streets, and other trees
- *Species of each tree*
Using a tree identification guide, identify the species being inventoried.
- *Condition/health of each tree*
Look for signs of disease or of hazardous conditions, such as pests, mistletoe, rot, missing bark, damaged limbs, or dead/missing leaves during non-dormant seasons. Note if the tree is young, mature or in decline.
- *Special needs of certain trees*
Identify tree needs such as watering, pruning, mulching, fertilization, staking or stake removal.

Areas of Interest:

Looking Around, Thinking & Investigating, Walking, Writing

Ingredients:

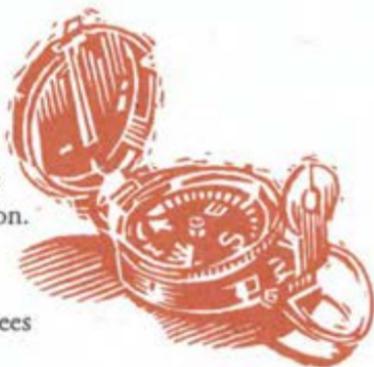
Pen & paper, Map, Tree identification guide



Know who manages your trees

Our city and county governments are responsible for the planting and stewardship of hundreds and often thousands of trees. These public trees are maintained with our tax dollars. Recreation and park districts are responsible for well-canopied parks and school districts ensure the shading of our children. Too often these agencies are understaffed, under funded and looking for help.

Directions: Begin by choosing a community organization caring for your trees. Your options include city or county government, a local urban forestry group, a local school or school district or a recreation and park district. The first challenge is learning which trees are "owned" by the organization. In the case of cities or counties, these trees will commonly include commercial and residential street trees, median trees, public park trees and trees living at other city or county facilities.



Call the organization's central office and obtain the name and title of the person responsible for the trees. Contact that individual in person or by phone and thank them for maintaining the urban forest. Learn more about the organization by asking:

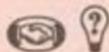
- *How many trees are under their care?*
- *How many staff care for those trees?*
- *What are their funding sources? Are they sufficiently funded? If not, what tree-related areas are in greatest need of funding?*
- *What role does the community play in their work?*
- *How could the community be of greater support?*

Areas of Interest:

Networking, Thinking & Investigating

Ingredients:

Telephone, Pen & paper, Phone directory



Landscape your church or school

Our local schools and churches manage vegetated and canopied lands totaling thousands of acres. Sometimes these grounds are excellent models of quality planting and stewardship...too often they are not. Whether the location is for learning or prayer, the mind and the spirit benefit from a well-maintained, landscaped environment.

Directions: Call your local principal or spiritual leader's office to determine whether they have a Building and Grounds Committee. Assuming one exists, attend one of their meetings or meet individually with committee members to identify their current projects. If you have the opportunity, become a member.

In addition to working towards quality care of the grounds, create opportunities to publicize the Committee's work. A tree planting project on your site offers participants terrific educational benefits. As a volunteer landscaper or steward, you will gain first hand experience caring for your environment and your community.

If a Building and Grounds Committee does not exist, solicit support for the creation of one. Most likely the principal or spiritual leader will support the idea as long as someone else assumes the responsibility. Speak with others to assess the degree of interest. The more vision and imagination you bring to this, the more excitement and support you will elicit from those around you. Focus on one initial project. When you have some success, expand your efforts.

Areas of Interest:

Looking Around, Networking, Physical Labor

Ingredients:

Ideas to share, Flowers, Shrubs,
Young trees, Gardening tools, Irrigation



Meet with and support your municipal arborist

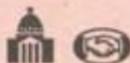
Many cities and counties have an arborist, a professional expert on tree care and maintenance. The care of your street and park canopy is their full-time responsibility.

Directions: Call your local government office and obtain the name of your arborist. Telephone or visit their office. Inquire about their current projects. Take them out to lunch! Most likely their hard work goes unappreciated. Other conversation topics might be your vision of the urban forest, your projects or little known facts about your local forest.



Areas of Interest: Connecting to Government, Networking,

Ingredients: Telephone, Lunch for two



Identify and protect heritage and landmark trees

Heritage trees are mature native trees, often majestic and revered. Landmark trees are mature, non-native trees with historical value. Cities and counties nationwide often have ordinances protecting heritage and landmark trees.

Directions: Contact your city or county¹ and request information regarding tree protection laws. If there are none, you might consider creating such an ordinance. Hopefully there are current ordinances describing the types and sizes of trees protected by law. Generally municipalities have a minimum tree size to qualify for heritage or landmark status and a procedure for registering a tree.²



Measure the circumference of each tree four feet above the ground to ascertain the *Diameter Breast Height* (DBH). Note the species of each tree and any other information required by the municipality. When you have completed the data, send all information to the appropriate municipal office. Once the trees are identified, monitor them to be sure public and private interests respect these heritage and landmark trees.

¹ See Appendix B: Helpful Organizations

² In Sacramento, you can contact the Sacramento Tree Foundation to request a Heritage Tree form.

Areas of Interest:

Looking Around, Thinking & Investigating, Writing

Ingredients:

Comfortable shoes, Telephone, tree circumference-measuring tape, Tree identification guide



Spread the word about not topping trees

Tree topping is a detrimental practice commonly found across the United States. Topping,¹ or heading, is the act of severely pruning the top branches of a tree, drastically reducing the size of the tree. People often top trees because they have always done it, they fear branches falling down or to remove mistletoe. This practice, performed with good intentions, actually damages the tree physically and aesthetically. Once a tree is topped, decay sets in, new branches are structurally weaker and more prone to break, and the tree has lost its symmetry and integrity.

Directions: The purpose of this activity is to deter the unhealthy and costly practice of tree topping. Begin by determining how common tree topping is in your area. It may not be present at all or it may be the community norm. You will not know without looking. Select an area, your street, block or neighborhood, and take a walk. Look for trees that have many cuts on high branches. Tally the number of topped trees. Alert your newspaper to the damages caused by topping or create a flyer promoting the elimination of tree topping in your community.

To exist as a nation, to prosper as a state, and to live as a people, we must have trees.

—Theodore Roosevelt

As fall approaches, people often prune their dormant trees. Keep your eyes out for a person beginning to prune and remind them that topping is detrimental.

¹ See National Arbor Day Foundation pamphlets number 8 & 14 or ISA standards on proper pruning.

Areas of Interest: Networking, Looking Around, Teaching

Ingredients: Comfortable shoes, Pen & paper.
A good eye

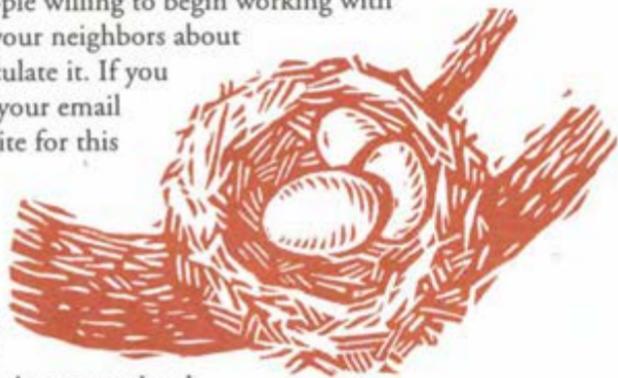


Establish a NeighborWoods group

In every neighborhood there are numerous people interested in working to improve the local forest. Some are doing it. Some would like to start. Many do not realize the local forest needs their help. A NeighborWoods group unites these people and moves the cause forward.

Directions: The first objective is to spread the word. Start by asking your neighbors and friends if they are interested in preserving and expanding their local forest. Then ask them who they know with the same interest. Keep a list of all names and telephone numbers.

Once you find a few people willing to begin working with you, set a meeting. Tell your neighbors about it. Create a flyer and circulate it. If you have one, begin sharing your email address or create a web site for this blossoming venture.



When this group gets together, spend your initial meeting discussing possibilities. Share your loves and your concerns about your local forest. Take a walk together and find out what you collectively know. Be sure to share phone numbers. Share this Guidebook and imagine what you might do together. Take notes and have a group member keep a binder of your activities. You will appreciate reflecting on these early efforts.

Areas of Interest:

Networking, Thinking and Investigating

Ingredients:

Neighbors, Telephone, Pen & paper, Ideas, Enthusiasm





Moving Forward

*Taking action to care
for your forest*

Survey your neighbors

A NeighborWoods effort will mobilize people across a community. Projects will reflect wide-ranging neighborhood interests. Undoubtedly, there will be differences in priorities. Ultimately, however, many neighbors are waiting for a plan before they offer their personal talents.

Directions: Encourage group members to share their interests and concerns with their neighbors. Invite a representative from a local urban forestry organization or your city tree department to speak to your group. Compile a list of issues, concerns and desires. Using the list, brainstorm possible actions. Include all ideas and possibilities.

Discuss the urgency of each possible action. Compare the pros and cons. Set priorities and focus on number one. You can always work on the other ideas after your group experiences its first success.

Once priorities are chosen, ask group members to share the chosen project with their neighbors. It is those neighbors who will make your projects succeed.

*In the woods
we return to
reason and
faith.*

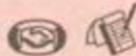
– Ralph Waldo Emerson

Areas of Interest:

Networking, Writing

Ingredients:

A local forest group (see Activity 13), Flip chart, Markers, Many ideas, Ability to make choices



Select the right tree for the right place

When we plant a tree, we are making a long-term commitment. Often people plant without considering the relationship between the tree and the place it is planted. Whether we plant a single tree at our home or a whole grove at the park, we need to consider all the variables before choosing a species and a location.

Directions: Take a look at the planting area. What size tree will work best? Most trees are small and cute when you plant them. Some remain dainty; others mature to be large and majestic. Be sure to allow a minimum distance from trees to buildings (15-30 feet); trees to swimming pools (20-30 feet); trees to concrete (8-15 feet); and trees to other trees (20-30 feet). Check to make sure you are not planting under overhead wires or digging into underground utilities.¹

Consider the growing conditions. Is the soil generally dry or does it often get saturated and flooded with irrigation or rainwater? Will it produce fruit and create an unnecessary mess?

Once you understand your environment, seek your local nursery's help to identify species fitting your circumstances and interests. Additional information sources are the U.C. Cooperative Extension's list of 100 shade trees for Sacramento, the Master Gardener Program or a certified arborist.



¹ Underground Service Alert offers a free inspection service to identify underground utilities before you dig. Call 800-227-2600 at least two working days before digging.

Areas of Interest:

Working with kids, Looking around, Physical Labor, Thinking & Investigating

Ingredients:

Good judgement, Young tree, Shovel, Gloves,
Fertilizer tablets, Tree stakes, Tree ties, Water

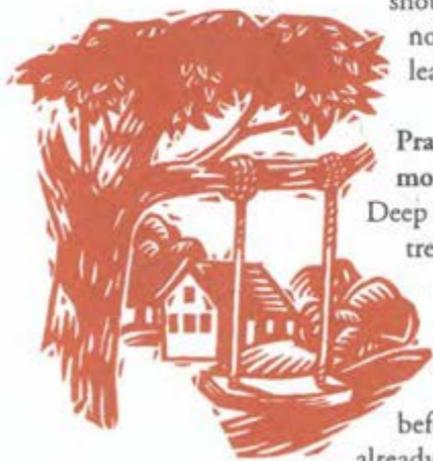


Take care of the ground around the tree

A tree's roots are hidden under the soil and often ignored. Roots provide our trees with water and act as a critical anchor. Simply stated, healthy roots make for a healthy tree.

Directions: Remove grass from area around tree trunk: Grass likes to keep invading plants out including your trees. It does this by releasing *allelopathic* chemicals, which inhibit the growth of young trees. Using a hoe or a shovel, remove the grass in a circle 3' to 4' from the trunk of the tree.

Place mulch around the base of a tree: Keep the tree's roots moist! Place a ring of wood chips¹ or other organic mulch around the tree. The mulch ring should be 4" to 6" deep, two feet wide and not touch the trunk of the tree (this will lead to rot).

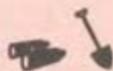


Practice deep watering during warm, dry months: Roots grow where there is water. Deep roots come from deep watering. Water a tree slowly letting the water soak into the ground. Place a hose by the trunk, turn on a slow trickle and leave it for several hours. Repeat this once a week. (Check the soil at a one-foot depth before watering if it seems the ground is already moist.)

¹ Free woodchips are available from SMUD. 1708 59th St. 916-732-5856 or 5026 Don Julio Blvd. 916-349-3514.

Areas of Interest: Looking around, Physical labor

Ingredients: Gloves, Hoe, Wood chips, Shovel, Water



Practice selective pruning on young trees

Proper pruning helps trees maintain balance and integrity and can prevent more serious problems years later. Trees respond best to pruning when they are young (two to six years old). Trees younger than two years old generally should not be pruned. Mature trees respond best to periodic pruning every five years to thin the canopy. For more substantial pruning, particularly if it can not be done from the ground, seek the expertise of a certified arborist.

Directions:

In Winter

Competing leaders – If more than one limb competes to be the main trunk, choose the straightest or largest and remove the competition.

Lower limbs on the trunk – If the tree grew well in the summer, and the upper limbs shade the lower trunk, remove 2 or 3 of the lower limbs.

Crossing and parallel limbs – Prune limbs that grow directly above each other or cross one another.

Anytime

Dead branches – Remove dry, brittle branches just below the dead wood.

Broken branches – Clean cuts heal better than ragged tears.

Water sprouts – Remove branches growing straight up from limbs.

Suckers – Prune growth coming from the rootball.

DO NOT apply wound paint. It can seal diseases into the tree.

Areas of Interest:

Looking around, Physical labor

Ingredients:

Clean and sharpened pruning shears,
Two ready hands



Protect and restore local woodlands and open spaces

As neighborhood foresters, we work hard to protect the trees we have planted. Sometimes we are so busy planting new trees we do not notice new development removing existing trees. While development is a common aspect of life, we need to protect open spaces for ourselves, for local wildlife and for the generations that follow us.

Directions:

Conservation of existing woodlands – Explore the outlying areas around your home and note the forested areas. Share particularly appealing areas with friends.



Check with your local Planning Department to learn 1) what the zoning status on your forested area is, and 2) current proposals for development on other forested parcels. Share ideas with your government representative about protecting local woodlands and open spaces.

Habitat restoration – Multi-acre plots of land provide natural-state restoration opportunities.

The key to success is building coalitions. Local biologists, planners, educators, heavy equipment operators, nurseries, environmental organizations and others must embrace a shared goal. Once a group is formed, the first goal is gaining permission to restore the selected piece of land. The second challenge is actually restoring it. Finally, you will need a devoted group of people over the years to monitor and manage the land.

Areas of Interest:

Connecting to government, Looking around, Physical labor, Thinking & Investigating

Ingredients:

Large piece of land, Team of volunteers



Turn parking lots into possibilities

Trees have a powerful ability to transform. We know the role they play in front yards, parks and gardens. Are there other unidentified problems they can solve?

Directions: As you walk, bicycle or drive through your community, begin to notice tree-less areas. An obvious example is in the middle of the street. Where else? Look at parking lots, paved playgrounds, schoolyards, industrial areas, around warehouses, open lots, and apartment complexes. You may be surprised at the areas where everyone has become accustomed to no trees.

Imagine what one of these areas might look like with trees. Our cars would remain cooler parked under trees. Business workers would have shade during lunch breaks. Warehouses would consume less energy for air conditioning.

Identify the owner or manager of the particular area. It may be a government official, property owner, store manager or school principal. Determine if someone in your network has a relationship with this person. Set up a meeting and suggest the improvements that planting trees would provide.

Be prepared to address the issue of cost. Be creative! They may have money in a landscaping budget. Be sure to describe the potential for partnerships, media attention and community involvement. Elementary school students could plant at a factory. A local Rotary Club could volunteer to cut and remove paving in a supermarket parking lot. A landscape architecture firm could donate design work for a street median project.

Once the project moves ahead, be sure the media is alerted.¹ Properly publicized, events like this pull all sorts of unexpected people to your efforts.

¹ See "Publicize your story: Activity 29"

Areas of Interest:

Looking around, Networking, Physical labor

Ingredients:

Sense of what could be. A convincing plan.
Enthusiastic partners

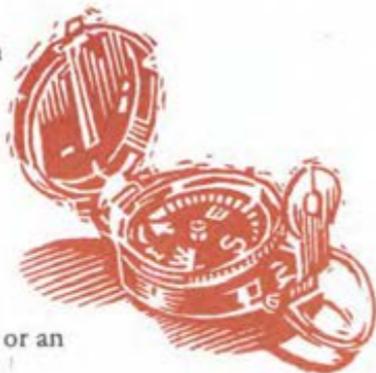


Find funding

Some say, “money can’t buy everything,” while others espouse that “money makes the world go ‘round.” Ultimately, many projects require money for basic materials. These funds exist. It is simply a matter of locating them and making an “ask.”

Directions: First, identify the project’s components. Determine materials easily donated and services volunteers could perform. Once you know the dollars required, identify one or more workable strategies:

Fund raising events – Like any good, old-fashioned community-based project, you can sponsor any number of local fund raising events. Car washes, garage sales and bake sales are all classic examples. Organize a neighborhood walk-a-thon on a course covering every street and have participants solicit sponsorships based on the number of blocks or miles walked. Ask local merchants and residents to donate items toward a raffle or an auction.



Local businesses – Write a letter describing your efforts and the specific project needing funds. Describe the benefits (such as publicity and community attention) the company will gain through its support. Be sure to follow up every letter with a phone call or a visit.

Local government – Contact the office of your city council member or county supervisor. Invite the council member or supervisor to one of your meetings or schedule a meeting with them. Share your excitement and succinctly describe the ways they can help you. Be prepared – they may have

Find funding (continued)

unexpected means of supporting you. Ask them to write a letter of support to enclose with your request for donations from local businesses.

Residents – The people in your neighborhood may be your best funding source. Send out a friendly letter inviting participation in a variety of ways. Explain one very important need is *financial involvement*. Suggest different tiers of donations. You may need a non-profit organization to officially receive the donations. Sending thank you letters to your donors and keeping them informed of your events and progress is a must.

Foundation funding – There are grants available for projects like yours. Contact your local urban forestry non-profit organization for more information on grant opportunities. In Sacramento, the Nonprofit Resource Center¹ has staff and literature to help you identify potential grants.

**Most of the things
worth doing in the
world were declared
impossible before
they were tried.**

– Louis Brandeis

¹ See Appendix B: Helpful Organizations

Areas of Interest:

Technology, Connecting to government, Networking, Thinking & Investigating

Ingredients:

Telephone, Computer & printer, Envelopes,
Stamps, Determination, Gratitude



Create urgency for public investment

Elected officials focus on an impending crisis or other newsworthy events. Our trees rarely demand the same attention as crime, health care or damaged schools. We need elected officials to recognize the importance of investing in our future urban forest today. We must show them the sense of joy, safety and community that trees and our canopy contribute to more livable neighborhoods.

Directions: Find out when your city council or county board meets and attend the meetings. Take pictures of the trees that add beauty and benefits to your community. At the appropriate time present the pictures to your council to encourage preservation and additional plantings. Offer a proposal of actions you would like your elected officials to take.

If possible, set up appointments with your mayor, council member or district supervisor. Ask them to share what they value about their public trees. Invite them to take a tree walk with you and your neighbors. Express the importance your local forest holds for you.

**The time is
always right to
do what is right.**

– Martin Luther King Jr.

Most importantly **DO NOT STOP!** Officials respond to repeated calls and regular attendance at meetings. Invite them and their administrative assistants to all of your meetings and events. Once on board, these officials offer connections to resources and services.

Areas of Interest:

Connecting to government, Networking, Writing

Ingredients:

Pen & paper, Telephone, Loud voice





Spreading the Word

*Sharing your success
with others*

Engage children in the magic of planting



Children see the wonder in what adults often find ordinary. The experience of watching a seedling sprout from a seed is truly magical. To a child providing care for their own plant brings a sense of potential and responsibility.

Note: The Sacramento Tree Foundation has a thoughtful curriculum called *Seed to Seedling*. Its lessons focus on students growing seedlings from acorns.

Directions: Take your child to the nursery and have them choose something to grow. Provide a category: shade tree, shrub, flower, herb, vegetable. You may want to grow something from seed. Consider sprouting the seed in a clear plastic cup so your child can watch its progress. Once the seedling is ready, have your child plant it in an appropriate spot in the ground or in a large planter.



Teach your child to water the plant. Talk about the plant's growth with your child and share their excitement. Encourage them to write about or draw the plant as it grows in a project journal. Point out the diverse greenery in your local forest and help them compare the plants to their own plant.

Areas of Interest:

Fun for kids, Physical labor, Teaching, Writing

Ingredients:

Seeds or potted plants, Water, Sunlight
Soil, Journal



Conduct tree tours

Do your friends and neighbors know they live in a forest? Do you know people who are familiar with local trees, plants or birds? Assemble a group of varying ages for a special tour and watch their interest grow.

Directions: Define an area where you live with interesting and unusual trees. Learn the answers to the following questions:

- What tree species grow there?
- How do you identify each species?
- What are the unique colors and characteristics of each species?
- What types of birds and animals are drawn to your local trees?
- Which are the oldest trees? How old are they?
- What is the neighborhood tree planting history?
- How have these trees been used? (For example, medicines or foods)

Do not expect yourself to be an expert! People will appreciate the opportunity to learn and explore along with whatever information you have.

Once you have some answers, set a date and organize a walk. Invite kids, adults, business people, neighbors, and members of local community organizations.¹ Once you have some experience, advertise a walk in your neighborhood for people you do not know. Create a flyer and distribute it.

When you finish a tour, request feedback from the participants. Make this an opportunity to brainstorm projects you and your neighbors can develop for your local forest.

¹ Some possible examples are your local PTA, neighborhood association, home owners association, tenants association, neighborhood watch committee, church, city council, or county board of supervisors.

Areas of Interest:

Looking around, Networking, Teaching, Thinking & Investigating, Walking

Ingredients:

Experience with your local forest.
Friends and neighbors. Paper for flyers



Tell your stories

In your community many people would love to hear about the work that you are doing. Sharing your success encourages others to continue in their work and inspires the creation of new projects and partnerships.

Directions: Identify groups meeting regularly that address the needs of your community. Examples are your local PTA, neighborhood association, homeowners association, tenants association and neighborhood watch committee.

Start with one organization. Obtain their meeting dates and the president's name. Contact the president, explain the work your organization is doing and ask if they would be interested in placing you on their meeting agenda to make a presentation.

When you make your presentation, offer a clear idea of how people can get involved. Distribute flyers for an upcoming project or meeting. Use photographs or slides to highlight your story. Share your excitement and create a clear image of your local forest efforts and goals.



Areas of Interest:

Networking, Teaching.

Ingredients:

Stories of local forest action, Flyers of upcoming events or meetings, Photographs or slides

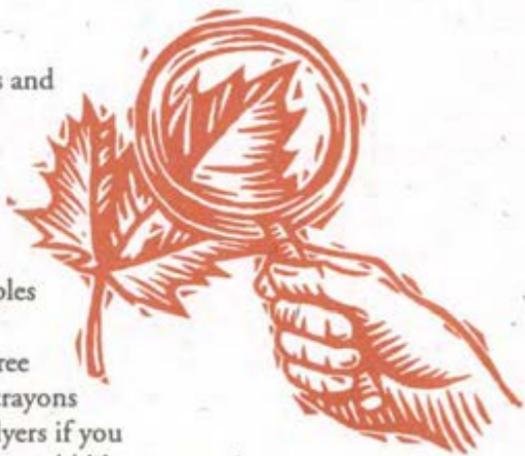


Educate children on the many benefits of trees

How many benefits from trees can you name? You may be surprised how many your average group of students – of any age – can name. By inviting them to share their knowledge, you can serve as a mirror, reflecting their own tree enthusiasm back to them.

Directions: Set up a meeting with a youth group at your place of worship, school, park or neighborhood center. Request each student adopt a tree¹ prior to your visit. Begin your discussion by asking what they know about their adopted tree.

Ask them what they like about trees and why. It is not critical to cover every single benefit. Rather, share your passion with the students and invite them to share theirs. Bring a “bag of tricks” appropriate for the age group. This might include samples of tree parts, such as seeds, acorns, trunks, branches, bark and leaves; tree stories; photographs or slides; and crayons and paper to draw pictures. Bring flyers if you have a current project or ask if they would like to organize their own project.



Most importantly encourage their imaginations. By the time you leave, they should have a clear understanding of the possibilities trees offer.

¹ See “Adopt a tree: Activity 2”

Areas of Interest: Fun for kids, Teaching, Thinking & Investigating

Ingredients: Passion for your local forest, Seedlings, Leaves, Bark, Stories, Photographs/slides, Paper, Crayons



Remind neighbors to remove tree stakes

Nurseries generally sell trees with a tall, narrow stake tied tightly to the tree. The stake makes the tree look more appealing. (Who wants a drooping tree?) Many people do not know these stakes must be removed when planting the tree.

We generally place two larger stakes on either side of the tree and attach ties to help the young tree stand straight. The tree should not be staked longer than necessary. A tree will grow much stronger when allowed to move freely. Usually staking the tree for one year is sufficient time for a strong trunk to grow.

Directions: If you come across a tree with a *nursery* stake attached, consider removing it immediately or talk with the owner about its removal. Be sure tree stakes are available for support if it does not stand without the nursery stake. Simply cut the plastic ties and pull it out. If it is firmly lodged in the roots, use a handsaw to carefully cut it close to the ground.

Look for staked trees that seem over a year old or generally capable of standing on their own. Cut or remove the ties and observe the tree. If it can not stand straight, then re-tie it to the stakes.¹ If it stands proudly, pull out the tree stakes.

Create a campaign to identify trees unnecessarily tied to stakes. Educate local businesses, landscapers and developers about stake removal.

¹ See "Staking" in Appendix A: How to Plant a Tree

Areas of Interest:

Looking around, Networking, Teaching.

Ingredients:

Scissors, Hand saw, Good pair of eyes



Create service projects

With how many groups do you and your family have an association? Consider your workplace, school, college, place of worship, social club and service organizations. These groups frequently have service projects that could benefit our local forests.

Directions: Contact the group's Project Chair and ascertain when the committee will be considering projects for the year. Ask the group what their current priorities are or if they are open to new ideas. If you have a current project, invite members to participate. People may become inspired after participating in an event.

Suggest the group initiate its own local tree project. Consider ideas appropriate for the membership and suitable for your area. Share this Guidebook as a menu of project choices. Once the group chooses a project, encourage them to take a leadership role. They may look to you to coordinate the event, but ideally, they will take ownership in organizing it. If possible, step aside and let them plan it.

After the event, keep the group informed of your activities. With any luck, the group will take an active role in future projects, with or without you.

Though I do not believe that a plant will spring up where no seed has been, I have great faith in a seed. Convince me that you have a seed there, and I am prepared to expect wonders.

— Henry David Thoreau

Areas of Interest:

Fun for kids, Networking, Physical labor, Teaching,

Ingredients:

NeighborWoods Guidebook, Enthusiastic volunteers, Ideas of what could be



Celebrate Arbor Day

Arbor Day is a special celebration. It is the one day each year set aside for everyone to appreciate trees. In addition to National Arbor Day, most states have their own Arbor Day.

Directions: California celebrates Arbor Day on Luther Burbank's birthday, March 7. Contact the National Arbor Day Foundation¹ for your state's Arbor Day. National Arbor Day is the last Friday in April. Arbor Day is a great opportunity for you to appear before your elected officials and share your stories. In turn, request from them an official Arbor Day proclamation recognizing the value of trees in your area, and the responsibility of everyone to be involved.

In preparing for Arbor Day you may consider sponsoring a poster contest in partnership with your local school or school district. Solicit local businesses for potential prizes. Create flyers and find a place to post the contest entries. Local winners can be entered in the National Arbor Day Foundation's annual contest.

You can also contact the National Arbor Day Foundation to receive their free "Celebrate Arbor Day!" packet. Organize a skit, hold a poetry reading or offer historic tours of the trees in your area. A community tree planting effort is another option. Brainstorm with your friends and co-workers ways to express appreciation for the trees in your local forest.

¹ 100 Arbor Avenue, Nebraska City, NE, 68410. 402-474-5655.

Areas of Interest:

Technology, Connecting to government, Fun for kids, Networking

Ingredients:

Flyers, Party supplies, Creativity



Publicize your story

The media is always looking for local interest stories. How would you like to see your favorite tree in the local paper's headlines? How about a TV report on your school tree planting? The media does not know your story exists until you tell them.

Directions:

Take a photograph of your favorite tree – Outline the full story of the tree: how it got there, what type it is, how old it is, where people can find it and why you find it so appealing. Contact the editor of the Home and Garden Section of your local paper. Learn their submission requirements and be persistent.

Write a letter to the editor of your local paper appreciating the urban forest – Share your thoughts and your concerns in an editorial piece. Encourage your fellow community members to take action with you. Express the thoughts you want your elected officials to know. If you are knowledgeable about tree care, share some helpful or timely technical information.

Inform the press of your urban forest activities – Prepare press releases before your plantings, tree tours, community garden creations or Arbor Day celebrations. Include the date, time, and location of your event. Give the story a creative title and write one or two short paragraphs describing what journalists can expect. Put the name and phone number of a project contact in the upper left-hand corner and mail or fax it to all local TV stations and newspapers. Give each station or paper a reminder call a couple of days before the event.

Develop a relationship with the media – Find out which writers or assignment editors have particular interest in local trees and community action. Be sure to thank those members of the media who do respond and keep them informed of your activities.

Areas of Interest:

Technology, Networking, Writing

Ingredients:

Fax machine, Camera, Telephone, Computer





Moving Beyond

*Supporting community
action beyond your
NeighborWoods*

Share your success with other communities

Stories of your success speak more clearly than the words in this Guidebook ever could. With your first-hand experience in caring for your NeighborWoods, you offer the spark to ignite action in other neighborhoods.

Directions: Create a means for summarizing the success of your group. Remember, "A picture tells a thousand words." Three effective avenues are scrapbooks, slide shows or multi-media presentation. Organize a set of photographs telling the story of what you and your neighbors have been doing. Write the story either as captions in the scrapbook or as a script in the slide show or multi-media presentation. Be sure the story captures the challenges you faced and the ways you overcame them. Finish with the challenges you continue to face.

Share your scrapbook or slideshow with organizations in other communities. Let the Sacramento Tree Foundation know you have developed a scrapbook or slideshow.¹ We will connect you with other communities who can benefit from your wisdom and experience.



¹ All local forest groups are encouraged to contact the Sacramento Tree Foundation and join the NeighborWoods Network.

Areas of Interest:

Networking, Teaching

Ingredients:

Photographs of your group's efforts,
Slide projector, Photo album



Urge your city to become a Tree City, USA

The National Arbor Day Foundation grants Tree City, USA status through your state forester's office. Tree City status recognizes the city's commitment to its trees. The designation continually reminds city officials of their commitment to the urban forest. The status supports further education, has positive impact on a city's image, builds pride among citizens and helps cities receive financial assistance in tree-related activities.

Directions:

To become a Tree City, USA, there are 4 criteria your city must meet:

1. **Establish and maintain a city tree board or tree department.** A tree board is a group of concerned citizens, usually volunteer, charged to develop and administer a comprehensive, tree management program. Tree boards usually function with the aid of professional foresters. In communities with a population of more than 10,000, city forestry departments with salaried employees are often feasible. These departments may or may not be supported by advisory boards or administrative commissions.
2. **Implement a municipal tree care ordinance.** Designate the official tree board or tree department and give them the responsibility to write and implement the annual community forestry work plan. The ordinance should determine public tree-care policies for tree planting, maintenance and removal.
3. **Maintain a community forestry program with an annual budget of at least \$2 per capita.** The essential, ongoing activity for the tree care along streets, in parks and other public places is the community forestry program.
4. **Celebrate Arbor Day with an annual observance and proclamation.** An Arbor Day ceremony can be simple and brief, an all-day or all-week observance.

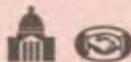
For more information, contact the National Arbor Day Foundation, 100 Arbor Avenue, Nebraska City, NE, 68410. 402-474-5655

Areas of Interest:

Connecting to government, Networking,

Ingredients:

Initiative, Determination



Make your voice heard in your state legislature

Our state legislators create bills from gun control to medical care to the future of our schools. Among these high profile issues, the value of trees often gets overlooked. Each voice reminding elected officials of our community trees' importance has impact.

Directions: Look up the state offices of your State Senate and Assembly in the front of the yellow pages under "Government Officials." Call the offices of your elected officials to verify you are in their district, the spelling of their names and addresses. Describe three areas of interest you have regarding trees and urban forestry.

The Internet is an excellent tool to gain up-to-date legislative information. Once on-line, choose your favorite search engine (www.askjeeves.com, www.yahoo.com, www.altavista.com, etc.) and enter a search including the name of your state and the term "legislature." You might simply look up the web page for your state. When you arrive at the web site for your state legislature, search out keywords such as "urban forest," "community forest," "city trees," "canopy" or "vegetation."

When you find proposed legislation affecting the urban forest, read it over and consider its implications. It may be attached to legislation having nothing to do with urban forestry. Talk it over with friends. Contact your local urban forestry group to obtain their thoughts. Contact California ReLeaf¹ to learn what current efforts are being undertaken on a statewide level. Then contact your legislator – by phone, fax, mail or email – and share your opinion. Believe you can make a difference.

¹ See Appendix B: Helpful Organizations

Areas of Interest:

Technology. Connecting to government. Writing

Ingredients:

Computer with Internet access. Telephone



Create a regional organization or city tree board

Care of our urban forests requires leadership, initiative and imagination. Local urban forestry organizations provide trees for community tree planting efforts, offer local residents education and advocate on behalf of the local canopy. Tree boards exist as oversight committees to review the municipality's urban forest plans and actions.

Directions: Take a look at your local forest and determine the two or three highest priority issues. Discuss these issues with the people around you and see what thoughts others hold. Pursue government agencies, members of the local green industry and members of community-based non-profits who hold similar interests and concerns. Invite interested people to form an exploratory committee.

As you progress, consider what type of organization you want to create. It might be a tree board sanctioned by your municipality with an official advisory status.¹ You might create an independent tree group enlisting community involvement in local urban forest projects.²

Contact those urban forestry organizations closest to you³ to find out how they are organized. Contact state and national urban forestry organizations to obtain additional resources and support in founding a local urban forestry group. When ready, create a board of directors, a mission statement and a set of initial goals and objectives.

As a new urban forestry organization, encourage everyone you know to become members and to volunteer. As a new tree board, put together a survey to assess the community's interests. To build solid community support for trees, make a commitment to include the broadest base of interest, opinions and participation you can.

¹ Contact the National Arbor Day Foundation to receive their "Handbook for Tree Board Members."

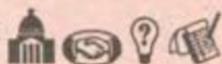
² California ReLeaf offers extensive support to community groups seeking to create a community forest organization.

Areas of Interest:

Connecting to government, Networking, Thinking & Investigating, Writing

Ingredients:

Dedicated partners, Commitment to your forest



Imagine the ideal community forest

To create the ideal community forest, we must have a thorough knowledge of how things are and a clear vision of how we want things to be. This effort demands collaboration between citizens, local government, community-based organizations, tree and landscaping businesses (green industry) and research scientists.

Directions: Write a short proposal of your initiative. Explain what you would like to do, who should ideally be involved, why these actions should be taken and what the benefits will be. Invite people to form a steering committee.

Review urban forestry assessments from other cities and, if possible, contact people who coordinated those efforts. Work with your steering committee to identify the key areas needing assessment.¹ Assign subcommittees to key areas of investigation. As you progress, continue to recruit and involve as many people as possible.

Create a task list for each subcommittee. When each subcommittee has completed its tasks and prepared a written report, build the combined committee reports into a single report.

When your report is complete, move to the next step. Having identified your city's urban forest strengths and deficits, work with local officials to create a Master Treescape Plan. Use the same subcommittee approach to identify strategies for meeting the urban forest's needs. Your challenge is to find the balance between being ambitious (big plans yield big results) and being realistic (your participants' need to experience success from their work). The trees in your city, along with generations to come, will thank you for your efforts.

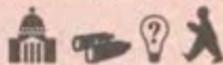
¹ Possible areas: Citizen, government and business involvement, local policy, urban forest health and biodiversity, open space, water use, human health, older residential developments, new residential developments, air quality, carbon sequestering, energy conservation, storm water management.

Areas of Interest:

Connecting to government, Looking around, Thinking & Investigating, Walking

Ingredients:

Local government support, Vision of an extraordinary forest



Appendix A

How to Plant a Tree¹

PLANTING

Proper planting techniques may mean the difference between a healthy, vigorous tree and one that performs poorly or dies. By observing the following recommendations, you will give your tree the best possible start in life.

Plant the tree high. Dig the hole one or two inches less than the soil level in the container or the depth of the rootball. In other words, plant the tree one to two inches higher than the surrounding soil. Do not worry about a few roots showing on the surface. If you have to dig through hardpan or a restricted layer, refill the hole with the original, loosened soil and let it settle for a week before re-digging the tree's hole. Be sure not to plant the tree too deep. This may lead to less growth or crown rot and eventual death of the tree.

Dig the hole at least two times wider than the container or rootball. For bareroot trees, make the hole wide enough to accommodate the roots without bending them.

Roughen the sides of the hole to make it easier for the roots to penetrate. Check for twisted, circling or kinked roots. Cut and remove roots that wrap around or are broken or discolored.

Refill the hole with the original soil. If a tree is to mature in the landscape, it will have to grow in the existing soil. Soil amendments like peat moss, compost, rice hulls or fir bark are not necessary. Keep the top of the rootball free of soil.

Water the tree thoroughly after planting to settle the soil around the roots.

¹ Contact the Sacramento Tree Foundation for more extensive tree planting information and diagrams.



STAKING

Not all trees require staking. In fact, improper staking may seriously weaken, deform or injure a tree. An unstaked tree with its top moving in the wind will develop a better root system, have greater trunk taper and thickness and have less wind resistance than a properly staked tree. In some cases, a young spindly tree may require staking for a short time to hold it upright until a stronger trunk develops. *Always remove the nursery stake.* A tree tied to only one stake is subject to trunk and branch wounds, produces a smaller root system and blows over more readily when the stake is finally removed. If you need to stake a tree, do it correctly.

When staking, use two stakes, one on either side of the rootball, approximately 18 inches from the trunk. Pound the stakes in deep enough so they do not move in the wind. To find the tie placement, move your hands up the tree trunk until the tree just remains upright – place the ties here. Use two broad ties of flexible material. Using a handsaw, cut the stakes two to three inches above the ties. Leaving the stakes too tall causes the tree injury when the wind rubs it against the stakes. *Remove the stakes as soon as the tree will stand on its own.*¹ Most trees need not be staked longer than one year.

WATERING

Newly planted trees require regular, deep watering. Construct a basin slightly larger than the rootball around the tree. Fill the basin once a week during hot weather and less often if it is cool or it rains. (Do not over water. Make sure the soil is dry one foot down before watering.) In winter or during rainy times break a hole in the side of the basin, or remove it entirely, so water does not stand around the tree.

After the first six weeks or so, roots will have grown into the soil surrounding the planting hole. The tree will require less frequent watering.

¹ See "Remind neighbors to remove tree stakes: Activity 26"

Appendix B

Helpful Organizations

Sacramento Tree Foundation
201 Lathrop Way, Suite F
Sacramento, CA 95815
(916) 924-8733
(916) 924-3803 fax
www.sactree.com

Municipal Offices

City of Citrus Heights
6237 Fountain Square Dr.
Citrus Heights, CA 95621
(916) 725-2448
www.ci.citrus-heights.ca.us

City of Elk Grove
P.O. Box 1776
Elk Grove, CA 95759
(916) 686-2222
www.elkgrovecity.org

City of Folsom
50 Natoma St.
Folsom, CA 95630
(916) 355-7200
www.folsom.ca.us

City of Galt
380 Civic Dr.
Galt, CA 95632
(209) 745-9153
www.ci.galt.ca.us

City of Sacramento
915 I Street
Sacramento, CA 95814
(916) 264-5407
www.cityofsacramento.org

County of Sacramento
700 H Street
Sacramento, CA 95814
(916) 874-5411
www.co.sacramento.ca.us

Municipal Tree Departments

Sacramento City Arborist
Sacramento City Tree Services
5730 24th Street
Sacramento, CA 95822
(916) 433-6345
www.cityofsacramento.org

Sacramento County Tree Coordinator
906 G St., Suite 510
Sacramento, CA 95814
(916) 874-5278
www.co.sacramento.ca.us

Local Organizations

California Association of Nurserymen -
Superior Chapter
3947 Lennane Dr., Suite 150
Sacramento, CA 95834
(916) 928-3900
www.can-online.org

California Landscape Contractors Association
2021 N St.
Sacramento, CA 95814
(916) 448-2522
www.clca.org

California Native Plant Society
1722 J St., Suite 17
Sacramento, CA 95814
(916) 447-2677
www.cnps.org

Effie Yeaw Nature Center
5700 Tarshes
Carmichael, CA 95608
(916) 489-4918
www.effieyeaw.org

International Society of Arboriculture,
Western Chapter
P.O. Box 255155
Sacramento, CA 95865
(916) 641-2990
www.wcisa.net

Master Gardeners
U.C. Cooperative Extension
4145 Branch Center Road
Sacramento, CA 95827
(916) 875-6913
www.cesacramento.ucdavis.edu

Roseville Urban Forest Foundation
2090 Hilltop Circle
Roseville, CA 95747
(916) 774-5666

Tree Davis
P.O. Box 72053
Davis, CA 95617
(530) 758-7337

U.C. Cooperative Extension
Master Gardeners
4145 Branch Center Road
Sacramento, CA 95827
(916) 875-6913
www.cesacramento.ucdavis.edu

Western Center for Urban Forest Research
and Education
One Shields Avenue
University of California
Davis, CA 95616
(530) 752-7636
www.wcufre.ucdavis.edu

Statewide Urban and Community Forestry Organizations

California Department of Forestry
and Fire Protection
2524 Mulberry Street
Riverside, CA 95747
(909) 782-4140
www.ufe.calpoly.edu

California Oak Foundation
1212 Broadway, Suite 810
Oakland, CA 94612
(510) 763-0282
www.californiaoaks.org

California ReLeaf
116 New Montgomery St., 3rd Floor
San Francisco, CA 94105
(415) 495-5660
www.tpl.org

California Urban Forests Council
2261 Market Street, #63
San Francisco, CA 94114
(415) 647-4207
www.ufe.calpoly.edu

National Urban and Community Forestry Organizations

Alliance for Community Trees
P.O. Box 464
College Park, MD 20741
(301) 431-6728
www.actrees.org

American Forests
P.O. Box 2000
Washington, DC 20013
(202) 955-4500
www.americanforests.org

50 Careers in Urban Forestry Website
www.urbanforest.org

National Arbor Day Foundation
100 Arbor Avenue
Nebraska City, NE 68410
(888) 448-7337
www.arborday.org

National Tree Trust
1455 Pennsylvania Avenue, N.W.,
Suite 250
Washington, DC 20004
(202) 628-8733
www.nationaltreetrust.org

TreeLink
www.treelink.org

National Land Conservancy Organizations

Land Trust Alliance
1331 H Street NW, Suite 400
Washington, DC 20005
(202) 638-4725
www.lta.org

Nature Conservancy
4245 North Fairfax Drive, Suite 100
Arlington, VA 22203
(800) 628-6860
www.tnc.com

Trust for Public Land
116 New Montgomery St., 4th Floor
San Francisco, CA 94105
(415) 495-4014
www.tpl.org

School Districts

Arcohe Union
P.O. Box 93
Herald, CA 95638
(916) 985-6048

Center Unified
8408 Watt Avenue
Antelope, CA 95843
(916) 338-6330
www.centerusd.k12.ca.us

Del Paso Heights
3780 Rosin Court, Suite 270
Sacramento, CA 95834
(916) 641-5300

Elk Grove Unified
9510 Elk Grove-Florin Road
Elk Grove, CA 95624
(916) 686-7700
www.egusd.k12.ca.us

Elverta Joint
8920 Elwyn Avenue
Elverta, CA 95626
(916) 992-1587
www.elverta.k12.ca.us

Folsom Cordova Unified
125 East Bidwell Street
Folsom, CA 95630
(916) 355-1100
www.fcusd.k12.ca.us

Galt Joint Union
1018 C Street, Suite 210
Galt, CA 95632
(209) 744-4545
www.galt.k12.ca.us

Galt Joint Union High
145 North Lincoln Way
Galt, CA 95632
(209) 745-3061

Grant Joint Union High
1333 Grand Avenue
Sacramento, CA 95838
(916) 263-6217

Natomas Unified
1515 Sports Drive, Suite 1
Sacramento, CA 95834
(916) 641-3300
www.natomas.k12.ca.us

North Sacramento
670 Dixieanne Avenue
Sacramento, CA 95815
(916) 263-8300

Rio Linda Union
627 L Street
Rio Linda, CA 95673
(916) 991-1704
www.rlusd.com

River Delta Unified
445 Montezuma Street
Rio Vista, CA 95471
(707) 374-6381
www.riverdelta.k12.ca.us

Robla
5248 Rose Street
Sacramento, CA 95838
(916) 991-1728
www.robla.k12.ca.us

Sacramento City Unified
520 Capital Mall
Sacramento, CA 95814
(916) 264-4300
www.scusd.edu

San Juan Unified
3738 Walnut Avenue
Carmichael, CA 95608
(916) 971-7700
www.sanjuan.edu

Sacramento County Office of Education
9738 Lincoln Village Drive
Sacramento, CA 95827
(916) 228-2229
www.sac-co.k12.ca.us

Recreation and Park Districts

Arcade Creek Recreation and Park District
4855 Hamilton Street
Sacramento, CA 95841
(916) 482-8377
www.acrpd@arcadecreek-recreation.com

Arden Manor Recreation and Park District
1415 Rushden Drive
Sacramento, CA 95864
(916) 487-7851

Arden Park Recreation and Park District
1000 La Sierra Drive
Sacramento, CA 95864
(916) 483-6069

Carmichael Recreation and Park District
5750 Grant Avenue
Carmichael, CA 95608
(916) 485-5322
www.carmichaelpark.com

Cordova Recreation and Park District
2197 Chase Drive
Rancho Cordova, CA 95670
(916) 362-1841
www.crpdp.com

Elk Grove Community Services District
8820 Elk Grove Boulevard, Suite 3
Elk Grove, CA 95624
(916) 685-3917
www.elkgrovecity.org

Fair Oaks Recreation and Park District
4150 Temescal Street
Fair Oaks, CA 95628
(916) 966-1036
www.fairoakspark.org

City of Folsom Recreation and Parks Department
50 Natoma Street
Folsom, CA 95630
(916) 355-7304
www.folsom.ca.us

Fulton-El Camino Recreation and Park District
2201 Cottage Way
Sacramento, CA 95825
(916) 927-3802
www.fecrecrepark.org

City of Galt Recreation and Parks Department
P.O. Box 97
Galt, CA 95632
(209) 745-3078
www.ci.galt.ca.us

Mission Oaks Recreation and Park District
3344 Mission Avenue
Carmichael, CA 95608
(916) 488-2810

North Highlands Recreation and Park District
6040 Watt Avenue
North Highlands, CA 95660
(916) 332-7440
www.nhrpd.org

Orangevale Recreation and Park District
6745 Hazel Avenue
Orangevale, CA 95662
(916) 988-4373

Rio Linda-Elverta Recreation and Park District
810 Oak Lane
Rio Linda, CA 95673
(916) 991-5929
www.riolindaelvertaparks.org

City of Sacramento Parks and Neighborhood
Services Department
1231 I Street, Suite 400
Sacramento, CA 95814
(916) 264-8529
www.cityofsacramento.org

Sacramento County Regional Parks,
Recreation and Open Space
3711 Branch Center Road
Sacramento, CA 95827
(916) 875-6961
www.co.sacramento.ca.us

Southgate Recreation and Park District
6000 Orange Avenue
Sacramento, CA 95823
(916) 428-1171

Sunrise Recreation and Park District
7801 Auburn Boulevard
Citrus Heights, CA 95610
(916) 725-1586
www.sunriserecreationpark.org

Utilities

Cal Trans
(Adopt-A-Highway Program)
P.O. Box 911
Marysville, CA 95901
(530) 741-4002
www.dot.ca.gov

Pacific Gas and Electric
5555 Florin Perkins Road
Sacramento, CA 95826
(800) 743-5000
www.pge.com

Sacramento Municipal Utility District
6201 S Street
Sacramento, CA 95817
(916) 452-3211
www.smud.org

Miscellaneous

Nonprofit Resource Center
Sacramento Central Library
828 I Street, Second Floor
Sacramento, CA 95814
(916) 264-2772
www.nonprofitresourcectr.org

Underground Service Alert
(800) 227-2600
www.usanorth.org

Appendix C

Urban & Community Forestry Reading List

Arboriculture: Integrated Management of Landscape Trees, Shrubs and Vines, Richard W. Harris, James R. Clark, Nelda P. Matheny, Prentice Hall, 1988.

The Audobon Society Pocket Guide: Familiar Trees of North America, Ann H. Whitman, Alfred A. Knopf, 1986.

The Botany Coloring Book, Paul Young, Barnes and Noble Books, 1982.

The Different Drum: Community Making and Peace, M. Scott Peck, Touchstone, 1987.

Growing Greener Cities, Gary Moll and Stanley Young, Living Planet Press, 1992.

A Guide to Field Identification: Trees of North America, C.F. Brockman, Golden Press, 1986.

The Outdoor World of the Sacramento Region, American River Natural History Association, 1996, contact the Effie Yeaw Nature Center.

The Simple Act of Planting A Tree, Tree People with Andy and Katie Lipkis, Jeremy P. Tarcher, Inc., 1990.

Sunset Western Garden Book, Elizabeth L. Hogan, 1988.

Urban Forest Landscapes: Integrating Multidisciplinary Perspectives, Gordon Bradley, University of Washington Press, 1995.

Western Tree Book: A Field Guide for Weekend Naturalists, G. Palmer and M. Stuckey, Victoria House, 1977.



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201 Lathrop Way, Suite F
Sacramento, California 95815
916-924-8733
www.sactree.com