

SANTA FE CONSERVATION TRUST
REPORTING FOR CITY TRAIL VOLUNTEER COORDINATOR
September 2016

TASKS TO BE COMPLETED	NOTES	Staff
1) <u>NEEDS ASSESSMENT</u>	Assess supplemental signage and maintenance needs on city trails throughout Dale Ball Trails in conjunction with junction signage project	Rogers
2) <u>RESEARCH AND FUNDING</u>	Research need and sources for additional support for "Passport to Trails" project.	Rogers, Noss
3) <u>STEWARD RECRUITMENT</u>	Promote Dale Ball signage work days through e-mail, SFCT and TAOSF web sites and at TAOSF meeting. Communicate with Capital High School Outdoors Club to program trail work for mornign of Friday, October 14.	Rogers
4) <u>TRAIL MAINTENANCE</u>	Procure signage, posts, and hardware via support by City Parks and Recreation, prepare and assemble signage, coordinate and manage Dale Ball work days on Sept. 21, 22, 27, and 29, and conduct additional site visits to put up new signage and conduct general maintenance. See link below for details.	Rogers, Yeomans
5) <u>TRAINING & EDUCATION</u>		
6) <u>COMMUNITY EVENTS / PROMOTION</u>	Research, prepare for, and publicize Fall Community Cruise (Tour de Mural). Prepare "My View" article to educate public and promote efforts by City staff to consider lane reductions in general and on Paseo de Peralta in particular; finish scheduling arrangements for 17 field trips to Dale Ball Trails in October. Promote related trails and open space events supported by City and BTAC, as well as volunteer opportunities, including Ultramarathon, LAB Bicycle Education / Traffic Skills 101, Dale Ball work days, and Walk and Roll to School Day.	Rogers
7) <u>CITY CONTACTS</u>	Report to BTAC on past and upcoming activities; discuss preparation for MX park work with City Parks and City Grant Administrator; discuss integration of trail improvements including Acequia Trail Wayfinding into next Communtiy Cruise as requested by City Engineering staff.	Rogers
8) <u>PLANNING / COORDINATION</u>	Review signage received for Dale Ball junctions; order supplemental signage; discuss future trail priorities with City Parks staff, and with County trail planning staff including connections from city such as Camino Real Trail. Publicize County Trail planning meetings via e-mail list.	Rogers, Yeomans
9) <u>REPORTS</u>	Report trail volunteer hours on Trails Alliance web site; Prepare and deliver August report for BTAC and City; Create and update SFCT web material on trail events.	Rogers

Also see: <http://www.sfct.org/trails/sfct-trail-events-in-2016>

[My View: Paseo de Peralta - Complete the Street \(Santa Fe New Mexican\)](#)