



# Agenda

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## MUNICIPAL TREE BOARD

A SUBCOMMITTEE OF THE PARKS AND OPEN SPACE ADVISORY COMMISSION

The Barn at Frenchy's Field

Osage and Agua Fria Streets

Tuesday, August 19, 2014

10:00 am

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Meeting Minutes of July 23, 2014
5. Old Business
  - a. Review 2014 Goals and Objectives
  - b. Review and Approve Existing list of Trees and Shrubs – Action Item
  - c. Approval of Draft Memorial Tree and Bench Standards – Action Item
  - d. Update on Emerald Ash Borer and draft ordinance
6. New Business
7. Public Comment
8. Confirm date and time of next meeting:
9. Adjourn

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**INDEX OF**  
**CITY OF SANTA FE**  
**MUNICIPAL TREE BOARD**

**A SUBCOMMITTEE OF THE PARKS AND OPEN SPACE ADVISORY COMMISSION**

**AUGUST 19, 2014**

| <b><u>ITEM</u></b>                              | <b><u>ACTION TAKEN</u></b> | <b><u>PAGE(S)</u></b> |
|---|----------------------------|-----------------------|
| 1. CALL TO ORDER                                |                            | 1                     |
| 2. ROLL CALL                                    | Quorum                     | 1                     |
| 3. APPROVAL OF AGENDA                           | Approved                   | 1                     |
| 4. APPROVAL OF MEETING MINUTES<br>July 23, 2014 | Approved                   | 2                     |
| 5. OLD BUSINESS                                 |                            |                       |
| a. Review 2014 Goals and Objectives             | Approved                   | 2                     |
| b. Review Trees/Shrubs List                     | Discussed                  | 2                     |
| c. Approve: Memorial Tree & Bench Standard      | Postponed                  | 3                     |
| d. Update of Emerald Ash Borer/Draft Ordinance  | Discussed                  | 3-5,6                 |
| 6. NEW BUSINESS                                 | Discussed                  | 5-6                   |
| 7. PUBLIC COMMENTS                              |                            | 6                     |
| 8. CONFIRM DATE AND TIME FOR NEXT MEETING       | September 16, 2014         | 7                     |
| 9. ADJOURN                                      | 11:32 a.m.                 | 7                     |

**MEETING MINUTES  
FOR THE  
CITY OF SANTA FE  
MUNICIPAL TREE BOARD**

**A Subcommittee Of  
The Parks and Open Space Advisory Commission**

**TUESDAY, AUGUST 19, 2014**

**1. CALL TO ORDER**

A regular meeting of the City of Santa Fe Municipal Tree Board, a subcommittee of the Parks and Open Space Advisory Commission, was called to order by Patrick Torres on this date at approximately 10:00 a.m. at Frenchy's Barn, Corner of Osage and Agua Fria, Santa Fe, New Mexico.

**2. ROLL CALL**

Roll call indicated a quorum as follows:

**Members Present**

Patrick Torres, Chair  
Tracy Neal  
Sandra Taylor

One vacancy

**Members Absent**

**Staff Present**

Gary Varela, Parks Supervisor

**Others Present**

Brian Lewis, citizen  
Robert Lewis, citizen  
Mary Schruben, Rancho Siringo Neighborhood Assoc.  
Jennifer Dann, Urban & Community Forestry Program Manager (JenniferL.Dann@state.nm.us)  
Brian Drypolcher, Public Works, River and Watershed  
Robert Wood, Water Department  
Charmaine Clair, stenographer

**3. APPROVAL OF THE AGENDA**

**Ms. Taylor moved to approve the agenda with a change to incorporate the Comprehensive Tree Plan into the Goals and Objectives. Mr. Neal seconded the motion, which passed by unanimous voice vote.**

#### **4. APPROVAL OF THE MINUTES- July 23, 2014**

Page 6: "Chair Torres offered to contact Carol Sutherland, an entomologist with the Extension and the MDA..." was corrected and should be: "the Extension and the NMDA..."

**Mr. Neal moved to approve the minutes of July 23, 2014 as amended. Ms. Taylor seconded the motion and it passed by unanimous voice vote.**

#### **5. OLD BUSINESS**

##### **a. Review 2014 Goals and Objectives**

Chair Torres apologized for not bringing a new list of goals and objectives that includes the Comprehensive Tree Plan. He said nothing further has been changed and the Board will continue to review the list periodically.

##### **b. Review and Approve Existing list of Trees and Shrubs – Action Item**

Chair Torres said the list of Existing Trees and Shrubs was updated and sent to members.

Ms. Taylor asked how to get the updated list on the website. Mr. Wood suggested sending the change to Matt O'Reilly in Land Use for comments and approval first.

Mr. Varela said Ms. Esparza could get the update on the website. He said if comments are made by Mr. O'Reilly, the changes will be sent to the Board.

Mr. Neal suggested the Board work on the names of the narrow upright forms for medians and tight spaces. Mr. Wood said those could be included in a checklist. Mr. Neal said cultivar names should be included. He said he could research those.

Chair Torres said the list is comprehensive and he appreciated the time it took Mr. Neal to revise it.

The Board discussed the draft and agreed it should be reviewed annually.

Mr. Wood said the Land Use Code mentions a review once a year. He suggested the Board develop a flyer about the Emerald Ash Borer to give to nurseries for their customers. He said Water Conservation distributes monthly fliers and could take them to the nurseries.

**Ms. Taylor moved to approve the list of Approved Trees and Shrubs, subject to the approval of Matt O'Reilly in the Land Use Department. Mr. Neal seconded the motion and the motion passed by unanimous voice vote.**

Mr. Wood asked as an advisory committee/subcommittee, if the list should go to POSAC first. Chair Torres said he would check at the POSAC meeting this afternoon.

c. Approval of Draft Memorial Tree and Bench Standards – Action Item

Ms. Taylor apologized that she did not send out the latest version. She said the only change was to add the cost of the bike rack and she would send the members the update.

The approval of the draft of the Memorial Tree and Bench Standards was tabled until the next meeting.

d. Update on Emerald Ash Borer and Draft Ordinance

Chair Torres said he asked Carol Sutherland about the efforts taking place at the state level. Ms. Sutherland told him she only knew of the traps in Bernalillo County that NMDA uses for monitoring.

He said he and Mr. Varela and Mr. Wood did meet to draft an ordinance as he proposed; but they did not draft an ordinance. He said Jennifer Dann, an Urban Forestry Program Manager was asked to meet with them. He said Ms. Dann has offered to meet with her supervisors and another colleague about collaborating with Santa Fe and the Extension Services and others to develop a plan for the entire state.

Ms. Dann added that timing was good and she has received a number of questions from Raton and Las Cruces on the Borer. She said everyone is worried along the transportation corridors and she would like to have a plan at the state level. She added that the East Coast had numerous outbreaks of the Borer and there could be funding or materials available.

Chair Torres said Ms. Sutherland shared some printed material that he would pass on via e-mail to Board members, Parks staff and the State Forestry. The material could be tweaked to make specific to New Mexico and Santa Fe.

Ms. Taylor said she previously mentioned that her compound has a canopy of 30%-40% ash trees. She said she stopped at the Master Gardner booth at the Santa Fe County Fair. She said they are not concerned and recommended the use of a special fertilizer.

Chair Torres said regarding the potential grant funds available for the State Forestry Ms. Dann mentioned; the city might be able to get the community involved. He said the monitoring of traps could be part of the science curriculum through a school or Parks Department, etc. Neighborhood associations and youth groups were also suggested.

Mr. Neal suggested a three pronged approach be used: educate the nursery growers and nursery owners about the problems of selling ash trees; and educate the public about problems with planting ash trees. He said nurseries will continue to push ash trees until they are aware of the problem or some could see it as an opportunity to sell insecticides.

The Board discussed the issue. Suggestions included:

The education of landscape maintenance companies, landscapers and landscape architects.  
Coordination of Facebook pages for the city and New Mexico Forestry so information is sending the same message.

Develop bullet points with specifics for the public, but not overloading them with information.

Ms. Taylor asked if the Board should do anything to encourage or foster collaboration.

Mr. Wood suggested the Board have an action plan for information: what to do, when and with whom. He said the Board should ensure contacts are established with local groups, landscapers, etc. and there should be a central point that everyone goes for information; like a Facebook page.

Ms. Dann offered to return in September to report on her meetings with the State Urban Forestry Council. She explained the RFP (Request for Proposal) for available grant funding has a two month turnaround. She suggested the Board also think about grant funding to do something at the local level. The Community Forestry System Grants are open to support development of local urban forestry programs and can be used for physical application, monitoring, inventory of the city's ash trees or education/outreach, etc.

Mr. Wood said the city requires a department have permission when applying for grants. Requests need to go through several committees. He suggested the Board do a group request to apply for grants in specific areas.

Ms. Dann said another option is that the grants are open to nonprofits and consultants, but need a certified arborist or accredited forester on board.

Chair Torres asked if MTB should educate City Council about the Emerald Ash Borer to expose them to the problem before there are resolutions, etc. that come up.

Ms. Taylor suggested they do a formal presentation at the next POSAC meeting. She said the Commission should be aware of the Board's plans and POSAC's role is to inform the constituents and Governing Body.

Mr. Varela said he would advise the new IPM manager about the issue.

Chair Torres said he would mention the issue under Reports at the POSAC meeting and ask for time to give a comprehensive report in September. He said he will continue to work with Parks staff and State Forestry and keep the Board advised of meetings.

Mr. Wood suggested the central point of contact be the Community Forester, because they are state wide. He said Ms. Dann could coordinate the information and ensure it agrees with other information she receives. Ms. Dann said the suggestion is reasonable.

Mr. Varela said when he developed the spreadsheet, specific information on species, condition, health, location and size, etc. was asked. He would continue to reiterate that. He said it would be good to have training for his crew so they could identify ash trees. He asked for Mr. Neal's help with that.

Mr. Wood said he has a 30 minute training session. The training identifies species of ash and the symptoms and conditions of die back in drought, etc.

Mr. Varela said Board members would be invited to the training. Mr. Wood suggested inviting supervisors to the Board meetings. They could meet the members and receive training at the same time.

Mr. Varela said he would discuss that at a future meeting. He said he would also invite the new Parks Division Director.

## **6. NEW BUSINESS**

Chair Torres introduced Brian Drypolcher. He said he has ideas he wants to share with the Board members regarding the Santa Fe city and river watershed.

Mr. Drypolcher said he is with Public Works as the City River and Watershed Coordinator. He said among his duties he administers the contracts with the Santa Fe Watershed Association. The Association runs a river stewardship program: "Adopt a River" and they facilitate programming with volunteers to clean up the corridor.

He said occasionally the volunteers get into vegetation management like weeding, pulling elm saplings, etc. He wanted to talk about a gentleman working on the East side of the Santa Fe River. He said the volunteer has done nice work and spends his own money to thin and cut back Siberian Elm to make the river corridor more park-like.

Mr. Drypolcher said he wanted to know how far a person should go; what the appropriate scale and scope is and what happens after an elm tree is cut. He said the volunteer wants to go to a scale with more visual impact and he has talked with the volunteer about thinking through the process. He wants to know what the city's role is and thinks there should be a thoughtful, programmatic approach.

He said he was there to ask the Board's thoughts and propose that the volunteer, Michael Smith, attend the September MTB meeting. The Board could even take a field trip to look at Mr. Smith's work.

He said he also wants to ask the Board for help on the programmatic approach. He said to him that operates on at least two levels: what is good for the corridor and habitat given the riparian environment and what it means to change the vegetation and keep a healthy environment.

Mr. Drypolcher said part of this is the social and political having to do with public perception. The Mayor's office and Constituent Services already have received calls about Mr. Smith. Some think the work is beautiful and others ask that Mr. Smith be stopped immediately.

Mr. Wood said he has worked with Mr. Smith the last two years in that area. He said the City Forester identified the plant material that should be removed and the IPM Coordinator went in afterwards to determine if treatment was needed. He said there should be oversight and authorization by a person with knowledge.

Mr. Varela explained that his crews were not responsible for the operation, but do pick up the debris.

Mr. Neal asked if there is an ecological plan for the river corridor.

Mr. Drypolcher replied there is a River Corridor Master Plan, but has to do with trails and techniques for erosion control and design guidelines for features; nothing about the environment plan.

The Committee discussed the problem. They agreed there is a need for an ecologically based development plan for the river. A person with knowledge could determine what else is needed and take care of a lot of problems. Mr. Drypolcher said his organization could possibly find a resource for someone who has a background in river ecology.

The members talked about the guidelines. They discussed that in addition to the Parks Department, the Police Department and Streets Division, etc. should be consulted about their needs. Ms. Taylor suggested since there is a new police chief, the Board present the information for his opinion.

Ms. Dann said the State Forestry has a Forestry Watershed Coordinator who has done a lot of work with volunteers in thinning projects. She offered to provide resources for Mr. Drypolcher.

Chair Torres asked how the Board wanted to proceed.

Mr. Neal thought the Board couldn't do much until guidelines were created. He said there should also be ecological input that takes into account the environment the river can create.

Chair Torres said it would be good to have the guidelines in place. He thought activities could continue if the city staff works with the volunteers and things are done reasonably. He said simultaneously they should develop guidance.

Ms. Dann noted that the development of an ecological plan for the corridor could also be a part of the city's urban forest program.

Mr. Drypolcher thanked everyone.

Ms. Taylor asked the status of the ReLeaf application. Mr. Varela replied that he is working on the application and would have Mr. Pino sign off on it.

#### **OLD BUSINESS** (Revised Agenda Order)

Mr. Neal said the Board had talked about standards for guidelines to choose members for the Municipal Tree Board. He said those have not been developed yet and there may be people interested in joining. He suggested members circulate their criteria so they could vote on it at the next meeting.

Ms. Taylor suggested the criteria be reviewed and voted on in the same meeting. She advised those in attendance that a one page resume and letter of interest could be submitted by anyone interested.

#### **7. PUBLIC COMMENTS**

Mr. Robert Lewis said he was happy to help. He asked if there was anything he or other citizens could do. He asked if Santa Fe would be able to avail itself of the grant money that the State has available.




Ms. Dann replied that the Community Forestry has more money for grants; the ReLeaf Grant is not as well funded.

**8. DATE AND TIME FOR NEXT MEETING** – September 16 at Frenchy's at 1:00 p.m.

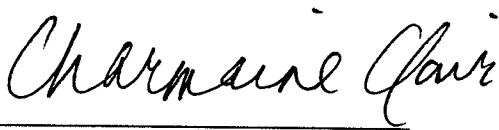
**9. ADJOURNMENT:**

*Having no further business to discuss, the meeting adjourned at 11:32 p.m.*

Approved by:

  
\_\_\_\_\_  
Patrick Torres, Chair

Submitted by:

  
\_\_\_\_\_  
Charmaine Clair, Stenographer