



Agenda

DATE 1/7/15 TIME 2:05pm

REVIEWED BY Jessie Esparza

APPROVED BY [Signature]

**MUNICIPAL TREE BOARD**  
**A SUBCOMMITTEE OF THE PARKS AND OPEN SPACE ADVISORY COMMISSION**  
**The Barn at Frenchy's Field**  
**Wednesday, January 14, 2015**  
**10:30 am**

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Meeting Minutes of December 12, 2014
5. Old Business
  - a. Review changes to the Memorials Resolution – Action Item
  - b. Recommendation on new Municipal Tree Board members – Action Item
  - c. Goals and Objectives for 2015
  - d. Community Day and Arbor Day Discussion
6. New Business
  - a. Discussion on NM Think Trees Conference
7. Public Comment
8. 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**

**JANUARY 14, 2015**

<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 December 12, 2014	Approved	1
5. OLD BUSINESS		
a. Review changes to the Memorials Resolution – Action Item	Discussed	2-3
b. Recommendation on new MTB members –Action Item	Approved	3-4
c. Goals and Objectives for 2015	Discussed	4-6
d. Community Day and Arbor Day Discussion	Discussed	6-7
6. NEW BUSINESS		
a. Discussion on NM Think Trees Conference	Discussed	7
7. PUBLIC COMMENT	Discussed	7
8. CONFIRM DATE AND TIME FOR NEXT MEETING	February 11, 2015	7
9. ADJOURN	Meeting adjourned at 12:10 p.m.	7

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

**A Subcommittee of Parks and Open Space Advisory Commission**

**WEDNESDAY, JANUARY 14, 2015**

**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, Chair on this date at approximately 10:30 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  
Katherine O'Brien

**Members Absent**

**Staff Present**

Richard Thompson, Parks Division Director

**Others Present**

Robert Wood, Water Department  
Elizabeth Martin, recorder for Charmaine Clair

**3. APPROVAL OF THE AGENDA**

**Ms. Taylor moved to approve the agenda as published. Mr. Neal seconded the motion, which passed by unanimous voice vote.**

**4. APPROVAL OF THE MINUTES- December 12, 2014**

The spelling of Catherine O'Brien was corrected and should be Katherine O'Brien.

**Ms. Taylor moved to approve the minutes of December, 2014 as amended. Mr. Neal seconded the motion.**

## 5. OLD BUSINESS

### a. Review changes to the Memorials Resolution – Action Item

Ms. Taylor said she downloaded and reviewed the resolution. She thought it should be left to the professionals.

Chair Torres agreed. He said the rationale for some of the proposed changes was to be less specific and less detailed. He asked Mr. Thompson to weigh in on the changes.

Mr. Thompson said the original distribution was to look at language from different municipalities and he had asked Ms. Booth to decide on one. He said Parks wants to encourage tree plantings for memorial purposes, but do not want to discourage benches and larger amenities. They want forest elements to be attached to civilian ownership.

Ms. Taylor said last month Mr. Thompson indicated he was holding three memorials requests. She asked for information about them and their status.

Mr. Thompson said one was a bike rack to be placed on a bike trail for a northern New Mexico cyclist. Also two requests were for a tree in any park; Parks could decide. He said a superintendant will meet to discuss the available sites; the water available, traffic patterns and potential conflicts. The donor will determine placement with that guidance.

Ms. Taylor asked if irrigation had been deleted from the resolution.

Mr. Thompson said his experience is that trees are often over watered when on automatic irrigation. He explained that a tree's mechanism for finding water and shutting down in drought once established is remarkable. Parks will go with planting species in the proper location and supplemental water in drought by human touch, not irrigation. The water budget is \$2.2 million (28%) and is too much. He said his *raison d'être* now is to reduce the water consumption by 50 percent.

Mr. Wood said efforts were made by Parks to track memorials in a data base and to track the existing memorials. He said some are currently only in the institutional memories; one plague comes to mind at Franklin Miles Park.

Mr. Thompson said there is specific mention in the ordinance that the city is not responsible for replacing live/biological donations. He said a tree planted in the right location is still the right place for a tree and will be replanted. He hopes to shift some of the savings from water and streamlining of personnel to horticulture to establish more trees at a faster pace with greater success. Parks will reduce turf area and concentrate more on horticultural plantings.

Mr. Neal said to comment on irrigating trees: there are very few native trees that are appropriate as shade trees. Most of the native trees are river bottom trees and Parks will always end up using non native cultivars for parks and landscaping. He said some are more tolerant than others and he saw many ash and other types of trees that were not irrigated. He said as part of a long term approach it is

critical to irrigate and get trees established and make sure all non native species get enough water during drought periods so trees do not get diseased and go into decline.

Mr. Thompson said Parks wants to put more attention into the Santa Fe River, downtown and along the arroyos and river trails with more aggressive planting. He said Parks intends to devote human touch to tree planting, cultivation and care; including drought responses.

Ms. Taylor said water trucks were used in early the 2000s bad drought years and has taken 10 years to repair the devastation. Mr. Varela said there are gator vehicles with portable tanks now and he thought the damage and impact will be minimal.

Mr. Thompson said another concept he will introduce is plant communities. Parks will utilize different nutrients, soil moisture, strata, etc. and less turf and a greater introduction of native species in urban parks. Turf will not be introduced in new developments and gravel will be part of that and turf for turf-like activities will be designated.

Mr. Torres said he could not argue with anything, but might want to see more detail. He could understand why the language was edited, because the process is extensive to get changes made.

Mr. Thompson said this is Bette Booth's version; the resolution changed substantially from his version. He would have omitted the last three to four pages and made a few suggestions on the tree dedication. He said the Board could "mark the document up"; it is on the POSAC agenda.

Mr. Torres said he questioned whether this should be an action item. Members might want to spend a few more hours looking at the document and take their recommendations to POSAC next week.

Mr. Neal said Mr. Thompson has a version, the chair has questions and he also has questions about the current version. He said he could not vote on the resolution at this time and thought it should have more study. He asked that Mr. Thompson and Chair Torres send the members their recommendations for changes. The Board could then weigh in electronically and the draft could go on to POSAC.

Mr. Wood said he wanted something that was removed included; that people could donate into a tree fund.

Mr. Thompson said Parks does not have the discretion to spend funds, but thought there might another tree advocacy body more appropriate. Ms. Taylor said the Santa Fe Community Foundation comes to mind.

Mr. Torres said if the Board gets the information from Mr. Thompson by tomorrow morning, he would carry the resolution forward to POSAC.

b. Recommendation on new Municipal Tree Board members – Action Item

Mr. Torres said an e-mail from Mr. Neal indicated that he is comfortable with the nomination of applicant Tim Michaels. He asked if Ms. Taylor had talked with Mr. Michaels.

Ms. Taylor said she did not, but did review the documents Mr. Michaels submitted. She said based on Mr. Neal's recommendation she was very comfortable accepting the nomination.

Mr. Torres said he was also comfortable with the nomination.

**Mr. Neal moved that the Municipal Tree Board invite Mr. Michaels to join the Board and recommend his nomination to the chair of POSAC at the February meeting. Ms. Taylor seconded the motion and the motion was passed by unanimous voice vote.**

c. Goals and Objectives for 2015

Mr. Torres said Mr. Neal had a few more items he wanted to add: Item #1 -*Facilitate a tree inventory; conduct trainings and assist in finding funding to do the survey.*

Mr. Neal suggested reviewing the mission statement and considering all of the Board's goals and objectives. He said he remembered a discussion that the Board was to assist the Parks Department in conducting an inventory and Mr. Thompson had asked the Board to recruit, screen and identify volunteers. The Parks Department would train volunteers to use the equipment to conduct the inventory.

Mr. Thompson said there are several levels of inventories. He said the city needs to invest in a third party analysis of storm water runoff, water table, water quality, etc. He said the city has not been planting enough trees and using the tools for species selection and establishment. Parks will formulate a policy using data and input from the Tree Board and the citizens.

He said they want to continue to develop successful strategies to strengthen the urban forest. The goals are the same as a formal tree inventory. He said with 10 parks, two trails and a quick "windshield" (broad information) survey the information could be used to adjust for continuous improvement. He said his intent for the public tree inventory is to get quick usable data and to rely on a professional third party for an integrated approach to land management.

Mr. Neal said Mr. Thompson mentioned doing a more through inventory of all of the trees in all 68 parks the last time this was discussed. He wanted to clarify if this is a goal for 2015 what would be done with the inventory and how the inventory would be conducted.

Mr. Thompson said the Parks Department will conduct the inventory over a period of time and wants the document to represent their change to increase canopy cover and other benefits for a healthy urban forestry program. He said he had approached the head of Modella Academy, but has not heard back and there are no student volunteers.

He said an alternative is the windshield survey, which is quicker but less scientific. They can train volunteers to cover a large area over time and with a sampling of the statistical analysis, get information quickly and use the information this growing season.

Mr. Thompson said they will do both a comprehensive public tree inventory and probably engage a third party private enterprise. He thought that the Parks Department will be part of the City Manager's efforts to evaluate what the city has and start strategic planning to maintain/replace the aging infrastructure.

Mr. Thompson said that can be started now and the data entered into I-Tree and an Excel spreadsheet to find the predominant species.

Mr. Neal said he wants to be clear about the inventory and the Board's part in the inventory. He said the Board was asked last time to find and vet volunteers and now they are talking about possibly doing 10 parks with a small group of volunteers on an Excel spreadsheet. He asked if so, who will train the volunteers.

Mr. Thompson said Parks will incorporate any volunteers who come forward. He noted there is a quality control aspect with volunteer groups and general identification is more critical. He said he predicts that a comprehensive tree inventory will be funded through grants and state matches, but in the meantime he wants a neighborhood count.

Ms. Taylor asked if the Master Gardeners would consider that.

Ms. O'Brien said she thought their schedule of work was set this year. Mr. Torres thought they still might want to entertain the idea.

Mr. Wood said he will do training for community members at Railyard Park. His goal is to pique interest in the identification, care and community responsibility of trees.

Mr. Neal said some of those volunteers could be used to do the inventory. He said one of the points on the Board's task list and in the mission statement is to explore resources to fund the replacement of trees. He said that could be extended to an inventory to know what trees to replace. He was not sure who would conduct the training. Mr. Thompson replied the training would be a hybrid of both.

Mr. Torres explained to Ms. O'Brien that the Board is to do on-line training by the end of April.

Mr. Neal said also in the mission statement, but not on the list is to create a specific list of trees suitable for Santa Fe with notes about particular applications. He said that could be a goal for himself or a goal for 2015 for the Board.

Mr. Torres said that could be a Board goal. Mr. Wood offered to assist.

Mr. Thompson said the Community Foundation is aligned with the state or national association of nonprofits. They have training on grant funding and grant application writing that is similar to the Tree Board University.

Mr. Torres said that could be an objective under goal #3: *learning how to raise funds*.

Mr. Neal asked about working with the land use codes.

Mr. Wood said attempting to pull [the codes] out or leave in Land Use in one document was met with opposition. He said a requirement Land Use does need is a recommended planting list. He said there is no specific landscape ordinance within the city.

Mr. Thompson said one way to approach that could be to write a public tree ordinance within the Parks. He said he was not opposed to the Board reviewing a couple of ordinances and proposing that to a councilor. He said that would publish Parks beliefs on trees and reference the international standards.

Mr. Neal said that is not part of the Board's mission and he is not inclined to take on anything with the city codes.

Mr. Torres said the list is a living document and they can have under 3a an objective to look into additional funding to participate in training with an appropriate organization; and under # 4 the Board will create a specific tree selection list appropriate for specific situations. He said he would incorporate the changes.

Ms. Taylor volunteered to call the Santa Fe Community Foundation about whether they offer fundraising seminars or support.

Mr. Neal asked that all members have a copy of the mission statement and task list to review.

d. Community Day and Arbor Day Discussion

Mr. Torres said the Board started this discussion at the last meeting. He asked if there were specifics from the Parks Division.

Mr. Thompson said trees were ordered for the giveaway and were double of last year's. He said Quality of Life funding was discussed to expand the presence of the Municipal Tree Board types of events. He asked the Board their thoughts on getting a banner and possibly a post office box or link to a webpage for community awareness of MTB and access to Board members. He said he wanted the MTB to have a presence at the events. He said Parks could staff the events, but he would appreciate a Board member at one or more of the functions.

Mr. Neal asked if possible to get on the list of events Parks Department does each week.

Mr. Thompson said he could, but Parks does not have events, they *support* events.

Mr. Wood mentioned the city Face Book page is a place where a person can get notifications.

Mr. Neal said he is not on Face Book. He said the city website has announcements, but they are not singled out and includes the road closures, etc. as well as events.

Mr. Thompson said the Board members would definitely receive information and could be added to the POSAC notifications.

Ms. Taylor asked the amount of Quality of Life funds. Mr. Thompson replied there is \$55k (thousand) and also contractor funds of \$30k.



Mr. Thompson said that the trees for the giveaways are small and he has the tags from Mr. Wood and people will receive a link to the Tree Maintenance Manual.

Mr. Torres confirmed that the last Friday of April will be Arbor Day and Community Day is not designated yet.

Mr. Thompson said Parks is waiting to have the first meeting on that and the Board is invited if they want to be part of the planning process.

## **6. NEW BUSINESS**

### **a. Discussion on NM Think Trees Conference**

Mr. Thompson said five staff members signed up and he will take the exam. He asked Board members if there was anyone who wanted to attend. He said he will be speaking to the irrigation of trees.

Mr. Neal and Ms. O'Brien are signed up to attend and will report back to the Board on the conference.

## **7. PUBLIC COMMENT-** There was none

Chair Torres said he received a survey from the College of Natural Resources, University of Wisconsin that has to be returned at the end of the month. The survey is sponsored by Arbor Day, ISA, Tree Fund, etc. and will provide base line data on the status of the community tree management and help to benchmark the community against other comparable communities and identify changes made since 1993 when the last study was conducted.

Mr. Wood said the city is looking at becoming their own public utility. He said having worked with PNM (Power New Mexico) under vegetation management; he thought the city might be overlooking that cost. He said over 40% of the cost of PNM is to maintain the transmission lines and if the city takes that on a city forester and a way to handle the calls will be needed.

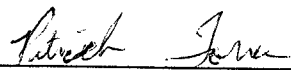
He said City Council should be made aware of that and is where the Board could assist. He offered to send an e-mail to the chair for distribution.

## **8. DATE AND TIME FOR NEXT MEETING-** February 11<sup>th</sup> at 10:30 a.m.

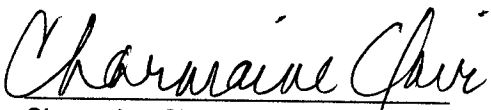
## **9. ADJOURNMENT:**

*Having no further business to discuss, the meeting adjourned at 12:10 p.m.*

Approved by:

  
Patrick Torres, Chair

Submitted by:

  
Charmaine Clair, Stenographer