



# Agenda

DATE 5/6/15 TIME 11:17a  
SERVED BY Jessie Esparza  
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**MUNICIPAL TREE BOARD**  
**A SUBCOMMITTEE OF THE PARKS AND OPEN SPACE ADVISORY COMMISSION**  
**The Barn at Frenchy's Field**  
**Thursday May 14, 2015**  
**3:00 p.m. – 5:00 p.m.**

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Meeting Minutes for April 15, 2015
5. Old Business
  - a. Thoughts or reflections on Tree Board University Training
  - b. Report on Urban Agriculture Representative to POSAC representing MTB
6. New Business
  - a. Discussion on Tree Campus USA – Robert Wood
7. Announcement

Reminder: Train-the-trainer Training on conducting Tree Inventory on May 16<sup>th</sup>, 9:00 am.
8. Public Comment
9. Date and Time of next meeting – June 11, 2015, 3:00 pm
10. Adjourn

**Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6520, five (5) working days prior to meeting date.**

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

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

**MAY 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 April 15, 2015	Approved	1
5. OLD BUSINESS		
a. Thoughts or reflections on Tree Board University	Discussed	2-3
b. Report on Urban Agriculture Representative To POSAC representing MTB	Discussed	3
6. NEW BUSINESS		
a. Discussion on Tree Campus USA	Tabled	3
7. MATTERS FROM THE BOARD	Informational	3
8. DATE AND TIME FOR NEXT MEETING	June 11, 2015	3
9. ADJOURN	3:40 p.m.	4

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

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

**Thursday, May 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 3:00 p.m. at Frenchy's Barn, Corner of Osage and Agua Fria, Santa Fe, New Mexico.

**2. ROLL CALL**

Roll call did indicate a quorum as follows:

Members Present

Patrick Torres, Chair  
Tracy Neal  
Sandra Taylor  
Katherine O'Brien

Members Absent

None

Staff Present

Richard Thompson (Rusty), Parks Division Director

Others Present

Fran Lucero for Charmaine Claire

**3. APPROVAL OF THE AGENDA**

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

**4. APPROVAL OF THE MINUTES – APRIL 15, 2015**

***Mr. Neal moved to approve the April 15, 2015 minutes as presented. Ms. O'Brien seconded the motion, which passed by unanimous voice vote.***

Ms. O'Brien said that she is not receiving some of the documents and would like staff to confirm her e-mail.

Mr. Neal said that he did not have any changes to the minutes but would like to comment on some of the items. The items will not require any committee action.

Mr. Neal said that one of the things that came up at the last meeting was that a PSA was going to be put together and sent to the Board for comment, it would then be aired by April 24<sup>th</sup>; Mr. Neal said he never received it and asked the members if they received it. It was going to be an announcement on the inventory. If it didn't go out are we going to have enough to conduct the training over the weekend?

Mr. Thompson said that at the meeting before we talked about a broadcast announcement to gather volunteers and I thought what we agreed to was "Train the Trainer" and we already have volunteers and trainers who we are meeting with this Saturday.

Mr. Neal said there was confusion on why we would do a PSA if we weren't going to invite the public.

Ms. O'Brien said we need to move forward with the Train the Trainer and once it is evaluated we can then evaluate and identify who else we might need and recruit possibly.

Mr. Thompson said regarding the Nexus they now have three, Mr. Woods had one in his office; they went today to see if they could program; we have about 5 or 6 species. The conditions, 1,2,3,4 -- Joey will put in to a GPS field computer.

Mr. Neal asked if they are going to be able to locate the trees without the GPS. Mr. Thompson said he isn't sure that Nexus records the GPS location. City Parks can actually do an aerial thermal where you number the trees. Mr. Neal asked if they have some diameter tapes and Mr. Thompson said he does not have a diameter tape. Mr. Neal said it will be a rough estimate. Rusty said they are looking for a species count with conditions and from that they will get the graphic image of diversity. It will give cropping, what kind of trees to plant and then the condition will give an idea on the maintenance. The deal with this urban forestry inventories is we pretty much know what we are going to find and do we do it in parks all the time. We will put it in writing so we can track the trees.

Mrs. Taylor asked if this was the park at Zia and Yucca. Mr. Thompson confirmed this is the park.

## **5. OLD BUSINESS**

### **a. Thoughts or reflections on Tree Board University Training**

Mr. Neal reported due to work schedule conflicts he was unable to get this done. He set a timeline date of the fall to get this completed.

Ms. O'Brien said she has completed the work on Chapter 1.

Mrs. Taylor said that she feels the biggest impact is for the Tree City application and the application is not due until December, 2015.

Mr. Thompson said we have made all the requirements for Tree City USA for the second year in a row. He has never seen it as a requirement.

The Chair said it is not a requirement; the understanding is that if we put the board through the training there are points that can be used to keep the status up. The Chair also encouraged everyone else to get it done; it is more of an operating tool for organizations in working with the community. The Chair has completed 4-parts.

b. Report on Urban Agriculture Representative to POSAC representing MTB

The Chair said that he reported at the last meeting keeping the open Ag Representative and Tree Board representation separate simply because they fell short of time at the meeting so the report has not been shared with the Chair and POSAC.

Mr. Thompson did ask if we have representatives from both camps at this time. Mr. Torres said we do not at this time. The Chair said officially he does not represent Open Ag.

Mr. Thompson said they have a lot of representation coming from POSAC for the community gardens. It isn't really the purpose of POSAC in the community gardens, it has been allowed and they make a great contribution. One person has served sufficient. It would be great to have a person from the Tree Board on POSAC.

Mr. Neal said he did have a conversation with Ms. Betty Booth about this and could not submit his name for nomination at this time due to his work commitments. Ms. Booth said that there is another group that comes in reports and that the Tree Board could also go to their meeting and report on items vs. being a member and attending every meeting.

Mr. Thompson said many of the boards and commissions meet after 5:00 pm, not POSAC.

The Chair asked the Mayor and Council to make appointments. Mr. Thompson did not know of any appointments or changes.

## **6. NEW BUSINESS**

a. Discussion on Tree Campus USA – Robert Wood

This item was tabled based on the absence of Mr. Wood. This item should be placed on next month's agenda.

## **7. Matters From The Board**

Mr. Thompson stated that they have been invited to participate in the ReLeaf Grant by the State Forestry Department. The grant amount is \$6,000.

### **Announcement**

Reminder: Train-the Trainer on conducting Tree Inventory on May 16<sup>th</sup> – 9:00 am

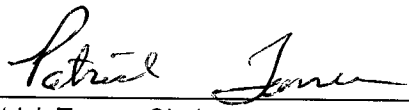
## **8. DATE AND TIME FOR NEXT MEETING**

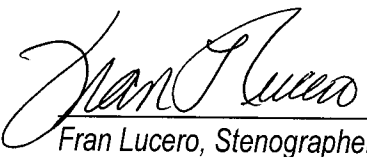
June 11, 2015 – 3:00 p.m.

**9. ADJOURNMENT:**

**Ms. O'Brien moved to adjourn at 3:40 pm, second by Mr. Neal, motion carried by unanimous voice vote.**

***Signature Page:***

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

  
\_\_\_\_\_  
Fran Lucero, Stenographer