



Agenda

DATE 6/3/15 TIME 11:57am
BY Jessie Espanza
Alia Martinez

MUNICIPAL TREE BOARD
A SUBCOMMITTEE OF THE PARKS AND OPEN SPACE ADVISORY COMMISSION
The Barn at Frenchy's Field – 2001 Agua Fria
Thursday June 11, 2015
3:00 – 5:00 pm

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Meeting Minutes for May 14, 2015
5. Old Business
 - A. Tree Inventory
 - Kick-Off Train the Trainer
 - Lessons Learned
 - Significant Information
6. New Business
 - A. Discussion on Tree Campus USA – Robert Wood
 - B. Quality of Life Fund and Municipal Forestry
7. Announcement
8. Public Comment
9. Date and Time of next meeting
10. Adjourn

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CITY OF SANTA FE
MUNICIPAL TREE BOARD
A SUBCOMMITTEE OF THE PARKS AND OPEN SPACE ADVISORY COMMISSION

Thursday June 11, 2015

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

A Subcommittee of Parks and Open Space Advisory Commission

Thursday, June 11, 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 3:30 p.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

Gayle Bechtel, Railyard Steward, Long Range Planning
Mary Schruben, Rancho Siringo Neighborhood

3. APPROVAL OF THE AGENDA

Under New Business, Item 6(a) Tree City USA was tabled due to Robert Wood not being present.

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

4. APPROVAL OF THE MINUTES-May 14, 2015

The reference to Mr. Thompson as "Rusty" should be deleted.

Mr. Neal moved to approve the minutes of May 14 2015 as amended. Ms. O'Brien seconded the motion, which passed by unanimous voice vote.

5. OLD BUSINESS

A. Tree Inventory

- Kick-Off Train the Trainer

The Committee discussed step 1 of the Tree Inventory, Train the Trainer, held at Ragle Park on May 23, 2015 with Municipal Tree Board members Mr. Neal, Ms. Taylor, and Ms. O'Brien present. Also attending was Mary Schruben and Craig Campbell, a Santa Fe Landscape Architect.

Mr. Thompson led the training. The format for the tree inventory was based on the Massachusetts Street Tree Inventory. Aerial photos from Google or Santa Fe County LIVAR will be used to develop tree locations. Each park would be developed in quadrants and the use of the botanical names of trees and the use of genus and species was preferred. The DBH (tree trunk diameter at breast height) method is used to measure trees and the tree condition and suggested maintenance, including clearance issues and suggested pruning or removal. The recommendations for additional trees were noted on the tree inventory form.

- Lessons Learned

Recommended additions to the tree inventory kit are: a compass, markers, plastic bags, pruners, a knife, and trash bags. Some of the items are necessary to allow taking a tree sample, when unable to identify tree at the site. A 6' sewing tape was used at the Train the Trainer, which proved inadequate for bigger trees and a "D" tape, will be used in future inventories.

Ms. Schruben requested an additional category be added to the inventory sheet: *check regularly; possible hazard tree*. Other recommendations were to add planting depth and a medium condition to the comment section. Teams of three would be used for taking the tree inventory: one to measure, one to look and one to record.

The data gleaned from the first inventory has not been moved into ACCESS, the website mobile application which will be used to record data. The I-Tree data-set can be modified for usage and the information can then be migrated into ACCESS for online information storage.

Ms. Bechtel suggested the information be put on GIS. Mr. Thompson replied that currently the City is hiring an interim clerk-typist who could accomplish the task.

The leaders of the inventory teams will choose the inventory locations, comprised of city parks and public spaces. The inventory will depend upon the number of volunteers.

Ms. Bechtel suggested tree inventory events be more public and an on-line calendar listing. She also inquired about counting trees in the acequias.

Mr. Thompson suggested that the Municipal Tree Board encourage the removal of invasive, exotic trees such as elms.

Mr. Neal asked where to go from here. He asked if there is a plan to finish Ragle Park. Mr. Thompson said the choice is up to the volunteers. The inventory group could finish Ragle Park or choose to move on to other parks.

Mr. Thompson said the goal of the Tree Board and the Department of Parks & Recreation is to inventory the urban spaces and trails and present the information to the Governing Body with a recommendation for a professional tree inventory. A professional tree inventory would provide more accurate information on the quality and diversity of tree species and is estimated at \$200 per acre. He said the information gleaned from the first inventory helps to justify the City hiring an urban forester, establishing a nursery, etc. and could have a number of outcomes, including having more diversity and more citizens who care about the urban forest.

Ms. Taylor asked if there will be follow up on the information from the first inventory, such as pruning, planting too deep, hazard trees, replacement requests, etc.

Mr. Thompson said there will be. He said the money for maintenance is limited. The City has 3 new parks comprising hundreds of acres, but no increase in budget and there are plans to plant new trees in the fall.

Ms. Bechtel asked if the Tree Board was seeking many volunteers to perform the inventory. She asked about a public invitation.

Mr. Thompson thought the number of volunteers would grow exponentially. He said he would warn against a public invitation, as the Tree Board might receive more volunteers than they could use. He said the Board should decide how fast it will move.

Ms. Taylor recommended the inventory of the Plaza trees. She said they should contact David Chacon at the New Mexican, a big supporter of parks and City Councilor, Patti Bushee. Ms. Schruben suggested Phaedra, another reporter at the New Mexican. The Railyard Park was suggested to be inventoried. Mr. Torres added that the Railyard stewards could do the inventory. Mr. Neal recommended a second inventory in August.

Ms. Schruben recommended contacting neighborhood associations for volunteers, because they have a vested interest in the trees in their community. She said Lisa Randall, the energy conservation person for Santa Fe Public Schools, should also be contacted. She has an existing program involving sophomores in science related projects.

Mr. Thompson said he would want the questions *how long will the inventory take and how will we proceed* answered. He said he preferred very little media coverage.

Mr. Neal emphasized the need for data, such as a positive identification of each tree and its condition. He said he questions how quickly the Tree Board could expand the inventory and the number of

qualified people to help. Mr. Neal said he is often not available on weekends. He asked where the data on city park plantings for the last 10 years is stored; that information could be helpful to identify new and unusual cultivars.

Mr. Thompson said that the Public Works Department is currently amassing shop drawings of parks.

Mr. Torres recommended the Board schedule a new training with more people at Ragle Park. He said people working in the green industry could be contacted for volunteers, as well as the Master Gardeners and the Railyard Stewards. Ms. O'Brien suggested each Board member contact people they know with a goal to increase volunteers by 6-8 more volunteers. Ms. Bechtel suggested creating a laminated identification manual.

- Significant Information

The next Train the Trainer will be at Ragle Park July 19 at 8 a.m. Mr. Thompson said he would have the inventory kits complete and maps in quadrants and tree ID cards.

The Board discussed the use of smart phones apps for tree identification.

6. NEW BUSINESS –

a) Discussion on Tree Campus USA – Robert Wood- Postponed

b) Quality of Life Fund and Municipal Forestry

The board discussed how funds from the Quality of Life, gross receipts tax were used.

Mr. Thompson presented a chart and stated that budgeted monies can be moved from one category to another. The bulk of funds are under Service Contract (\$25,000) for Coates Tree Service for high aerial work and take downs; \$19,000 is allocated for prairie dog removal and two community organizations, the Sierra Club and P-Dogs (a non-profit of Taos) may take over prairie dog control for the City. Budgeted for Arbor Day, Earth Day and other community events is \$5900 and some of the money would be used to buy trees to give to the public. Re-forestation of the Santa Fe urban forest is budgeted for \$21,660; which was received last year, but all of it was not used. City employees' attendance to the New Mexico Recreation Park Association's yearly seminar is budgeted for \$1075 and the department requires a \$50,000 investment to create a Parks Master Plan.

7. ANNOUNCEMENTS

Mr. Thompson said an Integrated Pest Management Coordinator for the City of Santa Fe will be hired.

He also noted that this is Sandra Taylor's last meeting of the Municipal Tree Board. He said Patrick Torres has decided to stay on the Board until the end of the year. Ms. Taylor's departure means that currently there are two vacant positions on the Municipal Tree Board.

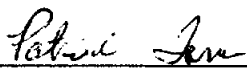
8. PUBLIC COMMENT- Throughout the minutes

9. DATE AND TIME FOR NEXT MEETING- August 11, 2015 at 3:00 p.m.

10. ADJOURNMENT:

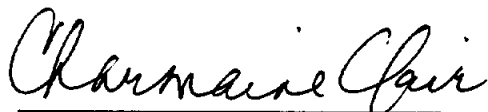
Having no further business to discuss, the meeting adjourned at 4:45 p.m.

Approved by:



Patrick Torres, Chair

Submitted by:



Charmaine Clair, Stenographer