City of Santa Fe

Agenda

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# MUNICIPAL TREE BOARD

**A Subcommittee of the PARC (Parks & Recreation Advisory Commission)**

**The Barn at Frenchy's Field 2001 Agua Fria Street**

**Wednesday, October 26, 2016**

**10:00 am - 12:00 pm**

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Meeting Minutes for September 28, 2016
5. Old Business
   A. New Tree Board member introduction and approval
   B. Parks & Recreation Advisory Commission Update
   C. Tree Inventory progress report
   D. Tree Inventory species list
   E. Arbor Day Site Update
6. New Business
   A. Tree Board position statement
   B. MTB Task List for 2017
7. Comments from the Board
8. Public Comment
9. Date and Time of next meeting- Wednesday, November 23, 2016 10:00 am
10. Adjourn

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# SUMMARY OF ACTION
# MUNICIPAL TREE BOARD
# THE BARN AT FRENCHY'S FIELD
# 200 AGUA FRIA STREET
# WEDNESDAY, OCTOBER 26, 2016, 10:00 AM


| ITEM | ACTION | PAGE |
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| CALL TO ORDER | | 1 |
| ROLL CALL | QUORUM | 1 |
| APPROVAL OF AGENDA | APPROVED | 1 |
| APPROVAL OF MINUTES SEPTEMBER 28, 2016 | APPROVED | 1 |
| **OLD BUSINESS** | | |
| NEW TREE BOARD MEMBER INTRODUCTION | INFORMATION/DISCUSSION | 2 |
| PARKS AND RECREATION ADVISORY COMMISSION UPDATE | APPROVED | 2 |
| TREE INVENTORY PROGRESS REPORT | APPROVED | 2-5 |
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| ARBOR DAY SITE UPDATE | INFORMATION/DISCUSSION | 6-7 |
| **NEW BUSINESS** | | |
| TREE BOARD POSITION STATEMENT | APPROVED | 7-8 |
| MTB TASK LIST FOR 2017 | INFORMATION/DISCUSSION | 8-9 |

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|---|---|---|
| COMMENTS FROM THE BOARD | INFORMATION/DISCUSSION | 9 |
| PUBLIC COMMENT | NONE | 9 |
| DATE OF NEXT MEETING | NOVEMBER 23, 2016 | 9 |
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**MUNICIPAL TREE BOARD**
**THE BARN AT FRENCHY'S FIELD**
**2001 AGUA FRIA STREET**
**Wednesday, OCTOBER 26, 2016, 10:00 am**

## 1. CALL TO ORDER

The meeting of the Municipal Tree Board was called to order by Katherine O'Brien, Chair, at 10:00 am, on Wednesday, October 26, 2016, at The Barn at Frenchy's Field, 2001 Agua Fria Street, Santa Fe, New Mexico.

## 2. ROLL CALL

**MEMBERS PRESENT**
Katherine O'Brien, Chair
Athena Beshur
Tracy Neal
Janie O'Rourke

**MEMBERS ABSENT**
Tom Dominguez, Excused

**OTHERS PRESENT**
Jessie Esparza, Parks and Recreation Department
Mary Schruben
Elizabeth Martin, Stenographer

## 3. APPROVAL OF AGENDA

**MOTION** A motion was made by Ms. Beshur, seconded by Chair O'Brien, to approve the agenda as presented.

**VOTE** The motion was passed unanimously by voice vote.

## 4. APPROVAL OF MINUTES SEPTEMBER 28, 2016

**MOTION** A motion was made by Mr. Beshur, seconded by Ms. O'Rourke, to approve the minutes as presented.

**VOTE** The motion passed unanimously by voice vote.

## 5. OLD BUSINESS

### A. NEW TREE BOARD MEMBER INTRODUCTION AND APPROVAL

Chair O'Brien announced that Janie O'Rourke was appointed to the Municipal Tree Board by the Parks and Recreation Advisory Commission and is now a member of the Board.

Everyone welcomed Ms. O'Rourke and thanked her for her willingness to serve.

### B. PARKS AND RECREATION ADVISORY COMMISSION UPDATE

Chair O'Brien reported that Tom Dominguez has not yet been appointed to the PARC Commission.

It was reported that the reason he has not been appointed is that he does not live in the City of Santa Fe. He lives in Pojoaque.

There was discussion about the appointment and the need for communication between the PARC Commission and the Tree Board and the issues around Mr. Dominguez's appointment.

Chair O'Brien volunteered to apply as a member of the PARC Commission to fill that gap.

**MOTION** A motion was made by Ms. Beshur, seconded by Ms. O'Rourke, for Chair O'Brien to apply to be the representative from the Municipal Tree Board to the PARC Commission.

**VOTE** The motion passed unanimously by voice vote.

### C. TREE INVENTORY PROGRESS REPORT

Ms. Beshur reported we have finished Ragle, City Hall and Cathedral Parks. We also had a second training with the Watershed Association, Women Who Work on Water. One thing that stood out to her was the decline in trees due to the lack of mulch. We should get come kind of guidelines or recommendations as a Tree Board for mulching. They could use the compost at the dump. There are five acres of it. Just past the ballpark at Ragle is a large area that could be easily done. The trees are declining due a lack of nutrients and water. We have finished for this season and have been very successful.

Ms. Schruben said there are some monster trees in Cathedral park.

Chair O'Brien said when we inventoried City Hall Park we said the decline in the elms was due to gravel mulch that does not allow any water that may be there to trickle down to the tree. What is the best way to get this information to the Parks Department.

It was discussed that the best way to communicate the Tree Board's main recommendations from the Tree Inventory that has been done so far is to make the recommendations

Ms. Esparza said some of the trees downtown are so old and they are breaking.

Ms. Schruben said those trees are noted on the tree inventory sheets.

Ms. Esparza said you can send the recommendations to her and she will put them on the agenda as an action item for the PARC meeting.

Chair O'Brien said she could go to the PARC meeting and present the recommendations.

Mr. Neal said he suggests that the Board take the main recommendations that are the most important and put them in a recommendation for the PARC meeting.

Ms. Beshur said we have a lot of these papers now and we intend to continue this project. Would it be helpful to put these in a spread sheet and provide the spread sheet to the PARC Department.

That was discussed and it was decided that the spread sheets would be the detail for the Parks Department and the general recommendations would be for the PARC Commission.

Ms. Schruben and Elizabeth Martin volunteered to enter the information from the sheets into the system at the Parks Department so a spread sheet can be generated.

Mr. Neal said the main areas are water, mulching, gophers, removal of dead and dying trees.

Ms. Esparza said she has all the sheets and she scans them in when she gets them and shares them with everyone.

Ms. Schruben said Richard's intent was to enter in the information from the sheets into a computer system he has and come up with charts to provide to the City Council.

Mr. Neal said pruning issues as well.

Ms. Schruben said these activities can be done this winter. Winter maintenance

work. We are expecting a dry and warm winter. Then they would be that much further along next year. It will be harder and dryer next year.

Ms. Schruben said she will volunteer to attend the PARC meeting with Chair O'Brien.

Ms. Beshur said she cannot attend the PARC meeting because she will be attending the Partners in Community Forestry Conference in Indianapolis. She was offered a scholarship to attend. She will report on that at the next meeting.

After much discussion and input from all Board members the following recommendations and wording for the PARC Commission presentation was created. It is as follows:

**"Based on the conditions discovered during this summers tree inventory in the City Parks and documented on the City Tree Inventory by the Municipal Tree Board, we would like to recommend the following actions to the Parks and Recreation Advisory Commission for approval and recommendation to the Parks and Recreation Department.**

**We recommend that the following actions be implemented in priority order:**

**A. Removal of dead and dying trees and hazardous limbs.**

**B. Improve irrigation conditions including building better basins around trees as documented.**

**C. Improve gopher control where documented.**

**D. Mulching beyond the drip line."**

"Healthy trees are less susceptible to disease and pests."

**MOTION** A motion was made by Mr. Neal, seconded by Ms. O'Rourke, to approve the recommendations as stated for presentation to the PARC Commission.

**VOTE** The motion passed unanimously by voice vote.

Chair O'Brien will send these recommendations to Ms. Esparza for inclusion in the packet for the PARC meeting for approval. She will attend the meeting to make the presentation.

It was further decided that a running list will be kept of additional recommendations to the PARC Commission for submission at a later date. Additional recommendations made were as follows:

- the use of permeable pavement when planting trees in medians and sidewalks.

- that the Parks Department, when removing trees, state what the plan is for replacing them so that the public will understand the future landscaping of the area.

- come up with a Tree Board vision.

## D. TREE INVENTORY SPECIES LIST

Mr. Neal said he needs the information from Mary so he can review it and then he can work on this.

Ms. Schruben said she has emailed it several times and will send it to Jessie to send out.

Mr. Neal said he will work on it when he receives it.

Ms. Beshur said she met with Ben Wright, who is on the Tree Board in Taos. He did an introductory session on I Tree. It only allows for four characters and we have six. right now. Something to keep in mind.

Ms. Schruben said she understood that Richard had some sort of system that he wanted to use. That was why we developed the data sheet so that his system could take over. It would be great to publish this information on the Parks website at some point so that people can see that something is being done with trees.

Ms. Esparza said she would be more than happy to work with the Board on that.

Ms. Schruben said working with a drawing like we did at Cathedral was very easy. Much easier than using the pictures.

Complaints made to City Council and on the City's Constituent Services site were discussed. They are input on the City website regarding parks, trees and weeds. The Board would like to be able to see those complaints. It might be helpful in their work.

Ms. O'Rourke said it would be helpful to see the kinds of things that the community members see as issues.

Mr. Neal said he would be interestedto see if the public sees things the same way we do.

Mr. Neal said he wanted to remind everyone that we are advisory and have no power to get the work done.

Ms. Esparza said she will check to see if she can get that information for the Board members. The priority ones are safety issues due to dead branches and trees.

Chair O'Brien said maybe someone could summarize the issues for us.

Ms. Esparza will check on this.

## E. ARBOR DAY SITE UPDATE

Chair O'Brien asked if there is any new information on this. The date for Arbor Day is April 28, 2017. We have been discussing what we would like to see happen for Arbor Day.

Chair O'Brien went over the history of the discussions regarding Arbor Day at previous meetings to bring Ms. O'Rourke up to speed.

Ms. O'Rourke said maybe we should have a "show and tell" about what the Tree Board does for trees in our community.

Mr. Neal said if we could get the Mayor and City Councillors to attend and make a statement about the importance of trees in the parks and things like that. It would make a difference. It would be part of the movement to get people behind taking better care of the parks and increasing the Parks budget.

Ms. O'Rourke said we could state our vision.

Chair O'Brien said we need to get the Parks Department involved and work with them.

Ms. Beshur said it would be good to start developing this now. Last year we were not sure of our role. She asked Mr. O'Rourke if she would like to take the lead on this. Everyone would support you and we would work as a team.

Ms. O'Rourke said if everyone thinks she could do a job she would like to do that.

Ms. Beshur said then you could report at the meetings what the progress has been.

There was discussion including a reminder that the Railyard folks offered their community room for an event, getting a school involved and having the kids attend a tree planting and each throwing a handful of dirt into the hole, having a class of kids close to the Railyard Park make posters or drawings depicting Arbor Day and displaying them in the community room, giving each child a tree to take home, getting Richard's recommendations on where he would like to have trees planted, making a plan and presenting it to the PARC Commission and involving the PARC Commission if they would like to be involved.

Mr. Neal said we could go look at the parks and find parks that have available parking space for an event and which parks have good conditions for planting then get Richard's input.

Ms. Beshur said last meeting we talked about several parks. We could even focus on playground shade.

Ms. Schruben said the Watershed Association usually plans an event at one of the areas they are responsible for. We could coordinate with them.

Ms. Esparza said the City will have events as well and she will share them with the Board.

Mr. Neal said we need public turnout and publicity and support from the Council and Mayor. That will help with getting the community behind the Parks Department.

Ms. Beshur said there is a City person who does publicity. It is a matter of getting all the information and plans together in one place. We also talked about adding a community gardening event.

Ms. Beshur said also Tom Dominguez wanted to get the schools involved last year and would like to be involved with the schools this year. He would be interested.

Ms. Esparza said she can probably help with getting a few trees for a class of kids.

## 6. NEW BUSINESS

### A. TREE BOARD POSITION STATEMENT

Mr. Neal said this is about the IPM statement that Richard asked for. He explained the history of this for the benefit of the new Board member. We need to come up with a position from the Municipal Tree Board on the IPM Ordinance. He would also recommend that we add that we have faith in the IPM Manager and his judgement.

Ms. Beshur said part of IPM is giving the plant what it needs. This is in conjunction with the IPM recommendation. If the tree is healthy and less stressed it is less likely to be vulnerable to pests and disease.

Chair O'Brien asked under the Ordinance, do we need to discuss it. Do we need paper copies.

Ms. Esparza said she will email it to everyone.

Mr. Neal said we don't need the Ordinance to make a statement.

Ms. O'Brien said under the Ordinance it says you can use biological controls when necessary and the least toxic controls when other controls have failed. Those are the two things that are at a stalemate due to concerns from a part of the community.

Mr. Neal said we need to make a general statement that we support the IPM Ordinance and its program to enact that Ordinance and have complete faith in the judgement of the current IPM Manager. That says the Tree Board is behind whatever Victor needs to do under this Ordinance.

After discussion, the statement was worded as follows:

**"The Municipal Tree Board is in full support of the City's current IPM Ordinance and the program enacted to support that Ordinance. We have complete confidence in the professional judgement of the current IPM Manager, Victor Lucero."**

**MOTION** A motion was made by Mr. Neal, seconded by Ms. O'Rourke, to approve this statement as written.

**VOTE** The motion passed unanimously by voice vote.

Chair O'Brien will send this wording to Ms. Esparza for inclusion in the packet for the PARC meeting so that she can present it to the PARC Commission for approval

**B. MTB TASK LIST FOR 2017**

Chair O'Brien talked about the original task list.

Mr. Neal said basically what we have done in the past is put together what, as a Tree Board, we want to get done next year. That is where the tree inventory came from.

Chair O'Brien said she would like to work on this in our last two meetings of the year. Please think about this and bring your ideas to the next meeting of what you

would like to see continue and what new items you may want to include.

Mr. Neal said it would be good if we could get the task list for 2016 emailed to us.

Chair O'Brien said if you could all come prepared to discuss the 2017 task list at our November meeting that would be great.

## 7. COMMENTS FROM THE BOARD

Mr. Neal thanked Ms. O'Rourke again for joining the Board.

## 8. PUBLIC COMMENT

None

## 9. NEXT MEETING NOVEMBER 23, 2016

It was decided that the decision of if a December meeting is necessary will be made at the November meeting.

## 10. ADJOURN

**MOTION** A motion was made by Mr. Neal, seconded by Ms. O'Rourke, to adjourn the meeting.

**VOTE** The motion passed unanimously by voice vote.

The meeting adjourned at 12:10 pm.

Katherine O'Brien, ~~Chair~~

Elizabeth Martin, Stenographer