



Agenda

DATE 1/16/18 TIME 2:09 PM
BY Jessie Esparza
BY [Signature]

MUNICIPAL TREE BOARD

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

Conference Room at Parks & Recreation Dept., Siler Road

Wednesday, January 24, 2018

11:30 am - 1:30 pm

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Meeting Minutes for November 29, 2017
5. Old Business
 - A. 2018 MTB Goals
 - B. Tree Pest Report
 - C. City Parks Master Plan
6. New Business
 - A. Review of the Municipal Tree Board's function in relation to PARC and the City's Parks Department.
 - B. Access Parks Dept information on City website.
 - C. Municipal Tree Board meeting format discussion.
 - D. February meeting topic announcement.
7. Comments from the Board
8. Public Comment
9. Date and Time of next meeting- Wednesday, February 28, 2018 11:30 am
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.

**SUMMARY OF ACTION
MUNICIPAL TREE BOARD
CONFERENCE ROOM AT PARKS AND RECREATION DEPARTMENT
WEDNESDAY, JANUARY 24, 2018, 11:30 AM**

| <u>ITEM</u> | <u>ACTION</u> | <u>PAGE</u> |
|--|------------------------|--------------------|
| CALL TO ORDER | | 1 |
| ROLL CALL | QUORUM | 1 |
| APPROVAL OF AGENDA | APPROVED | 1 |
| APPROVAL OF MINUTES NOVEMBER 29, 2018 | APPROVED | 1 |
| <u>OLD BUSINESS</u> | | |
| 2018 MTB GOALS | INFORMATION/DISCUSSION | 2-3 |
| TREE PEST REPORT | POSTPONED | |
| CITY PARKS MASTER PLAN | INFORMATION/DISCUSSION | 3-8 |
| <u>NEW BUSINESS</u> | | |
| REVIEW OF THE MUNICIPAL TREE BOARD'S FUNCTION IN RELATION TO PARC AND THE CITY'S PARKS DEPARTMENT | POSTPONED | 9 |
| ACCESS PARKS DEPARTMENT INFORMATION ON CITY WEBSITE | POSTPONED | 9 |
| MUNICIPAL TREE BOARD MEETING FORMAT DISCUSSION | POSTPONED | 9 |
| FEBRUARY MEETING TOPIC ANNOUNCEMENT | POSTPONED | 9 |
| COMMENTS FROM THE BOARD | NONE | 9 |

| | | |
|-----------------------------|--------------------------|----------|
| PUBLIC COMMENT | NONE | 9 |
| DATE OF NEXT MEETING | FEBRUARY 28, 2018 | 9 |
| ADJOURN | ADJOURNED | 9 |

**MUNICIPAL TREE BOARD
CONFERENCE ROOM AT PARKS AND RECREATION DEPARTMENT
WEDNESDAY, JANUARY 24, 2018, 11:30 AM**

1. CALL TO ORDER

The meeting of the Municipal Tree Board was called to order by Katherine O'Brien, Chair, at 11:30 am on Wednesday, January 24, 2018, at the Conference Room at the Parks and Recreation Department, Santa Fe, New Mexico

2. ROLL CALL

MEMBERS PRESENT

Katherine O'Brien, Chair
Tracy Neal
Pam Wolfe
Tom Dominguez

MEMBERS ABSENT

Athena Beshur, Excused

OTHERS PRESENT

Richard Thompson, Parks and Recreation Department
Mary Schruben
Christy Downs, Director of the Railyard Conservancy
Phyllis Taylor, Principal, Site Southwest
Elizabeth Martin, Stenographer

3. APPROVAL OF AGENDA

MOTION A motion was made by Mr. Neal, seconded by Mr. Dominguez, to approve the agenda as presented.

VOTE The motion passed unanimously by voice vote.

**4. APPROVAL OF MINUTES
NOVEMBER 29, 2018**

MOTION A motion was made by Mr. Dominguez, seconded by Ms. Wolfe, to approve the minutes as presented.

VOTE The motion passed unanimously by voice vote.

5. OLD BUSINESS

A. 2018 MTB GOALS

Chair O'Brien said the Tree Board Goals is an internal document that we are developing so the Tree Board can focus on things and get things done. The goals are in the meeting packet. Are there any comments.

Mr. Neal said on first point it seems like a lot of what is there is something the Parks Department is responsible for and not us.

Chair O'Brien said this talks about getting current information. We are all active out in the community .

Mr. Thompson said Tracy is right.

Chair O'Brien asked does the Park Department want input from the Tree Board.

Mr. Thompson said yes we do and from the public.

Chair O'Brien asked shouldn't we work with the Parks Department to give them plant information and photos.

Mr. Neal said he and Pam were going to come up with a book of pictures of tree species with information on each tree for use in the inventories for tree identifiers.

Ms. Wolfe said we started putting together a tree guide. The level of detail was daunting. Tom had some ideas about how to do this. We should go back and talk to Athena and see what would be the most useful thing we could actually do. This needs further discussion.

Chair O'Brien said others have been doing tree identification as well.

Mr. Neal said having this book would be lovely to take out into the field, but one goal states it has to do with training other people to be identifiers. All that information could be used in a power point class done inside.

Ms. Wolfe said we are looking at the Tree City USA website. The Arbor Day foundation has a couple of tree identification books. One of the things we need to do is make sure that there are not already resources available.

Ms. Schruben said the Forest Service has one for the western United States and it is free. It is a pocket book.

Chair O'Brien said that would likely cover the native trees but not conifers.

Mr. Thompson said Virginia Tech has a great website. You can type in what you are looking for and it will show you a photo.

Chair O'Brien asked do we want to have a separate meeting on this.

Ms. Wolfe said she thinks they should.

Chair O'Brien said before the next meeting we will try to get everyone together on this project and see how it can be worked. We would like someone with the City to attend as well.

Mr. Thompson said we will have to notice that meeting.

B. TREE PEST REPORT

Postponed to the next meeting.

C. CITY PARKS MASTER PLAN

Chair O'Brien introduced Phyllis Taylor, Principal with Site Southwest who is here today to listen to our comments regarding the Parks Master Plan.

Chair O'Brien said so that we are not repetitious of what was discussed at the PARC meeting she has included the suggestions from that meeting in the packet and will give a summary of the discussion.

Chair O'Brien reviewed the summary of the comments from the PARC meeting and stated that the routing of the Master Plan after it is completed is that it goes to the Public Works Committee, then the Finance Committee then to City Council. She pointed out that the plan says that District 3 is lacking in parks. Also in the Master Plan it states that SWAN Park is 90 acres but most of it is undeveloped. Only 13 acres are developed.

Ms. Taylor said we are going to revise the table to distinguish between developed and undeveloped acreage in each park.

Chair O'Brien also pointed out that there is under staffing and there is a recommendation to streamline services. Overall Phyllis said she was impressed with the number of facilities in Santa Fe for a City this size.

Chair O'Brien said the appendix has the maintenance standards. In PARC the

most important thing that was identified was that the Master Plan does not really address water usage. Also missing was recommendations for the community garden program and the need for a nature center. Sites suggested were MRC or the Gerhard apartments. It was suggested that environmental education needs to be added as a goal. Rob Carter recommended an outdoor recreation person be designated as part of his staff. Also public trails were not inventoried. They were designated but not the length of the trail.

Ms. Schruben said she has several suggestions that she will send to Phyllis. She is most concerned about, as related to the Tree Board, there is an almost a complete omission of the word trees or urban forest. The Municipal Tree Board was not interviewed for their guidance and that is a serious omission. You need to seek their guidance as you did with the recreation groups. There is no mention of the 4 year projects with Master Gardeners for inventorying the park trees and provision of that information to the Park Department. That needs to be listed as an activity of the Tree Board. She went through the Plan and appendix 3 times and found 10 mentions of trees. That is woefully inadequate. She recommend that you interview the Tree Board and discuss the impact of trees in all sections and the projects and goals of the Tree Board. Is an integral part of the Parks Department and is very active. In many places there is data that is conflicting such as the size and location of the parks. There is no explanation for the amount of acreage remaining the same and the number of parks being reduced. Her overall comment about the Plan is that it is 80% recreation, 20% parks and 0% trees. That is a serious oversight.

Mr. Dominguez said he read through it. He liked it for the most part. Mary is right. Trees are not mentioned enough. He is concerned that we uphold the IPM Ordinance. The Tree Board stands behind it. He would like to just reaffirm that. It is in there and worded well.

Ms. Taylor said the request from PARC was to remove the IMP Ordinance part.

Mr. Lucero said in the document is the Ordinance itself. The principals of Integrated Pest Management are acceptable practices in the Ordinance for managing tree pests. The consensus is there is a lack of consistency of the definition of Integrated Pest Management. To have the IPM principals supporting this Master Plan is a valuable component because that is how the City of Santa Fe must manage pests. The implementation of IPM has been thwarted.

Mr. Dominguez said we have to get a hold of the situation we have presently. He wants to support that.

Chair O'Brien said Tom brought up at PARC the question of if Spanish has been used in any of the communication.

Mr. Dominguez said a very low number of people from the south end of town

were included in the public comments.

Ms. Taylor said we have very low participation. We did have interpreters at the public meetings.

Ms. Schruben said that is a systemic problem around the City.

Mr. Dominguez said it is the culture too. You did identify that there is a need for more neighborhood parks.

Ms. Downs asked how did you assess the need in that area if the surveys were not sent back and there was low participation in the public meetings.

Ms. Taylor said we used the demographics.

Mr. Thompson said the Santa Fe Parks Department historically has not purchased a lot of park land. We rely on development. During the development of Tierra Contenta there were deals made to include open space as Park land and trails as well. There is very little we can do about that.

Ms. Schruben said that is part of the comments she wants to make. The history of the City and its phased acquisition of property is why the park pattern is the way it is. That will be in her comments that she sends to Phyllis.

Mr. Thompson said the same thing goes for the public interpretation of turf and trees. He believe the City will return to their stated purpose.

Ms. Taylor said we had some involvement 20 years ago with the Parks Department looking at a Plan effort here. The big thing then was at a neighborhood level what people wanted was passive parks. They did not want the activity in their neighborhoods. The consequence of that is the lack of kids places to practice.

Ms. Wolfe said she is glad you counted words Mary. She found arborist only once. It occurs to her that when we give our input as a Tree Board one of the things that would be in the appendix table 10 is 10% of the tree canopy is in danger because it is a Honey Locust. It is expensive to clean it up. It should be a line item of its own with priority attached and costs. More than once it is mentioned what we need to do, but we don't have the resources to do it. Park maintenance is not a well funded item. It seems to be a fundamental problem.

Mr. Thompson said we develop budgets annually. We cannot encumber a future Governing Body. We promote specialization of labor. We made an economic point in every budget about purchasing equipment rather than renting equipment and that it could be used throughout the year. We have been told we have to do a flat budget this year. We can move things around within line items in the budget. We rely on the

Governing Body to lead us.

Ms. Wolfe said there is a CIP mentioned several times. Is that a separate document.

Ms. Schruben said yes. It is a huge document.

Ms. Wolfe asked how do you incorporate an arborist.

Mr. Thompson said we ask for it in the budget.

Ms. Wolfe said it would be helpful to have an index of abbreviations.

Mr. Neal said we had access to the Master Plan to read it, but no meeting to come up with recommendations as a Tree Board. These comments today are from individuals, but are not voted on by the Tree Board. His recommendations and comments are as follows. People want pest control. There needs to be staff training. Maintenance needs to be a priority. Plant management is important. Enhanced maintenance is critical. On page 32 he knows people who would like to do volunteer gardening if their work will be permanent. If they see that their efforts have any real impact. There have been volunteer efforts at the Railyard in planting a tree there. The Railyard Director told the City to put the tree on irrigation. The tree died. A bed was planted and irrigated for one season and then not the following winter. Some plants died and the tree died back. There is always a cry that we don't have enough money. That is a matter of both public will and Governing Body will and force. The Governing Body has to get behind it and allocate enough money.

Mr. Neal said on page 88 the Plan must include the need for year-round irrigation as a critical factor in the renovation of irrigation systems and it must include recommendation to incorporate proven water saving techniques and materials into irrigation renovation and to research new techniques and materials. We must create a plan to prioritize irrigation targets during a severe drought. In the appendix, under City leaders there is a mention of a new Stormwater Management Plan and a few sentences about the possibility of using stormwater in the parks. In this section the Plan should include coordinating a plan for stormwater use in the parks with the new Santa Fe Stormwater Management Plan. Under Operations and Maintenance: Staffing and Training include the creation of a program to train a crew of in-house staff to do all of the pruning needed on lands under the control of the parks Department. Procure and maintain all equipment and tools needed for the pruning tasks.

Mr. Neal said on page 33 under Base Level Maintenance Standards there is nothing under "tree and shrub maintenance" about irrigation. This is a critical component in our area. At a minimum, it should say something like, "Irrigation design must be based on both the needs of the plants and the limitations of the site, along with the possibilities allowed by the infrastructure use. Irrigation output must be adjusted to

match the expanding needs of young trees and shrubs every two to three years until the practical limit of expansion is reached.”

Chair O'Brien said in 2001 we had a big water shortage and restrictions. The big emphasis was to save turf.

Mr. Dominguez said on Operations and Maintenance, is that listed by importance in the appendix. Is it prioritized.

Ms. Taylor said it is not prioritized.

Mr. Thompson said in terms of priorities for the Department, public safety is number 1, sanitation is 2, turf is 3, trees and shrubs is 4, IPM is 5 and so on. These are the things we are directed to protect. The City prunes from the ground. We will put in the budget that we need certified tree climbers and an arborist and more support for Mr. Lucero.

Chair O'Brien said for her we need a water analysis to be completed before there is any more planting in Santa Fe. In the appendix on page 6 it talks about a 2007 Master Plan that advised this Plan. Is this why water concerns are not included in the Plan.

Ms. Taylor said we have gotten a lot of input from the Advisory Committees at this point. She thinks they are going to talk about and go through this after this meeting. Water does need to be in the Plan at some point. From the Departments perspective they have no authority over water issues. This input is important. These are things that matter for parks.

Chair O'Brien said on page 62 under Level Of Service everything is talked about except water in taking care of our parks. The water department needs to communicate with the City Parks Department and they have to talk to Planning.

Mr. Thompson said there has to be some movement off the mark to change and there is not right now. We need pressure from stakeholders to do business differently.

Mr. Neal said he thinks it is critical to work with the City Councilors and the Mayor to change their priorities. He also wants to make sure that included in the document are enough references to show it is part of our thinking.

Chair O'Brien said along with what you are saying we should have it in the Master Plan that water is essential for tree maintenance. We can't assume trees will be there if we don't have the irrigation. Year-round irrigation. We should not be planting beyond our water limits.

Mr. Neal said if the criteria is water is a driving source of developing new parks

and decommissioning old parks that will define where they go with it.

Chair O'Brien said we have more and more dying trees because of lack of water and pests love to attack stressed trees.

Mr. Lucero said the Board can investigate viable information such as evaporation rates and baseline dataset information and how that correlates to consumptive use by tree species. That could be presented to a policy body. Those practices are many, many years in practice. Soil monitoring devices are widely used around the Country. Decision makers need to know this information.

Chair O'Brien said she would like to request that water be included in the maintenance of trees. We can start there.

Chair O'Brien asked do we as a Board want to get together and send a solid recommendation to Site Southwest.

Mr. Dominguez asked what is the time line.

Ms. Taylor said we are going to discuss that after this meeting to figure it out.

Mr. Dominguez said you have received some good input here today.

Ms. Taylor said this has been helpful.

Chair O'Brien said she would like to make a summary of these comments and take that to PARC so that they can be submitted in a formal manner. That will show a firmer stand.

Mr. Thompson said he suggests for the sake of time to allow Site Southwest to incorporate all the recommendations of the Tree Board and the Board act as a consultant to the Parks Department for budget meetings. He commends all of you for loving trees. At the end of the day it is a budget issue. This is a document to be followed for the next 5 to 10 years.

Mr. Neal said he is a bit cynical about the reality of the connection between plans and the reality on the ground. He hopes this Master Plan produces some real results and he hopes City leaders take it into account.

Mr. Dominguez said it goes back to us as a Board or residents to push that.

6. NEW BUSINESS

**A. REVIEW OF THE MUNICIPAL TREE BOARD'S FUNCTION IN
RELATION TO PARC AND THE CITY'S PARKS DEPARTMENT**

Postponed to the next meeting.

B. ACCESS PARKS DEPARTMENT INFORMATION ON CITY WEBSITE

Postponed to the next meeting.

C. MUNICIPAL TREE BOARD MEETING FORMAT DISCUSSION

Postponed to the next meeting.

D. FEBRUARY MEETING TOPIC ANNOUNCEMENT

Postponed to the next meeting.

7. COMMENTS FROM THE BOARD

None.

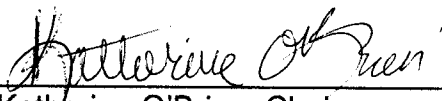
8. PUBLIC COMMENT


None.

**9. DATE OF NEXT MEETING
FEBRUARY 28, 2018**

10. ADJOURN

The meeting adjourned at 1:02 pm.


Katherine O'Brien, Chair


Elizabeth Martin, Stenographer