



Agenda

MUNICIPAL TREE BOARD

A Subcommittee of the PARC (Parks & Recreation Advisory Commission)
Conference Room at Parks & Recreation Dept., 1142 Siler Road, Bldg C
Wednesday, May 22, 2019
11:30 am – 1:30 pm

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Meeting Minutes for April 24, 2019
5. Old Business and possible action
 - A. Event review
 - 4-25-19 Cesar Chavez Arbor Day. Read proclamation into record
 - 4-27-19 Earth Day
 - 5-4-19 Master Gardener Fair
 - 5-11-19 Community Day
 - B. Memorial Day tree planting at John Griego Park
 - C. Tree Inventory & update on Tree Plotter software acquisition
6. New Business and possible action
 - A. Review 2019 goals
 - B. Explore possibility of website presence
7. Comments from the Board
8. Public Comment
9. Date and Time of next meeting- Wednesday, June 26, 2019 at 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.

RECEIVED AT THE CITY CLERK'S OFFICE
DATE: May 16, 2019
TIME: 8:37 AM

**SUMMARY OF ACTION
MUNICIPAL TREE BOARD
CONFERENCE ROOM AT THE PARKS AND RECREATION DEPARTMENT
1142 SILER ROAD, BUILDING C
WEDNESDAY, MAY 22, 2019, 22:30 PM**

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APPROVAL OF MINUTES APRIL 24, 2019	APPROVED	1-2
<u>OLD BUSINESS AND POSSIBLE ACTION</u>		
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4/27/19 EARTH DAY	INFORMATION/DISCUSSION	3-4
5/4/19 MASTER GARDENER FAIR	INFORMATION/DISCUSSION	4
5/11/19 COMMUNITY DAY	APPROVED	4-6
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TREE INVENTORY AND UPDATE ON TREE PLOTTER SOFTWARE ACQUISITION	INFORMATION/DISCUSSION	6
<u>NEW BUSINESS AND POSSIBLE ACTION</u>		
REVIEW 2019 GOALS	INFORMATION/DISCUSSION	7
EXPLORE POSSIBILITY OF WEBSITE PRESENCE	APPROVED	7

COMMENTS FROM THE BOARD	NONE	7
PUBLIC COMMENT	INFORMATION/DISCUSSION	7-8
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**MUNICIPAL TREE BOARD
CONFERENCE ROOM AT THE PARKS AND RECREATION DEPARTMENT
1142 SILER ROAD, BUILDING C
WEDNESDAY, MAY 22, 2019, 11:30 AM**

1. CALL TO ORDER

The meeting of the Municipal Tree Board was called to order by Katherine O'Brien, Chair, at 11:35 am, on Wednesday, May 22, 2019, at the Parks and Recreation Conference Room, 1142 Siler Road, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT

Katherine O'Brien, Chair
Pam Wolfe
Becky Touchett
Jacob Pedersen
Nancy Varvil
John Formby

MEMBERS ABSENT

Tracy Neal, Excused

OTHERS PRESENT

Richard Thompson, Parks Division Director
Keely Jackson Kennemore
Mary Schruben
Ryan Brenteson, Very Good Tree Service
Elizabeth Martin, Stenographer

3. APPROVAL OF AGENDA

MOTION A motion was made by Ms. Touchett, seconded by Ms. Wolfe, to approve the agenda as presented.

VOTE The motion passed unanimously by voice vote.

**4. APPROVAL OF MINUTES
APRIL 24, 2019**

MOTION A motion was made by Ms. Varvil, seconded by Ms. Touchett, to approve the minutes as presented.

VOTE The motion passed unanimously by voice vote.

5. OLD BUSINESS AND POSSIBLE ACTION

A. EVENT REVIEW

1. 4/25/19 CESAR CHAVEZ ARBOR DAY READ PROCLAMATION INTO THE RECORD

Chair O'Brien thanked all of the members who participated in all the events. Mr. Munoz came and read the Proclamation to the fourth grade class and the school Principal came. There was a really good representation. It showed that we can coordinate with the schools and City Parks successfully.

Mr. Thompson said it was a success and was wonderful.

Chair O'Brien said Keely communicated with another school and the Principal spoke with her. They want us to work with the Watershed Association and Nava Elementary School.

Ms. Kennemore said she told them about the tree planting we just did and suggested that they contact the Tree Board Chair. They are interested in tree planting and want to work with you.

Chair O'Brien said thank you. We are reviewing this to decide what projects, if any, we want to do and what we learned about what we did do. One thing we learned is that it is almost impossible to invite the public to a school event due to security. She also wants to thank Elizabeth and Pam who took over after Elizabeth did the footwork. Thank you everyone.

Mr. Thompson read the Mayor's Arbor Day Proclamation into the record. The Proclamation copy is herewith attached to these minutes as Exhibit "1".

Chair O'Brien said this is really neat. It is interesting to hear the history of tree plantings since 1872.

2. 4/27/19 EARTH DAY

Chair O'Brien acknowledged the members who participated. Thank you all for coming and thank you to Brandon from Parks for being there bright and early. Pam made a beautiful display board. We gave away 25 bur oaks and 3 red oaks that a citizen donated to the cause and the "How To Plant A Tree" pamphlet.

Ms. Wolfe said no paper is really a good thing to observe. If we do something outdoors we need to honor the no paper. She got 27 names from this event and 37 from the Master Gardener event and will mail out the "Urban Forest" and "Trees Up Close" to three from each list.

Chair O'Brien asked did the books that the Parks Department ordered come.

Ms. Wolfe said not yet.

Chair O'Brien said she felt we were getting the word out and that is a main reason to participate. It is also good to find out who else in the community is in different green organizations and meet them. There were mainly families at this event.

Ms. Touchett said she thinks we are off to a good start. It would have been nice to have a banner that says Municipal Tree Board.

Mr. Thompson said we can pay for a banner. He would ask the Tree Board to develop a logo with colors and show him what they want.

Mr. Pedersen suggested if they develop a website we could get a QR code on the banner for the link

MOTION A motion was made by Ms. Touchett, seconded by Ms. Wolfe, to move forward with the development of a Tree Board banner.

VOTE The motion passed unanimously by voice vote.

3. 5/4/19 MASTER GARDENER FAIR

Chair O'Brien thanked everyone who participated in the event. Pam and Mary were really good about asking people what they wanted such as the tree list. It worked well to have two people at the table together.

Ms. Schruben said we got good questions from people.

Ms. Varvil said she thinks we should start gathering the frequently asked questions and put them on the website.

Chair O'Brien said she thought this was an excellent thing to participate in.

People who come there are really interested in plants.

Mr. Thompson said there were a number of organizations there.

Ms. Schruben said because of the way it was set up the back of the tri-fold behind us was showing and was blank. It would be nice to have something there that talks about trees or something like that.

Ms. Wolfe said we could have something like that if it is visible.

Mr. Thompson said we could make something permanent as well like a sign board. Parks will pay for that.

4. 5/11/19 COMMUNITY DAY

Chair O'Brien thanked everyone who helped with the event.

Mr. Pedersen said he thought Andrew did a great job talking to the community. The seed bombs he made were very popular. They liked the stickers too. We did have some random brochures that were not topical to our Board. If we are going to have those make them topical to the Board. They asked for lists of trees. We need to get the website coordinated.

Ms. Wolfe said if you can get their email address she will send it to them.

Mr. Pedersen said we should always have a sign up sheet.

Ms. Schruben said it was great. The dancing in the morning was the big attraction for families. The bike and trail map was a hit.

Mr. Pedersen said our location was great.

Chair O'Brien asked are these events we want to think about doing again adding the banner and ease of connection to the website.

Mr. Pedersen said he is always happy to go talk to kids and spread the word about community services we can offer as a Board.

Ms. Varvil said we should have a brainstorming session to think about what we can offer to the community and what the community can offer to preservation of trees in Santa Fe. We need a story to tell people when they come. Features and benefits. A more coordinated approach.

Ms. Wolfe said she brought the Mission Statement which is about education. If we are offering people information to think about the future and climate change and water resources that will be invaluable twenty years from now. There are other things besides trees that sequester water.

Mr. Thompson said an alternative is to form a subcommittee and they bring information and suggestions back.

Chair O'Brien said she would rather have everyone's input.

Mr. Pedersen asked what if we facilitate a community conversation as a group with a wider audience. That is a way of getting what the community wants from us.

Chair O'Brien said she would like the Board to focus the June meeting on this.

There was discussion around how to get community input.

Ms. Schruben said the City has done several surveys and public hearings on various subjects that have included comments about trees and parks and climate change and where people would like to see the City go in the future. We should take advantage of that information that is already out there.

MOTION A motion was made by Mr. Pedersen, seconded by Ms. Wolfe, to spend some time as a Board to review the raw material and once that is done as individuals, come to the Board meeting and review our goals.

Mr. Pedersen said today we have been pretty unfocused. We can start from the goals and articulate and think about the community input before we look at the goals.

VOTE The motion passed unanimously by voice vote.

Chair O'Brien said we will start that at our June meeting.

The raw information will be sent to the Board members as available.

Mr. Pedersen said we have a mission and goals. The mission drives the goals and we can do a review as a way of assessing our goals and how well aligned they are with our efforts. We should be able to find alignment with other efforts going on in the City.

Chair O'Brien said since she has been Chair at the end of each year the Board creates the goals for the next year. They can be revised at any time. She feels better about getting something done if we know where we are going. Developing a tree Ordinance is a big deal.

Chair O'Brien said at the last meeting Richard said we will not have a tree care ordinance.

Mr. Thompson said within Chapter 14 there are several references to removing trees during development and removing trees from private yards and the demands to replant trees. These things are codified as City Code, but not as a tree preservation ordinance.

Ms. McCoy said she has been through Chapter 14. She spoke with the Director of Land Use and she requested that we wait until the second year of their plan to redo Chapter 14 to make our suggestions. So we have time to do that. Do you want her to write up her comments.

Mr. Pedersen said it would be a shame to not use Mary's information and work to begin a process and learn more.

MOTION A motion was made by Ms. Touchett, seconded by Mr. Pedersen, to form a subcommittee to look at the work already done and ideas to improve the Chapter.

VOTE The motion passed unanimously by voice vote.

The following people volunteered to be on the subcommittee: Ms. Schruben, Mr. Pedersen and Ms. Varvil with Mr. Pedersen as chair.

B. MEMORIAL DAY TREE PLANTING AT JOHN GRIEGO PARK

Chair O'Brien said this event will be next Monday at 10:00 am.

C. TREE INVENTORY AND UPDATE ON TREE PLOTTER SOFTWARE ACQUISITION

Mr. Thompson reported that the Parks Department does now have the Tree Plotter software. We have a one year subscription.

Chair O'Brien said congratulations.

Ms. Touchett said in going through this she and Athena found it much easier to collect data on line and not worry about off line so the data will be in the Cloud. She can give you the website of where it is. She will move the information we have already collected on the nine parks we have done over to the Cloud so everyone can see it.

Chair O'Brien said excellent.

6. NEW BUSINESS AND POSSIBLE ACTION

A. REVIEW 2019 GOALS

Chair O'Brien said we will postpone this until after our brainstorming session

Mr. Pedersen said we can look at longer term goals for next year after brainstorming. He wants to understand how everything is coordinated with our mission. He is looking forward to going through the process with the Board. It makes sense to look at where we are headed as a Board.

Chair O'Brien said the goals are a guideline.

B. EXPLORE POSSIBILITY OF WEBSITE PRESENCE

Chair O'Brien said we already discussed the need for a presence on a website.

Ms. Varvil said one repository to refer people to is needed. The information has to be valid and true.

Mr. Thompson said the City has a presence and every Department has a website presence. Two years ago we added an IPM page to our website and that is the process to add trees to it. We can have a button to click on trees and open the page with information.

Ms. Varvil said we need our own email address.

MOTION A motion was made by Ms. Touchett, seconded by Ms. Varvil, to set up another subcommittee to design a website.

VOTE The motion passed unanimously by voice vote.

The following people volunteered to serve on the subcommittee:

Ms. Touchett, Ms. Wolfe, Mr. Pedersen and Mr. Formby, with Ms. Touchett as Chair.

7. COMMENTS FROM THE BOARD

None.

8. PUBLIC COMMENT

Ms. Kennemore said she is interested in working with the Tree Plotter data and

organizing an event for the Santa Fe River.

Chair O'Brien said we want to work together with you and others.

Ms. Kennemore said around the 3rd we placed Cottonwoods along the river walk in the County. Sometimes we do elm thinning along the river.

Chair O'Brien said email her when these thing come up and she will get that circulated to everyone. We need to figure out a way to communicate with organizations.

Ms. Schruben said the Urban Forest Council meeting is on June 5th at the County Extension Service offices in Albuquerque. They have webinars and other things going on. You are all welcome to come. She sent the informtion to the Chair.

Mr. Thompson said he wants to express his very sincere appreciation for all you did in April for the City. He is very proud of that.

Mr. Thompson reported that they have been having interviews for an IPM Manager and have made an offer. It is in HR now. We invited Mr. Lucero to come back. We will be using a legislative appropriation to build a greenhouse for members of Easter Seals to work at and produce ornamental displays. It will be as close to Dinosaur Trail as possible. It has to be on City property.

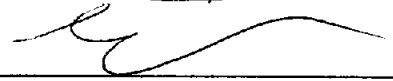
Chair O'Brien said that is super.

**9. NEXT MEETING
JUNE 26, 2019**

10. ADJOURN

There being no further business before the Board the meeting adjourned at 1:21 pm.


Katherine O'Brien, Chair


Elizabeth Martin, Stenographer

Office of the Mayor
Official Proclamation of the *City of Santa Fe*
Bando Oficial de la Villa Real de Santa Fé de San Francisco de Asís Nuevo México

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife; and

WHEREAS, the health, safety and general welfare of the public and the conservation and protection of the natural resources of the City of Santa Fe and its value necessitates the implementation of regulations to guide the planting and maintenance of ornamental trees on public property and rights-of-way within the City of Santa Fe; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, art for our hearts and minds, and countless other wood products; and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, planting trees and maintaining older trees provides an opportunity for community interaction, volunteerism, economic development, and environmental conservation; and

WHEREAS, trees, wherever they are planted, are a source of joy and renewal, and improve the environmental benefits present and future generations enjoy; and

WHEREAS, Arbor Day is observed throughout the nation and the world.

**NOW, THEREFORE, I ALAN WEBBER, MAYOR OF THE CITY OF SANTA FE, DO
HEREBY PROCLAIM SATURDAY, APRIL 27th AS**

"ARBOR DAY"

Promulgade en el ayuntamiento, el
día veintisiete de Abril, del año 2019
Done at City Hall, this 27th day of April, 2019

Witness my hand: _____

Alan
Alcalde/Mayor

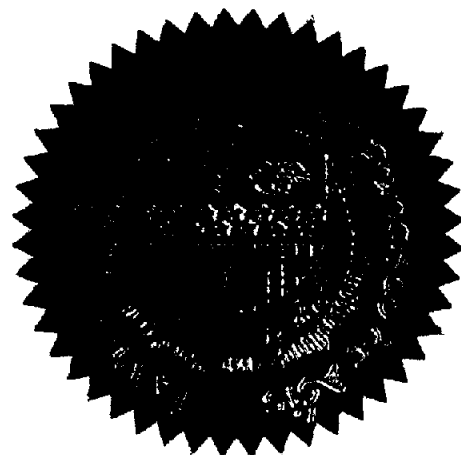


Exhibit "1"