



Agenda

MUNICIPAL TREE BOARD

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

Conference Room at Parks & Recreation Dept., Siler Road

Wednesday, August 21, 2019

11:30 am

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Meeting Minutes for July 24, 2019
5. Old Business and possible action
 - A. Tree Inventory
 - B. City tree maintenance plan
6. New Business: Discussion and possible Action
 - A. Objectives: Municipal Tree Board and PARC
7. Comments from the Board
8. Public Comment
9. Date and Time of next meeting- Wednesday, September 25, 2019
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:	August 13, 2019
TIME:	5:25 PM

**SUMMARY OF ACTION
MUNICIPAL TREE BOARD
PARKS AND RECREATION DEPARTMENT
1421 SILER ROAD, CONFERENCE ROOM
WEDNESDAY, AUGUST 21, 2019, 11:30 AM**

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
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ROLL CALL	QUORUM	1
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APPROVAL OF MEETING MINUTES	APPROVED	1-2
<u>OLD BUSINESS AND POSSIBLE ACTION</u>		
TREE INVENTORY	INFORMATION/DISCUSSION	2
CITY TREE MAINTENANCE PLAN	INFORMATION/DISCUSSION	3
<u>NEW BUSINESS: DISCUSSION AND POSSIBLE ACTION</u>		
OBJECTIVES: MUNICIPAL TREE BOARD AND PARC	INFORMATION/DISCUSSION	3
COMMENTS FROM BOARD	NONE	3
PUBLIC COMMENT	INFORMATION/DISCUSSION	3-4
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**MUNICIPAL TREE BOARD
PARKS AND RECREATION DEPARTMENT
1421 SILER ROAD, CONFERENCE ROOM
WEDNESDAY, AUGUST 21, 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, August 21, 2019, at the Parks and Recreation Conference Room, 1142 Siler Road, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT

Katherine O'Brien, Chair
Tracy Neal
Pam Wolfe
Becky Touchett
John Formby
Nancy Varvil

MEMBERS ABSENT

Jacob Pedersen, excused

OTHERS PRESENT

Richard Thompson, Parks Division Director
John McAndrew
Keely Jackson Kennemore
Mary Schruben
Melissia Byers for Elizabeth Martin, Stenographer

3. APPROVAL OF AGENDA

MOTION Member Neal moved to approve the agenda as amended with a second from Member Touchett.

VOTE The motion passed by unanimous voice vote.

4. APPROVAL OF MEETING MINUTES JULY 24, 2019

MOTION Member Neal moved to approve the minutes as presented with a second from Member Touchett.

VOTE The motion passed by unanimous voice vote.

DISCUSSION ON FUNCTION OF THE TREE BOARD

Chair O'Brien introduced John McAndrew.

Chair O'Brien gave an overview of what the Tree Board is and does.

Ms. Schruben gave an overview of the Land Use Code.

Chair O'Brien introduced Richard Thompson and Mr. Thompson gave a brief update on the Parks Department as it relates to the Tree Board and the PARC

There was discussion about the relationships between the City, the Parks and Recreation Department, PARC and the Tree Board.

5. OLD BUSINESS AND POSSIBLE ACTION

A. TREE INVENTORY

Ms. Touchett said they are finishing up their last park, Las Acequias.

Ms. Schruben reported that she is working on inputting information on the older inventories that were done such as Ragle Park.

Ms. Touchett said the upper part of Candelaro Park still needs to be entered. Nancy entered the lower part.

Mr. Thompson said the Park acreage includes the MRC. It is 500 irrigated acres.

Ms. Touchett said we should figure out how the City is going to incorporate this information.

Mr. Thompson said that Planet Geo could help.

Ms. Touchett said she doesn't want to spend time and effort until we get some pathway to use the data.

Mr. Neal said they talked earlier about having a website. Is part of the goal to have the inventory on the website.

Ms. Touchett said the website committee would talk about that.

B. CITY TREE MAINTENANCE PLAN

Chair O'Brien asked if there is anything the Board should be doing.

Mr. Neal asked if Richard was supposed to be doing that

Mr. Thompson said no.

Mr. Neal asked if there's a plan to do protective maintenance.

Mr. Thompson said yes and no. It is one of their charges.

Ms. Touchett said Richard was going to talk to IT.

Mr. Thompson said he sent an email to Josh Elicio, City IT.

There was a discussion around the library, raised bricks and the removal of trees.

Ms. Schruben said the Tree Board should send one representative to the Library Board to talk about this issue

MOTION: Member Varvil moved to form a subcommittee to help Public Works make a plan to deal with the trees outside of the Main Library, with a second from Member Touchett. The motion passed by unanimous voice vote.

A subcommittee was formed including members Neal, Touchett and Wolfe.

Mr. Neal asked Richard if he's working with Public Works.

Mr. Thompson said he told them not to cut the roots. They will not remove trees, but it will be an adaptive

5. NEW BUSINESS: DISCUSSION AND POSSIBLE ACTION

A. OBJECTIVES: MUNICIPAL TREE BOARD AND PARC

There was a discussion around the relationship between the Tree Board and PARC.

6. COMMENTS FROM BOARD

None.

7. PUBLIC COMMENT

Ms. Jackson Kennemore said they are coming out with a newsletter. They would like the Tree Board to be part of it. What information would you like to have included.

Chair O'Brien said she would email her with the information.

Ms. Jackson Kennemore said they'd like to support the tree inventory. Instead of trying to reinvent the plan, they would like to work with the Board.

Mr. Thompson said the interest of his director and IT is that the software is used for 12 months.

Chair O'Brien asked if Becky is using Tree Plotter software

Ms. Touchett said before we move forward they have to get involved with IT and see how this transfers to the City.

There was a discussion about additional tree inventory work and training.

**9. NEXT MEETING
SEPTEMBER 25, 2019**

10. ADJOURN

The meeting adjourned at 1:15 pm.


Katherine O'Brien, Chair


Elizabeth Martin, Stenographer