



Agenda

DATE 1/9/13 TIME 11:11 am
SERVED BY Bob Wood
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MUNICIPAL TREE BOARD

A SUBCOMMITTEE OF THE PARKS AND OPEN SPACE ADVISORY COMMISSION

**The Barn at Frenchy's Field
Corner of Osage and Agua Fria
Tuesday January 15th, 2013
5:00 - 6:00 p.m.**

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of the Meeting Minutes from 08/21/2012.
5. Old Business – Robert Wood
 - Funding Sources / Quality of Life Status.
 - Tree Fund Examples from other cities.
 - TCUSA Goals.
 - Tree Board Chair –development of rotating term limits.
 - Review of Median Guidelines – Presentation of example Media.
6. New Business - Robert Wood
 - Tree University update.
 - Grant Funding Sources.
 - Arbor Day Activities – Partnerships, Suggestions and Funding.
7. Public Comments
8. Agenda Items for next meeting
9. Confirm date and time for the next meeting
10. Adjourn

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

JANUARY 15, 2013

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6. NEW BUSINESS		
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7. PUBLIC COMMENTS	None	6
8. DATE AND TIME FOR NEXT MEETING	February 19, 2013	6
9. ADJOURN	6:05 p.m.	7

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

TUESDAY, JANUARY 15, 2013**

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 Chair Patrick Torres on this date at approximately 5:00 p.m. at Frenchy's Barn, Corner of Osage and Agua Fria, Santa Fe, New Mexico.

ROLL CALL

Roll call indicated a quorum as follows:

Members Present

Patrick Torres, Chair
Sandra Taylor
Zander Evans
Tracy Neal (arrived later)

Members Absent

Staff Present

Robert Wood, IPM Program Manager

Others Present

Charmaine Clair, Stenographer

APPROVAL OF THE AGENDA

Mr. Torres moved to approve the Agenda as published. Mr. Evans seconded the motion and it passed by unanimous voice vote.

APPROVAL OF THE MINUTES August 21, 2012

Mr. Evans moved to approve the minutes of August 21, 2012 as presented. Ms. Taylor seconded the motion and it passed by unanimous voice vote.

OLD BUSINESS

- Funding Sources / Quality of Life Status

Mr. Wood reviewed the items on the agenda of the last meeting. He said funding for the Quality of Life Grant is in place and items are separated into categories of what would be spent on contractors, equipment, educational and etc. The money for 2012/2013 is about \$72,000 but could change depending on what the Quality of Life could do. Some of the funds have been expended.

- Tree Fund Examples from Other Cities

Mr. Wood said he has requests for memorial plantings; one for the teens at the Plaza and others for people that someone wants to memorialize in a park. A recent proposal was for a water feature at Frenchy's to honor Justine Wilcox Becker who recently passed.

Mr. Wood said there are no policies in place for memorials within the parks. He suggested the MTB request an official policy from POSAC. He said the Land Use Department has a Tree Fund for people who want to dedicate a memorial and POSAC had discussed the money that evening. He said he is unable to locate the funds if there are any.

Mr. Wood suggested the Board look at a process in Colorado where someone donates funds that go into a specified fund [for memorials.] Trees would be planted at specific times of the year when best for the trees and in areas scheduled on a master plan.

Ms. Taylor asked for an electronic copy of the process. She suggested the item be under Informational on the POSAC agenda for February.

Mr. Wood said he would develop a budget for the specific memorials; small, medium etc. and the cost of the initial planting and maintenance. People could donate a small amount but planting would take place when there were funds to cover the planting.

- TCUSA (Tree City USA) Goals

Mr. Wood said the City has qualified in 2012 for TCUSA at \$5.37 per capita.

Mr. Wood said the money includes anything to do with trees; money spent on the planting, maintenance, upkeep, inventory, etc. He said a percentage formula was developed by Parks based on the amount of administration time, salaries and employee time spent pruning, maintaining, and watering trees. He said the Quality of Life funds also account for that at more than a dollar per person.

Mr. Evans said he would be interested to see the national average.

Mr. Wood said that would differ by location; the Pacific Northwest would have a larger degree opposed to the Southwest.

Mr. Wood said last year the goals discussed for the Tree City Board was education through the online Tree University; also for Quality of Life to pay for attendance at local conferences etc. He wasn't able to get approval for that this year and they would start on some of those in the new fiscal year for Tree City. He noted that part of the difficulty is the City is on one fiscal year and Tree City another.

Mr. Evans said one suggestion is free and anyone could take the online Tree University classes.

Mr. Wood agreed. He said he is working with the Rail Yard and they would hold an Urban Tree Forest Roundtable discussion/seminar the end of February with grant money. He said also part of the grant money would pay for his attendance at the Municipal Forestry Institute (MFI) for a week.

Mr. Evans asked about the Urban Tree Roundtable.

Mr. Wood said he was waiting for the grant letter from the New Mexico State Forestry and would try to involve as many different people in the community as possible and prospective dates were the 26th through 28th of February.

Mr. Torres asked if it would help if he attended Think Trees for a day. Mr. Wood replied that the money has to be spent by the City and Mr. Torres would probably attend on Santa Fe County's money.

Mr. Evans asked about matching funds; the Roundtable overlaps with things he does at work and could presumably be an in-kind contribution.

Mr. Wood said that was possible. He said part of the Roundtable would be put on by the Rail Yard Stewards and Parks would work with YouthWorks and finish the tree canopy in the Santa Fe River area. He said this type of canopy inventory is done only on overhead satellite maps and a small section would be sampled within each of the groups and would then be extrapolated.

Tracy Neal entered the meeting at this time.

Ms. Taylor said the tree canopy was another goal to be completed.

Mr. Wood said it was another part of the educational aspects. He said there should not be a problem qualifying for the Growth Award for next year.

Ms. Taylor asked if all of the goals were related to education.

Mr. Wood said MTB chose education as the aspect last year to pursue and was for 15 points. He said the same areas couldn't be targeted each year and they would build on what was done the previous year.

Mr. Evans said in the MTB meeting in December they discussed a PowerPoint that Mr. Wood planned. He said if a laptop was brought in for the presentation it might be possible to do screen shots for those who haven't seen Tree University.

Mr. Wood said it is a lot of reading and watching videos by government personnel.

Ms. Taylor talked about the classes she has taken. She explained the first few lessons cover why a person would take the class, the standards board members should adhere to and basic background information.

Mr. Wood said he is attending MFI partly to bring ideas back to Albuquerque. He mentioned some of the attendees at MFI would be the Parks Director for Portland and Philadelphia. He said there were 38 positions open and over 1700 applications and no one has attended the Institute from Santa Fe and very few from New Mexico.

Mr. Wood said the month of February would be busy: he would attend MFI from 17-22 February; the Roundtable would be February 26-28 and Think Trees would be two weeks before that.

- Tree Board Chair –Development of Rotating Term Limits

Mr. Torres said term limits for the chairperson has come up. He said this item could be an action item on the next agenda.

Mr. Wood said Robert's Rules of Order requires an election.

Ms. Taylor asked if an election would be scheduled for the next meeting. She suggested since she and Mr. Torres are founding members of the Board and she isn't currently capable of being the chair, the new members might want to get their feet wet since they are so new.

Mr. Torres said whether or not he is elected, the Board should make the issue an action item.

- Review of Median Guidelines – Example Media Funding Sources / Quality of Life Status

Mr. Wood said he would postpone this item for the February meeting.

NEW BUSINESS

- Tree Campus Update

Mr. Wood said he hasn't had time to work on the Tree Campus Update. He said there is no Tree Campus within the State and NMSU and UNM is attempting to get certified as a tree campus. He explained that the Tree Campus guidelines are specific and there has to be a tree board with an ISA certified person on the board along with the other things the MTB does and also has to have a tree inventory to start.

He said he thought Santa Fe is in a good position because Santa Fe has a lot of small universities.

Ms. Taylor asked if the universities had to be public universities. Mr. Wood replied they could be any.

Mr. Neal asked the advantage of being certified as a Tree Campus. He asked if it would benefit the City's Park Department or the university if a school in the City certifies as a Tree Campus; is the grant for the University or the City.

Mr. Wood said a tree campus provides the City more opportunities for grants; especially when the grant is 50-50 match or a total grant and the grant is to the Tree Campus identified. He said the real benefit is they would receive better notification of grants; Arbor Day notifies Parks of grant opportunities such as the \$15,000 grant just awarded. He said that came from Tree City.

Mr. Neal asked who certifies the campus.

Mr. Wood said an application has to be filed with paperwork; minutes of meetings, a schedule of activities; dedications etc. and that would come through the Arbor Day group.

Mr. Neal confirmed there could be a benefit to the community college etc. Mr. Wood replied it doesn't have to be a university; just to campus of some sort and there isn't one in New Mexico.

Mr. Neal asked where a school would go to learn about the requirements and learned information was on line at ISA.arbor.org.

Mr. Evans asked if Mr. Wood had heard of other campuses in town that are interested.

Mr. Wood said he worked someone a couple of years ago at Santa Fe College but she left the City and he no longer has contacts.

Mr. Evans thought an advocate would be needed within a campus that wanted to do this; maybe someone at the Urban Tree Roundtable would know a person to make that link.

Mr. Torres suggested Clark at St. John's and Mr. Wood said that Santa Fe Community College has a horticultural and weed identification classes etc. and must have an interest.

Mr. Wood said his ultimate goal is to combine Tree City USA with Tree Campus USA with Tree Line USA and get participation from PNM. He said most of the State is serviced by PNM and PNM is familiar with the process. He said both PNM and the Board would get credit but there isn't a real advantage for the City.

He said PNM does educational programs on planting trees etc. and vegetation management is one of PNM's largest expenses. The more problems they could prevent the less they have to spend on them.

Mr. Evans said it would be great to get PNM's cooperation and would benefit Santa Fe to have more educational opportunities and possibly get more money to plant trees. He thought that would be a good goal.

- Grant Funding Sources

Mr. Wood said he talked previously about the grants. He said the City is working to get larger grants like the \$360,000 they missed last year to remove invasive species.

- Arbor Day Activities – Partnerships, Suggestions and Funding

Mr. Wood said this would be brought up through the Urban Forest Roundtable. He wants to hold an Arbor Day/Earth Day event at the Rail Yard that combines different groups. MTB could give tree saplings and small potted trees and other groups like the community gardens could attend and all the organizations could be in one place.

Ms. Taylor voiced concern about giving out seedlings with no instructions on how they should be planted or aftercare instructions. She preferred to give away fewer trees and put effort into giving instructions on planting care and a description of the tree. She gave an example of the Austrian pines that were taken and said some people have no idea how large the pine could get.

Mr. Wood said part of that could be done with a tree owner's manual the USFS (United States Forest Service) puts out. He said it could be copied or published by anyone and is important the same information is given to everyone.

He suggested people could attend 15 minutes of training with the Arbor Day people and then receive a tree.

Mr. Wood explained that Arbor Day would be observed the last Friday in April (26) and is set up to be the same as Earth Day. He said the Roundtable would work on the information about Arbor Day and he would get the information to the Board.

Mr. Torres asked if PNM could give a presentation.

Mr. Neal said it would be nice if PNM is aware of the trees the City would give out and PNM could talk to people about where to plant the tree and coordinate their presentation with what the City is doing.

Mr. Wood said he wants to get people excited by bringing in some climbers and show a work climb and a speed climb, etc. He said contractors with Trees Inc. could supply trucks, uniforms, hats etc. He would like the Tree Track Climbing Championship in Santa Fe but doesn't have a contact and would have to go to the Forestry Council.

Mr. Wood suggested members send Chair Torres their recommendations for February agenda items.

PUBLIC COMMENTS- There were none

DATE AND TIME FOR NEXT MEETING – February 19, 2013

ADJOURNMENT:

Ms. Taylor moved to adjourn the meeting. Mr. Evans seconded the motion and it passed by unanimous voice vote.

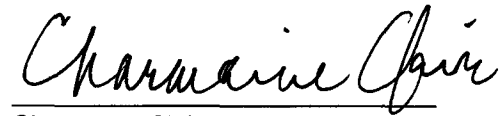
Having no further business to discuss, the meeting adjourned at 6:05 p.m.

Approved by:



Patrick Torres, Chair

Submitted by:



Charmaine Clair, Stenographer