



CITY CLERK'S OFFICE
Agenda DATE 3/12/14 TIME 3:29 p.m.

OFFICIAL BY Jessie Esparza

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**Municipal Tree Board
The Barn at Frenchy's Field
Osage and Agua Fria Streets
Tuesday, March 18, 2014
1:00 p.m. - 3:00 p.m.**

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Meeting Minutes of December 17, 2013
5. Status Reports – Staff
 - a. Grants – TCUSA, ReLeaf, Quality of Life
 - b. Tree inventory
 - c. Memorial Tree and Bench standards
6. New Business
 - a. Arbor Day plans and activities
 - b. Election of Tree Board Chair
 - c. 2014 Goals and tasks
7. Public Comment
8. Confirm date and time of next meeting: 1 p.m. April 15, 2014
9. 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.

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

MARCH 18, 2014

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**MEETING MINUTES
FOR THE
CITY OF SANTA FE MUNICIPAL TREE BOARD
A Subcommittee Of
The Parks and Open Space Advisory Commission**

TUESDAY, MARCH 18, 2014

1. 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 Patrick Torres on this date at approximately 1:00 p.m. at Frenchy's Barn, Corner of Osage and Agua Fria, Santa Fe, New Mexico.

2. ROLL CALL

Roll call indicated a quorum:

Members Present

Patrick Torres, Chair
Zander Evans
Tracy Neal
Sandra Taylor

Members Absent

Staff Present

Others Present

Mary Shruben, Rancho Siringo neighborhood
Charmaine Clair, Stenographer

3. APPROVAL OF THE AGENDA

Ms. Taylor moved to approve the agenda as presented. Mr. Evans seconded the motion and it passed by unanimous voice vote.

4. APPROVAL OF THE MINUTES- December 17, 2013

Ms. Taylor moved to approve the December minutes as presented. Mr. Evans seconded the motion and it passed by unanimous voice vote.

5. STATUS REPORTS- STAFF

There was no staff person present to present the status reports.

Chair Torres asked Mr. Wood if he could provide status on the agenda items.

a. Grants – TCUSA (Tree City USA), ReLeaf, Quality of Life

Mr. Wood said he could give the information on what he knew, but doesn't have status on the grants. He said the TCUSA proclamation was signed by outgoing Mayor Coss and the City qualified last year. The materials [for the proclamation] should have been received by Parks.

He said the ReLeaf for the median work was disallowed because there was no project administrator. He did not know if the application was made for the money (\$70,000) for the Quality of Life.

Mr. Evans asked if the grant was disallowed because there is no Urban Forester.

Mr. Wood said yes, but also because there are a lot of grant requests and if something is missing, they move on to the next. The grant is given to someone who has everything in place.

Mr. Neal asked if the Board could get information on the Quality of Life grant from Gary Varela.

Mr. Wood suggested the request be directed to Mr. Gurule as part of his duties. He added that the grant is usually done after the budget is finalized and it may not be time yet.

Ms. Taylor suggested the discussion move forward unless Mr. Wood had new information on the tree inventory and memorial tree/bench standards. She said she met with Mr. Gurule and Mr. Varela and heard a commitment that they would support the Board to further the goals of TCUSA and the activities.

She said she is upset that Mr. Varela is not present after receiving plenty of notice. She wants Mr. Gurule to know that she doesn't see a commitment. She would ask Mr. Gurule that he either support the Board and supply the needed personnel, so the Board could move on with things; or forget the Board. She said everyone is too busy with other things to waste time coming to the meeting once a month.

Mr. Wood said in Parks defense, he was asked to attend the meeting so a person is present from the City; that shows some level of commitment. He wasn't supplied with the information though.

Ms. Taylor asked Mr. Wood if this is within his realm of responsibility. He told her it was not.

Mr. Evans said he would step down from the Board unless there is a significant demonstration of commitment from staff. He said since he came on, the Board has not been helpful. His instinct is to disband the Board as of today, but he is willing to go one more round.

Mr. Evans said Mr. Varela seemed to say the right things, but the Board needs to see follow through. He was worried there would be more of the same- he would come to another meeting and not see a commitment and would feel he has wasted his time again.

Mr. Neal said he had similar sentiments. He said Mr. Varela has the e-mail of members and if he was unable to make the meeting could have notified them. He said then the members wouldn't be here hoping to hear about things or to move forward with issues they want to help Parks with.

Mr. Evans asked if anyone knew of something the Board could do that would change the direction or make the Committee useful.

Ms. Taylor said without a commitment from Parks, the Board is just going in circles. She said Tree City USA requires a tree board. She said there are activities the Board could help with; for instance, the tree inventory. She said to do that they need to know the status; the equipment available, who has been trained, etc. She was expecting to get that from Mr. Varela.

She said the memorial tree and bench standards are becoming more of an issue in the Parks and she understands that had been discussed. She said there is a lot of detail. She spent a day online researching other cities.

Mr. Wood said the City is in transition with a new mayor and city councilors. He asked that the Board give the issue more time, because he wants the Board to go forward.

Mr. Neal said he would be willing to give staff another meeting, but if the Board doesn't go anywhere he is ready to step out.

Mr. Torres said he agrees for the most, but would like more commitment. He said he appreciated that Mr. Wood came to the meeting, but with just the members coming, it is a waste of time. He said everyone is giving up time from their other duties to be at the meeting; and in the same manner, members from the public.

Ms. Taylor asked how the Board should move forward. She asked if Mr. Gurule should be formally informed the Board couldn't function without support or someone that takes responsibility.

Mr. Evans said he does not want Mr. Varela to feel he *has* to do this; the Board is trying to be of help and if not, there is no point in doing this. He agreed a letter should be sent to Mr. Gurule, but the letter should be clear that the Board is not asking for Mr. Varela to attend to make the *Board* happy. The Board is trying to help. He said having a board for TCUSA alone, is not a good enough reason.

Mr. Wood suggested as a subcommittee, that the letter should go to POSAC and then to the Parks Department.

Mr. Torres agreed. He thought Mr. Gurule would be at the POSAC meeting later today.

The Board members discussed the process of writing the letter. The members agreed Chair Torres would draft the letter to Chair Hansen who could pass the letter on to Mr. Gurule. A copy of the letter would be sent to the Board members before sending to Chair Hansen.

The Board consensus was to table the remaining agenda items at this time.

The following items were not discussed:

- b. Tree inventory*
- c. Memorial Tree and Bench standards*

Mr. Wood said he wanted to circulate research he did on a memorial program in the Denver Parks Department. He asked that he be invited back when the item comes up again on the agenda.

Mr. Wood explained that the Denver program administering party for memorial funds is a nonprofit group rather than with the City. Donations are made into the memorial fund and planting is done at specific times of the year.

Mr. Evans said that was a great example of how the Board could be useful. He suggested the Board not spend any more time at this meeting on the memorial issue.

Mr. Wood agreed to send the information electronically to Mr. Varela. He said he would ask that Mr. Varela forward the information to the Board.

6. NEW BUSINESS-*The following agenda items were not discussed:*

- a. Arbor Day plans and activities*
- b. Election of Tree Board Chair*
- c. 2014 Goals and tasks*

7. PUBLIC COMMENTS

Mary Shruben thanked the Board for what they have been able to do. She said she has been interested in a Tree City project for a couple of years and learned about the MTB at the POSAC meeting last month.

She said as a member of the Rancho Siringo Neighborhood Association Board, there are two families who asked that she find out how to rename the neighborhood park. She explained to the family that they would probably not rename the park. She said someone else suggested a bench or a tree dedication.

Ms. Shruben said she understands the City administration has some consternation, but she encourages the Board to try to reorganize once the City reorganizes. She said there is interest for this work to continue.

Mr. Wood said the Tree Board represents the citizens of Santa Fe and it would help if the associations and neighborhood groups support the Board by going to their city councilors. He wasn't sure how much the councilors are aware of the Tree Board.

Ms. Shruben said her park is undergoing 100% restoration, but there are inappropriate plants and groupings of plants selected. She told about the significant crime problem in her park and the deterioration over the last 20 years.

Mr. Wood suggested she invite the elected City representatives to her neighborhood meeting.

Ms. Shruben said the rejuvenation of the park would be a great boost, but a lot has to be done and more neighbors would be active if there was a way they could help. She said the meetings are not held every month, but the board takes complaints as "tasks". She said water is a huge issue because most of the homeowners in the neighborhood are on wells; that has to be tackled, because it affects trees and landscaping and density, etc. She said the neighborhood is also trying to get problems with urban farming tackled.

Ms. Shruben said she met with Parks staff several times, but they didn't have the time to do anything. She said she has asked them not to order the trees, because there are too many and in the wrong places. Frank has left her messages saying staff is "up to their necks" and asked that she give them a month. She said now the work is at the point where a decision has to be made about the extra trees.

Ms. Shruben thanked the Board for their support.

Ms. Taylor said Ms. Shruben mentioned a memorial bench or tree. She asked if she had thoughts on that.

Ms. Shruben said she thought during the renovation of the park that a tree or a bench could be done. She asked the grieving family to think about what they wanted to see in 10 years.

Ms. Taylor said she felt strongly about not having plaques. She said in other cities they keep an album with details about the donation and type of tree, etc. There is a caveat if the tree dies within one year it would be replaced by the city.

Ms. Shruben agreed a memorial with civic recognition, etc. should have formal guidelines and a committee or people to make sure things are watered or responsibilities get done.

Ms. Taylor explained that POSAC is trying to get policies that cover tree and bench donations so donations are handled consistently.

Mr. Wood told about a city hall in Iowa that has a tree painted on the wall. Each branch is a park and every park had leaves with an inscription of who a tree memorializes with dates of the planting, etc. He said the tree had 1200-1300 leaves and was seen by everyone as they walk through city hall.

The Board members thanked Ms. Shruben for sharing her thoughts.

8. DATE AND TIME FOR NEXT MEETING – April 15, 2014


ADJOURNMENT:

Having no further business to discuss, the meeting adjourned at 1:59 p.m.

Approved by:


Patrick Torres, Chair

Submitted by:


Charmaine Clair, Stenographer