



Agenda

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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, December 18, 2012

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 Median.
6. New Business – Robert Wood
 - Tree University update.
 - Grant Funding Sources.
7. Public Comments
8. Agenda Items for next meeting
9. Confirm date and time for the next meeting

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

DECEMBER 18, 2012

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2. ROLL CALL	No Quorum	1
3. APPROVAL OF AGENDA	No Quorum	1
4. APPROVAL OF MEETING MINUTES August 21, 2012	No Quorum	1
5. OLD BUSINESS		
• Funding Sources / Quality of Life Status.	Discussed	1
• Tree Fund/ Examples from other Cities.	Discussed	2
• TCUSA Goals.	Discussed	2
• Tree Board Chair: Rotating Term Limits	Discussed	3
• Review of Median Guidelines	Discussed	3
6. NEW BUSINESS		
• Tree University update	Discussed	3
• Grant Funding Sources	Discussed	3-4
7. PUBLIC COMMENTS	None	4
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9. DATE AND TIME FOR NEXT MEETING	February 19, 2013	4
10. ADJOURN	5:40 p.m.	4

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

TUESDAY, DECEMBER 18, 2012

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 lack of quorum:

Members Present

Patrick Torres, Chair

Members Absent

Sandra Taylor (excused)

Staff Present

Robert Wood, IPM Program Manager

Others Present

Zander Evans, Committee candidate
Charmaine Clair, Stenographer

The approval of the agenda and the minutes were not discussed due to lack of quorum.

APPROVAL OF THE AGENDA

APPROVAL OF THE MINUTES August 21, 2012

OLD BUSINESS

- Funding Sources / Quality of Life Status

Mr. Wood said full funding is now in place; some of the funds are committed to current contractors and to educational events that would be held throughout the year. A schedule would be published of the proposed expenditures.

- Tree Fund Examples from Other Cities

Mr. Wood said the issue has come up several times with people that wish to plant trees in the park to honor someone or an event. He said the Committee needs to identify a process. He said he had large PDF files on how other cities etc. cover the issue and the file would be put on a file share for others to access. He would send out the link.

He said he thought the best model was a process in Colorado where a person donates funds and picks from a list of trees that would be planted within a specific area. The trees vary depending on the area of the city and the planting event is planned in the spring or fall. This model allows the event to be scheduled and preplanned and cuts down inappropriate planting and placement. The master plan could identify areas that would be planted in specific parks.

Mr. Evans asked if there is a way to get money in addition to the cost of the tree, to pay for maintenance etc.

Mr. Wood said estimated are cost that include to plant and maintain the tree for three years.

Mr. Wood said another example is volunteers that do plantings in the parks, but he wasn't as impressed with that because there is often damage to irrigation or gas lines, etc. He said he couldn't coordinate volunteers at a lot of locations without organization and that should be discussed with the Parks Board and a written process developed. He said an advantage is someone out of state could donate online.

- TCUSA (Tree City USA) Goals

Mr. Wood said he is working on the application and shouldn't be a problem to get TCUSA another year, but a problem could be the Growth Awards section. The Board had identified what would be done in education, especially of the Board. He said the educational funds were limited because of a City policy of no travel and there are not as many opportunities within the state and areas targeted for education did not get accomplished.

He said he wasn't sure how well Tree City University went and that he followed through enough to monitor people.

Mr. Torres asked if Think Trees would qualify.

Mr. Wood said it would and he is now funding the Think Trees positions and hopes to have ten, with one or two if possible for Board members.

Mr. Torres asked how often the Board chairperson should change. Mr. Wood replied that would be up to the Board but he thought each fiscal year.

- Tree Board Chair – Rotating Term Limits

Mr. Wood suggested the item be postponed until the Board is in place.

He said he also discussed with Ms. Esparza for her to take responsibility to send the agenda and minutes.

- Review of Median Guidelines – Presentation of Example Medians-

Mr. Wood also suggested this discussion be postponed until the Board is in place.

Mr. Evans asked about the candidate process.

Mr. Wood said he recalled that all three candidates were accepted by POSAC and need to be approved by City Council. He didn't see any objections between POSAC and the Parks Board and members are in place.

A copy of the 2013 scheduled meetings was passed out.

NEW BUSINESS

- Tree University Update

Mr. Wood explained Tree University is an online university for members and he thought all Board members should go through. He said he has applied to MFI (Municipal Forestry Institute) for this year and has grant funding to pay for the Institute and travel. He said MFI would help him better coordinate the Tree City Board and community input.

He said another part of the University is to get a Tree Campus USA and no one in the state has yet to qualify because the requirements are more stringent than Tree City USA with more detail. The person he was working with at the City is no longer there and he hasn't connected with the new liaison.

- Grant Funding Sources

Mr. Wood said he has been working on the ReLeaf Grant and that grant funded the planting of eight trees at DeVargas and a tree assessment and canopy inventory, which was recently completed. He said a sampling survey was done from East Palace to St. Francis of the trees throughout the river on health conditions, diameter, species, diversity, etc.

He said the tree canopy used a GPS mapping within 300 feet and YouthWorks people in the process and the numbers would be available by the end of the month.

Mr. Wood said a grant was just finished to fund the completion of the health assessment throughout the Santa Fe River and two of the applicants were the Rail Yard and the City. He said they were combined and \$15,000 was left of the original \$25,000 amount.

Mr. Wood said Tree City was the fourth applicant and had a good chance to receive the \$15,571 left to complete a sampling tree inventory. The sampling would be 50 feet for every 200 feet from Cerro Gordo to East Palace to St. Francis and from St. Francis to Frenchy's.

Mr. Wood said the sampling just completed identified several mismanaged areas and tree repair work would be scheduled; some trees would go in and median stone work would be done. A future grant ranges \$180,000 (two years) or \$360,000 (five years) on invasive species throughout the Santa Fe River.

PUBLIC COMMENTS - There were none.

AGENDA ITEMS FOR THE NEXT MEETING

Mr. Wood said he would like a list of items each meeting for the following meeting's agenda and for a request to be sent to members to send agenda items to the chair by a deadline.

Mr. Torres reviewed the agenda items for the February meeting: discussion of the Tree Board chairperson rotation and a review of the meeting guidelines. He noted that some updates would be ongoing.

Mr. Evans suggested an orientation for Board members of what would be expected and if possible, how members access the Tree University.

Mr. Wood suggested agenda items could be sent to the chair a couple of weeks prior to the next meeting. He said the chair could then forward the information to Ms. Esparza to prepare the agenda and she would send the agenda back to the chair for approval. The information would then be sent to Board members two weeks prior the meeting.

DATE AND TIME FOR NEXT MEETING – February 19, 2013

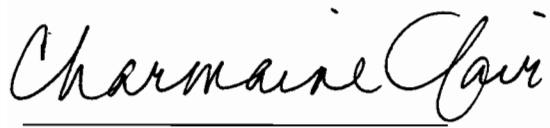
ADJOURNMENT:

Having no further business to discuss, the meeting adjourned at 5:40 p.m.

Approved by:

Patrick Torres, Chair

Submitted by:

A handwritten signature in black ink that reads "Charmaine Clair". The signature is written in a cursive, flowing style. The first name "Charmaine" is written in a larger, more prominent script, and the last name "Clair" is written in a slightly smaller, more compact script. The signature is positioned above a horizontal line.

Charmaine Clair, Stenographer