

**SUMMARY OF ACTION
MUNICIPAL TREE BOARD
PARKS AND RECREATION DEPARTMENT
1142 SILER ROAD, BUILDING C
WEDNESDAY, MARCH 27, 2019, 11:30 AM**

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
CALL TO ORDER		1
ROLL CALL	QUORUM	1
APPROVAL OF AGENDA	APPROVED	1
APPROVAL OF MINUTES	APPROVED	1
 <u>OLD BUSINESS</u>		
STATUS OF TREE PLOTTER PROCUREMENT	INFORMATION/DISCUSSION	2
CESAR CHAVEZ ARBOR DAY EVENTS	INFORMATION/DISCUSSION	2
 <u>ITEMS FOR DISCUSSION AND ACTION</u>		
BOARD MEMBERSHIP	APPROVED	2-3
LETTER IN SUPPORT OF URBAN FORESTER	APPROVED	3
MASTER GARDENER FAIR BOOTH	APPROVED	3
 <u>NEW BUSINESS AND POSSIBLE ACTION</u>		
EARTH DAY EVENT AT RAILYARD	INFORMATION/DISCUSSION	3
GRIEGO PARK MEMORIAL DAY TREE PLANTING	INFORMATION/DISCUSSION	4

CARD, BUTTON TO ADVERTISE TREE BOARD	INFORMATION/DISCUSSION	4
ARID LAND AND WATER CONFERENCE REPORT	INFORMATION/DISCUSSION	4
PUBLIC COMMENTS	INFORMATION/DISCUSSION	4
COMMENTS FROM THE BOARD	INFORMATION/DISCUSSION	4-5
NEXT MEETING	APRIL 24, 2019	5
ADJOURN	ADJOURNED	5

**MUNICIPAL TREE BOARD
PARKS AND RECREATION DEPARTMENT
1142 SILER ROAD, BUILDING C
WEDNESDAY, MARCH 27, 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 11:33 am, on Wednesday, March 27, 2019, at the Parks and Recreation Conference Room, 1142 Siler Road, Santa Fe, New Mexico.

ROLL CALL

MEMBERS PRESENT

Katherine O'Brien, Chair
Tracy Neal
Pam Wolfe
Becky Touchett
(Vacancy)

OTHERS PRESENT

Richard Thompson, Parks Division Director
Keely Jackson Kennemore
Mary Schruben
Elizabeth Martin, Stenographer

3. APPROVAL OF AGENDA

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

VOTE The motion passed unanimously by voice vote.

4. APPROVAL OF MINUTES

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

VOTE The motion passed unanimously by voice vote.

5. OLD BUSINESS

A. STATUS OF TREE PLOTTER PROCUREMENT

Mr. Thompson reported that the Tree Plotter software has not been approved yet by Purchasing.

Ms. Touchett said the workshop to train the Master Gardeners on the software is on April 13th. She needs the software a few days ahead of that in order to train herself.

Mr. Thompson said there is no hurrying Purchasing. Everyone thinks their project is the priority.

B. CESAR CHAVEZ ARBOR DAY EVENTS

Chair O'Brien reviewed the plans for the Cesar Chavez gardening class education project and the tree planting at Cesar Chavez Elementary School for Arbor Day. Books have been donated to the Tree Board for presentation to the Mayor in celebration of Arbor Day, to the elementary school class and to be given away at the Master Gardner event. Also tree free pencils were donated for the class.

Chair O'Brien and Mr. Thompson will work on the wording for the Arbor Day Proclamation for the Mayor to sign. It will be read at the school event and at the next meeting of the Tree Board in order to be in compliance with Tree City USA.

6. ITEMS FOR DISCUSSION AND ACTION

A. BOARD MEMBERSHIP

Chair O'Brien reported that from the comments of the Board it appears there is consensus to recommend that all three applicants would be assets to the Board. The documents that created the Board say that we can have 5 to 7 members.

MOTION A motion was made by Mr. Neal, seconded by Ms. Touchett, to expand the Board membership from 5 to 7.

VOTE The motion passed unanimously by voice vote.

MOTION A motion was made by Mr. Neal, seconded by Ms. Touchett, to recommend John Formby, Jacob Pedersen and Nancy Varvil to PARC for appointment to the Municipal Tree Board.

VOTE The motion passed unanimously by voice vote.

Chair O'Brien will present the recommendations to PARC.

B. LETTER IN SUPPORT OF URBAN FORESTER

Mr. Neal reported that he drafted a letter in support of an urban forester

There was discussion about the wording of the letter and who needed to get a copy of the letter.

MOTION A motion was made by Ms. Touchett, seconded by Mr. Neal, to approve the letter and to send it from the Municipal Tree Board to the Mayor with copies to the Governing Body, John Munoz the City Manager and the Chair of PARC.

VOTE The motion passed unanimously by voice vote.

C. MASTER GARDENER FAIR BOOTH

There was a discussion about a tri-fold hand out with photos of trees, native and low water, and a banner. There will be a fish bowl for cards and the book that was designated for this event will be given away to one of the people who put their card in.

MOTION A motion was made by Mr. Neal, seconded by Ms. Wolfe, to authorize Ms. Wolfe to work with Josie Barela to print buttons or stickers and to support Ms. Wolfe in the development of a poster.

VOTE The motion passed unanimously by voice vote.

Chair O'Brien said she will send out an email showing two hour shifts for manning the table at this event. She would like everyone to respond to her on their availability. The event is on April 27th from noon to 4:00 pm. Parks has a pavilion for shade. We will use the ISA pamphlets

7. NEW BUSINESS AND POSSIBLE ACTION

A. EARTH DAY EVENT AT RAILYARD

Chair O'Brien said the Board would like to request from the Parks Department a tent, the Tree City USA banner and a table and chairs for them to use for the Earth Day event.

Mr. Thompson said they will provide those items.

B. GRIEGO PARK MEMORIAL DAY TREE PLANTING

The tree planting at the Griego Park will be on Memorial Day, May 27th, at 10:00 am. The Parks Department will provide three Texas Red Oak trees which will be planted around the Vietnam Veteran's Memorial located in the park.

Ms. Martin will work with Mr. Thompson on this event.

C. CARD, BUTTON TO ADVERTISE TREE BOARD

These items were discussed previously.

D. ARID LAND AND WATER CONFERENCE REPORT

Ms. Schruben reported that the Arid Land and Water Conference was incredible. She attended it at the end of February.

8. PUBLIC COMMENT

Ms. Schruben passed around the conference packet and stated that she got 12 new ideas from just sitting in the presentations. One thing they do is Jeff Goebel does workshops and presentations on conflict resolution and managing change. This is his third year of doing this. At the end they come up with best possible outcomes and they put that on their website. It is a consensus building activity. They are very productive sessions. They help refocus attendees from the technical presentations to the actions you can take. This is all on their website.

Ms. Schruben said The Next Generation Water Summit will be June 12 - 14th. The next Urban Forest meeting is April 3rd. When announcements come out about upcoming events send them to Chair O'Brien and they can go up on the website.

Ms. Schruben said the Water Conservation Office is holding the second of four public meetings on the 5 Year Plan. She will get the dates to the Chair. They are also working on the Land Use Code.

Mr. Neal said early on he volunteered to rewrite the Tree Ordinance, but he would like to withdraw his name.

Mr. Thompson said trees are only mentioned under the development code. There is no Tree Ordinance. Changing an Ordinance requires public meetings.

Ms. Schruben said an Ordinance has been submitted to Council about a study to look at water rates in Santa Fe.

9. COMMENTS FROM THE BOARD

Mr. Neal said he gave a presentation at the conference Mary just talked about in 2014 about the state of the urban forest around New Mexico. Since then there have been increases in invasives and more stress on trees.

Ms. Wolfe said she had a conversation with a guy who thought Tree Stewards was going to be on our agenda today and it is not. What is a Tree Steward.

Chair O'Brien said we can talk about that as we go forward. Albuquerque is doing that successfully.

Ms. Schruben said they have started training for that program in Bernalillo County. In the summer they will be presenting that at the Urban Forest Council meeting. Any City in New Mexico can adopt it and use the materials and have a program. It is still being written and is not available yet.

Mr. Thompson reported that the House in DC passed a perpetual revitalization of the Water Conservation Trust. That is Federal funding that supports 50% of all improvements in parks. The vote was unanimous. It is very important.

10. NEXT MEETING APRIL 24, 2019

11. ADJOURN

There being no further business before the Board the meeting adjourned at 1:25 pm.

Katherine O'Brien, Chair



Elizabeth Martin, Stenographer