

**SUMMARY OF ACTION
 MUNICIPAL TREE BOARD
 PARK AND RECREATION OFFICE
 1142 SILER RD., BUILDING C
 WEDNESDAY, NOVEMBER 23, 2016, 10:00 AM**

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**MUNICIPAL TREE BOARD
PARK AND RECREATION OFFICE
1142 SILER RD., BUILDING C
WEDNESDAY, NOVEMBER 23, 2016, 10:00 AM**

1. CALL TO ORDER

The meeting of the Municipal Tree Board was called to order by Katherine O'Brien, Chair, at 10:00 am, on Wednesday, November 23, 2016, at the Park and Recreation Office at 1142 Siler Road, Building C, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT

Katherine O'Brien, Chair
Athena Beshur
Tracy Neal
Tom Dominguez
Janie O'Rourke

OTHERS PRESENT

Richard Thompson, Parks Department Director
Gary Varela, Parks and Recreation Department
Mary Schruben
Gina Aranda
Elizabeth Martin, Stenographer

3. APPROVAL OF AGENDA

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

VOTE The motion passed unanimously by voice vote.

**4. APPROVAL OF MINUTES
OCTOBER 26, 2016**

Postponed

5. OLD BUSINESS

A. PARKS AND RECREATION ADVISORY COMMISSION UPDATE

Chair O'Brien said in our October meeting we decided that we were going to present our recommendations and statement to the Parks and Recreation Advisory Commission, however they did not meet in November. Our presentation will be scheduled for their next meeting.

There was discussion regarding the membership of Chair O'Brien on the Parks and Recreation Advisory Commission.

Mr. Thompson reported that Chair O'Brien's application is with Mr. Carter and will be given to the Mayor for approval and appointment.

There was discussion regarding appointments of members who live outside the City limits and the appointment of Mr. Dominguez.

Ms. Beshur said it is standard protocol nationally that Tree Boards have the County Extension Agent in on the Board.

Chair O'Brien said that this Board will support Mr. Dominguez continuing to serve.

Mr. Thompson said he and Gary are ex officio members and if something were to happen Tom could serve in that capacity as well.

B. ARBOR DAY SITE UPDATE

Chair O'Brien said at the last meeting Janie O'Rourke agreed to be Arbor Day Chair.

Ms. O'Rourke said she has not done anything yet.

Chair O'Brien said we need to discuss venues for what we want to do. Arbor Day is the last Friday in April. She met last week with City employees, Victor and Andrew Garcia at Cornell Park along with a couple of other Rose Society members. The Rose Garden will be celebrating it's 50th Anniversary next year. We discussed bringing up the quality of the park for the anniversary and she thought it would be a good place to do a tree planting for Arbor Day. It is on Cordova and Galiesto. We could put the emphasis on one park. Andrew said we could work all together with the Association and the City and make that park an example of what we can do in Santa Fe. That park is one of the most popular parks in Santa Fe but it needs TLC. It has a beautiful fountain, but we can't use fountains in Santa Fe anymore.

Ms. Aranda said there is a park in front of the Southside Library. The City owns the land and most will be developed but there is a park there and a playground that needs TLC. The Southside is in need of help also. It is on the corner of Jaguar and Country Club Road.

Mr. Thompson said we have a corner leased by the Boys and Girls Club. It has a park, Valentine Park, next to a school. There are no real trees there.

Ms. Aranda said there are no trees there.

Mr. Varela said also there is no irrigation in that park. There is a playground with picnic tables.

Chair O'Brien said we do need existing irrigation.

Ms. Beshur asked how hard would it be to get it.

Mr. Varela said it would be expensive and a lot of work. We would have to contract it out.

Mr. Thompson said we are not restricted to planning trees where there is irrigation. We can put a yard hydrant or a quick coupler in the park and engage a citizen from the neighborhood to adopt the park and water it.

Ms. Aranda said the YMCA is next door and the Rape Crisis Center is close by.

Mr. Dominguez said there is a group called Earth Care that has volunteers near the park.

Ms. Beshur said last year when we discussed Arbor Day we tried to find a spot not in the north side of town. This sounds like an excellent option. Diversity across districts.

Mr. Neal asked how is parking there.

Mr. Thompson said it is great.

Mr. Thompson said Tracy asked he and Gary to look at south side parks and this is a prime candidate. We can overcome the water issue.

Mr. Neal said last year we planted 5 trees over a weeks time. That is a good idea especially for a park like Pat Smith Park where you can't get many people parked there. We might consider that option as well. Use the week to plant trees and finish the week on Friday at the Rose Garden.

Chair O'Brien said let's continue to consider Cornell Park. We might have the Arbor Day event at the south side park due to parking. The good thing about Cornell is that it is going to have a big event on June 17th and we could have a table there talking about what we are doing. We could plant a tree there as part of that event as well.

Mr. Thompson said we are in a tree deficit and the trees we have are in serious decline.

Mr. Neal said he would like to be involved in new trees in Cornell. There is a large open space there that is used by lots of people for games. We don't want to use that space that is used so often by the community.

Chair O'Brien said she, Andrew and Victor also identified 2 trees there to be removed.

Mr. Thompson said we would like to rework the trellises that are in decline and try to apply plant health care to the Elms.

Chair O'Brien said Victor is going to send you his notes from the meeting.

Mr. Thompson said he is hoping the Rose Society and Master Gardeners will tell us what they want done.

Mr. Neal, Mr. Varela and Mr. Thompson all said they would like to have the notes from the meeting at the Rose Garden.

Ms. O'Rourke said Cornell is the Rose Garden Park so you see a lot of people who use it. It would be nice to informally ask what they see as a safeguard for the park or future for the park.

Mr. Neal said he sees various people float through there. A lot of tourists come to that park because it is listed in the tourism booklets. It is one of the prettiest parks.

Ms. Beshur said she really likes the idea about planting more than one tree in the Rose Garden. Why not plant more than one tree at all of the parks we decide on.

Mr. Neal said one of the things we saw in doing inventories was so many trees stressed for lack of proper irrigation. He would rather put the money into taking care of what we have than plant a tree a day. We don't irrigate properly or mulch properly. He does not want to plant more than we can take care of. Valentine does not have irrigation, we have to line up someone to water it and trust them to do it.

Ms. Beshur asked why don't we say 3 trees in each park and a truckload of composted bark at each site.

Chair O'Brien said let's consider that. It depends on the park.

Ms. Beshur said she was specifically thinking about the Rose Park and Valentine.

Mr. Neal said we need to always take into account among all the other criteria, how many trees the park needs and how many can be properly irrigated. If we don't they could die or not be needed.

Mr. Thompson said we need to promote adoption of the parks in which we plant trees. Adopt A Park has been on the books for months and we have yet to have someone adopt a park.

C. TREE INVENTORY SPECIES LIST

Chair O'Brien said this has been completed and was handed out to the Board.

Mr. Thompson said we will distribute this electronically as well.

Mr. Neal said at our last meeting Jessie said she would send him the list taken from the inventories, however, he did not receive it so this is a first draft. If you think of something else that should be included let him know.

Mr. Thompson said we will take care of that. We are going through the information we have entered now and will share it with you all. We have the lists of trees we have encountered. We will transfer that from Excel to a Word document for Tracy.

Ms. Beshur said she would like the raw data on a spreadsheet so she can do some extrapolations.

Ms. O'Rourke said she saw the list of trees and what would be helpful for her is to know which of these trees are great and which are not. Do we have a list of what we want to see and don't want to see.

Chair O'Brien said the purpose of this list is to aid us in our inventory.

Ms. Schruben said she would like an electronic copy of the list for the boxes. Also she would like to have printed ones in each box.

Mr. Thompson said laminated sheets are great but he encouraged that you tape stuff to the box lid inside.

Ms. Beshur said regarding the list, we are using the 6 digit code. If we move on to the electronic versions they want a 4 letter code in I Tree. A conversion would be

easy to do in Excel. You just find and replace.

Mr. Neal said the fewer letters you have the more problems you have in distinguishing species. He is all for keeping the coding we have. Once we find a system we want to use then we can do what is needed.

Mr. Thompson said we discussed early on that there are naming conventions. AFIS uses 4 letters and numbers. We agreed at that time we would not follow that route. You can load Excel into I Tree. It is not a deal breaker or obstacle.

Chair O'Brien said thank you Tracy for all your work on this list.

Mr. Thompson said Tracy also supplied us with a list of columnar growing trees that fit into narrow places.

Chair O'Brien said please review this and let Tracy know of suggestions or changes. It will be used when we start inventorying next April.

Ms. Schruben asked can we mark preferred trees on this list with a star.

Mr. Neal said we can do that.

Ms. Beshur said the data we receive from what we have done will help get that list of what is preferred. It was recommended that we have the top 5 at the top of the list.

Chair O'Brien asked who recommended that.

Ms. Beshur said it was from the conference she went to.

Chair O'Brien said she does not know if we are ready to adopt that.

Ms. Schruben said that is different from an inventory.

Mr. Thompson said we all love lists. It is for an audience. What we look for is species diversity, the percentage of local forest and size range and condition and maintenance requirements.

6. NEW BUSINESS

A. TREE INVENTORY MANAGEMENT AND APPLICATION

Chair O'Brien said we have been discussing successes in tree inventories this

year. Thank you to everyone for all the work.

Ms. Schruben said we completed 6 parks which is 5% of the total parks. In terms of acreage it is 5.5% of the total park acreage.

Mr. Thompson said around 300 trees.

Chair O'Brien said our goal is 1/3 of the acreage.

Mr. Thompson said we have enough now to take to the Governing Body. Combined with some events that have recently happened such as trees falling, we have their attention at Council. Now we need to take the data to them. We will plead the case for certified arborist, maintenance funds and conversation for early next year. The budget is signed July 1. We have Coats Tree Service on contract now.

Ms. O'Rourke asked are you talking about the trees on Marcy Street. What about all those trees at the Federal Court House. Do we have any control over that.

Mr. Thompson said the maintenance is contracted out by the Federal Government.

Ms. O'Rourke asked can we meet with the people in charge.

Ms. Schruben said it is the Federal Government.

Ms. O'Rourke said it is still central to our city.

Mr. Thompson said we can discuss replanting in this room.

Mr. Neal asked is there any point in our doing more inventories next year.

Mr. Thompson said he hopes so.

Mr. Neal asked do you need the data.

Mr. Thompson said yes. We are leaning towards a professional inventory. If we don't get that then yes.

Mr. Neal said so the more information we get the better. Will you use the information to direct maintenance.

Mr. Thompson said that is calling the contractor.

Mr. Neal said no, when we noticed issues on the inventory sheets will you use that information to help you analyze maintenance needs.

Mr. Thompson said ideally if we have dedicated staff.

Ms. Schruben said also the data will be used by the Sustainable Santa Fe Environmental Committee for the report.

Mr. Varela said we need properly trained staff to understand what an unhealthy tree looks like and what a tree should look like and what is needed.

Mr. Varela left the meeting.

Ms. O'Rourke said she is for keeping inventories going. Being a person just beginning being trained it seems to be a good way to reach out into the community and get them involved. She supports that program to continue.

Ms. Beshur said she did already file the paperwork necessary to continue the project for next year for the Master Gardeners. Her hope is after another year of that, they can become the trainers as we incorporate more organizations.

Mr. Thompson said there is more to do such as public lands, schools and open space. We will gain from this sample tree stand delineation where we can look at trees from an aerial photo.

Mr. Neal said the Master Gardeners are getting credit for doing this and bringing in other people generates learning on their part. The goal being maybe we will find more volunteers to adopt parks.

Mr. Dominguez said the Master Gardeners really get a lot of it. Getting out and recognizing species, how to diagnosis problems and see problems and fill in their hours answering phone calls about sick trees.

Ms. Beshur said she is thinking about what the role would be for volunteers if we did receive funding and the quality of a professional inventory versus volunteer. There have been some issues with bringing in people who don't know the area. Some use a hybrid system where volunteers get a stipend.

Mr. Thompson said there is a lot to be said about using national organizations. they were especially valuable in the early days. What you are doing now is not what Davey would do. They would have 40 people in trucks doing windshield surveys. We have a wealth of trained professionals in the community and this would be a community provided expert base. We have enough experts in the community to use instead of using a National organization.

Ms. Beshur said if we were to have a paid liaison at inventories then we could incorporate some of the additional features that are available and extrapolate information.

Mr. Thompson said we have the data to drive those statements and claims.

Ms. Schruben said the fellow writing the Sustainable Santa Fe Plan found that the calculations used for canopy cover are based on wilderness forest not urban areas. He said he felt our tree inventory surveys are a much better indicator for the urban forest.

Mr. Thompson said let me direct the Board's attention to American Forest and their product "City Green" that does the calculations.

B. MTB TASK LIST FOR 2017

Chair O'Brien shared Patrick Torres' list from 2015. This is a reference. She would like to work on a list for the coming year. We have no time to waste. She wants to make sure the efforts we contribute to the Tree Board are productive. That is the reason we have goals. She asked that members come up with what they want to see happen on the Tree Board for 2017. What she would like to see is as follows:

1. We need to realize we are an Advisory Board. We work most effectively if we work with PARC. They work with the Parks Department. We need to go to the PARC meetings. We need to know who PARC is and they need to know who we are.

Mr. Thompson said the new PARC Board is learning what goes on in Parks. Trees have to be a big part of that conversation. What you said is very well said. You need to be an integral part of the PARC.

2. We need to publicize who the Tree Board is. As an example, by having a table at the Rose Park event on June 17th. We can also do so on Arbor Day and when we have our inventory report out we can let the community know who we are. Think of how we can let the constituents of the City know we exist so we can get backing. Richard has said we need the backing of the community to get things done in the community. We need to develop venues and methods of communicating.

Mr. Neal said to that point it seems when we go into the field to do inventories in the box could be a page about the Tree Board and how to contact us and Parks to hand out to interested people.

Chair Beshur said that is a good idea.

Ms. Beshur said or a pamphlet with information.

Chair O'Brien said if you embrace this idea she would like us to work together on this. Think of ideas of how to do this.

3. Expand the inventories and continue brain storming how to get more community involvement.
4. Look at how we can marry our inventory project with the City's Adopt A Park Program. It could work well together and it gives our efforts a future. An example would be the Watershed Association adopting a park.

Ms. Aranda said one way to do that is to have in the park someplace a game that kids could play that would replicate what you are doing. A game of counting the trees or whatever and put the game sheet in a box to go back to Parks.

Chair O'Brien said that is a good idea.

Mr. Thompson said that is a great idea. All the elements could be in the game. We want to get children involved in reforestation. If the Chair wants to appoint someone from the Board he will work with them and get it started.

Chair O'Brien asked Tom if he would work with Richard on this.

Mr. Dominguez said yes. He has a Junior Master Gardener curriculum that might fit.

Chair O'Brien said you could probably work with Victor as well.

Mr. Thompson said we are still working with the school administration that has changed. We would like to work with the school district but we cannot provide physical resources to them.

Ms. Schruben said the Eco School at Santa Fe High was going to take on an inventory but it is up in the air right now. It is still on the list. The tree inventory was to be a botany project.

Mr. Thompson said he was directed to check with Mandela School.

Ms. Schruben said they have a lot of projects and are in the process of moving. They get grant money for projects. She does not think they could fit in this project.

Ms. Aranda said the Honor Society is a resource of kids that are looking for projects.

Mr. Thompson said regarding item 1C on the old task list, if you can determine anything you need for the surveys the division will consider funding it. We can formalize

the boxes and ID cards or whatever you need.

Ms. Aranda said t-shirts are a good way to announce to the community where you are from.

Mr. Thompson said vests and t-shirts. We need a design for shirts and a banner for the Tree board. Could the Chair assign someone to work on the design. These items can be used for community events and festivals.

Mr. Dominguez said Athena has logo experience and artistic skills.

Chair O'Brien said Athena will be on the Design Committee with Tom and Janie.

5. We need to educate the Mayor, City Council and public about tree care issues and solutions and work on selling IPM as a necessary part of tree care.

Mr. Dominguez said he talked to Victor about an educational tour of some of the trees with the Board, Parks and City Officials. We would go around in a van or bus to do an assessment with them about problems we are having. We could go around the Plaza, City Hall and other visible areas and park areas.

Chair O'Brien said that would be great.

Mr. Dominguez said he would like the Board to give him some direction.

Chair O'Brien said we should do it before we do the budget. Maybe in the Spring when the leaves and pests are out.

Mr. Thompson said or Arbor week or in the Summer.

Chair O'Brien said it needs to be done before the budget. Maybe do more than one.

Mr. Thompson said that is a good suggestion. He suggests Tom and Victor frame it to happen when the leaves and bugs are out.

Mr. Neal said we could have a page of pictures of things they will see.

Mr. Thompson said that is a great idea.

Ms. Schruben said there is a precedent to do these kinds of tours. The Planning Commission, Business and Quality of Life and POSAC have done them. We need to do PARC first.

Mr. Neal said he has suggestions for the 2017 task list. Should he email them to Jessie so she can send them out to the Board.

Chair O'Brien said yes. Email your suggestions to Jessie for Task List 2017.

C. PARTNERS IN COMMUNITY FORESTRY CONFERENCE REPORT

Ms. Beshur said she attended this conference and what impressed her the most was the extent of the new innovation and the collaborative mind set of the participants. There are a lot of new tools available. My Tree is a new one through I Tree. It is an easy to use tablet or phone program and is a great tool for homeowners and schools. It does not calculate inventories. Also there are inventory tools available such as I Tree and Planet Geo. Our New Mexico State Forester would like us to look at Planet Geo. It has community connections that she likes. There is more information at Landscapeperformance.org. There is a library of fast facts to use when talking to officials. They are also recommending 800 cubic feet or more of root space for each tree now. That is double what our landscape codes recommend. A number of people spoke about green infrastructure. It was recommended that leaf cover be part of the assessment of what is a valuable tree. Also expected life span. It was a great conference with exceptionally talented colleagues. All 50 states and the Virgin Islands were represented. She was impressed by the diversity of the people who were there. Collaboration is the key.

Ms. Beshur said also Santa Fe is one of 5 pilot communities selected by EPA for a \$150,000 grant for storm water planning.

Mr. Thompson said yes, the drainage section of the Streets Department will be working with that and Melessia McDonald who is the Watershed Coordinator for Public Works. There is an RFP out there for someone to complete the storm water portion of the Master Plan for the City. We will review proposals the first week in December. We are meeting with EPA Region 9 in January about the changes to the Storm Water Prevention Plan. It is a nationwide plan. The City is pretty proactive on this issue.

Ms. O'Rourke asked regarding storm water can you use any of that for watering.

Mr. Thompson said for 96 hours it is yours. After that you can only hold water with a permit. Then you have to buy water unless you have ancestral water rights. After 96 hours it has to be treated. These regulations are due to public health and water rights issues.

Mr. Neal said he recommends as you are working through this to develop a program to incorporate more water harvesting in the parks and medians of storm water.

Chair O'Brien said one of the big landscaping companies talked to her and said that they have developed a large residential area and want to know how to go about interfacing with the City using the drainage from the buildings down to the public land.

Mr. Thompson said usually there is a subcontractor with a developer. The developer has a relationship with the City and they have the responsibility of impact fees. The ICIP Committee determines how the impact fees are spent. We are at the end of the road on that. Have him contact us and we will put him in touch with the Land Use Department.

Mr. Thompson said we are tasked with coming up with a plan for the medians and one of the things we would like to bring up is planning a community with landscaping just like we do in forests.

Chair O'Brien said so maybe we should add that to our goals for 2017.

Mr. Thompson said we are to present to Council on the medians on December 14th. In our plan we asked to revisit the Land Use Code which has 2 documents, the Landscape Code and the Landscape Guidelines for Medians. We want to address the impact development has on the Department.

Chair O'Brien asked is there something you would like us to do on this issue.

Mr. Thompson said we are going to ask the Governing Body to accept this plan. It is huge. We are asking permission to revisit the code. He would like this Board, once we get permission to revisit the code, to discuss and review the code and work with us on it.

Ms. O'Rourke said you have to also look at shade.

Mr. Thompson said the average life of a street tree is 7 years. We will never get that kind of canopy here. Cottonwoods were the preference in downtown a long time ago. That changed to Locust for street trees because they are fast growing. All the City codes are on line if you want to review them.

Ms. Schruben said one of the parts of the Land Use Code is clearing and grading of the land and that section needs to be rewritten as well.

Mr. Neal said in the historic area if you want to take out an Elm over 6 inches you have to get permission. He would like to exempt things we don't want from that restriction.

Ms. Schruben said there are lots of references in the code to trees and landscaping.

Mr. Neal said we can show up at that meeting and support the plan.

Mr. Thompson said it is on December 14th, at 5:00 pm at the City Council meeting at City Hall.

D. CARBON ZERO 2040 REPORT

Ms. Schruben said she was part of a teleconference with the man who is writing the outline of the report. She went over all the information with him about the tree inventories and he has it. He needs the specifics of the tree inventories in electronic form. He wrote the plan for Ft. Collins and he is on their Board. He said we are better off doing the inventory with feet on the ground. He hopes the Tree Board will consider paying attention to that and continue to funnel information up to them so it can be included in the report.

Mr. Neal asked what data do they want. We would need to set up channels of communication.

Ms. Schruben said that will be worked out. This is the just preliminary meeting. We are working with the groups subgroups now.

Ms. Beshur asked who is doing the wildlife corridor section.

Ms. Schruben said Fish and Wildlife, the Sierra Club and a County person. They are using the arroyo maps.

Mr. Neal asked do they have a subcommittee dealing with Parks and Urban Forestry.

Ms. Schruben said it is part of the environment group.

Ms. Beshur asked how would we like to present the information from the inventory for the Sustainable Plan. Raw data.

Ms. Schruben said he wants reports. Summary reports like Richard would put out.

Mr. Neal said he would want more data than 5%.

Ms. Schruben said yes he would. An annual update will happen.

Ms. Beshur said is part of the idea that there is a chart provided by MTB from our data.

Ms. Schruben said when she went to look at the report Ft. Collins did it was an entire shelf in the library of 3 inch binders. There were pages of links, electronic data and references. We are at the first baby steps of getting this going.

7. COMMENTS FROM THE BOARD

Mr. Neal said one of the things on his list of tasks is to create a list for preferred trees for new plantings and replacements. He is working from criteria that included maintenance services and adaptability to determine what are the best trees.

Ms. O'Rourke asked that the Chair and Mr. Thompson make sure her email gets to Jessie.

Ms. Beshur asked Gina for her email address.

Ms. Aranda gave her school address. garanda@ttschool.org.

Ms. Aranda said it has been wonderful being a visitor today. This is an excellent scientifically based meeting with very fine people.

Chair O'Brien said it is nice to have your contributions. Thank you for attending.

Ms. Aranda said it has been a good use of her time.

8. PUBLIC COMMENT

None

9. NEXT MEETING, WEDNESDAY, DECEMBER 28, 2016

Chair O' Brien asked do we want to meet in December.

Mr. Neal said he wondered is there anything we are working on that we need to nail down before January and the task list is the most important but we could do that by email for the January meeting. Also we could have a get together socially and have a lunch together.

Ms. O'Rourke said both are good ideas.

Mr. Dominguez said let's do the social.

Mr. Thompson said a lot of City Committees devote their December meeting to non City business.

Chair O'Brien said let's decide on a date and where.

It was decided that the luncheon would be on December 14th at 1:00 pm at La Chozaa.

Mr. Thompson said the City has had several significant wind events in last 60 days. Two of them did considerable damage to the City's urban forest. He shared 2 photos. Three trees in Railyard Park were heavily damaged. We may want to do synopsis report on that and the type of trees that get damaged and how. It needs to be in our future inventory notes as well. There have been mass plantings of cloned trees. Some of the trees are without good branching and their prodigy will show the same characteristics. It is imperative that designers scout their trees in the nursery. We see this a lot.

10. ADJOURN

The meeting adjourned at 12:30 pm.

Katherine O'Brien, Chair



Elizabeth Martin, Stenographer