

**SUMMARY OF ACTION  
MUNICIPAL TREE BOARD  
THE BARN AT FRENCHY'S FIELD  
2001 AGUA FRIA STREET  
WEDNESDAY, AUGUST 23, 2017**

<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 JUNE 28, 2017	APPROVED	1
 <u>OLD BUSINESS</u>		
TREE INVENTORY PROJECT	INFORMATION/DISCUSSION	2-6
TREE PEST REPORT	INFORMATION/DISCUSSION	6-7
PARKS AND RECREATION ADVISORY COMMISSION UPDATE	INFORMATION/DISCUSSION	8
 <u>NEW BUSINESS</u>		
CITY OF SANTA FE'S CLARIFICATION OF FUNCTION AND STATUS OF THE BOARD	INFORMATION/DISCUSSION	8-9
COMMENTS FROM THE BOARD	INFORMATION/DISCUSSION	9
PUBLIC COMMENT	INFORMATION/DISCUSSION	10
NEXT MEETING	SEPTEMBER 27 <sup>TH</sup> , 11:30 AM	10
ADJOURN	ADJOURNED	10

**MUNICIPAL TREE BOARD  
THE BARN AT FRENCHY'S FIELD  
2001 AGUA FRIA STREET  
WEDNESDAY, AUGUST 23, 2017, 10:00 AM**

**1. CALL TO ORDER**

The meeting of the Municipal Tree Board was called to order at 10:00 am by Katherine O'Brien, Chair, on Wednesday, August 23, 2017, at the Barn at Frenchy's Field, 2001 Agua Fria Street, Santa Fe, New Mexico.

**2. ROLL CALL**

**MEMBERS PRESENT**

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

**OTHERS PRESENT**

Richard Thompson, Parks and Recreation Department  
Elizabeth Martin, Stenographer

**3. APPROVAL OF AGENDA**

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

**VOTE** The motion passed unanimously by voice vote.

**4. APPROVAL OF MINUTES  
JUNE 28, 2017**

Chair O'Brien said on page 2 it should say genus not genius.

**MOTION** A motion was made by Mr. Neal, seconded by Mr. Dominguez, to approve the minutes as amended.

**VOTE** The motion passed unanimously by voice vote.

## 5. OLD BUSINESS

### A. TREE INVENTORY PROJECT

Ms. Beshur reported that the inventories are going well. We have done part of Franklin Miles and are working on the rest. We have done 120 trees so far. There were a couple they we were not sure of at Franklin Miles that you can look at on Sunday Katherine. She has been the tree identifier for all the sites but she would appreciate some relief. One cool thing is that she was on the radio on Saturday. This time of year the Master Gardeners start to wain in participation. She invited the public to volunteer and let her know of their interest by email. As long as we have a co-leader and tree identifier, the rest can be volunteers. They will email her and then she will give them a date where she has the other 2 requirements.

Mr. Neal asked how many Master Gardeners have done it enough to have a trained crew.

Ms. Beshur said about 50 have explored it, but there is a core group of 10 that really understand.

Mr. Neal asked are any of the participants likely to be good tree identifiers.

Ms. Beshur said she has invited a couple of the Master Gardeners to become tree identifiers.

Mr. Neal asked have you talked to Anna about joining the Tree Board.

Ms. Beshur said no, but she would love to have her but this time slot would probably not work for her. In Bicentennial Park we did one session when the State came. We got through 198 trees in one 3 hour session with 18 people. That makes her think maybe we should do a big session and knock out a park in one day. We do about 50 trees in 2 hours with 3 people.

Mr. Thompson asked did Jennifer or Amy come back to finish something.

Ms. Beshur said they did come back and got up to 225 trees. She compared their data to hers and submitted it to Parks. It is on the Park site for Bicentennial and Cornell parks. We are increasing that shape file and making it longer and longer as data comes over.

Chair O'Brien said excellent. How many more trees are there at Franklin Miles.

Ms. Beshur said that is hard to say. There is a curve around the ballfield and there were 100 trees there 3 feet apart.

Chair O'Brien asked will someone be there to tell us where to begin.

Ms. Beshur said she will meet her there to show her. It is the co-leaders job to bring the materials.

Mr. Thompson asked what GIS system are you using.

Ms. Beshur said Easy Trails on our phones.

Chair O'Brien asked do we have another park planned after Franklin Miles.

Ms. Beshur said she would like to move further south. There is a little one on Governor Miles. It is Pueblo del Sol. There are not many trees.

Chair O'Brien said we could do the one by her house, Las Estancias.

Ms. Beshur said we can do that one next. Also is Rotary Club adopting this park.

Mr. Thompson said yes, they adopted Frenchy's.

Ms. Beshur said we should do this park and bring in Rotary. She has a contact and will check with them.

Mr. Thompson said if you would coordinate communication through Jessie at his office that will keep her in the loop. She has a contact for this.

Chair O'Brien said she heard that we have 6 parks now adopted.

Mr. Thompson said yes.

Ms. Beshur said that is good. We can bring those organizations in to do the inventory at their park. Another idea was the parks we did last year. We can update the GIS data for the parks we have done. That would not take too much effort.

Chair O'Brien said that would be a good winter project.

Mr. Thompson said David has moved jobs, but Leonard Padilla is the one to work with now for uploading data for you.

Ms. Beshur said someone from that department emailed her to get better photos of inventories. More high resolution. Another thing is that she wrote an article for the Master Gardeners newsletter.

Mr. Thompson said the irony here is we sent you to GIS to get the GPS camera and now they are saying you need a camera. We signed a transfer of the asset to you

and you never got the camera.

Ms. Beshur said she never picked up the camera. That would be good to get the camera.

Mr. Thompson said the City has a budget, but none of it is identified for the Municipal Tree Board. You can make a request for equipment or letterhead if you need it.

Ms. Beshur said she thinks the best use of finances if we had them would be to move to Tree Plotter. You see the map and press the dot where the tree is and it has many more tenths of accuracy.

Chair O'Brien said we need a tree identifier workshop. It is time to do that. We can bring in the 3 Master Gardeners we talked about and with Bob Wood to come up with clarification of the system. Mary Schruben should come. Maybe we can do that. Maybe near the latter part of September. She would like Tom Dominguez to participate as well.

Mr. Thompson said on a Saturday.

Chair O'Brien said we should have it at a park where we are doing an inventory.

Mr. Neal said where there is the most variety of trees.

Ms. Beshur said we could also invite more tree professionals.

Mr. Neal said we need to invite those who will then go into being tree identifiers for our inventories. Not tons of people.

Mr. Thompson said we are going to RFP for tree services for the City and are going to reference ANSI 300 and Z330 for standards. It will be for removals and emergency remedy. We contract with them one tree at a time and we tell them where to go.

Mr. Neal said you earlier talked about training members of the Parks Department as an arborist crew.

Mr. Thompson said yes, we took them to Think Trees and other education programs. One took another job and one was not as sincere as we hoped.

Mr. Neal said so we don't have a good candidate.

Mr. Thompson said no, we put it in the budget again. The inventory is crucial. Right now it is the threat to trees that has caught their attention. Land Use has hired a

new Landscape Architect, Sam Burnett. He recommended to the City that they remove all the aging cottonwoods downtown and seek out better street trees.

Ms. Busher said we need to deal with the reason why they are dying instead of just taking them out.

Mr. Thompson said for the wrong tree, wrong place the best remedy for is removal.

Chair O'Brien said lets work toward a tree identifier workshop. She will send out some dates. Maybe do 6 trees of different varieties and conditions and go to an older park.

Mr. Neal said an older park and a newer park. Identify historic trees and new trees. That way they can get a range of what they are apt to run into in the parks.

Ms. Beshur asked what about Ashbaugh.

Mr. Thompson said that is behind Station 3. Cerrillos and 2<sup>nd</sup>.

Ms. Beshur said that has old and new trees and is a pretty park.

Chair O'Brien said and it is heavily used. That is a good idea.

Ms. Beshur asked do we want to do it in conjunction with a tree inventory date.

Mr. Neal said we could as long as there are not too many trees. It would take 3 hours to train and do inventory.

Ms. Beshur said we could focus it on training.

Chair O'Brien said lets do it later in the month of September.

Ms. Beshur asked what about the 16<sup>th</sup>. That is a Saturday.

Everyone agreed that September 16<sup>th</sup> works for the Board.

Mr. Thompson said if it rains there is no building there.

Chair O'Brien asked how about doing Frenchy's.

Mr. Thompson said we could buy you some plants and line them up in a building.

Mr. Neal said maybe if that was done in tandem along with doing trees in a park.

There was discussion and it was decided that the Tree Identifiers Workshop would be held at Ashbaugh Park on September 16<sup>th</sup> at 10:00 am.

Mr. Neal said we need to devote 3 hours to it. Training and inventory.

Ms. Beshur said the focus of this should be training.

Mr. Thompson said as a component of the inventory.

Ms. Beshur said sounds good. She will contact the folks and send an email blast out.

Chair O'Brien said she will contact Jessie Esparza.

Ms. Beshur said we could create a YouTube video on this.

Mr. Neal said yes, good idea.

Mr. Thompson said we could film the entire session for you.

Ms. Beshur asked would there be someone from the City to be in charge of that.

Mr. Thompson said yes.

Mr. Thompson said since there will be a quorum of the Municipal Tree Board present we will post it as a meeting and pay the Stenographer to attend and do minutes.

Mr. Thompson said he encourages you to give them 5 minutes of explanation that this is a major component of the tree inventory.

## **B. TREE PEST REPORT**

Mr. Neal asked is there any progress on controlling pests. Where are we at with that.

It was stated that the City Manager has approved the use of the IPM Ordinance at its fullest.

Mr. Thompson said we have a method for removal of trees who succumb to borers. Chipping then sanitizing the chips before they come back out as mulch. There are only 3 classified employees in the Park Department. Everyone is a jack of all trades. We don't have a tree removal program or insect removal program. We had to explain to

the City Manager that Victor is one person. Victor is the only licensed technician.

Mr. Neal asked we have no one to take out the trees.

Mr. Thompson said we have people to take out trees and deal with them, but they are the same people who mow and sanitize bathrooms.

Mr. Neal asked how many employees does Park have.

Mr. Thompson said 42 people, 72 parks and all the public spaces.

Mr. Neal asked how do you prioritize.

Mr. Thompson said phone calls and complaints.

Mr. Neal said he saw downtown 2 big honey locusts going down and 1 healthy one close by. How do we protect that one before it gets sick.

Mr. Thompson said we contract for a year at a time for tree removal. The contract has lapsed. We are working on it now.

Ms. Beshur said she is taking a GIS course next semester and will be better able to understand the camera.

Mr. Dominguez said we are setting out traps to monitor the Japanese Beetle. He passed out a handout which is incorporated herewith into these minutes as Exhibit "1". Dr. Sutherland wants to monitor that here. It has been found in Albuquerque. All the County Extension Offices will be setting out traps. He is working with Victor on it as well. We will check the traps on a weekly basis. He has some Master Gardeners interested in pest identification. They work the hot line for him 2 days a week. The monitoring of the traps will be through the first part of October.

Ms. Beshur asked what plants do they eat.

Chair O'Brien said roses.

Mr. Neal said there is a huge variety of plants they will eat.

Chair O'Brien said this one has not been found in Santa Fe, but they found 8 in Albuquerque.

Mr. Dominguez said if you see any call him and he will pick them up.



## **C. PARKS AND RECREATION ADVISORY COMMISSION UPDATE**

Chair O'Brien said she attended the PARC meeting.

Chair O'Brien said Rob Carter mentioned there is a PSA on the website from the Department about the pest situation. She has been unable to find that.

Mr. Thompson said we have a PIO in the City Managers Office. He has a list of subscribers that he email blasts to. Some of those are posted on the website. They are also on the City Mangers Office under PIO office. He will ask Matt Ross to add you, Madam Chair, to the email blast.

Chair O'Brien said the meeting was very short and was about updating things going on. Victoria lauded that fact that the City Council is allowing the full IPM process.

## **6. NEW BUSINESS**

### **A. CITY OF SANTA FE'S CLARIFICATION OF FUNCTION AND STATUS OF THE BOARD**

Chair O'Brien said she has been confused. She understood that the Tree Board, as a subcommittee of PARC, need to be members of PARC. When she talked to Rob Carter he said that is not true. We need to know so we can get a 5<sup>th</sup> member of the Tree Board.

Mr. Thompson said you are a subcommittee of PARC and you are to report deliberations and recommendations to PARC. You also have a channel to the Division. The intent is that you inform PARC and make recommendations to them. He spoke to Jessie Gullien this morning he said there are no overarching guidelines or rules for Committees. Each Committee is identified in an Ordinance with the make up of their membership and the responsibilities of the Committee. He suggests it can be whatever you want as long at goes to Council for approval. You can define your role.

Mr. Dominguez said at our last meeting we talked about getting a City facilitator to meet with us and come up with a plan as to what we want to do with more focus on a long term plan for the Tree Board.

Mr. Neal said he read that in the minutes and felt bad that he let that drop. Is there a way to impact the Master Plan at this time. We were supposed to also give our recommendations to the Master Plan writers.

Mr. Thompson said if you have specific recommendations ready to go give them to him. They are wrapping it up. It goes to Council in December so there is time. These are professionals.

Mr. Neal asked Richard to email the Board with Bob's email address at Site Southwest so that we can send in recommendations.

Mr. Thompson said he will do that.

Mr. Thompson said you can make individual recommendations. That subject is not on the agenda today to be voted on which would allow Board recommendations. He will tell Bob these comments will be coming and to pay attention to them.

Ms. Beshur said she would feel comfortable with Tracy making the connection.

Mr. Neal said he will.

Mr. Thompson said he will advertise the open position on the Tree Board.

## **7. COMMENTS FROM THE BOARD**

Mr. Dominguez said he, Tracy and Victor attended the Urban Forest Council Meeting and Workshop on August 9th.

Mr. Neal said the thrust of the meeting was coming up with a recommendation for trees for New Mexico to plant. In the meeting we had a lively discussion. The primary conclusion was that there is a need to have tree recommendation lists for the major cities in New Mexico. We are identifying where we will create lists with the notion that people who know a lot about trees and their adaptability would work with local people like City Parks or County Extension Agents who know the local conditions to create lists for the community. If there is enough information they can think about will these trees work in my location as well. Where it goes from here he is not sure. Jennifer Dann is interested in talking further with group about this.

Mr. Dominguez said they also are talking about training for proper tree care. It was a good group of folks that have a passion for trees and tree care. It would be good for us to attend these kind of things. Also Jennifer Dann mentioned that we have a New Mexico State Forrester, Donald Griego.

Mr. Dominguez said it was a good meeting. A side issue we talked about was having a place, or more than one place, on public websites where these lists would be posted when people google "good trees to plant in New Mexico" and information on tree care. They said almost all of the complaints they get are about trees not thriving is about lack of water and care.

Mr. Dominguez said Jennifer also said they have brochures on hand for tree identification. They are free from the Forest Service. Also there is a new State Horticulturist, Marisa Thompson. She is Richard's niece.

**8. PUBLIC COMMENT**

Mr. Thompson said he just returned from the Pacific North West and showed everyone a picture of a huge Western Red Cedar.

**9. NEXT MEETING**

There was discussion about changing the meeting time on Wednesdays.

**MOTION** A motion was made by Mr. Neal, seconded by Ms. Beshur, to change the time of the meetings of the Municipal Tree Board to 11:30 am on the same Wednesdays and to make it a working lunch meeting.


**VOTE** The motion passed unanimously by voice vote.

**10. ADJOURN**

There being no further business before the Board the meeting adjourned at 11:56 pm.

---

Katherine O'Brien , Chair



---

Elizabeth Martin, Stenographer