

**SUMMARY OF ACTION
MUNICIPAL TREE BOARD
THE BARN AT FRENCHY'S FIELD
2001 AGUA FRIA STREET
WEDNESDAY, OCTOBER 25, 2017, 11:30 PM**

<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 SEPTEMBER 27, 2017	APPROVED	1-2
 <u>OLD BUSINESS</u>		
TREE INVENTORY PROJECT	INFORMATION/DISCUSSION	2-5
TREE PEST REPORT	INFORMATION/DISCUSSION	5
PARC UPDATE	INFORMATION/DISCUSSION	5-6
CITY PARKS MASTER PLAN		
NEW BOARD MEMBER	INFORMATION/DISCUSSION	6-7
LONG TERM PLAN FOR MUNICIPAL TREE BOARD	INFORMATION/DISCUSSION	7-9
 <u>NEW BUSINESS</u>		
NOVEMBER TREE BOARD MEETING DATE	APPROVED	9
ACTION ITEM REVIEW AND APPROVAL FOR TREE SERVICES	INFORMATION/DISCUSSION	9-10
COMMENTS FROM THE BOARD	INFORMATION/DISCUSSION	10

PUBLIC COMMENT	NONE	10
DATE AND TIME OF NEXT MEETING NOVEMBER 29, 2017	INFORMATION/DISCUSSION	10
ADJOURN	ADJOURNED	10

**MUNICIPAL TREE BOARD
THE BARN AT FRENCHY'S FIELD
2001 AGUA FRIA STREET
WEDNESDAY, OCTOBER 25, 2017, 11:30 PM**

1. CALL TO ORDER

The meeting of the Municipal Tree Board was called to order by Chair Katherine O'Brien at 11:30 am on Wednesday, October 25, 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
Athena Beshur
Pam Wolfe

MEMBERS ABSENT

Tom Dominguez
Tracy Neal, Excused

OTHERS PRESENT

Richard Thompson, Parks Department
Mary Schruben
Carol Dumont
Elizabeth Martin, Stenographer

3. APPROVAL OF AGENDA

Mr. Thompson asked to add the Citizen's Climate Change Education event to the agenda.

MOTION A motion was made by Ms. Beshur, seconded by Ms. Wolfe, to approve the agenda as amended.

VOTE The motion passed unanimously by voice vote.

**4. APPROVAL OF MINUTES
SEPTEMBER 27, 2017**

MOTION A motion was made by Ms. Wolfe, seconded by Ms. Beshur, to approve the minutes as presented.

VOTE The motion passed unanimously by voice vote

5. OLD BUSINESS

A. TREE INVENTORY PROJECT

Ms. Beshur said we have finished Franklin Miles Park.

Chair O'Brien said congratulations. That was a big job.

Ms. Beshur said she will be meeting with the co-leaders this afternoon about the future of that and how we might want to revise some things. One focus this year has been on training future identifiers. Now we have a group of people who can take a small group on their own. That allows us to have bigger groups if we want. This year with 20 to 24 sessions there has been a lot of pressure on the co-leaders. We discussed that we might want to have less frequent sessions like 10 next year, but shoot to get more people engaged for each one. We can have several co-leaders at each session. She would welcome any suggestions anyone wants her to bring to the co-leaders.

Mr. Thompson said remember genus and species. If you need hardware let him buy it for you. If you want a tablet with Tree Plotter or whatever lets look at investing money into the inventory.

Ms. Beshur said definately we would love to have Tree Plotter based on our experience. Is there a chance to have connection to data from that table.

Mr. Thompson said yes. Verizon through cell phones.

Ms. Beshur said that would save so much time. She is doing all the input right now.

Mr. Thompson said using Tremble with Path Finder is a matter of 10 minutes to download 1,000 trees. Electronic and digital is the way to go.

Ms. Beshur asked would you be willing to have a technical workshop.

Mr. Thompson said he can do it, but he does not stop. He goes tree to tree with round numbers. He does not get into the weeds. We can talk about that.

Ms, Beshur asked how many tablets do you have.

Mr. Thompson said we have 4 now. Tablets with GPS cost around \$1,200. Plus the

monthly subscription. Why not use I Tree.

Ms. Beshur said she is only using that to put data in once she has it. Data collection is still paper. She was able to use the Tree Plotter data when we did Centennial Park right from it without paper. She will plan on a training session in the spring.

Ms. Beshur said she talked briefly with Youthworks about bringing them in at some point.

Mr. Thompson said let's add discussion to our agenda for next month about a contracted position to do inventory during the day.

Ms. Beshur said she has to apologize. She has an award for the Municipal Tree Board that she was supposed to deliver to Richard. It is from Jennifer Dann from Tree City USA. She will drop it off. Part of our meeting today with the co-leaders is to develop the end of the year paperwork. She will also get that turned in.

Chair O'Brien asked what is happening today at Macaione Park

Ms. Beshur said last year she spoke with the Rotary Club of Santa Fe Centro and they adopted the Park. They are meeting with the City at the Park at 1:00 pm. She scheduled a tree inventory there with them after our meeting.

Chair O'Brien asked am I going.

Ms. Beshur said of course.

Chair O'Brien asked are Master Gardeners going to do the tree inventory.

Ms. Beshur said she invited Carol Dumont to go. She wants to get more involved with the organizations who are adopting a park. By Carol being there at 1:00 pm she will find out what is entailed with adopting a park. This is microcosm of what we want to do next year. Gradually we will be phasing more of our community into the inventory and building enthusiasm.

Chair O'Brien said we need more and improved communication. Are the Master Gardeners coming in to do the tree inventory.

Ms. Beshur said with the organization members who are there.

Mr. Thompson said the whole City is shifting to asset management. Value added to assets. The tree inventory is right in line with that.

Mr. Thompson said Parks recognized that the Master Gardener program as an attractive resource.

Chair O'Brien asked Mr. Thompson to summarize what the Adopt A Park program offers.

Mr. Thompson said Rob brought it in. He has seen it utilized in other cities. The idea is based on 2 objectives. To increase neighborhoods utilization of park lands and to increase their voice in the management of the park land. It is designed as a volunteer driven project between the adopting group and the Parks Division. We provide in the package given to the group a commitment agreement of 2 work days a year in the park and we leave it open ended for the total number of work days. We provide plants, trees, tools, mulch and all of this is done on a manual scale. One of the things most popular so far is sanitation. Keep Santa Fe Beautiful has 2 organized work days a year which coincide with our 2 required volunteer work days. We work together with the Keep Santa Fe Beautiful and the Tas No Mas fall clean up program. We see a lot of interest and hope the program will continue to grow. At Macaione they are going to landscape the 2 triangle areas.

Mr. Thompson said the objective is people in parks.

Ms. Beshur said she spoke with Bob Zimmerman about bringing our idea forward from our last meeting about having a pruning workshop and he thinks that is a great idea. It can just come into the fold of the project as a continuing education portion. Bob is a long time Master Gardener.

Ms. Wolfe said he is in charge of education.

Chair O'Brien asked so he is connected because he is in charge of getting it set up as a continuing education project.

Ms. Beshur said yes. For Arbor Day for next year we were thinking that if we planted 8 trees in one park the following spring we could do continuing education on the pruning of young trees.

Mr. Thompson said we prune when we plant. Then again in 5 years.

Chair O'Brien said maybe the Tree Board members could select a park such as Franklin Miles and do a pruning working on the oaks there. Lets do that next eyar. Let the leaders know we are going to do that.

Ms. Wolfe said Athena mentioned that the Master Gardeners have adopted the Cornell Park along with the Rose Society so the Board has seen the guidelines. They did not want to pick up trash.

Mr. Thompson said when we have an interest in a park we happy to bring mulch and do pest management and other things. That is the idea of the Adopt A Park. We will turn our resources in that direction.

Chair O'Brien said the Rose Society has been active in that park for years and was struggling with it. Now the Master Gardeners are working with them.

Ms. Beshur said maybe what we should do for next year is to get a list from Jesse of what parks they want inventoried.

Mr. Thompson said we need Frenchy's Park done. Also we do not have the numbers from what you did downtown.

Ms. Beshur said this fall she wants to go back through the parks we did and grab the GPS data.

Mr. Thompson said when you took the ariel photos did you ever take any of those to Leonard and GIS. The original ones. If you provided him that information he could add them in.

Ms. Beshur said she has not met with Leonard but it is a good thing to do.

Mr. Thompson said he thought she had been working with him.

B. TREE PEST REPORT

Mr. Thompson read Victor Lucero's report which is incorporated herewith into these minutes as Exhibit "1."

Mr. Thompson said Victor is in Las Cruces speaking at a seminar at NMSU on their invitation.

C. PARC UPDATE

Chair O'Brien said Tom Dominguez was there. She did attend. Tom brought up a concern about the City's ability to water trees in the winter. Since it was announced that the irrigation would be turned off mid November. Rob said we only water new trees during the winter. That is the City policy. They did approve Pam Wolfe for the Tree Board and they talked about the Master Plan review. PARC announced that at Ft. Marcy they are putting in 2 new dog parks. Someone donated money to establish a small dog park and another contributed for a large dog park. They are not meeting in November. When we get to our next meeting item we can discuss that more.

Mr. Thompson said let's address the winter watering issue. He was not familiar with cutting out meters during the winter. All plants function through all 12 months and water is a critical component. We called a meeting with the Sangre de Cristo Water Company which is owned by the City and they had imposed some measures to avoid damage to their equipment in winter months. That has been going on for some 15 years, removing the meter and valving off the meter. Then we flush our system with compressed air and it is ready for winter. It is done in the first 2 weeks of November and lasts until late April. We called a meeting with them to say we feel we can protect their infrastructure from our valve back and then we have the power to turn on the water as needed with a variance to the Water Conservation Ordinance. These are poorly designed conservation standards, not based on the natural world. Last January and February were higher temperatures than April and May. We scrambled water trucks because we saw visible signs of spring in the depths of winter. We are trying to deal with the water company at a table level. We will go to the Director of Utilities now and ask him to intervene on our behalf.

Chair O'Brien asked does the Director of Utilities work for Sangre de Cristo.

Mr. Thompson said no. He is Nick Schiavo and works for the City as the Public Works Director as well.

D. CITY PARKS MASTER PLAN

Chair O'Brien said we talked about the Master Plan at our last 2 meetings. We wanted input. When she discussed it at PARC the Chair said that the Master Plan is finished and there will be no way to alter it at this point. They are just wrapping it up to present to Council in December. It is a proposed direction of the management of the City Parks over the next 10 years. It is possible that the Municipal Tree Board, once we see what is in it, can work with the Parks Division and continue to put in our advice among the guidelines. There is no altering at this point. Our input was never sought.

Ms. Beshur said interesting.

Chair O'Brien said the consultants met with many people and the Parks Department. They had a lot of input.

Mr. Thompson said the process started last spring and we emphasize the importance of examining the maintenance structure top down and identifying deficiencies. They knew what was important with trees. He is not sure why they did not come down here. He thinks there will be inclusion. It really is a demographic driven document to help us map out recreational facilities. He hopes the Tree Board is happy with what comes out. There is a period between the first presentation to Council and the last presentation to Council. There will be input and he will make sure you are aware of it.

Ms. Beshur said she presumes that most likely if Richard is ok than it is ok. He is guiding the Tree Board in a certain respect. Is there a chance we can read it before the final, final.

Mr. Thompson said yes. Anything on the agenda is public information.

E. NEW BOARD MEMBER

Chair O'Brien said we want to welcome Pam Wolfe to the Board.

Ms. Wolfe said she and Tracy are already taking photos of trees for the book we talked about at the last meeting.

Ms. Schruben said in Rancho Siringo Park there is a flaming gold American Linden.

Ms. Wolfe said she will see if she can get a picture of it before it loses its leaves.

Mr. Thompson said when you are ready we can provide any publishing support you need including software for presentations.

Ms. Wolfe asked who does she contact and where.

Mr. Thompson said to contact him.

Chair O'Brien thanked Mr. Thompson for his offer and Ms. Wolfe for her work.

F. LONG TERM PLAN FOR MUNICIPAL TREE BOARD

Chair O'Brien said she does not know how many Board members are ready to talk about this. She suggests that since 2018 is coming right up we may want to look at this. This year we came up with goals for 2017. Lets think about Municipal Tree Board goals for 2018.

Ms. Schruben said as a member of the Sustainable Commission, we have taken the Municipal Tree Board in vain in our plan. As soon as it is ready to be published she will give the Board a copy. You have a role in that. After the goals have been approved by the City Manager she can release it. Then it goes to the editor. Hopefully at the end of December or early January it will be released. We do not have anything in your part of the plan that you have not already talked about.

Mr. Thompson said trees are emphasized.

Chair O'Brien said thank you Mary.

Ms. Schruben said it will be incorporated into the Sustainable Plan as well as the Parks Plan. It may be restructured. It is focused on priorities. Given all the changes that will happen in City Hall all bets are off.

Ms. Beshur said it is great that you have been our voice in that.

Chair O'Brien asked did anyone on the Tree Board come up with specific things they would like to see happen.

Ms. Beshur said for the inventory, continue to develop it in the parks, have training sessions, increase volunteer engagement, build tree identifiers and work with the Adopt A Park program. For tree care recommendations, promote and encourage the tree component of green infrastructure through pocket parks and urban forest hubs and the idea of shopping center dog areas. What do people do with their dogs when they want to stop off at the Farmers Market. Maybe there are little pocket areas away from traffic where someone could lock up their dog for 15 minutes. It is just an idea. Also build City agency cooperation for common goals with trees, enhance Arbor Day through the idea of the one park/ 8 trees theme, planting in clusters and expanding root space to build more than 5x5 squares.

Mr. Thompson said there is a Professor of Landscape Architecture at LSU, Dr. Guy, who 25 years ago was indigent that we had not updated our tree planting standard such as tree wells. You may want to look at that.

Chair O'Brien asked don't we have planting standards in the Land Use Code.

Mr. Thompson said the Land Use Code is different from the City code. They have medians and landscape requirements. We are talking about urban tree planting. Downtown we have 40 inch Cottonwoods in 30 inch tree wells.

Chair O'Brien asked so it is the Planning Department.

Ms. Schruben said yes. They insist on street trees. That is something we will be looking at in the future.

Mr. Thompson said we are trying to engage the builders and landscape standards.

Chair O'Brien said that would be an interesting thing to work on in 2018. We may want to go in that direction and work with the City.

Ms. Beshur said she also wanted to add a storm water drainage component to her ideas for next year.

Chair O'Brien asked Athena to email her ideas to her.

Mr. Thompson said the Tree Board University has been on the agenda for a long while. Can we resolve that. It is not a requirement to pass that program to be a Board member. If we want to do that the City would like to support a group session with lunch to get it done.

Ms. Wolfe said she understood it was a sit and read and answer questions thing.

Mr. Thompson said we could have a discussion of key points.

Ms. Wolfe said it is on her calendar to do.

Ms. Beshur said she is half way through it. It is great and a good refresher course. It is a nice concise way to do it. Maybe we go through it gradually. It is a good tool for Board members.

Ms. Wolfe asked are there any controversial issues that we may want to talk about with the group. That makes sense.

Chair O'Brien said yes, that makes sense.

Ms. Wolfe said maybe have a goal to bring up anything we find as issues as we go through it.

Chair O'Brien said this is something we need to do in the winter.

Ms. Wolfe said she printed out the 2017 goals and wondered if we plan to review these and see what we have accomplished and what carries forward. Could we address each of these and talk about what has been done or not done.

Chair O'Brien said yes at the next meeting. We should begin each year with direction. We have to focus or we get nothing accomplished.

Mr. Thompson said the fact that something is not accomplished in an year is not a failure.

Mr. Thompson said we have an opportunity to work with Land Use. Perhaps the Municipal Tree Board would want a voice in that. We can set up meetings and dry board sessions with brain storming and you can publish a position paper and we will carry that forward.

Chair O'Brien said lets put that on the agenda for the next meeting along with reviewing our 2017 goals and working on 2018 goals.

6. NEW BUSINESS

A. NOVEMBER TREE BOARD MEETING DATE

Chair O'Brien said the 4th Wednesday is the day before Thanksgiving. We could do November 29th. PARC is not meeting in November because Rob and Victoria are out of town. Any ideas.

There was discussion.

It was decided to meet in November on the 29th and in December to do a social event again.

Chair O'Brien said Rob Carter has offered his conference room for our future meetings.

Everyone liked that idea.

MOTION A motion was made by Ms. Beshur, seconded by Ms. Wolfe, to move the meeting for November to the 29th at 11:30 am at the Silar Road offices.

VOTE The motion passed unanimously by voice vote.

B. ACTION ITEM REVIEW AND APPROVAL FOR TREE SERVICES

Mr. Thompson said Tracy was extremely interested in this and he is sorry Tracy is not here today. This is about emergency tree care response. The removal of trees and emergency response. We had a previous RFP that was good for 4 years, but we need to re-up the contract on annual basis. As far as he knows Coats has been the only tree service for the City. We have elected to minimize the specific conditions and reference the ANSI Z 133.2 safety standards and the ANSI A 300. That takes the guess work out. It is the general consensus around the globe that this is the way we want to treat trees during construction and development. No esthetics are involved. We don't sculpt or shape trees. The scope of work

will be directed at the standards that we will develop in house as well including protecting adjacent landscape planting and restoring the site to as good or better than they found it. Also the disposal of effected woods. We felt with the Emerald Ash Borer on the horizon we need to do this. We are carrying this to City legal for review. It should be ready for issue in December. The purchasing agent for the City has long frowned on citizen input on proposals. We would like to see a member of Tree Board sit on selection panel. It is for the following year and is good for 4 years.

Chair O'Brien asked will there be a public advertisement for the RFP.

Mr. Thompson said they have to be certified by the ISA to bid. It is legal for us to develop a list of qualified bidders and send out an invitation to bid.

Chair O'Brien said thank you for the information.

Ms. Schruben said this Saturday, the 28th, is a Citizens Climate Lobby Education Session at Monte Del Sol School and then there is a film at night. It is an all day event to get people committed to action. There is a panel from the Sustainability Commission. This is a very active organization and are ramping up their exposure.

7. COMMENTS FROM THE BOARD

Ms. Beshur said she is going to the Partners in Community Forestay conference again this year. She received a scholarship.

Ms. Schruben said she is going as well.

Ms. Beshur said she will report back.

8. PUBLIC COMMENT


None.

9. DATE AND TIME OF NEXT MEETING NOVEMBER 29, 2017, 11:30 AM.

10. ADJOURN

There being no further business before the Board the meeting adjourned at 1:33 pm.

Katherine O'Brien, Chair



Elizabeth Martin, Stenographer