

**SUMMARY OF ACTION
MUNICIPAL TREE BOARD
CONFERENCE ROOM AT THE PARKS AND RECREATION DEPARTMENT
1142 SILER ROAD
WEDNESDAY, JUNE 27, 2018, 11:30 AM**

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**MUNICIPAL TREE BOARD
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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, May 23, 2018, at the Parks and Recreation Department on Silar Road, Conference Room, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT

Katherine O'Brien, Chair
Tracy Neal
Rebecca Touchett

MEMBERS ABSENT

Pam Wolfe, Excused
Tom Dominguez

OTHERS PRESENT

Richard Thompson
Keely Jackson Kennemore, Santa Fe Watershed Association
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 MEETING MINUTES
MAY 23, 2018**

Mr. Neal said on page 3 the word should be systemics.

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

VOTE The motion passed unanimously by voice vote.

5. OLD BUSINESS

A. TREE INVENTORY PROJECT

Ms. Touchett reported that they have finished Frenchys Field where they inventoried 180 trees. One of the co leaders is entering the data into a spreadsheet which will be merged with locations and sent to the City. The next one we are doing is Emilia White this Saturday.

Mr. Neal said he had mentioned that he is available if needed to help identify trees before the inventory if necessary. He could do that on Friday.

Ms. Schruben said she would like to do that.

Mr. Neal will meet Ms. Schruben at 10:00 am on Friday at Emilia White Park to identify trees. Ms. Touchett will join them there as well.

Ms. Touchett said we are coding dead trees with a zero. You can put removal of invasives in the comments.

Ms. Touchett asked how are we tracking the removal of trees.

Mr. Thompson said they have finally been authorized to purchase the work order system they have been asking for. It records where crews are working and ties time and expenses to the asset. Mobile 311 is the name of the app. That is how we will do the updating of the information. We are building our database in the cloud for a period of time.

Ms. Touchett said we will have to coordinate datasets.

B. TREE PEST REPORT

Mr. Lucero was not able to attend the meeting.

Chair O'Brien reported that Victor sent out an email saying that he wants to monitor trees for white ash fly this year. If anyone sees an infestation and it is where Victor could monitor it please email him and let him know.

C. ECO SCHOOL INVENTORY

Ms. Schruben reported that the Eco School has been non responsive so she has taken them off the list for the project. She recently read an announcement that the Global Warming Express Kids are looking for projects to do so she emailed them this week about the volunteer

project.

Chair O'Brien said she appreciates all the work Mary has done on this and that she is keeping at it.

Mr. Thompson asked Global Warming Express is where.

Ms. Schruben said it is a project of the Sierra Club. They have agreements with schools they are part of. If there are 2 or more kids who are in the program in the school they have an agreement with them.

D. TREE BOARD MEMBERSHIP

Chair O'Brien welcomed Becky Touchett as a new Board member. Tom Dominguez is going to resign from this Board and we will work on making him an ex officio member.

6. NEW BUSINESS

A. PARC REPORT

Chair O'Brien reported that she and Richard both attended the PARC meeting.

Mr. Thompson said he gave a brief mention of the exit of the Interim Director Chris Sanchez. Rene Martinez is handling Parks now.

B. PARKS AND RECREATION DEPARTMENT STRUCTURE AND BUDGET

Mr. Thompson said he wants to include the Tree Board's role in the Parks and Recreation structure. In the Parks Department we have a degreed IPM manager now. With every Director and every City Manager we have brought up the idea of specialized and certified leaders of disciplines within Park Maintenance. We work under time pressures. What we have now is not a professionalism he is comfortable with. We would like to rely on PARC and the Municipal Tree Board to extend our best wishes to the Finance Committee and the Governing Body during the mid year budget adjustment and in the new budget year of 19 and 20. We have a quality of life budget now of \$10,000. We have bought trees, pots and greenhouses out of those funds. We have growing concerns in motion. This leaves us this \$10,000 Tree Maintenance Fund. We pay our contractor out of that fund, but it comes out of a different line item. We can invest the \$10,000 into being more vocal, and effective. This is an invitation to the Board to branch out from talking about trees to looking at the structure of the Tree Board. Is 5 members enough. Do you professionals have time to delve into to some of the concepts like advocacy and educational outreach. This is an opportunity for the Tree Board, aligned with PARC, to advocate for increased budgets for tree care, planting, pest management etc. He would like to ask the Chair to ask individuals to look at grant writing, branding and public/

private partnerships. There is no limit to what you can talk about using the money for, but it does have to come back to the full Board and to PARC for approval. We are working on changing our image in the community. We want to encourage urban forestry. It may be that an overarching developed nonprofit organization with paid staff could join in with some of the other City contractors we already fund. This Board could bring forward an Ordinance to preserve and protect trees for the Land Use Code.

Ms. Schruben said there are multiple cities with workable Ordinances like that and success stories.

Chair O'Brien asked who is in charge of reviewing the development designs.

Mr. Thompson said Land Use and Planning.

Chair O'Brien said to begin we would need for those of us who know trees to envision what will work in Santa Fe with the lack of resources and development that are required by trees. She would like to picture the reality of what we are dealing with now in Santa Fe and look at the Ordinances other have like Oklahoma. We can look at others similar to Santa Fe as well. We have limited water and that is a huge factor. The city water department sangre is dictating to the Parks Department on how much water is uses in the winter.

Mr. Thompson said he is asking for a subcommittee to come back with ideas and the Division will support them. You can only have 2 Board members on the subcommittee in order to avoid having a quorum. He suggests looking at branding, colors, logos and a vision and mission of the Tree Board.

There was an extensive discussion around water use in the parks, reporting, water conservation and advocacy.

Chair O' Brien said maybe we could invite Christine Chavez , Director of the Water Conservation Department, to our next meeting to get a handle on how this all works.

Mr. Neal volunteered to look at other Ordinances similar to what would be needed in Santa Fe Tree board work on ordinance for land use.

Chair O'Brien asked who else would like to work with Tracy on researching Ordinances and ideas,

The subcommittee was formed as Mr. Neal, Ms Schruben and Mr. Thompson. The subcommittee will report their findings to the Board at the next meeting.

Ms. Touchett suggested that the Board wait one more month before they invite Ms. Chavez so we can talk about it again when we have the information from the subcommittee.

It was agreed to invite Ms. Chavez to the August meeting.

Mr. Thompson asked what about the \$10,000.

Chair O'Brien said we are not ready to use the \$10,000 right now. We need to work on the Ordinance and water usage now. She is glad he brought it up. It is a goal to work toward.

C. A PUBLIC TREE BOARD

This was clarified in the discussion.

7. COMMENTS FROM THE BOARD

Mr. Neal said in 2000 he was part of a group that put together proposed changes for the Land Use Code relative to landscaping. It was completed and went to City Legal. He was wondering if now would be a good time to propose the group be reconstituted.

Everyone agreed that would be helpful to advocate for.

Ms. Touchett said she is going to work with Richard on water usage reports for the parks.

8. PUBLIC COMMENT

Ms. Kennemore volunteered her skills at graphic design when the Board starts working on branding and outreach.

Ms. Schruben reported on the recent BTAC meeting she attended.


9. DATE AND TIME OF NEXT MEETING

WEDNESDAY, JULY 25, 2018, 11:30 AM

10. ADJOURN

There being no further business before the Board the meeting adjourned at 1:30 pm.

Katherine O'Brien, Chair



Elizabeth Martin, Stenographer