

**SUMMARY OF ACTION  
MUNICIPAL TREE BOARD  
CONFERENCE ROOM AT PARKS AND RECREATION DEPARTMENT  
1142 SILER ROAD, BUILDING C  
WEDNESDAY, OCTOBER 23, 2019, 11:30 PM**

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**MUNICIPAL TREE BOARD  
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WEDNESDAY, OCTOBER 23, 2019, 11:30 PM**

**1. CALL TO ORDER**

The meeting of the Municipal Tree Board was called to order by Katherine O'Brien, Chair, at 11:30 am, on Wednesday, October 23, 2019, at the Parks and Recreation Department, 1142 Siler Road, Santa Fe, New Mexico.

**2. ROLL CALL**

**MEMBERS PRESENT**

Katherine O'Brien, Chair  
Pam Wolfe  
Becky Touchett  
Jacob Pedersen  
Nancy Varvil

**MEMBERS ABSENT**

John Formby  
Tracy Neal, Excused

**OTHERS PRESENT**

John Munoz, Director, Parks and Recreation Department  
Keely Jackson Kennemore  
Mary Schruben  
Elizabeth Martin, Stenographer

**3. APPROVAL OF AGENDA**

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

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

**4. APPROVAL OF MINUTES  
SEPTEMBER 25, 2019**

Ms. Schruben said on the last page it should be Carol Luna and at the bottom of the page the name of the project is Better Way Van.

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

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

## **5. OLD BUSINESS**

### **A. TREE INVENTORY PROJECT**

Chair O'Brien said at the last meeting a subcommittee was formed to talk about the idea of test sites along the river.

Mr. Pedersen said we did not meet. USDA has a National Riparian Protocol which would be appropriate for the river inventory. He recommends we pull the methods from there. We need to know how serious Richard and Victor are about really doing this. He will follow up with Victor.

Mr. Munoz said he will speak with Victor and Richard about it.

Chair O'Brien said Becky, you said at the last meeting that you were meeting with the Master Gardeners to decided if they wanted to continue the inventory and if so, what the sites would be.

Mr. Touchett said we are meeting this evening. We talked about doing SWAN Park for District 3 so we are on board for that. We will play it by ear after we do SWAN.

Ms. Schruben said she has gone through and assigned parks with the correct districts. She will get it to you at end of the week. It has park names that she cannot find. She will sit with Jesse this week to review the list. She has it split into four groups. Parks, City buildings, trails and open space. Then we can find out how many are Parks responsibility and how many are not.

Mr. Munoz said he would like to direct you, Mary, to Christine in Constituent Services. It is not clear in the Master Plan. We have 77 parks and with open spaces the total goes to 88. There are 90 City buildings and we have some MOUs with the school district. We have 3,200 square feet of open space. There are 52 Park employees.

Mr. Pedersen asked how many are doing trees and plants.

Mr. Munoz said he has 300 employees in the Parks and Recreation Department. 52 employees are for parks, trees, medians, etc. They are averaging 13 to 16 overtime hours per pay period.

There was discussion about the use of GIS and the need to meet with the IT Director in order to make use of all the tree inventory information that has been gleaned by the group.

Mr. Munoz said he just sent a text to the IT Director. He is working on setting up a meeting next week. Maybe we can use the Master Plan as an assessment tool. We will use it as a baseline and for an action plan.

The Master Plan will be send out to Tree Board members.

Mr. Munoz said he will also send the white paper on the medians to the Tree Board.

Ms. Touchett said Tree Plotter has all the trees included now from 2015 to 2018.

## **B. MTB WEBSITE**

Ms. Wolfe said we met and she emailed the Chair with the draft of what would be included on the website. There is basic content and links to other websites and PDF files. She wanted everyone to look at it and let her know if they have any changes or additions.

Ms. Schruben said you have on here Urban Forest Council. Are you getting stuff from Jennifer to post there.

Ms. Wolfe said no, we have them in the links. We are trying to minimize the top layer.

Chair O'Brien said great job.

Ms. Wolfe said the Board needs to approve it. She will talk to Carlos Sanchez and give him this in color so he can see it.

Chair O'Brien said we cannot approve it because she did not notice any action. Thank you for the work and please move forward. We will add the approval of this project on the next agenda.

### **C. CONTACT WITH CITY IT**

This item was discussed previously.

### **D. LAND USE CODE**

Mr. Pedersen said he, Mary and Nancy met with Carol Johnson. We had a good talk about updating the code. She just got on board Eli Isaccson as Deputy Director for Planning. There are two Deputy Directors. The second one is focused on development and is named Jason Kluck. Carol is enthusiastic about our participation. She felt it was important for us to be invited to meetings to discuss the process. Coming up with their budget is a big effort. We have an opportunity to help Carol out by participating in meetings and feeding other groups into the process. One way to help and make sure trees are taken seriously is to work with them in promoting the public input meetings, seeing all drafts and commenting. The next step is to establish a relationship with the Deputy Director and ask him to keep us updated on the process and have continued conversation.

Ms. Schruben said Katherine Mortimer is now the manger for the Sustainability Office, which is within Environmental Services. She is working on the implementation of the Sustainability Plan. In it are eight action items or strategies for the urban forest. Maybe we could invite her to this meeting at some point. There is also an effort by John Romero to rewrite the street standards for trees. He will get the new national standards on streets and trees. The City will have to comply with that. Christine Chavez's Water Conservation Committee is working on their 5 Year Plan for water conservation. Invite her too. There have been public meetings and it will go to City Council in January. The biggest user of water in the City continues to be the Parks Department. Carol suggested we meet with the Mayor and have him prioritize the urban forest.

There was a discussion with the Board and Mr. Munoz regarding the Board preparing a white paper on tree removal and replacement and tree care.

Mr. Munoz said he would love to get you a meeting with the Mayor. You can give him the white paper.

Mr. Pedersen said put the white paper on the agenda for next month so we have time to look into the specifics of it. He will volunteer to help with that. He will propose a process at the next meeting.

### **E. MAIN LIBRARY TREE ROOT ISSUE**

Ms. Wolfe said we were told about the issue of the trees in front of the main

library by Richard Martinez. He said we could comment. We commented. Then he said it was too late because the bid was out and the contract has been let. A few days later he said we were back to ground zero then he called her to meet him at library. The contract was awarded and they had started with the work. She met Richard at the library and we talked to the project manager. Richard said we were there to find out the scope of work. Richard talked to the contractor and they are indeed going to cut the roots of the trees and bring the pavement back to grade and do some pruning. He took her aside and apologized saying there was no point for her being there. He wanted to use it as an example because he was not called in until the scope of work was done.

Ms. Wolfe continued, it would be nice if the various entities that have anything to do with trees were aware that there is a Tree Board with a couple of experts on the Board who would have useful input. The results might not have been any different, but we could have commented. Those two cottonwoods are not in the right place. They are going to come down if there is a big wind. A quick fix band-aid is not the worst option, but it would have been useful to see a cost benefit analysis.

Mr. Munoz said thank you. He and Regina had an argument about those trees. It was already done. You don't cut toes off people and think they will not go through stress. He told Regina we need to be involved.

Ms. Schruben said they are on the historic tree list. They are 200 years old. They are all in severe danger all over the City. They are part of what the fort planted. We have to prepare the public for the fact that our historic trees are dying and need to be laid to rest and figure out a replacement plan.

Mr. Pedersen said we don't want to inform the public unless we have a plan. That can be done, but it depends on the outcome of the Land Use Code process.

Mr. Munoz said we don't need to rush it. That is not the way to do it. We should have a plan.

Mr. Pedersen said he will email John Romero to come to the next meeting.

Ms. Wolfe asked how does the median issue fit into all of this. There is a document that needs to be updated.

Mr. Munoz said that is part of the Land Use Code process. We are looking at the templates. There is a list of 300 trees and other vegetation. It makes sense to him that it should be simplified for Land Use enforcement and management.

Ms. Wolfe said only 40 of the 300 are low water. That is an easy way to cut it back. There is a special Weeds Action Team and Task Force. Ruth Hamilton is heading that up. They are talking about embracing the savannah we are in.

Ms. Varvil said a standardized approach to medians could help a lot.

Mr. Munoz said exactly.

## **6. NEW BUSINESS**

### **A. MEETING SCHEDULE FOR MTB 2020**

Everyone was okay with the schedule, but were unable to vote on it's approval as it was not noticed as an action item. It will be added to next months agenda for approval.

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

None.

## **8. PUBLIC COMMENT**

Ms. Schruben said the Forest Council has a budget for offering scholarships to the Think Trees Conference at the end of January and the Arid Land LID Coalition meeting at the end of February. You might think about sending a person or two.

Ms. Schruben said also in August is the International Arborist Festival in Albuquerque.

Chair O'Brien said she is involved in that. They need volunteers for the conference.

## **9. NEXT MEETING NOVEMBER 27, 2019**

Chair O'Brien said our December meeting is scheduled for December 25<sup>th</sup>. In other years we have skipped the December meeting and had a Christmas lunch. We will do that if you are interested.

Everyone agreed that they would like to have a Christmas lunch instead of a meeting in December.

Mary Schruben suggested that they go to Santa Fe Bites.

Chair O'Brien said she will send out possible dates to the Board.

**10. ADJOURN**

There being no further business before the Board the meeting adjourned at 1:06 pm.

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Katherine O'Brien, Chair



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Elizabeth Martin, Stenographer