

MINUTES OF THE REGULAR MEETING OF THE CARLSBAD ARBOR DAY FOUNDATION  
TREE CITY NEW MEXICO ADVISORY BOARD HELD AT THE PUBLIC WORKS  
CONFERENCE ROOM ON MAY 16, 2017 AT 5:00 P.M.

|                          |                  |                             |
|--------------------------|------------------|-----------------------------|
| Voting Members Present:  | Ken Britt        | Chairperson                 |
|                          | Dave Rogers      | Member                      |
|                          | Mary Garwood     | Member                      |
|                          | Damian Armijo    | Member                      |
|                          | Claudia Phillips | Member                      |
| Voting Members Absent:   | Julia Williams   | Member                      |
| Board Secretary Present: | Luis Renteria    | Parks & Rec. Superintendent |
| Others Present:          |                  |                             |

**The meeting was called to order by Ken Britt @ 5:12 pm**

**ITEM 1- ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM**

Present – Britt, Rogers, Garwood, Armijo, Phillips; Absent –Chavarria, Williams  
(There is one vacant position)

**ITEM 2- APPROVAL OF AGENDA**

*Motion was made by Dave Rogers and seconded by Damian Armijo to approve the agenda.*

*The vote was as follows: Yes – Britt, Rogers, Garwood, Armijo, Phillips; No - None; Abstain – None; Absent –Chavarria, Williams; The motion carried.*

**ITEM 3- APPROVAL OF MINUTES HELD JANUARY 17, 2016**

*Motion was made by Dave Rogers and seconded by Damian Armijo to approve the January 17, 2017 minutes.*

*The vote was as follows: Yes – Britt, Rogers, Garwood, Armijo, Phillips; No - None; Abstain – None; Absent –Chavarria, Williams; The motion carried.*

**ITEM 4 – DISCUSS PLANS FOR FY 2017/18:**

Luis submitted the budget and requested the items the board asked for but will not know until he receives the interim budget for next fiscal year.

**ITEM 5 – UPDATE ON THE FOLLOWING BOARD ACTIVITIES:**

- **Memorial Tree Program – Brochure Update**

Ken stated that the program is moving along, but will have more information within the next couple of months.

- **Report from City Arborist**

Luis said that tree trimming is happening throughout the beach area. Garden Mart has removed trees and removed one due to a safety issues. Garden Mart contract ends in July, so a rebid will have to be done and an RFP submitted.

**ITEM 8 – SCHEDULE NEXT MEETING**

The next meeting is scheduled for 5:00 pm on June 20, 2017.

**ITEM 9 – ADJOURNMENT**

*The motion was made by Dave Rogers and seconded by Claudia Phillips to adjourn the meeting.*

*The vote was as follows: Yes – Britt, Rogers, Garwood, Armijo, Phillips; No - None; Abstain – None; Absent –Chavarria, Williams; The motion carried.*

  
Ken Britt, Chairman