

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 AUGUST 16, 2016 AT 4:30 P.M.

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

**The meeting was called to order by Ken Britt @ 4:36 pm**

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

Present – Britt, Rogers, Williams, Armijo; Absent –Chavarria, Phillips

**ITEM 2- APPROVAL OF AGENDA**

*Motion was made by Dave Rogers and seconded by Julia Williams to approve the agenda.*

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

**ITEM 3- APPROVAL OF MINUTES HELD OCTOBER 20, 2015**

*Motion was made by Dave Rogers and seconded by Damian Armijo to approve the October 20, 2015 Minutes.*

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

**ITEM 4 – DISCUSS ANY BUDGET STILL AVAILABLE FROM FY 2015/16:**

Luis Renteria said there is no budget available. There was approximately \$3,000 left over that was not used by Phil McCullough, and it was used to buy irrigation supplies for this year. The Board asked for \$30,000 for this year and it was not funded. Ken Britt explained that many Boards and Committees did not receive any funding this fiscal year.

**ITEM 5 – DISCUSS PLANS FOR FY 2016/17:**

Dave Rogers said Jennifer Dann spoke with them in the past about many great opportunities. Dave Rogers and Mary Garwood received a \$500 grant from the US Forestry Service that had to be spent by June 30<sup>th</sup>. They used the money encumbered to purchase a Liveoak to be planted at the

new labyrinth site. It will be planted sometime this autumn in conjunction with the construction of the labyrinth.

**ITEM 6 – DISCUSS ATTENDANCE PROBLEMS AND BOARD VACANCIES:**

Ken Britt explained that Damian Armijo can't always make the meeting time of 4:30 pm. They have previously discussed changing the meeting time to 5:00 pm. Ken Britt will contact the absent members to see if they would like to continue being on the Board.

**ITEM 7 – UPDATE ON THE FOLLOWING BOARD ACTIVITIES:**

- **Memorial Tree Program – Brochure Update**

Dave Rogers will get with the Foundation about them receiving the money for the memorial tree program. Dave Rogers asked if the trees listed on the draft brochure are the preferred trees. Ken Britt said Damian Armijo came up with an extensive list and the ones listed on the brochure are recommended trees, but there are more. The citizen will be required to get with Luis Renteria so he can direct them to a location and provide them with an expanded list of species that would be desirable. Luis Renteria said there are more species than what is listed on the draft brochure, and the Board can make changes to it.

Ken Britt said they need a standardized plaque that would be acceptable and produced locally.

- **Report from City Arborist**

Luis Renteria said Garden Mart was awarded the tree trimming services contract. They are currently trimming trees at the Lake Carlsbad Recreation Area north of the Water Park.

Luis Renteria is keeping up with all of the funding used for tree trimming, removal, planting and irrigation installation. He believes they will be over their per-capita (\$52,000). Mary Garwood (Beautification) purchased two Chinese Pistache trees and they were planted at Cramer Court. There were two Liveoaks planted at the Waste Water Treatment Plant.

**ITEM 8 – SCHEDULE NEXT MEETING**

The next meeting is scheduled for 4:30 pm on September 20, 2016.

**ITEM 9 – ADJOURNMENT**

*The motion was made by Dave Rogers and seconded by Damian Armijo to adjourn the meeting.*

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

---

Ken Britt, Chairman