



6400 El Verde Road, Leon Valley, TX 78238

**MINUTES OF THE MEETING OF THE
LEON VALLEY TREE ADVISORY BOARD**

Meeting of the Leon Valley Tree Advisory Board (TAB) at 6:00 PM, on Thursday, May 21, 2015, in the Leon Valley Fire Department Training Room, at 6400 El Verde Road, Leon Valley, Texas.

I. Poll for Attendance and Determination of a Quorum.

- Staff Liaison: Elizabeth Carol (Present)
- TAB Forester: Mark Kroeze, Alamo Region Urban Forester (Absent)
- Members Present: Thomas Benavides, Denise Berger, Melinda Dawson, Diana Sarfin, Rich Sarfin
- Members Absent: Irene Baldrige, Lyn Joseph, and Mary Key

II. Commission discussion on the Joint Park Commission TAB Site Visit.

- A joint meeting of the Park Commission and TAB was held at 8:30 AM, on Saturday, May 16, 2015, at Raymond Rimkus Park (large pavilion). Nine members of the Park Commission were in attendance.
- TAB attendance was as follows:
 - Staff Liaison: Elizabeth Carol (Present)
 - TAB Forester: Mark Kroeze, Alamo Region Urban Forester (Present)
 - Members Present: Thomas Benavides, Melinda Dawson, Irene Baldrige, Lyn Joseph, and Mary Key
 - Members Absent: Denise Berger, Diana Sarfin, and Rich Sarfin
- Introductions were made and each committee reviewed and approved the minutes from their last meeting (TABs meeting minutes from 4/20/2015 were approved as written).
- Discussions during the joint meeting (5/16/2015) are as follows:
 - Park Commission has been in the process of improving the trees in the park over the past several years.
 - Tree plantings include several types of oaks (Live, Red, Monterrey, & Chinquapin) and cypress.
 - Many trees along the creek have died or are in the process of dying due to root exposure caused by flooding over the years. The drought has also taken its toll on trees in the park.
 - The park does not have a dedicated crew to maintain it, Public Works personnel maintain the park as time allows. Volunteers also do what they can.
 - There is a possibility that the city will soon be hiring a dedicated park crew (2 now and 1 more when the LC-17 project is completed).
 - There is no budget to purchase, plant, or maintain trees.
 - The Park Commission Master Plan can be used to help determine future tree plantings in the park which is divided up into 5 Zones.
 - A small park might be built at the site of the 2 silos on Huebner Road.
 - San Antonio Water System allocates 10 acre-ft of gray water (non-drinkable) per year to the city of Leon Valley for watering the city's green spaces such as the park.
 - Elizabeth and Mark discussed a planting technique that can be used in the park. It has worked in San Marcos and McAllen Texas. Specifically, a diverse group of native trees is planted in a fenced off area protecting them from foot traffic and deer. Gray water irrigation can then be used as required. Once the area is well established (36-48 month period), the fence can then be moved to a new location and the planting process can be repeated.
 - Elizabeth provided deer fencing information she acquired online.
 - There was a consensus that the Park Commission would determine their most immediate need in the park based on their master plan. Working with City Council and Park Commission, the TAB could then develop and help implement a planting plan.
- Park Commission members took a walk around the park to include the walking trails after the meeting so that they could review the condition of the park first-hand. TAB members also accompanied the commission.
- Joint meeting discussions (listed above) were reviewed during the TABs scheduled monthly meeting on 5/21/2015. Additional discussions and information is as follows:
 - Elizabeth provided the following documents:

- Deer fencing information.
- Leon Valley 2014 Parks, Recreation, and Open Space Master Plan (Park Commission Master Plan).
- Elizabeth will contact the San Marcos Park Department to inquire on specifics of the fencing material used on their tree planting project.
- It will be best for Mark and the Forest Service to determine the type and size of trees, where to best purchase, etc. for this planting project.
- Elizabeth has completed a Grant writing course.
- Funding for the planting project has not yet been determined. Ideas and options to look at include grants, other cities (same size as Leon Valley) that have had similar planting projects, wildlife programs, etc.
- Effort could be advertised in the Leon Valley webpage, Face Book, Lions Roar, etc.
- Elizabeth will check to see if the following information can be placed in the Leon Valley webpage:
 - General TAB information (i.e., goals, etc.).
 - Videos supporting the Park Planting project, the NeighborWoods program, How to plant a tree, etc.
 - Tree City USA information.
 - City telephone number to call for list of authorized oak tree trimmers in Leon Valley.

III. Commission discussion on the TAB participation in the NeighborWoods program.

- Elizabeth provided the following document:
 - An information package for the NeighborWoods program written by the founders, Alliance for Community Trees. The package contains ideas on how to begin and manage this program.
- Reports from last meeting on this topic are as follows:
 - Rich is still trying to locate a point of contact that can provide information regarding the "grant" for the trees planted at the Mission del Lago Golf Course located in the South Side of San Antonio.
 - Melinda is still working to locate someone at the NSISD to discuss tree planting at Driggers Elementary through this program.
 - Elizabeth contacted CPS Energy to see if the City of Leon Valley was eligible to receive credit from their "tree rebate program". The answer is yes but the city is limited to 5 trees.
 - Tom located and provided a copy of the 2012 City of Leon Valley NeighborWoods program which includes a "pitch letter" and application for the program. This package still needs to be vetted by the TAB.
- A showcase model of a "tree planting" could be done at the park to support this program. Also, if possible, a video showing/describing the model could be placed in the Leon Valley webpage.
- The city does not remove dead trees or stumps on private property. Also, the city does not own a stump grinder (stumps grinders are normally rented).

IV. Executive Session in Accordance with the Texas Local Government Code.

- Not required.

V. Adjourn

- Next Leon Valley Arbor Day is tentatively scheduled for Saturday, November 7, 2015.
- Meeting adjourned at 8:00 PM.
- Next meeting of the TAB is tentatively scheduled for Thursday, June 18, 2015, at 6:00 PM, at the Leon Valley Conference Center.


Chairperson