



TREE BOARD MEETING
Town Board Chamber
3 S. Timber Ridge Parkway, Severance, CO 80550

AGENDA
REGULAR MEETING 2018-03
Monday June 25, 2018 at 6:00 p.m.

Light Supper for the Board (5:30 p.m.)

A. CALL TO ORDER

1. **Roll Call**

2. **Pledge of Allegiance**

3. **Approval of Agenda**

4. **Public Comment:**

The purpose of the Public Comment is for members of the public to speak to the Tree Board on any subject not scheduled on the Agenda. To accomplish scheduled agenda items, comments should be limited to a three-minute time-period. The Tree Board shall make no decision or action on comments, except to schedule the matter for decision later. Those addressing the Tree Board are requested to state their name and address for the record.

5. **Consent Agenda**

All matter listed under the Consent Agenda are considered routine by the Town Board and will be enacted with a single vote. There will be no separate discussion of these items unless deemed necessary. If deemed necessary, that item should be removed from the Consent Agenda and considered separately.

- Minutes – 2018-03 March 29, 2018 (pg. 2)

B. WORK SESSION

1. Presentation by Colorado State University Extension's Amy Lentz

C. REGULAR MEETING

1. Mission Statement (pg. 6)
 - o Action
2. Potential Project List (pg.8)

D. STAFF REPORTS

E. ADJOURN



TREE BOARD MEETING
Town Board Chamber
3 S. Timber Ridge Parkway, Severance, CO 80550

MINUTES
REGULAR MEETING 2018-03
Monday, May 29, 2018 at 6:00 p.m.

Present:

Tad Stout
Bekah Smith
Marie Hashaw
Marie Hoffman
Rodney Simpson

Absent: Bob Lee

Staff:

Nicholas Wharton, Assistant Town Administrator
Mitch Nelson, Town Planner

Audience: None

A. CALL TO ORDER (6:04pm)

1. Roll Call

Bob Lee was absent, Member Hoffman stepped in as a voting member.

2. Pledge of Allegiance

3. Approval of Agenda

Town Planner Mitch Nelson had a correction to the Agenda, removing item number 3 of the regular meeting.

MOTION WAS MADE BY MEMBER SIMPSON APPROVING THE AGENDA WITH THE MENTIONED CHANGES second by Member Hashaw. All members present voting **YES**,

MOTION CARRIED

4. Public Comment: There were none.

5. Consent Agenda: The minutes from April 23rd, 2018 were included in the Agenda.

MOTION WAS MADE BY MEMBER SIMPSON second by Member Smith to approve the consent agenda. All members present voting **YES**,

MOTION CARRIED

B. WORK SESSION

o **Presentation by Windsor Tree Board**

Mitch Nelson introduced Wendy Ball, Vice Chair with the Windsor Tree Board. Wendy provided input on the formation of a Tree Board and some of the challenges that can occur. The Tree Board had a number of questions regarding Tree Board formation and operation. Discussion regarding adopting a mission statement, working together on a budget, interaction with the Parks Department and other partnerships, keeping projects ready for any available funding, and a number of other procedural items. Member Simpson asked about some specific partnerships and Wendy Ball responded with the Colorado Tree Coalition and International Society of Arboriculture. Discussion regarding events followed, as well as good towns to look to for example Tree Boards, grant opportunities, and State Forest Service partnership, community outreach, and town funding. Member Stout mentioned getting the two Tree Boards together and it Wendy stated that would be a great opportunity. Bekah Smith brought up the concept of volunteer maintenance and some of the specifics with organizing an event like that. Wendy closed with pointing out that Severance has a great opportunity to make an impact and be taken seriously in the community and discussed her favorite and least favorite project in her time on the Windsor Tree Board.

C. REGULAR MEETING

1. **Tree Standards**

• **Action**

Town Planner Mitch Nelson stated that there was an AIS in the packet outlining the proposed actions for the Tree Standards and that he had made some changes based on discussion at previous meeting. He reiterated that this will be approved by the Board of Trustees. Member Simpson asked for some clarification on the species diversity, and Mitch Nelson pointed out the tree diversity table that was inserted. Discussion regarding the plant species list followed, specifically how the installation process impacts species choice. Member Hashaw asked whether we can still make suggestions on a case by case basis based on the site specifics. She mentioned a couple of maples that have issues with iron deficiency and should potentially be removed from some plans. Mitch Nelson requested that she share those specific species, and he would add those into the Tree Standards. Member Stout asked about the process for updating the Standards, and Mitch Nelson stated that it can always be changed with approval from the Board of Trustees.

MOTION WAS MADE BY MEMBER SIMPSON second by Member Smith to approve the Tree Standards with the adjustments discussed. All members present voting **YES**,

MOTION CARRIED

2. **High School Final Plat Landscape Plans**

• **Action**

Town Planner Mitch Nelson stated that the packet included the High School's landscape plans. He reiterated that with the high school many of the comments will be suggestions rather than conditions. He stated that staff is recommending approval. Member Simpson asked what changes have been brought up at this point, and Mitch Nelson reviewed some of his comments. Discussion regarding water sources for irrigation followed. Member Stout mentioned two species to remove, Texas Red Oak and Ulmus Japonica. Member Smith brought up Catalpa speciosa being a legume, Mitch Nelson said he would look into if there was a seedless variety.

MOTION WAS MADE BY MEMBER SMITH second by Member Simpson to forward a recommendation of approval for the High School No.2 Final Plat to the Board of Trustees with the suggestions discussed. All members present voting **YES**,

MOTION CARRIED

D. STAFF REPORTS

Board approval may be sought for administrative actions in association with staff reports.

- **Town Planner**

- Mitch stated that Member Lee had recently stepped down, and that Member Hoffman would be stepping in to a full time Board roll. He stated that staff would be working to find an alternate member. He explained the reason for the Public Works building being delayed. He stated that Tree City USA application is an annual cycle, and mentioned the Tree Peoples and Towns Conference. He stated that it will be on the member's own dime. Nick Wharton made the suggestion that in the next few meetings the Board adopt a mission statement, project list and goal setting. Mitch Nelson stated that he has grant application experience, and that he will put the mentioned items on the agenda with a head nod. Member Simpson brought forward the idea of a Tree Board booth at Severance Days. It was decided that the Board would like to reserve a booth. He stated that we can have an agenda item to discuss the event, including materials we'd need and that he would send a doodle poll to look at who can help. He closed by offering to have anyone that the Tree Board would like to have speak be added to the agenda. Member Stout asked about the formality of meeting with other Boards. Mitch Nelson stated that if they would like the best way to hold those meetings is a public work session.

- **Assistant Town Administrator**

- Nick had no report.

E. ADJOURN

Meeting adjourned at 7:17 p.m.

TOWN OF SEVERANCE

Tad Stout, Chairman

ATTEST:

Betty Mauch, Town Clerk

AGENDA ITEM SUMMARY



MEETING DATE	AGENDA ITEM	SUBMITTED BY
March 26, 2018	Mission Statement	Mitch Nelson
ACTION REQUESTED		
<p>Staff asks that the Tree Board review and discuss the proposed Tree Standards and take action.</p> <ul style="list-style-type: none"> • Actions that may be taken: <ul style="list-style-type: none"> • Move to approve a decided upon mission statement based on the provided example and meeting discussion. • Move to table the discussion of the mission statement to the following meeting. 		<ul style="list-style-type: none"> <input type="checkbox"/> Annexation <input type="checkbox"/> Zoning <input type="checkbox"/> Final Plat <input type="checkbox"/> Resolution/Ordinance <input type="checkbox"/> Agreement <input checked="" type="checkbox"/> Report <input checked="" type="checkbox"/> Action Requested
SUMMARY		
<p>Staff has included an example mission statement, and asks that the Tree Board discuss and approve a mission statement.</p>		
PUBLIC SUPPORT/CONCERN		
<p>None at this time.</p>		
MATERIALS SUBMITTED		
<p>✓ Example mission statement.</p>		

Glendale Tree Board

Mission Statement:

Our Mission is to create, publicize and consistently administer a policy for the planting, maintenance and removal of trees and shrubs in the City of Glendale that fairly, equitably and judiciously encourages and enhances the beauty of Glendale, in conformance with current and future City Ordinances, but ever mindful of the long term benefits to the community of a vibrant and healthy urban forest.

AGENDA ITEM SUMMARY



MEETING DATE	AGENDA ITEM	SUBMITTED BY
June 25 th , 2018	Project List	Mitch Nelson
ACTION REQUESTED		
No action requested.		<input type="checkbox"/> Annexation <input type="checkbox"/> Zoning <input type="checkbox"/> Final Plat <input type="checkbox"/> Resolution/Ordinance <input type="checkbox"/> Agreement <input checked="" type="checkbox"/> Report <input type="checkbox"/> Action Requested
SUMMARY		
<p>At the May 29th meeting it was discussed that the Tree Board would like to have a list of potential projects in place for the situation where money may become available. Staff recommends that tonight some discussion take place, and once there is feedback from tonight's meeting staff will put together a list for taking action on at our next meeting in July.</p>		
PUBLIC SUPPORT/CONCERN		
None at this time.		
MATERIALS SUBMITTED		
No materials are submitted with this item.		