



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

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

Present:

Tad Stout
Bekah Smith
Marie Hashaw
Marie Hoffman
Rodney Simpson

Absent: None

Staff:

Nicholas Wharton, Assistant Town Administrator
Mitch Nelson, Town Planner

Audience: None

A. CALL TO ORDER (6:00pm)

1. **Roll Call**
All members were present
2. **Pledge of Allegiance**
3. **Approval of Agenda**

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

MOTION CARRIED

4. **Public Comment:** Kevin Hartling spoke regarding his interest for serving on the Tree Board, and noted that he has a background in Water Conservation. Mitch Nelson asked that he leave his contact information and that there would be notice for when the Tree Board alternate applications are opened.
5. **Consent Agenda:** The minutes from May 29th, 2018 were included in the Agenda.

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

MOTION CARRIED

B. WORK SESSION

o Presentation by Amy Lentz with Colorado State University Extension

Amy presented on a number of topics, including some valuable resources for the Tree Board, some of her experiences, and her interest in serving and assisting the Board. Amy also discussed the current Japanese Beetle problems with Linden trees as well as the Emerald Ash Borer. She stated the Colorado State Extension Recommended Tree List would be getting updated. The Board discussed different events and the coordination that would occur. The possibility of some participation in Severance Days was discussed. Amy offered her assistance on larger lot maintenance and planting. Amy noted that there are several Master Gardeners in Severance, and detailed some of the requirements to achieve the Master Gardener title. The Board discussed tree quality and what is important with planting. Town Planner Mitch Nelson discussed the addition of planting details to the tree standards, and Amy discussed educating contractors effectively including multi-lingual infographics.

C. REGULAR MEETING

1. Mission Statement

- Action

Town Planner Mitch Nelson stated that there was an AIS in the packet outlining the agenda item and an example mission statement was in the packet. The mission statement did not need to be decided upon tonight, but that if the Board was able to decide on a mission statement tonight we can adopt it. The Board had a couple of changes including getting final approval from the Town attorney, and adding in language on education.

MOTION WAS MADE BY MEMBER SIMPSON second by Member Hoffman to approve the Mission Statement with the additions discussed as well as final approval from the Town Attorney. All members present voting **YES**,

MOTION CARRIED

2. Potential Project List

- Discussion Item

Town Planner Mitch Nelson stated that this agenda item is very preliminary. The Board has indicated having a project list would be beneficial. He indicated tonight is just a discussion, and we would probably want to have a meeting or two before taking action. Member Hashaw asked whether or not existing subdivisions were eligible, and Mitch Nelson responded that typically we want to have the developer address issues like this but in some cases, it would make sense. Having the project list be sent out as a survey and that he pointed out the use of social media to try and involve the community. Member Smith mentioned having some sort of survey involved with the Severance Days event would be important. Member Stout proposed a type of memorial gar-

den or planting that could be funded by donations. Mitch Nelson pointed out potential additional parkland that could become available for an idea like this.

D. STAFF REPORTS

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

- **Town Planner**

- Mitch stated that he would work with Amy Lentz to update the Front Range Recommended species list. He mentioned that the next meeting will have some preliminary plats to review. He pointed out the Trees People and Towns conference. Rodney Simpson informed the Board that he would not be able to attend the July meeting. Bekah Smith also said she may have to miss the July meeting and Mitch Nelson asked that she let him know for sure and that the meeting could potentially be rescheduled. He thanked the Board for getting people involved such as Kevin Hartling, and Marie indicated that Kevin Hartling would be a great resource. Mitch stated that the Garden in a Box program has been looked into, and that he will continue to pursue the partnership.

- **Assistant Town Administrator**

- Nicholas Wharton stated that he had ordered name tags, and that he would soon be going out for shirts for everyone. He also stated that everyone on the Tree Board may be getting tablets.

E. ADJOURN

Meeting adjourned at 6:53 p.m.

TOWN OF SEVERANCE

Tad Stout, Chairman

ATTEST:

Betty Mauch, Town Clerk