

# BERTHOUD TREE ADVISORY COMMITTEE

## February 2025 Meeting Minutes

### 1. Call to order:

Kathy Mitchell called the meeting to order at 5:32 P.M. on Monday, February 24<sup>th</sup>, 2025.

### 2. Roll Call:

1. Kathy Mitchell – Chair – present
2. Hannah Daniels – Vice Chair – absent
3. Randy Niece – Secretary – present
4. [Vacant seat]
5. Lynn Larsen – present
6. Richard (Rick) Kurcab – present
7. Amy Lentz – absent

Quorum – 4/7 in attendance

- Sean Murphy – Town Liaison – absent
- Paul Furnas – Town Forester & Open Space Supervisor – present

### 3. Approval of Minutes from January 2024 Meeting:

- Motion for approval was made by Randy, seconded by Rick. Approved by all.

### 4. Public Comment or Non agenda items:

- a. Interviews are being held tonight at 7pm for new committee members.
  - 1) Lynn suggested if they are brought on, do so as interim appointments so full term could start in August.
  - 2) Lynn offered to step down to allow a second vacancy to be filled by these candidates, if needed.
  - 3) Kathy said decision to do so would need to be made tonight so trustee meeting tomorrow could approve candidates.

### 5. Discussion Items:

- a. Update on Tree Carving Cost Share Program
  - 1) Public comment – none.
  - 2) Paul has spoken with artist who has agreed to attend next month's meeting to discuss.
  - 3) Website for artist is [ChainsawMama.com](http://ChainsawMama.com). (Faye Braaten).
  - 4) Kathy reminded the group of the ordinance requiring 30' limitation on tree spacing that may conflict with tree-to-art locations.
- b. 2025 TCUSA Growth award categories
  - 1) Public comment – none
  - 2) Berthoud has received the 2024 Tree City designation for the 42<sup>nd</sup> year.
  - 3) The Growth Award was also granted making it our 15<sup>th</sup> year.
  - 4) Several suggestions were reviewed for committee to work on for 2025 Growth Award.
    - a) Identifying future planting sites and mitigating issues.
      - a. Currently staff has identified 33 locations on Berthoud's Treeplotter Inventory
      - b. Paul is asking for suggestions on best trees to plant in these locations.
      - c. It is necessary we document this effort to receive credit.
    - b) Hire a new Tree Advisory Committee member (E6-Value 2 points-Eligible Each Year)
    - c) Public Tree Care Guide (E11-Value 6 points – Eligible one time only)
      - a. Our monthly tree care tips via the website could qualify;
      - b. also the Street Tree Work Permit.
      - c. We need someone to head up this credit application.
    - d) Prepare a Community Forestry Report (E12-Value 3 points – Eligible Each Year)

c. Arbor Day 2025 Planning

- 1) Public comment – none
  - a) This event is now 2 months away.
  - b) Local company Ursula Major (rocket designer) has asked to be involved with Earth Day activities. They could be invited to participate in Arbor Day instead.
  - c) Paul is working on the tablecloth, sign and wagon to transport materials.
  - d) Need someone to follow up on the swag/give away materials.
    - a. Gardening starter kit,
    - b. rain meters,
    - c. pH paper to test soil,
    - d. pruners,
    - e. tree.
  - e) Need volunteer to contact Boy and Girl Scout groups
  - f) Last month it was suggested to get the HS Honor Society involved (Youth Advisory Committee member)
  - g) Paul is working on the proclamation to put in front of the Board of Trustee's for approval.
  - h) Poster Contest theme needs to be decided.
    - i) Stephanie thinks she can work on the 2025 calendar graphics.
    - j) Rick suggested we have posters showing steps for proper tree planting.
    - k) Kathy will request that a Master Gardener be present at the event.
    - l) It would help with funding to recruit sponsors that could advertise on the calendar.

**Staff Report:**

- a. Paul provided verbal update without pictures.
  - 1) Town Park – hiring to have pruning done over “hot spots”.
  - 2) EAB request for bids has been sent out.
  - 3) Staff will proceed this year with climbing training to expand their capabilities.
  - 4) A pesticide license will be acquired by staff.
  - 5) Snow removal on town property is an ongoing task.
  - 6) Newest forestry tech is scheduled to test for his ISA certification.
  - 7) City GIS specialist will be working on tree database as opposed to paying subscription for current tree tracking program.
  - 8) Staff has been doing stump grinding in a variety of locations.
  - 9) Expanding water rings at the Bike Park trees.
  - 10) Street Tree work permit issued for Box Elder in old town.

**6. Adjourn:**

- Kathy adjourned the meeting at 6:37 P.M. on the 24<sup>th</sup> day of February 2025.

Next meeting is scheduled for **Monday, March 17<sup>th</sup>, 2025, at 5:30 pm**

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Signature:

  
for BTAC 3/9/25