

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 24th, 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**. (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 42nd year.
 - 3) The Growth Award was also granted making it our 15th 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 Ursa 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:

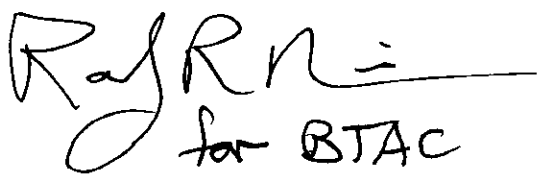
- a. Paul provided verbal update without pictures.
 - 1) Town Park – hiring to have pruning done over “hot spots”.
 - 2) EAB request for bids has been sent out.
 - 3) Staff will proceed this year with climbing training to expand their capabilities.
 - 4) A pesticide license will be acquired by staff.
 - 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 24th day of February 2025.

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

Signature:


for BTAC 3/19/25