



TREE BOARD WORK SESSION & MEETING
Zoom Webinar and Town Council Chamber
3 S. Timber Ridge Parkway, Severance, CO 80550

AGENDA
TREE BOARD WORK SESSION & MEETING 2022-05TB
Monday, July 25, 2022, at 6:00 PM

A. CALL TO ORDER

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. 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 three- minutes for those attending in person or an appropriate time as deemed by the Chair. The Tree Board is not obligated to make decisions or take action on comments but may choose to schedule the matter for a later discussion. Those addressing the Tree Board must state their name and address for the record.

4. Consent Agenda

The Consent Calendar is intended to allow the Tree Board to spend time and energy on the important items and not routine actions. A Tree Board Member may request an item on this calendar to be 'pulled' off the Consent Calendar and considered separately as a Regular Agenda item. Items remaining on the Consent Calendar will be approved by Tree Board with one vote.

- a. 4.25.22 Minutes

5. Approval of Agenda

B. REGULAR MEETING

1. Severance Days

- Discussion
- Staff Presentation: Karina Gomez, Court Clerk/Admin Assistant

2. Tree Lawn

- Discussion
- Staff Presentation: Karina Gomez, Court Clerk/Admin Assistant

C. COMMUNICATIONS

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

1. Town Staff
2. Town Board Members

D. ADJOURN

Tree Board MEETING

Monday, July 25, 2022, 6:00 PM (MDT)

Registration URL

https://us02web.zoom.us/webinar/register/WN_NAkp1vwgQHGO2h8z5GWjQQ



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

MINUTES
TREE BOARD MEETING 2022-04TB
April 25, 2022, at 6:00 p.m.

Present:

Georgia Perry
Tracy Baszler
Savannah Waggoner
Rodney Simpson
Adam Smith

Absent:

Mark Suchy

Staff:

Karina Gomez, Court Clerk
Nicholas Wharton, Town Manager

A. CALL TO ORDER

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. 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 three- minutes for those attending in person or an appropriate time as deemed by the Chair. The Tree Board is not obligated to make decisions or action on comments but may choose to schedule the matter for a later discussion. Those addressing the Tree Board must state their name and address.

4. **Consent Calendar**

- **Minutes- 2022-02 March 28, 2022**

MOTION WAS MADE BY BOARD MEMBER BASZLER, second by Member Waggoner to approve the Consent Calendar, All Members present voting Yes,

- **MOTION PASSED**

5. **Approval of Agenda**

- **MOTION WAS MADE BY BOARD MEMBER WAGGONER**, second by Member Baszler to approve the Agenda, All Members present voting Yes,

- **MOTION PASSED**

B. **REGULAR MEETING**

1. **Civic Clerk Training**

- Presentation: Jesse Porquis, CivivPlus Implementation Consultant
- Discussion

2. **Tree Board Roles and General Discussion**

- Staff Presentation: Nicholas Wharton, Town Manager
- Discussion

3. **Town Events**

- Staff Presentation: Karina Gomez, Administrative Assistant/ Court Clerk
- Discussion

C. **BOARD MEMBER PETITIONS**

Board members may ask for items to be added to future agendas.

D. **COMMUNICATIONS**

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

- **Town Staff**
- **Town Manager**
- **Town Board Members**

E. **ADJOURN – 6:44 PM**

TOWN OF SEVERANCE

Rod Simpson, Tree Board President

ATTEST:

Karina Gomez, Court Clerk



AGENDA ITEM SUMMARY

AGENDA ITEM	SUBMITTED BY	PRESENTED BY
Severance Days	Karina Gomez, Court Clerk/Admin Assistant	Karina Gomez
ACTION REQUESTED		
Management and Staff ask that the Tree Board discuss the annual Severance Days event and provide feedback and direction.		<u>Report Presentation</u>
BRIEF SUMMARY		
Management and Staff would like the Tree Board members to discuss the Severance Days booth and contest. The winner of the pine cone guessing contest will win a small evergreen tree donated to the Tree Board by Eaton Grove. Management and Staff would like to present the Pine Cone Display that the Weld County Master Gardener has let us borrow and see if this is something the Tree Board would like to display and use at the Severance Days booth.		
PUBLIC SUPPORT/CONCERN		
None at this time.		
ANALYSIS AND RECOMMENDATION		
Management & Staff asks that the Tree Board discuss the Severance Days event and provide feedback and direction.		
MATERIALS SUBMITTED		
The following materials were submitted and included in this packet:		
1. Pine Cone Display		

Do you know what tree these seeds belong to?

Find the seed for each of these trees!



SEE our VIDEO!
How to Plant a Tree
CSU Extension
YouTube.com

Tree Planting 101

Depth of tree in root ball
Generally at least 2 structural roots in top 1-3" measured 3-4" out from trunk...

Root ball rises 1-2" above grade
No soil covers top of root ball

Saucer shape 3X root ball diameter
Backfill covers "knees" tapering down

Root ball sits on un-dug soil

How old are these trees?
Count the rings!





AGENDA ITEM SUMMARY

AGENDA ITEM	SUBMITTED BY	PRESENTED BY
Tree Lawn	Karina Gomez, Court Clerk/Admin Assistant	Karina Gomez
ACTION REQUESTED		
Management & Staff asks that the Tree Board discuss the Tree Lawn situation and provide feedback and direction.		<u>Report Action Requested</u>
BRIEF SUMMARY		
Recently, Community Development has received an increasing number of calls and emails regarding trees located within the “tree lawn” in a number of neighborhoods in Town. Trees that are located on the “tree lawn” are the responsibility of the homeowner. Metro Districts/HOA does not maintain or replace these trees. The Town also doesn’t have the workforce or the budget to maintain or replace. Residents have been asking to remove these trees outright or replace them with other landscaping. As the Town Tree Board reviews all landscape Plans, the Town staff would like to have the Town Tree Board review and discuss this request.		
PUBLIC SUPPORT/CONCERN		
None at this time.		
ANALYSIS AND RECOMMENDATION		
Management & Staff asks that the Tree Board discuss the Tree Lawn situation and provide feedback and direction.		
MATERIALS SUBMITTED		
The following materials were submitted and included in this packet: None		