

BERTHOUD TREE ADVISORY COMMITTEE

October 2023 Meeting Minutes

1. Call to order:

Toni Baker called the meeting to order at 5:02 P.M. on Monday, October 16th, 2023.

2. Roll Call:

1. Toni Baker – Chair – present
 2. Amy Lentz – Vice Chair – present
 3. Randy Niece – Secretary – present
 4. Joe Nesvara – absent
 5. Lynn Larsen – present
 6. Kathy Mitchell – present
 7. Hannah Daniels – attend via Zoom; listen only as voice appears disabled.
- Quorum - 6/7 either in attendance or via Zoom
- Sean Murphy – Town Liaison – absent
 - Paul Furnas – Town Forester & Open Space Supervisor – present

3. Approval of Minutes from August 2023 Meeting:

- Motion for approval as-is made by Amy; seconded by Kathy. Approved by all.
- Note that the September 2023 meeting was cancelled, and issues rolled forward to October.

4. Public Comment or Non agenda items:

- a. Non-agenda – nominees for open positions
 - 1) Lynn commented that the three open position interviews are to occur next Monday.
 - 2) Amy stated she has not gotten an email to reinterview. Maybe because of her changing email addresses. Lynn clarified she must submit the application first.
 - 3) Toni also stated she has not received notice of the interviews and as the chair, she is normally included. Paul will investigate the oversight and work to correct.
- b. Non-agenda – task of electing new chair, co-chair and secretary today raised by Toni.
 - 1) Toni does not want the chair position again, prefers it roll to someone else on committee.
 - 2) Lynn made a motion to postpone the election to next month after new members are introduced and available. Amy seconded this motion. Voice vote approved the delay by one month.

5. Discussion Items:

- a. New Landscape design guidelines and tree list reviewed (moved first ahead of media posts)
 - 1) Anne Johnson presented the new guidelines which are still under review and editable.
 - 2) These are being developed mainly for Developers and Contractors (D&C) but available for resident use as well.
 - 3) At the end of the document is a sample Maintenance Plan for D&C to use as part of the development review process.
 - 4) Guidelines are being developed by Erin Bagnell (consultant) in conjunction with Paul Furnas.
 - 5) **Comments and suggested edits can be submitted until the close of business this Wednesday.**
 - 6) Some of the comments and issues discussed are included below:
 - a) Lynn-pages 28 and 29 are duplicate pages
 - b) Lynn-plants reference should be specific to trees
 - c) Randy-Notes column should include a Legend to describe what the symbols used mean.
 - d) Amy-Pg28 Juniper is duplicated in top of list on another page.
 - e) All-discussion to remove Plains Cottonwood altogether from recommended list.

- f) Toni-feels it would be better to recommend trees we want to see other than cottonwood. Clarified it is being included for large open spaces.
 - g) Amy-crabapples have multiple varieties and rather than specific "Spring Snow" could just state that "fruitless varieties" are preferred.
 - h) Anne mentioned this document is being published outside of the code to allow for quicker editing.
 - i) Amy suggested that the plant material list should include references to all four seasons. Use of fertilizer on trees is not preferred to be done by landscape contractors.
 - j) Anne-planting techniques are already included in the code.
- b. Last Quarter social media posts
- 1) October – edits are needed for grammar and spelling. Amy suggests "Plant Talk" video links be included to show how to wrap a tree.
 - 2) November – USDA zones. Agreed to include zone map or link to best one. Toni suggested fall tree care, but Paul prefers this be in Feb, Mar time frame. Zone map identifies the coldest average air temperature and terminology corrected in the draft being reviewed.
 - 3) December – Winter watering of 10 gallon per 1" diameter of tree. Discussed and clarified how best to do for larger trees.
- c. Winter Event attendance
- 1) Tree lighting. Exact date unknown. Paul will get specifics and send out an email to update the committee. He will possibly buy a banner or use the Tree City 40-year banner to march in parade. Toni suggested getting a tree costume for one of us to wear and march. Must have lights to qualify for "Parade of Lights".

6. Staff Report:

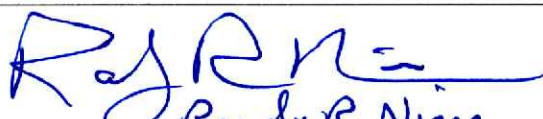
- a. Paul provided update:
- 1) Paul has been inactive for the past 8 weeks due to knee injury.
 - 2) His crew has been watering the remaining trees in the town park during construction as the irrigation system has been removed.
 - 3) Street tree clearance pruning is ongoing and turning out to be an extensive effort.
 - 4) Hillsdale nursery update provided. There were no large planting projects in 2023.
 - 5) Roberts Lake nursery was asked about. Paul believes the new arboretum will include a nursery portion near gravel parking lot and this will negate the need for one at Roberts Lake.
 - 6) Crew has been performing irrigation repairs and starting blow-outs.
 - 7) Fall tree planting – they have done 6 replacement trees so far.
 - 8) Lynn asked about Fickel Farm 3 tree planting. Paul was unable to attend due to injury. Baseline has been performing inspections in his absence.
 - 9) Cottonwood trees removed at the old town park proved to be very rotten on the inside. Paul has saved "cookies" from the trunk and will attempt to count the rings and make a presentation for displaying.

7. Adjourn:

- Toni adjourned the meeting at 6:41 P.M. on the 16th day of October 2023.

Next meeting is scheduled for **Monday, November 20th, 2023, at 5:00 pm.**

Signature:


Randy R. Niece
for the BTAC 11/21/23