



CITY COUNCIL ACTION FORM

| DEPARTMENT | PRESENTED BY | DATE |
|--------------|------------------------------------|------------------|
| Public Works | David Lady - Public Works Director | November 5, 2024 |

ITEM

Council Action – Approval of the 2025 Salida Tree Board Action Plan
Consent Agenda

BACKGROUND

The Salida Tree Board has prepared the attached Action Plan for 2025.

FISCAL NOTE

The Parks and Recreation 2025 budget includes \$25,000 for pruning and plantings located in parks and open spaces.
The Public Works 2025 budget includes \$55,000 for pruning and adopt-a-tree plantings located in street rights-of-ways.

STAFF RECOMMENDATION

Staff recommends that Council approve the 2025 Salida Tree Board action plan.

SUGGESTED MOTION

A Council person should make a motion to “combine and approve the items on the consent agenda.”

SALIDA TREE BOARD

2025 Annual Work Plan

| <u>General Activities</u> | <u>Date to be Accomplished</u> | <u>Responsibility</u> |
|---|--------------------------------|------------------------------------|
| 1. Tree Board Meetings | | |
| a. Announcements | 1 week prior | City |
| b. Meeting | 1/month or as needed | TB, PW, Parks, City |
| c. Minutes | each meeting | City, TB |
| d. Record of TB Volunteer Hours | on-going | TB |
| 2. Public Education | | |
| a. Education and Outreach Events | two/year | City, TB |
| b. Print, On-line Tree Articles | as needed | TB |
| c. Radio News Releases, PSA's | as needed | TB |
| d. Letters to Arborists re Workshops, Changes in Ordinances, EAB Monitoring, etc. | as needed | City, TB |
| 3. Tree Board Recruitment | January | TB |
| a. Appointment of Members | January | City Council |
| 4. Recruit Tree Stewards | January | |
| 5. Prepare/Submit Annual Work Plan | November | TB |
| 6. Update Arborist List | as licensed/renewed | City Clerk, TB |
| 7. Review/Recommend changes in City Tree Ordinances to Council | as necessary | TB |
| 7. Tree City USA | | |
| a. Tree City USA Application | Dec. | TB |
| b. Tree City Growth Award | as appropriate | TB, Parks and Rec |
| c. Tree City USA ceremony-Arbor Day | May 14 | TB, Mayor, 4 th Graders |
| 8. Fund-raising | | |
| a. Grants | | |
| CSFS Urban & Community Forestry Grant | 2024-2028 | City |
| Colorado Tree Coalition | Dec. | TB |
| Colorado Parks & Rec | April | TB |
| Grant Reporting | as required | City, TB |
| 9. Planting, Renovation, Maintenance Projects | | |
| a. Arbor Day Program | | |
| Radio, Newspaper Publicity | April, May | TB |

| | | |
|---|--------------------------|--|
| Arrange 4 th Grade Class Participation | April | TB |
| City Council Proclamation | May 5 | |
| Arbor Day Ceremony | May 14 | TB, 4 th Grade Class Mayor, Public |
| b. Adopt-a-Tree Program | | |
| Publicity | Mar, April | City, TB |
| Planting Site Evaluations | May - August | TB |
| Order, Plant Trees | May - July | TB |
| Tree Care Instructions to Adopters | May - July | TB |
| Water stipend to Adopters | May – July | City |
| c. Update GIS Inventory Park Trees | ongoing | PW |
| d. Update GIS Inventory Street Trees | on-going | PW |
| e. Large Street Trees, Pruning, Removal | as identified and funded | Arborist, PW |
| f. Park Trees, Pruning, Removals | as identified and funded | Arborist, Parks and Rec |
| g. Clearance Prune for Business Signs | as needed | PW, Arborist |
| h. Prune Young Street Trees | Spring, Summer | PW, Arborist |
| i. Merit Soil Drench (Soft Scale on Elms) | Late April, Early May | Front Range Arborists |
| j. Monitor for EAB | As needed | Arborists, TB |