



PACKET MODIFICATIONS

November 19, 2025

Addition of the following pictures handed out, not included in the original packet:

- *Board Member Short's Draft Tree Board Presentation:
Tree Board PowerPoint - 1st Draft.pdf*
 - *Board Member Short's Draft Tree Board Script for Presentation:
Tree Board Presentation Script.pdf*
-

Growing Paonia's Future: Trees, Stewardship & the Tree Board

**A vision for a thriving,
sustainable community canopy**

Presented by: XXXXXXXX

Date: XXXXX





How Trees Help Our Community Thrive

- Clean air & store carbon
- Cool our town & reduce heat
- Manage stormwater
- Support wildlife
- Improve health & well-being
- Boost property values & local pride

“The best time to plant a tree was 20 years ago. The second best time is now.” — Chinese Proverb

Why the Tree Canopy Matters to Paonia

- Defines our small-town charm
- Reduces summer temperatures
- Improves walkability & comfort
- Protects soil & air quality
- Attracts visitors & supports tourism



Tree City USA – What It Means

- Recognition from the Arbor Day Foundation
- Commitment to community forestry
- Opens doors for grants and resources
- Builds civic pride

Requirements:

1. Tree Board or Department
2. Tree Care Ordinance
3. Annual budget (\$2 per capita)
4. Arbor Day observance



Keeping Our Tree City USA Designation

- Maintain active Tree Board
- Hold annual Arbor Day celebration
- Budget for tree care
- Track tree work and report annually

**“Tree City USA isn’t a trophy
— it’s a commitment.”**



The 20-Year Planting Plan - Overview

- Goal: expand canopy & species diversity
- Focus on public spaces & neighborhoods
- Replace aging trees with resilient species
- Prioritize 'right tree, right place'





Species Diversity Goals

- Follow 10–20–30 rule
- Prioritize native & drought-tolerant trees
- Mix shade, ornamental, and evergreen
- Reduce pest/disease vulnerability

Examples: Bur oak, hackberry, Kentucky coffeetree, honeylocust, serviceberry, linden, catalpa

Watering Needs for Newly Planted Trees

- First 3 years are critical
- Deep water every 7–10 days
- Mulch to retain moisture
- Avoid watering too close to trunk
- 10–15 gallons/week for young trees

Create a community “Tree Watering Crew”

*Add picture of new tree in town park





Action Plan for Watering

- Create Volunteer Watering Team
- Train residents for summer watering routes
- Partner with Public Works for mulch/tools
- Track volunteer hours for Tree City reports



Engaging the Community

- Annual *Paonia Arbor Day Festival* with tree giveaways
- Annual Arbor Day Festival
- ‘Adopt-a-Tree’ program
- Youth planting days
- Tree care workshops
- Social media campaigns

How to Prune & Care for Trees

- Prune for structure & safety
- Remove dead or crossing branches
- Never 'top' a tree
- Best time: late winter/early spring
- Use clean, sharp tools

Encourage residents to attend Tree Board pruning demos





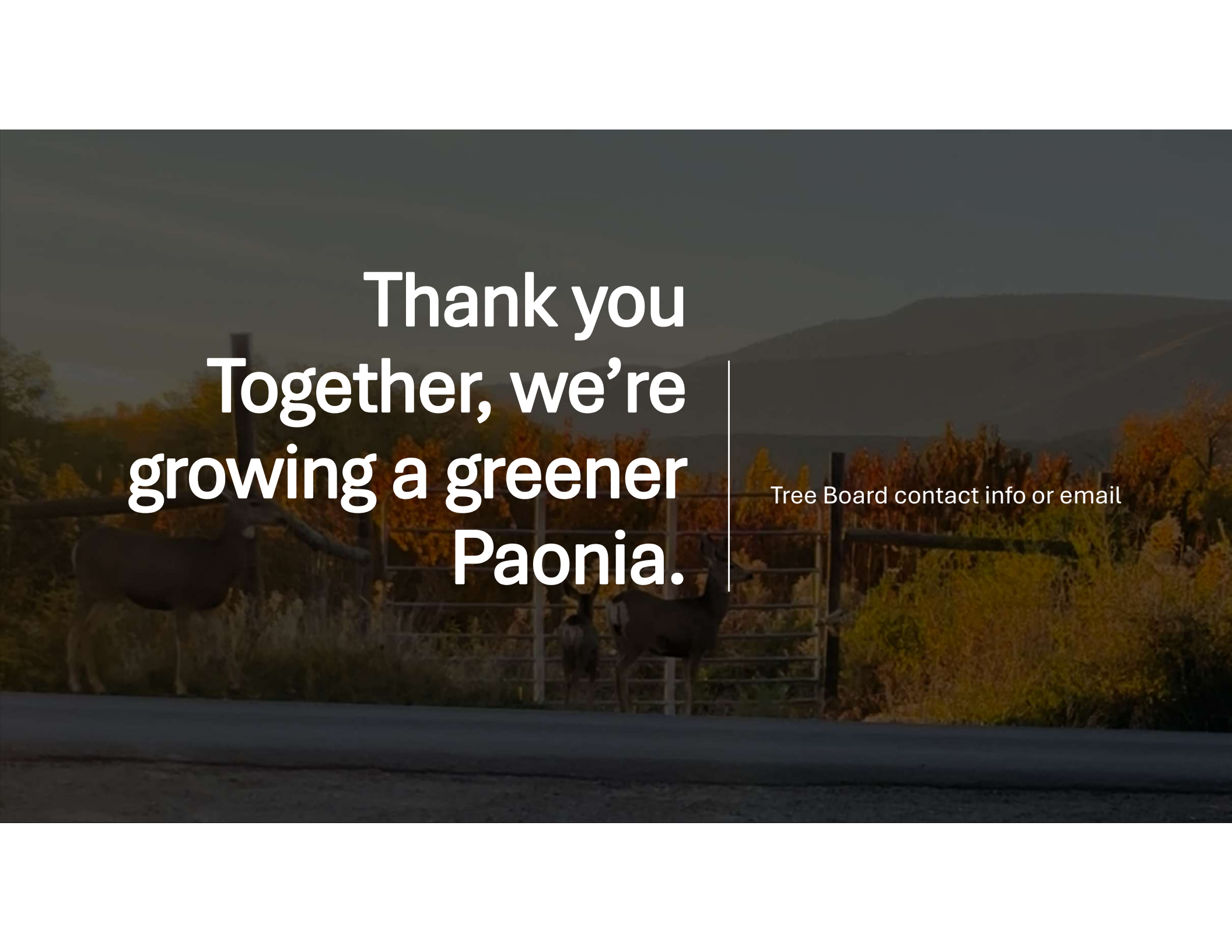
Infrastructure & Irrigation

- Retrofit irrigation systems to include tree-specific emitters
- Install water-efficient systems where possible
- Use moisture sensors to prevent overwatering
- Partner with local landscapers or schools for monitoring



Next Steps & Long Term Vision

- **Action Items:**
- Approve and begin 20-year planting plan
- Host annual community tree events
- Develop funding and grant strategy (e.g., Colorado Tree Coalition, Arbor Day Foundation)
- Monitor canopy coverage every 5 years
- Enlist the help of a mitigation specialist
- Build a culture of stewardship



**Thank you
Together, we're
growing a greener
Paonia.**

Tree Board contact info or email

Slide 1

Speaker: “Thank you all for being here. Today, we’re going to talk about the importance of trees in our community, how the Paonia Tree Board helps protect and grow our tree canopy, and how we can all play a part in keeping Paonia a Tree City USA community. This presentation will also cover our long-term planting plan and community engagement ideas.”

Slide 2

Speaker: “Trees are essential infrastructure for a healthy town. They filter air pollutants, absorb carbon dioxide, and release oxygen. They shade our homes and streets, lowering energy costs and making neighborhoods more comfortable. Trees slow down stormwater runoff, support wildlife habitat, and make outdoor spaces more inviting. They even increase property values and help define Paonia’s character.”

Slide 3

Speaker: “Our tree canopy is part of what makes Paonia so special. It keeps our town cooler in the summer, provides shade for pedestrians and cyclists, and contributes to cleaner air. A strong canopy also helps us manage water better by reducing soil erosion. Visitors often comment on the beauty of our tree-lined streets — it’s part of what draws people here.”

Slide 4

Speaker: “Tree City USA is a national recognition program from the Arbor Day Foundation. It celebrates towns that make a real commitment to caring for their trees. Being a Tree City helps us access grants, strengthens our reputation, and shows that Paonia values long-term environmental stewardship. We meet this standard through our Tree Board, our local tree care ordinance, a dedicated budget, and our annual Arbor Day event.”

Slide 5

Speaker: “To keep our designation, we need to stay active and consistent. The Tree Board meets regularly, manages planting projects, and coordinates community education. We celebrate Arbor Day each year, maintain a budget for planting and maintenance, and report all this to the Arbor Day Foundation annually. It’s an ongoing partnership that demonstrates our care for Paonia’s green infrastructure.”

Slide 6

Speaker: “Our 20-year plan is about renewal and resilience. Many of Paonia’s trees are aging or at risk from pests or climate change. We want to gradually increase our canopy coverage by planting diverse, hardy species in the right spots — along streets, in parks, near schools, and on public land. The plan gives us a roadmap for steady, sustainable growth.”

Slide 7

Speaker: “Species diversity keeps our tree canopy healthy. The 10-20-30 rule means we plant no more than 10% of one species, 20% of one genus, and 30% of one family. This prevents a single pest or disease from wiping out large sections of trees. We’re focusing on native and drought-tolerant varieties that can handle Colorado’s changing climate while providing beauty and shade.”

Slide 8

Speaker: “Newly planted trees need extra attention. The first three years are crucial for root establishment. They should be watered deeply about once a week during the growing season. Mulch helps hold moisture but should never touch the trunk. We can use tree watering bags or drip emitters to make this easier. Community volunteers can help ensure these new trees get the water they need to survive.”

Slide 9

Speaker: “Volunteers can play a big role in caring for new trees. We can create a ‘Tree Steward’ program where residents sign up for watering routes or help with maintenance. The Tree Board can provide training and coordinate with Public Works to supply mulch or watering equipment. Recording volunteer hours also helps us meet Tree City USA reporting requirements.”

Slide 10

Speaker: “Our canopy depends on community involvement. Events like Arbor Day and youth planting days help build a sense of ownership. An ‘Adopt-a-Tree’ program could allow residents or businesses to care for a street tree near them. Tree care workshops teach pruning and watering basics, and online campaigns help spread awareness. The more people we engage, the stronger our canopy becomes.”

Slide 11

Speaker: “Pruning is about guiding a tree’s growth, not forcing it into a shape. We focus on removing dead or crossing branches to prevent damage and disease. Topping a tree — cutting off the top — actually weakens it and makes it unsafe. The best pruning is done in late winter or early spring. Our Tree Board hopes to offer short workshops or demonstrations to teach proper techniques.”

Slide 12

Speaker: “To make long-term maintenance easier, we’re proposing updates to the town’s irrigation systems. By adding tree-specific emitters or drip zones, we can efficiently water trees without wasting water. Moisture sensors will prevent overwatering, and local partners — like landscapers or schools — can help monitor systems. This approach saves money while supporting new tree growth.”

Slide 13

Speaker: “Our next steps are to finalize and adopt the 20-year plan, continue hosting tree-focused community events, and seek funding from organizations like the Colorado Tree Coalition or the Arbor Day Foundation. We’ll also monitor canopy coverage every few years to track progress. Most importantly, we want tree care to be part of Paonia’s identity — something every resident is proud of.”

Slide 14

Speaker: “Thank you for taking the time to learn about Paonia’s trees and the work of the Tree Board. Our success depends on community support, so please consider volunteering or helping us spread the word. Together, we can grow a greener, healthier Paonia for generations to come.”



Town of Paonia
214 Grand Avenue
Tuesday, November 18, 2025 5:15 PM
Tree Board Agenda
<https://us02web.zoom.us/j/84123462814>
Meeting ID: 841 2346 2814

- A) Roll Call
- B) Approval of Agenda
- C) Approval of Minutes
 - 1) September 16, 2025 Tree Board Minutes
 - 2) October 21, 2025 Tree Board Meeting Minutes
- D) Actions & Presentations
 - Public comments must be related to the agenda item, 3-minute time limit.

 - Item #1: Review/Discussion PowerPoint presentation Draft to Trustees.
Led by Lisa Short

 - Item #2: Update on Tree City Renewal Process. Led by Christina
Patterson
- E) Upcoming Meeting:
 - Tuesday December 16, 2025 - Town Hall Board Room @ 5:30 PM
- F) Adjournment

Town of Paonia
214 Grand Avenue
Tuesday, September 16, 2025 5:30 PM
Tree Board Minutes

RECORD OF PROCEEDINGS

Chair Hottinger calls the meeting to order at 5:30 PM.

Roll Call

Present:

Chair Hottinger

Vice Chair Newland

Secretary Patterson

Board Liaison Heck

Board Member Haynie

Board Member Wells

Absent:

Board Member Short

Approval of Agenda

Vice-Chair Newland asks for the adding a topic of information for the presentation previously discussed for the Board of Trustees.

Chair Hottinger makes a motion to approve the agenda with the added topic. Seconded by Secretary Patterson.

The motion carries unanimously.

Approval of Minutes

Minutes - August 19, 2025 Meeting Minutes

Chair Hottinger makes a motion to approve the minutes from August 19, 2025. Seconded by Board Vice Chair Newland

The motion carries unanimously.

Actions & Presentations

Item #1: Stefen's Memorandum Discussion Parts 1, 2 and 3

The discussion focused on Town Administrator Wynn's memorandum outlining the Tree Board's advisory role. Members acknowledged ongoing communication challenges between the Board, Town staff, Public Works, and the Board of Trustees. They expressed concern that the Board's recommendations related to tree permitting, ordinance enforcement, and replacement procedures may not be fully integrated into Town decision-making processes.

No motion or action made.

Item #2: Relationship with Public Works

Members noted challenges in the relationship with Public Works following staff changes, including lapses in prior protocols and communication that have affected pruning practices and collaboration.

No motion or action made.

Item #3: Our Role.

Members discussed the Board's role and purpose, noting concerns about whether Town leadership seeks its advice and emphasizing the need for clarity on expectations.

- i. How does the town administration, Mayor, and Trustees value our public trees/urban forest?
- ii. What are the expectations for maintaining the Paonia urban forest?
- iii. Understanding we are advisory in nature (as outlined in the memorandum) what specifically does the Mayor and Trustees want from us?

No motion or action made.

Item #4: Discussion of creating a written overview, for the record: Future of Paonia Trees

Future of Paonia's urban forest discussed. Observations: overmature trees lacking diversity; risk of widespread canopy loss in 10–20 years; threats from reduced water availability, climate change, poor maintenance, and invasive pests (e.g., emerald ash borer). Board agreed on need for a written overview to communicate risks and strategies.

No motion or action made.

Item #5: Discussion About a Training Video for Public & Staff

Training for Public Works was discussed. Consensus that creating a new training video was unnecessary; instead, recommend identifying existing reputable pruning videos or hiring licensed arborists. They emphasized that training requires long-term expertise.

No motion or action made.

Item #6: Discussion about the 10-15 year planting and removing plan.

Discussion of 10–15 year planting and removal plan. Members agreed to review Kamie Long's report for guidance and to attempt collaboration with Public Works. Need for formalized plan remains, but clarity from Town administration is necessary.

Discussion Note: The Tree Board decided not to prepare a presentation to the Trustees.

Rationale: Effort required is not justified; past input has been ignored; communication from Town leadership is unclear; members prefer to wait for genuine interest. Outcome: No presentation will be pursued unless circumstances change.

No motion or action made.

Upcoming Meeting:

Tuesday Oct 21, 2025 - Town Hall Board Room 5:30 PM

Adjournment

Chair Hottinger adjourns the meeting at 6:30 PM.

Ruben Santiago, Deputy Town Clerk

Greg Hottinger, Chair

DRAFT

Town of Paonia
214 Grand Avenue
Tuesday, October 21, 2025 5:30 PM
Tree Board Meeting Minutes

RECORD OF PROCEEDINGS

Chair Hottinger calls the meeting to order at 6:02 PM.

Roll Call

Present:

Chair Hottinger

Board Member Short

Board Member Wells

Board Representative Heck

Absent:

Vice-Chair Newland

Secretary Patterson

Approval of Agenda

Chair Hottinger makes a motion to approve the agenda. Seconded by Board Member Short.

The motion carries unanimously.

Meeting Minutes

- September 16, 2025, Tree Board Meeting Minutes

Chair Hottinger makes a motion to differ approval of the September 16, 2025, meeting minutes to the November Tree Board meeting. Seconded by Board Member Short.

The motion carries unanimously.

Actions & Presentations

No public comment

Item #1: Discuss and draft a position paper for Tree Board.

The Tree Board meeting focused on clarifying the town's priorities for maintaining and expanding Paonia's urban forest. The Tree Board members discussed the ongoing challenges of limited access to funding, lack of irrigation for new plantings, and uncertainty about the Board's role and authority. They agreed to develop a formal presentation for the Board of Trustees outlining the current state of the town's canopy, the importance of proactive tree management, and proposals for improving communication, planning, and community engagement.

While the discussion reflected frustration over slow progress, the Tree Board shared in the

commitment to move forward collaboratively.

Item #2: Discuss changing meeting time back to 5:15pm

Chair Hottinger provided background on the reason why the meeting time was temporarily set for 5:30 PM instead of the regular time of 5:15 PM.

Chair Hottinger makes a motion to change the meeting time back to 5:15 PM. Seconded by Board Member Short.

The motion carries unanimously.

Upcoming Meeting:

November 18, 2025 - Town Hall Board Room at 5:15 PM

Adjournment

Chair Hottinger makes a motion to adjourn the meeting. Seconded by Board Member Shot.

The motion carries unanimously.

Ruben Santiago, Deputy Town Clerk

Greg Hottinger, Chair