



TREE BOARD REGULAR MEETING

September 26, 2023 - 5:00 PM

Harmony Ridge Park , 5005 Harmony Ridge Parkway, Windsor, CO
80550

AGENDA

A. CALL TO ORDER

1. Roll Call
2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration
3. Liaison Reports
 - Town Board Liaison
4. Public Invited to be Heard

B. CONSENT CALENDAR

1. Minutes (May 23, 2023)

C. BOARD REVIEW/DISCUSSION

1. Park Audit- Harmony Ridge
2. Volunteer Tree Planting at Public Services and Main Park

D. COMMUNICATIONS

1. Staff
2. Board

E. ADJOURN

The Town of Windsor will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 674-2400 by noon on the Thursday prior to the meeting to make arrangements.



Tree Board Regular Meeting

May 23, 2023 - 5:00 PM
Community Recreation Center
250 N. 11th Street, Windsor, CO 80550

MINUTES

A. CALL TO ORDER

MS. O'CONNOR CALLED THE MEETING TO ORDER AT 5:01 PM

1. Roll Call

Present: Alison O'Connor – Board Chair
John Brown – Vice Chair
Jim LaShell – Secretary
Sue Bielawski (Absent)
Christine Ginnity
Jason King
Lucy Thames

Jason Hallett - Town Board Liaison

Also Present: Ken Kawamura - Town Forester
Kristy Zulkoski – Administrative Specialist

2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration

MR. BROWN MOVED TO APPROVE THE AGENDA AS PRESENTED. MR. LASHELL SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

3. Liaison Reports

Town Board Report/Mr. Hallett

- Windsor Housing Authority just completed their interview for Colorado Housing and Finance Authority funding on May 18th, will hear back on approval either on the 30th or 31st, looking good for Northern Colorado, since only 4-5 other projects in are going up in the area and only a couple of senior housing projects happening within Colorado
- Ribbon cutting for new park playgrounds on Thursday, June 1st – Boardwalk 10:00 am, Covenant Park 1:30 pm
- CML conference in June
- Discussion and vote for new communication tower planned to be put up near Jacoby Farms, got moved to June 12th, wanted to give enough time for public and developer to be heard on the project
- Speed limit will be changed on Main Street downtown area to 25 mph, to help mitigate truck traffic and favor pedestrian traffic

4. Public Invited to be Heard

- No Report

B. CONSENT CALENDAR

1. Minutes from March 28, 2023

MR. BROWN MOVED TO APPROVED THE MARCH 28, 2023, MINUTES AS PRESENTED. MS. GINNITY SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

C. BOARD REVIEW/DISCUSSION

1. Arbor Day Recap

- Another very successful and fun event at the school – Tozer is the best!
- Agenda and flow of presentation was good
- Tree planting went well, great presentations/relatable to kids
- Do posters again highlighting all poster winners
- Shout out to the teachers at the school, thanked them for their participation/help
- Love the shirts
- Excellent recognition before Town Board Meeting, all TB members were in attendance along with about 70 -100 others
- Seedling packing/prep – huge quantity with two schools, took 4+ hours, inquired about getting middle school students to help, adjusting the hours and possibly different location if needed
- Sold 75 trees from sale, ordered 100, sold three additional on site during sale

2. Sick Tree Day

- Scheduled for Tuesday, June 27th from 4:30-8:30 pm, in lieu of June Regular Meeting, meet at Main Park, volunteers will need to sign a waiver
- Free service from Tree Board and professional arborists in order to provide advice and the opportunity for early preventive measures and awareness to home owners
- Break into groups – will include Tree Board members and 2-3 professionals, pass along names of industry professionals to Mr. Kawamura, staff members will drive groups through their route created by Forestry Team
- Need to keep up the pace and stay on schedule
- Will check on number of spots available, event is capped at 50 visits
- Social media push in coming weeks
- Registration currently still done through rec center, will take time to plan during winter to come up with more efficient registration process, look into Google forms
- Boxes are updated, as well as, new tree recommendation list, will include tree planting graphic
- Dinner afterwards at local restaurant, Mr. Kawamura will research locations and inquire about pre-ordering family style for large group

- Sick Day hats will be ordered

3. Plan Main Park Tree Walk

- Thursday, July 27th, in lieu of July 25th Regular Meeting, will meet at 5:00 pm, walk will start at 5:30 pm, free event
- Start with history of the park lead by Ms. O'Connor, will limit to 10-12 trees and include basics and new species/plantings, keep to about an hour
- 3 groups lead by Mr. Kawamura, Ms. O'Connor and Mr. King
- Will have Communications promote through social media
- Walk preview on July 20th at 5:00 pm
- Ms. O'Connor will send out notes from last year

D. COMMUNICATIONS

1. Staff

- Mr. Kawamura
 - Busy time for the industry preparing for another growing season, lots of rain and weeds so far
 - Wrapping up projects at Chimney Park
 - Check out the newly renovated entrance and bed around the flagpole at Boardwalk Park and join us for the new playground ribbon cutting on June 1st at 10:00 am
 - Pots have been planted with spring annuals all around town, including additional pots at the cemetery, great work by Ms. Morales
 - Continuing pruning trees around town
 - Planted 21 street trees around town
 - Treasure Island is in full swing
 - Clean up of tall grasses and shrubs at the Eastman Riverwalk Experience
 - Clean up of shrub beds and roundabouts
 - Eight landscape inspections completed – Raindance 11, 12, 16, 17, 18, 19, 20 and 21
 - Mr. McGrew is in Costa Rica on family vacation, having a fabulous time
 - The American Public Works Association recognized the Town of Windsor Public Services/Snow Team as the Ice & Control Award winner due to the team's entire snow removal efforts and safety, will be recognized by Town Board

2. Board

- Ms. Ginnity
 - Windsor-Severance Food Pantry has outgrown Faith Church and is looking for new space, around 900 square feet, ADA accessible and ideally downtown
- Ms. O'Connor
 - Inquired if trees along some of the main streets, like Garden and Stone Mountain, where there is a sidewalk and then a property fence,

are privately owned, suckering Ash between 3rd and 7th on Garden

- Most of those areas are in right of ways, but private, Mr. Kawamura sends out notices if declining or dead, a lot are trees that were planted by HOA when developing
- Mr. King
 - Inquired about tubing at Eastman Riverwalk Experience and the Town's awareness for safety/water flow when levels are high and flow is fast
 - Town does monitor during the various times of the season, has sent out emails notifying of closures/precautions
 - Did take a look at the two Maples which were part of the CO coalition experimental planting, both survived winter and look fine, the one at Windsor West had some erosion and roots are really exposed, may need some more compost or top soil, sent initial information off and waiting for response/follow up

C. ADJOURN

**MR. KING MOVED TO ADJOURN. MR. LASHELL SECONDED THE MOTION.
MEETING WAS ADJOURNED AT 6:00 PM.**

FORESTRY DIVISION

September 26, 2023

Summer is behind us and we have had a very successful season! Though we only had a few people for the tree walk, at least we were able to show them the beauty and diversity of the trees of Main Park. Staff assisted with the many duties from set up to picking up trash at the 100th annual Harvest Festival. Blake has had his hands full working on projects and the clearances of street signs, sidewalks and streets. Lynn is already planning for the spring annuals and prepping the flower pots for fall. The entire Public Services team is also getting ready for Clean Up Days which is scheduled for October 13 and 14. And should I say it?...we are getting ready for SNOW!

Highlights from July-September are:

- Continue to work on rotation pruning
- Renovated Brunner Park shrub beds with help from volunteers
- Treasure Island has been donated tons of vegetables to the food bank
- Removed a dead cottonwood at new police station site
- Removed a cottonwood to make room for the new parking lot at Boardwalk park
- Working on Harmony Ridge Park tree plantings
- Attended ISA International conference in Albuquerque, NM
- Assisted with Harvest Festival
- 3 landscape inspections (Windsor Commons, South Gate, Great Western)

This is a very exciting meeting as we are at the newest park for the Town of Windsor. This is a rare opportunity to take a look and audit a park before the general public has even had a chance to step foot. We will then discuss the opportunity to lead more volunteers for a tree planting project at the Public Services Facility and at Main Park on October 13 and 14 respectively.

Lots to cover, so let's get started....

