



TREE BOARD REGULAR MEETING

January 23, 2024 - 5:00 PM
Community Recreation Center, 250 N. 11th Street, 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 (November 28, 2023)

C. BOARD REVIEW/DISCUSSION

1. Election of Officers
2. Arbor Day 2024 Planning

D. COMMUNICATIONS

1. Staff
 - a. Staff Report

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

November 28, 2023 - 5:00 PM
Community Recreation Center
Windsor, CO 80550

MINUTES

A. CALL TO ORDER

MS. O'CONNOR CALLED THE MEETING TO ORDER AT 5:04 PM

1. Roll Call

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

MS. BIELWASKI MOVED TO APPROVE THE AGENDA AS PRESENTED. MS. GINNITY SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

3. Liaison Reports

Town Board Report/Mr. Hallett

- Reviewed and approved budget items at last night's Board Meeting, DDA presented their budget proposal, two Forestry staff approved
- Prop 123 and Windsor Housing Authority for Jacoby Meadows – should hear about final grant funding in January, project should start late April, early May
- House Bill HH, lowering property tax, only about \$300,000
- Light of the World – this Saturday from 10:00am-12:00pm at Windsor High School
- Windsor Wonderland/Tree Lighting – this Saturday from 4:00-8:00pm at Boardwalk Park
- Serves as Chair for ad hoc committee for housing, at last meeting defined goals and what to focus on, anyone under the annual medium income and what's affordable, town funding focusing on teachers and first responders, lowering cost for builders coming in and limits on

infrastructure, hoping to present to Town Board early next year at a work session, funding method as pot of money, will get portion back after building happens, self-growing

- Library/King Soopers – ongoing, Library Board to meet again this Thursday, counter to the \$3M plus 10% sales tax, library didn't like other land options
- Brought up food pantry and looking into possible new location to the Board
- Redistricting of Board Members – finalized, new district includes Water Valley, park of Water Valley North, Raindance, industrial side and south of CR 17
- Open positions for Mayor and Town Board – affidavits are getting done this week, petitions will start in January, election on April 2nd, running for Mayor

4. Public Invited to be Heard

- No Report

B. CONSENT CALENDAR

1. Minutes from October 24, 2023

Correction – Mr. King seconded the motion to approve the October 4, 2023, agenda, not Mr. Brown

MR. BROWN MOVED TO APPROVE THE OCTOBER 24, 2023, MINUTES AS AMENDED. MS. THAMES SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

C. BOARD REVIEW/DISCUSSION

1. Calendar Distribution

- Issues with Color Pro, completion date kept getting moved back, they have been printed, but are not bound, should get them by the end of the week
- 1,200 ordered, will ask for more, once available, Mr. Kawamura will deliver boxes to member's homes for distribution, about 50-80 per box
- Mr. Kawamura will take care of schools and winners, Town Hall, CRC (700)
- Mr. Brown – landscapers, Water Valley Golf Club, Good Samaritan (100)
- Ms. O'Connor – 7th Street to Napa south side, library (100)
- Ms. Bielawski – 7th Street to Napa north side (50)
- Ms. Thames – Raindance, fire station on the hill, businesses Water Valley (50)
- Ms., Ginnity – East of Hwy 257, Pelican Jo's, Birch Street bookstore, Ash Street yoga and downtown fire station (50)
- Mr. King – 7th Street to High Hops (50)
- Mr. LaShell – Crossroads, Fairgrounds Blvd, Highland Meadows, hospital (50)

- Mr. Hallett – Town Board, eastside of Hwy 392 hot tub area (43)

2. 2023 Recap

- Another awesome and very successful year – two Arbor Day celebrations, Tree Sale, Tree Walk – will look at a different day since there were conflicts with other Town events, volunteer tree plantings, Sick Tree Day
- Mr. Hallett will update Town Board

3. Planning for 2024

- Will plan to do the same events as in 2023
- In-person event at library in conjunction with the Weld Master Gardeners, possible tree giveaway/raffle
- April Tree Plantings with Maddi/Volunteer Coordinator, more advance notice, if possible
- Social media education alerts from the Tree Board about tree plantings/care throughout the year, share information from Weld/Larimer County, CSU Extension, maybe one tip a month
- Upcoming Dates
 - Week of April 15th – Arbor Day Seedling packaging
 - April 19th – Arbor Day School Celebrations, extended invitation to Severance Tree Board/Rangeview Elementary School
 - April 20th – Tree Sale
 - June 25th – Sick Tree Day
 - July 23rd – Main Park Tree Walk
 - September 24th – Park/Tree Audit, Founders Park,
 - Spring/Fall Tree Plantings at Public Services and TBD

D. COMMUNICATIONS

1. Staff

- Mr. Kawamura
 - Reminder – no meeting in December
 - Fall tree contract, 27 trees along Walnut and Main Fort Collins
 - Stump grinding at Halfway House and 300 Walnut
 - Complete Aberdour Park bed renovation
 - Removed ash tree and relocated bur oak at 300 Walnut
 - Fall tree work has been contracted out with Fort Collins Tree Care
 - Harmony Ridge grand opening and ribbon cutting
 - End of year volunteer appreciation lunch for Treasure Island
 - Put Grandview principal on the roof for special event
 - Seven landscape inspections – East Point, Great Western Industrial Park (x3), South Hill, Raindance, Village East

2. Board

- Ms. O'Connor
 - Downtown lights look wonderful
 - Reappointed to Board

- Next meeting scheduled for January 23, 2024
- Ms. Bielawski
 - Will send a card on behalf of the Board to Blake McGrew
- Ms. Ginnity
 - Sent introduction/invitation email to Nick Horton/Severance Tree Board, getting ready to have their last meeting of that week and that he would get in contact if there was any interest, have not heard back
 - Inquired if the Town will grind the stumps
 - Yes, rents grinders to do large amounts, as needed
- Mr. Brown
 - Inquired about New liberty to Water Valley South, responsibility of dying trees
 - Not town owned, HOA/Metro District is responsible

C. ADJOURN

MS. BIELAWSKI MOVED TO ADJOURN. MR. BROWN SECONDED THE MOTION. MEETING WAS ADJOURNED AT 6:23 PM.



MEMORANDUM

Date: January 23, 2024
To: Tree Board
From: Ken Kawamura, Town Forester
Re: Election of Officers
Item #: C.1.

Background / Discussion:

Board officers shall serve for a term of one year and shall be elected annually at the January meeting of the Board

Financial Impact:

N/A

Recommendation:

Move to nominate _____ as Chair. (Second and vote)
Move to nominate _____ as Vice-Chair (Second and vote)
Move to nominate _____ as Secretary (Second and vote)

Attachments:

None



MEMORANDUM

Date: January 23, 2024
To: Tree Board
From: Ken Kawamura, Town Forester
Re: Arbor Day Planning
Item #: C.2.

Background / Discussion:

This year the host schools are Tozer Primary and Mountain View Elementary. I have sent notifications to both schools and waiting to confirm time and date. Colorado celebrates Arbor Day on the third Friday of April. This year Arbor Day falls on April 21, 2023. We have several new members so for everyone's benefit we will take some time to discuss the events scheduled for his year.

Tree Sale is still planned to take place as usual and have in person pick up at 922 North 15th Street on Saturday April 22, 2023 from 10:00am to noon. This year we have one hundred trees with over 20 different species.

We will judge posters at next month's meeting.

Financial Impact:

We have \$1000 allocated for the various events

Recommendation:

For discussion

Attachments:

None

FORESTRY DIVISION

January 23, 2024

I hope everyone had great Holidays and staying warm. I know I had a surprise call on New Years Eve about a tree on fire! An old cottonwood that has withstood the elements for decades met its demise as suspected arsonists lit it up and burned it to the ground! What a shame! On the bright side, it was keeping all the fire fighters warm! Staff was out during the bitter, subzero temperatures removing snow and keeping the travelling public safe as possible. Huge shout out to the entire snow team! The fall tree contract went well and did not encounter anything unexpected. Staff discovered another spruce tree with ips and working with the homeowner to have it removed. Last and not least, improvement to Eastman Park South started and we are all excited to for this new addition to our park system!

Highlights from December/January are:

- Collected 195 Christmas trees so far for recycling and Magical Forest Event
- Clean up Roundabouts
- Kept up on Downtown maintenance
- Shrub bed clean ups
- Windsor Police Chief, Rick Klimek retirement celebration
- 4 landscape inspections (Raindance 20th, Windsor Villages at Ptarmigan, East Pointe Rempe Liquor, East Pointe Poudre Pet and Feed)

We will start this meeting with the annual election of officers. The three positions are available to anyone on the board and if you would like an opportunity to lead this group, throw your names in a hat and lobby for your position.

We will then discuss details and start the planning process for this year's Arbor day events. Poster contest information has been sent out, and I have made contact with the principal at Skyview where this year's celebration will take place.

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

Let's Keep Windsor Tree-rific!

