



TREE BOARD REGULAR MEETING

February 27, 2024 - 5:00 PM

Public Services Facilities, N. 15th 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 (January 23, 2024)

C. BOARD REVIEW/DISCUSSION

1. Approve 2024 Arbor Day Poster Contest Winners as Selected Previously
2. Arbor Day Update

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

January 23, 2024 - 5:00 PM
Community Recreation Center
Windsor, CO 80550

MINUTES

A. CALL TO ORDER

MS. O'CONNOR CALLED THE MEETING TO ORDER AT 5:02 PM

1. Roll Call

Present: Alison O'Connor – Board Chair
John Brown – Vice Chair
Jim LaShell – Secretary
Sue Bielawski
Christine Ginnity(Absent)
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. LASHELL MOVED TO APPROVE THE AGENDA AS PRESENTED. MR. KING SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

3. Liaison Reports

Town Board Report/Mr. Hallett

- Prop 123 funding was denied for Windsor Housing Authority/Jacoby Meadows project which has delayed construction, now working on grant through Weld County in order to start construction in June, election occurred for their representatives
- Ad Hoc Housing Committee will make their first presentation to the Board in the next couple of months and provide suggestions for how to make housing more attainable in Windsor, any grants would be repayable through the Town focusing on teachers and first responders within the Town, listened to a couple of speakers who discussed the idea of a single set-up frame on concrete forms for housing, as well as, stricter regulations for builders which could save on heating for homeowners
- Relayed to Town Board at last meeting how awesome the Tree Board is
- Finalized our part as the Board for the Cobb Lake Extension Project

(north of Harmony Ridge), working on building the new government entity and getting representatives set up, should hear more in the next couple of months, rotation will start with Severance, then Windsor, Fort Collins/Loveland Water District and Eaton

- Elections for Town Board Members and Mayor are coming up, all paperwork has been turned in yesterday, all normal Board seats are unopposed, District 1 – Ron Steinbach who filled a vacancy and is currently on the Board, District 3 – Lainie Peltz, District 5 – Rick Klimek, Mayor – Jason Hallett, David Sislowski and Barry Wilson

4. Public Invited to be Heard

- No Report

B. CONSENT CALENDAR

1. Minutes from November 28, 2023

MS. BIELAWSKI MOVED TO APPROVE THE NOVEMBER 28, 2023, MINUTES AS PRESENTED. MR. LASHELL SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

C. BOARD REVIEW/DISCUSSION

1. Election of Officers

- Board Officers shall serve for a term of one year and shall be elected annually at the January meeting of the Board
 - Chair
 - Vice-Chair
 - Secretary

MS. BIELAWSKI MOVED TO NOMINATE MS. O'CONNOR FOR CHAIR, MR. BROWN FOR VICE-CHAIR AND MR. LASHELL FOR SECRETARY BY ACLAMATION. MS. THAMES SECONDED THE MOTION. NOMINATED MEMBERS ACCEPTED. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

2. Arbor Day 2024 Planning

- Poster/Poetry Rules have been translated into Spanish
- Poster submissions will be back by February 16th, will vote on winners during February Meeting on February 27th, dinner will be provided
- Proclamation at Town Board Meeting on April 8th, Ms. Bielawski will be in attendance as Tree Board Representative
- Skyview is the host school for the Arbor Day Celebration, principal will look at schedule to fit around state testing, will inquire about April 5th or 12th
- Seedlings will be delivered around April 15th
- State Arbor Day is Friday, February 19th
- Tree Sale is scheduled for April 20th – 116 trees, 20 different species, order through Rec Center, printed informational materials will be available

- Recognition with Town Board is tentatively scheduled for April 22nd at 5:30 pm, in lieu of Work Session
- Planning for the future with additional schools being built, students should be able to experience the celebration once throughout grades K-5, school rotation will include Tozer, Mountain View, Grandview, Skyview, Hollister Lake, Orchard Hill, American Legacy Academy, Windsor Charter Academy, Ascent (Rangeview – taken care of by Severance Tree Board)
- Discussion was held around Pre-K participation in poster contest
- Tree City USA for 43 years

D. COMMUNICATIONS

1. Staff

- Mr. Kawamura
 - Dirt is moving for Phase II of Eastman Park/Riverwalk, cactus was removed from Treasure Island, looking to re-house
 - Collected 195 trees at Chimney Park for Magical Forest Event on February 24th
 - Fall Tree Contract with Forth Collins Tree Care went very well and did not encounter anything unexpected
 - Lights downtown are off, buy about 1,000-2,000 feet of new lights a year due to tree growth
 - Police Chief, Rick Klimek retired after 38 years
 - Cleaning up of roundabouts, shrub beds and Downtown maintenance
 - Four landscape inspections – Raindance 20th, Windsor Villages at Ptarmigan, East Pointe Rempe Liquor, East Pointe Poudre Pet and Feed
 - Surprise call on New Years Eve about an old cottonwood that was on fire, suspected as arson
 - Staff out during bitter sub-zero temperatures removing snow and keeping the travelling public safe as possible, huge shoutout to the entire snow team
 - Staff discovered another spruce tree at the 800 block of Elm with ips and is working with homeowner to have it removed
 - Greeley Tree Care Workshop will be held February 16th at Island Grove from 7:00 am-3:30 pm, \$30 registration fee, breakfast and lunch provided, let Mr. Kawamura know by next Friday if you are interested in going
 - Pro-Green is next week at the Colorado Convention Center, Ms. O'Connor is presenting multiple times

2. Board

- Ms. Bielawski
 - Proposed a suggestion on how to make information available to those who can not attend the Tree Walk at Main Park, including possible QR codes on trees and an option for Forestry Staff and/or Horticulture Student internship program through CSU Extension with a mentor who will need to complete a project during the summer

- Schedule Work Session for Board to discuss further and decide what the main goal is, look at what others have done, and what staff time/commitment would look like
- Ms. O'Connor
 - Next meeting is February 27th at Public Services Campus

C. ADJOURN

MR. KING MOVED TO ADJOURN. MR. LASHELL SECONDED THE MOTION. MEETING WAS ADJOURNED AT 6:16 PM.



MEMORANDUM

Date: February 27, 2024
To: Tree Board
From: Ken Kawamura, Town Forester
Re: Arbor Day Poster Contest Winners
Item #: C.1.

Background / Discussion:

The Windsor Tree Board has been hosting the Arbor Day Poster/Poetry Contest for twenty three years. Winners are selected based on content, creativity and adherence to all rules and guidelines of the contest. Winners will be announced in April during the Arbor Day celebration.

Financial Impact:

Cost of awards to the winners (\$15 to \$20 per winning entry)

Recommendation:

Move to approve the winners as selected for this year's contest

Attachments:

None



MEMORANDUM

Date: February 27, 2024
To: Tree Board
From: Ken Kawamura, Town Forester
Re: Arbor Day Update
Item #: C.2.

Background / Discussion:

This year the host school will be Skyview School of STEM. Colorado celebrates Arbor Day on the third Friday of April. This year Arbor Day falls on April 19, 2024. Due to state testing at the schools, we have worked with the principal to work around testing and decided to celebrate on Friday April 5, 2024. The program at Skyview will take place from 9:00 to 9:45. Details will be discussed and finalized during the March meeting.

Financial Impact:

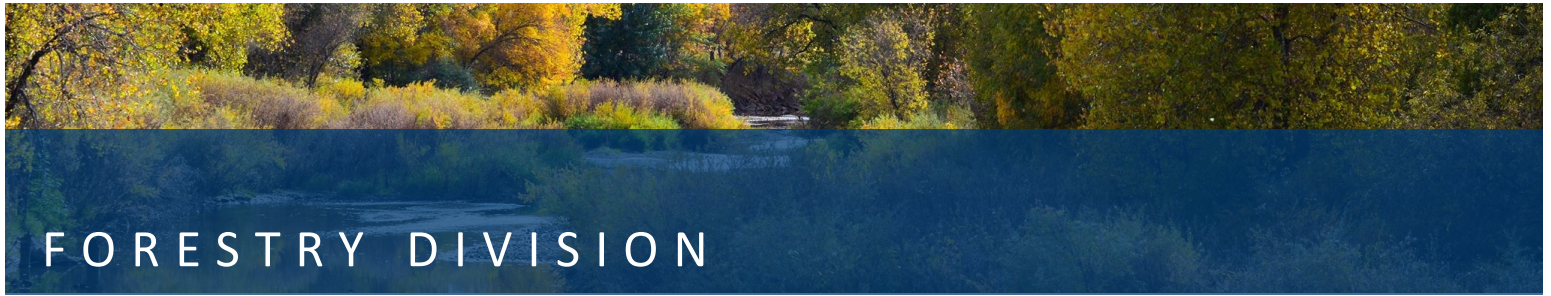
We have \$1000 allocated for the various events

Recommendation:

For discussion

Attachments:

None



FORESTRY DIVISION

February 27, 2024

This month staff has set goals and is planning for the up coming year. Unfortunately (but great for Caleb!), Caleb accepted a full time position with the Town of Windsor Waste Water division. In addition, Joe found another job which is more to his passion on building things. We sure will miss them but happy they found their calling (and we know where to find Caleb!). We did however, hire two part-time staff and are excited to welcome Kayla and Andrew aboard and look forward to all they bring. We took some opportunities to gain some educational experiences and attended ProGreen in Denver and the Greeley Tree Care Workshop. Lynn competed in the Potting Challenge and advanced to the final round. We are so proud of her and we all know how beautiful her floral displays are!

Highlights from February are:

- Continue pruning trees around town
- Removed invasive trees around Eastman pond to increase habitat and improve access for little anglers
- Pruned a large elm over the Poudre River to allow easier access for kayakers, tubers and all water loving fans of the Riverwalk
- Start to take down Holiday lights on trees downtown
- Freshen up downtown pots
- Collected Christmas trees for recycling and Magical Forest Event
- Removed overgrown rabbitbrush for increased visibility at the Public Services Facility
- 2 landscape inspections (East Pointe 2nd and Raindance 11th)

At the beginning of this meeting, we selected the potential winners for this year's poster contest and we will formally vote to approve the selections. The winning students will all get prizes during the Arbor Day celebration and the winning posters will be featured in the 2025 Arbor Day Poster/Poetry Contest Calendar due out by the end of the year. In addition updates will be provided for this year's Arbor Day events scheduled at Skyview School of STEM.

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

Let's Keep Windsor Tree-rific!

