



TREE BOARD REGULAR MEETING

April 27, 2021 - 5:00 P.M.

Join Zoom Meeting

<https://windsorgov.zoom.us/j/97345870479?pwd=TFRET2loVEtrV3BtOHFOY1VyS3lBdz09>

Meeting ID: 973 4587 0479

Passcode: 213112

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 by the Board
3. Liaison Reports
 - Town Board Report
4. Public Invited to be Heard

B. CONSENT CALENDAR

1. Minutes from March 23, 2021

C. BOARD ACTION

1. None

D. BOARD DISCUSSION

1. Arbor Day Recap
2. Sick Tree Day

E. COMMUNICATIONS

1. Communications from Town Staff
2. Communications from Chairperson and Board

F. ADJOURN

FUTURE MEETINGS

May 25, 2021
June 22, 2021
July 27, 2021

Tree Board Meeting
Tree Board Meeting
Tree Board Meeting



TREE BOARD REGULAR MEETING

March 23, 2021 - 5:00 P.M.

<https://windsorgov.zoom.us/j/93120411289?pwd=NE5CZEZBS3FkNjRBaVBnU2d1ZFJUZz09>

Meeting ID: 931 2041 1289

Passcode: 310637

MINUTES

A. CALL TO ORDER

Sue Bielawski/Vice Chair called the meeting to order at 5:00pm

1. Roll Call

Board Chair

Alison O'Connor

Vice Chair

Sue Bielawski

Secretary

Jason King

Rebekah Wilson

John Pankonin

Donna Pierce

Rebecca Morrison

Town Board Liaison

Julie Cline

Also Present:

Town Forester

Ken Kawamura

Deputy Director PRC

Tara Fotsch

Administrative Specialist

Kristy Zulkoski

2. Introduction of new board member Rebecca Morrison

- Colorado native from Fort Collins, resident of Windsor for about 12 years
- Applied in order to get more involved within the Town
- Personal garden/property is a Certified Wildlife Habitat, xeriscape and low water, plant/animal focus
- Works in HR at Associates in Family Medicine
- 2 ½ year old daughter and two dogs

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

Mr. Pankonin moved to approve the agenda as presented. Mr. King seconded the motion. All members present voted Aye. Motion carried.

4. Liaison Reports

Town Board Report/Julie Cline

- Polar Plunge this Saturday at Windsor Lake from 11:00am - 2:00pm, Windsor Police Department has been collecting donations for Special Olympics, Town Board will match employee contributions up to \$10,000
- Poudre Trail
 - o Cycling without Age, received first trikeshow from Austin, TX, making sure insurance in place, pilots/volunteers will go through background checks and training, get started mid-April, marketing to seniors and those who are unable to get out and move in nature
 - o Newsletter publication released each quarter
 - o Trail-A-Thon late spring, scavenger hunt along the trail
 - o Greeley library will be providing spring activity kits
- Snow storm plowing efforts from Public Works, Parks & Rec staff
- Mayor's Water Challenge – insert sent with water bills, make sure to sign up, not aware of current standings

Public Invited to be Heard

- No Report

B. CONSENT CALENDAR

1. Minutes from February 23, 2021

Ms. Bielawski moved to approve the February 23, 2021 as presented. Mr. Pankonin seconded the motion. All members present voted Aye. Motion carried.

C. BOARD DISCUSSION

1. Arbor Day Planning Update
 - Virtual celebration for Skyview on Friday, April 16, 2021 from 1:45-2:15pm, Ms. O'Connor will create the Zoom link and send internally to Board and school, cannot be made public due to liability/security
 - Mr. Kawamura is working on final presentation with principal, school does not have any type of performance during the presentation, will meet again next week in order to discuss format
 - Mr. Pankonin and Mr. King will not be in attendance
 - Board Member/Staff roles
 - o Ms. Fotsch/Emcee – Introduction of staff, special guests and Tree Board
 - o Ms. O'Connor – History of Arbor Day/PowerPoint
 - o Ms. Bielawski – Tree City USA Award (40 years), introduce Greg Zausen/Colorado State Forest Service
 - o Presentation of award to Mayor Rennemyer
 - o Ms. Wilson – Poster contest winners/PowerPoint, Honorable Mention, 3rd, 2nd, 1st place; possible photos of winning students and/or live wave from classroom
 - o Ms. Pierce – Tree Board Pledge
 - o Ms. Morrison – Introduction of Smokey the Bear and importance to be safe with fire in our forests
 - o Ms. Fotsch – Wrap up, ending comments
 - Seedlings will arrive the week of the April 12th
 - o Ms. Bielawski, Ms. Pierce, Mr. King and Ms. Wilson will assist in preparing, counting and sorting
 - o Meet at Public Services Facility 922 N. 15th Street
 - o Mr. Kawamura will send out notice when seedlings are delivered
 - T-Shirt order
 - o Sizes for Board Members and student winners
 - o Forrest Green
 - o Wear for virtual celebration
 - Poster winner recognition
 - o Possible Open House ice cream celebration, during Town Board work session under Main Park shelter near new playground from 5:30-6:00pm, Ms. Fotsch will look at future dates for scheduling
 - Prizes have been ordered, certificates are prepared and ready to be signed by Ms. O'Connor, will then have Mayor sign
 - Tree Sale – Saturday, April 17th from 10:00am-12:00pm at Public Services Facility 922 N. 15th Street
 - o Waiting until tomorrow for updated orders/press release from the Governor, will let Board know by Thursday or Friday
 - o 60 total trees, 11 sold so far
 - o Communications Department will push word out on social media platforms, feel free to share among personal groups/pages
 - o Can extend the time, if needed, in order to have trees picked up
 - o Deadline to purchase is April 14th
 - Ms. O'Connor will send out update and virtual celebration schedule

D. COMMUNICATION

1. Communications from Town Staff
 - Mr. Kawamura

- o 17" of snow fell from latest storm, all hands on deck from all departments, currently cleaning vehicles used, spent 3 days collecting fallen branches/limbs, many kudos from the Board on the exceptional work compared to surrounding communities
- o Removed a cottonwood that fell into the Poudre River and was creating issues for the sewer plant
- o Preparing for Treasure Island kickoff meeting
- o 3 landscape inspections performed
- o Participated in parade for former Public Works Director/Terry Walker who was diagnosed with Stage 4 Pancreatic Cancer, his birthday was that weekend as well
- o Mr. King inquired about the Colorado Tree Coalition Grant for \$4,000 – polar vortex caused major damage and loss of 200 trees, grant will assist in funding for replacement, Otterbox is sending 600 volunteers on April 22nd, some of them will help to plant trees
- Ms. Fotsch
 - o Huge compliments to the snow crews from all divisions who came together and worked 6 days of 12 hour shifts, still cleaning up fallen branches and trees

2. Communications from Chairperson and Board

- Ms. O'Connor
 - o Received an email from a citizen who had concerns about friends who live on Oak Street and would be considered low income, very large cottonwood trees growing between properties, inquired about Town assistance to help with removal of hazardous and declining trees for those who may not be able to afford such expenses
 - Ms. Fotsch – will pass along info for Sherri from local community church who has reached out about providing help/giveback with CARES funding, will also research into Stepping Stones and other possible year-end grants through Forestry budget
 - Ms. Wilson – suggested looking into tree companies that possibly do pro-bono work and could help provide assistance
 - o Next meeting is April 27th
- Ms. Bielwaski
 - o Requested Mr. King send card to Terry Walker on behalf of Tree Board, Ms. Zulkoski will pass along mailing address

F. ADJOURN

Mr. Pankonin moved to adjourn. Ms. Wilson seconded the motion. All members present voted Aye. Motion carried. Meeting was adjourned at 6:00pm

Submitted by:

Kristy Zulkoski, Administrative Specialist
Parks, Recreation & Culture



MEMORANDUM

Date: April 27, 2021
To: Tree Board
From: Ken Kawamura, Town Forester
Re: Arbor Day Recap
Item #: D.1.

Background / Discussion:

The Town of Windsor celebrated the first virtual Arbor Day Celebration on April 16, 2021. Official ceremonies took place via Zoom hosted by Skyview School of STEM. Everyone took part in the presentation and as awkward as it may have seemed, it was a very successful event and am happy that everyone involved really appreciated all the work that went into the ceremony. Town staff planted a beautiful catalpa tree at the outdoor classroom that will bring shade and enjoyment for generation of students to come! Speaking of trees, despite the cold, clouds and wind the tree sale was held at our new facility at 922 north 11th Street. Took a little planning for the layout being the first year but it worked out well and we sold 44 trees! The purpose of this agenda item is to discuss what worked well and what could be improved on for next year.

Financial Impact:

None

Recommendation:

Discussion only

Attachments:

None



MEMORANDUM

Date: April 27, 2021
To: Tree Board
From: Ken Kawamura, Town Forester
Re: Sick Tree Day Discussion
Item #: D.2.

Background / Discussion:

Sick tree day is scheduled for June 22, 2021 starting at 5:00 pm. We invite professionals from across the region to help evaluate the tree's health and provide recommendations to homeowners which schedule appointments in advance. This is a great opportunity to evaluate the condition of Windsor's urban forest and a great learning opportunity for everyone involved.

Financial Impact:

Cost of dinner afterwards \$350 to \$400

Recommendation:

For discussion only

Attachments:

None

FORESTRY DIVISION

April 27, 2021

Did anyone say Arbor Day? This last month was all about it! Staff along with the Tree Board was busy prepping for the first ever virtual Arbor Day Celebration hosted by Skyview School of STEM. Alison did an excellent job putting together the powerpoint and all took part on the holiday dedicated to planting trees. A catalpa was planted at the school and in addition, on the following day, hosted a tree sale where we sold 44 out of 48 trees! It was a cold morning but soon heated up with all the action of loading up trees and mulch. Now that spring has arrived staff has also been busy getting ready for planting other trees throughout town and getting ready to beautify downtown with all the summer annuals! Treasure Island is in full swing and volunteers are busy at work planting vegetables and everything else to all the spring splendor. The Riverwalk Experience is getting ready for the grand opening next month and we are all excited about all the new outdoor activities this will bring.

Highlights from March/April are:

- Treasure Island Kick off Meeting
- Continued to clean up broken branches from last major snow storm
- Ground up and hauled all the broken branches that was collected from the snow event
- Preparation for the Spring Clean Up Days
- 3 landscape inspection
- Refreshed all the flower pots around town
- Started to clean up all flower beds and roundabouts
- Cleared several low hanging branches along the Poudre River for safer floatability for the Riverwalk Project
- Started work at Treasure Island

We will start with a recap of the Arbor Day events, what worked and what needs improved. With many new members it will be good to get a fresh new perspective. We will then discuss Sick Tree Day and get the new members up to speed. Great Job Everyone for another successful Arbor Day event!

Let's Keep Windsor Tree-rific!

