



TREE BOARD REGULAR MEETING
May 28, 2019 - 5:00 P.M.
Maple Room Community Recreation Center – 250 North 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 by the Board
3. Liaison Reports
 - Town Board Report
4. Public Invited to be Heard

B. CONSENT CALENDAR

1. Minutes from March 26, 2019

C. BOARD ACTION

1. None

D. BOARD DISCUSSION

1. Discussion Sick Tree Day
2. Educational Opportunities Update

E. COMMUNICATIONS

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

F. ADJOURN

FUTURE MEETINGS

June 25, 2019
July 23, 2019
August 27, 2019

Tree Board Meeting
Tree Board Meeting
Tree Board Meeting



TREE BOARD REGULAR MEETING

March 26, 2019- 5:00 P.M.

Maple Room Community Recreation Center
250 N. 11th Street, Windsor, CO 80550

Minutes

A. CALL TO ORDER

Chair Alison O'Connor called the meeting to order at 5:02 pm

1. Roll Call

Bill Monroe
Sue Bielawski
Alison O'Connor
Rebekah Wilson(Absent)
Wendy Ball
John Pankonin
DJ Calvin

Also Present:

Town Forester	Ken Kawamura
Town Board Liaison	Myles Baker
Parks, Recreation & Culture Director	Eric Lucas
Administrative Specialist	Kristy Zulkoski

2. 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. Ms. Ball seconded the motion. All members present voted Aye. Motion carried.

3. Liaison Reports

Myles Baker/Town Board Liaison reported the following:

- Town has issued 175 single family permits through February, already at 23% of 2018 total, 38 multi-family permits
- Work session on all of the Town advisory boards- what they are doing, goals and objectives
- Discussed Senate Bill 181 at the State level- oil and gas regulations and ties to the environment, more power at local level and give control back, decided to not take a position on the issue
- Zero emission vehicles 10 years from now- many are opposed, did not take a stand
- Ms. O'Connor inquired about future infrastructure and the number of permits being issued
 - Town does charge impact fees for homes that is built (water, sewer, etc.), including road impact fees which paid for New Liberty Road, widened Crossroads
 - Authorized acquiring land on CR 5 & 392 near Ptarmigan, dedicated turn lanes adding 2 turn lanes on 7th & Main, waiting for CDOT approval, have the funds, will have to shift north side of road too
 - Thursday night at Fire Station, CDOT will do a presentation on working on rerouting infrastructure to get large trucks off of Main Street
 - No major plans for other businesses-Colorado Cherry Company opening in Raindance
- Zero feedback on brush site closing, many complaints about recycling, Mr. Lucas met with Public Works staff to discuss taking further action/options for future, currently not staffed with no fees

4. Public Invited to be Heard

No Report

B. CONSENT CALENDAR

1. Minutes from February 26, 2019

Time for school visit at Tozer 8:30-9:15 AM

Ms. Ball moved to approve the February 26, 2019 minutes as amended. Ms. Bielawski seconded the motion. All members present voted Aye. Motioned carried.

C. BOARD ACTION

None

D. BOARD DISCUSSION

1. Arbor Day Planning Update

Ken Kawamura reported the following:

- Been in contact with the schools, Tozer 8:30-9:15 am, Mountain View 10:00-10:30 am, sent copies of tentative programs/agenda, limited timing at Mountain View may affect when to plant tree
- Will receive seedlings the week of Arbor Day, will need assistance counting and sorting bags, 459 Mountain View 492 Tozer-Ms. Wilson and Ms. Bielawski
- Ms. Zulkoski is ordering prizes for winners' bags, Ms. O'Connor will print off certificates
- Mayor Melendez has confirmed for Tozer 8:30-9:15, waiting on Mountain View confirmation
- State Forest Rep and Smokey/Tony will be in attendance at school celebrations
- Tree Sale-delivery on the April 18th unloading 660 trees, 77 sold, recent press release
- Ms. Bielawski will be attending Town Board meeting for Arbor Day Proclamation on April 8th
- Winner recognition at Town Board meeting on April 22nd-meet at 6:15 pm, assistance helping check-in students
- Open House at Arts & Heritage on April 11th at 5:30-7:00 pm
- Getting ready to put in order for shirts, once all sizes are confirmed

E. COMMUNICATIONS

1. Communication from Town Staff

Mr. Kawamura

- Ash Tree was removed from Main Park, 111 years old, will repurpose the wood at Village East Park Ninja Warrior Course, will laminate the receipt to showcase original purchase, holding on to a few pieces for preservation
- Tree removals at Highlands Park for athletic use, still need to remove stumps
- Town maintained tree came down due to Cyclone Bomb Blizzard
- Tree removal by Kyger- Larimer County Natural Resources Open space, realigning flow of river to original bends, trying to get done before the spring run-off
- PReCAB moving meetings to 6:00-7:00 pm- discussed smoking in the parks and private use of public facilities
- Horticulture Tech position still available- 13 applications, Cemetery Tech transferring over to police station, therefore that position is open

Mr. Lucas

- Town Board work session presentations about advisory boards & commissions- impressed with what Tree Board is doing, recognized the educational offerings and goals, looking at ideas to possibly have cross-collaboration with other boards and groups

2. Communications from Chairperson and Board

- CPRA-Tradeshaw in Greeley April 4th 9:00 am-1:00 pm
- Regular Meeting on April 23rd discussion, cancel due to Arbor Day activities the prior week
- May meeting- focus on Sick Tree Day,

Ms. Bielwaski moved to cancel the April 23, 2019 regular meeting, Ms. Ball seconded the motion. All members voted aye. Motioned carried.

F. ADJOURN

John moved to adjourn. DJ seconded the motion. All members voted aye. Motioned carried. Meeting was adjourned at 5: 51 pm

Submitted by:

Kristy Zulkoski, Administrative Specialist
Parks, Recreation, & Culture



MEMORANDUM

Date: May 28, 2019
To: Tree Board
From: Ken Kawamura, Town Forester
Re: Sick Tree Day Discussion
Item #: D.1.

Background / Discussion:

Sick tree day is scheduled for June 25, 2019 starting at 5:00 pm. We invited professionals from across the region and this year as far as from Casper, Wyoming 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 \$400 to \$500

Recommendation:

For discussion only

Attachments:

None



MEMORANDUM

Date: May 28, 2019
To: Tree Board
From: Ken Kawamura, Town Forester
Re: Monthly Project Report
Item #: D.2. Quarterly Goal Update

Background / Discussion:

This is an update for goals set for 2018 through 2019. It was decided there would be four outreach programs at the library, four coffee with the Tree Board, two fee based classes and two park audits. So far, all programs have been successfully completed except for the coffee with the Tree Board which was scratched due to lack of participation. There is still one more fee based program which needs to be determined and implemented before the end of the year. This meeting will give the Board an opportunity to discuss this event.

Financial impact:

Depending on specifics of the project

Recommendation:

For review only

Attachments:

None

FORESTRY DIVISION

May 28, 2019

The season has started, and just as always, with no warning. We had a very successful Arbor Day Celebration at Tozer Primary and Mountain View Elementary schools along with selling 63 trees at the Annual Windsor Tree Sale. We have been very busy getting parks all prepped up for the season by lift trees to provide clearance for mowers and held our first annual Spring Training where all staff goes through series of training modules to make for better, well rounded and knowledgeable staff.

Highlights from April are:

- Successful Arbor Day Celebration at Tozer and Mountain View
- Sold 63 trees at the tree sale
- Moved 5 trees at Windsor Highlands Park for new flag football field
- Winter water
- Grind 9 stumps in parks
- Hired horticulture technician Lynn Morales
- Installed a new Memorial Garden for PRCAB member Sandy Brug
- 8 landscape inspections

We will start the meeting with a discussion of the upcoming Sick Tree Day event that will take place in lieu of the next Tree Board Meeting on June 25th then I will give the board an update on 2018-2019 goals and start to gather information for goals for 2020-2021. Based on these agenda items we should be able to wrap up this meeting fairly quickly.

Let's Keep Windsor Tree-rific!

