



TREE BOARD REGULAR MEETING

October 26, 2021 - 5:00 P.M.

Join the Zoom Meeting

<https://windsorgov.zoom.us/j/84750467020?pwd=U1NSZ3hXekxZeVdGckxGRXUwcVprdz09>

Meeting ID: 847 5046 7020

Passcode: 612486

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 September 28, 2021

C. BOARD ACTION

1. Decide Theme for 2022 Arbor Day Poster/Poetry Contest (Alison)

D. BOARD DISCUSSION

1. 2022 Budget Update (Tara)

E. COMMUNICATIONS

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

F. ADJOURN

FUTURE MEETINGS

November 3, 2021
December 28, 2021
January 25, 2022

Tree Board Meeting
Tree Board Meeting
Tree Board Meeting



TREE BOARD REGULAR MEETING
September 28, 2021 - 5:00 P.M.
Windsor West Park-South Shelter
500 10th Street
Windsor, CO 80550

MINUTES

A. CALL TO ORDER

Ms. O'Connor called the meeting to order at 5:05pm

1. Roll Call

Board Chair
Vice Chair
Secretary

Alison O'Connor
Sue Bielawski
Jason King
Rebekah Wilson
John Pankonin
Rebecca Morrison(absent)
Julie Cline

Town Board Liaison

Also Present: Town Forester
Administrative Specialist

Ken Kawamura
Kristy Zulkoski

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

- Add August 24, 2021 Minutes as B1 under Consent Calendar

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

3. Liaison Reports

Town Board Report

- Intersection Redesign at 7th and Walnut – no cross traffic on Walnut, will include repaving and lines, permanent buffer, bike lanes in order to accommodate multimodal access and increase safety
- Roundabout at 7th and Garden next year
- Freddy's slated to open on November 16th
- Fall Clean Up Day hosted by the Town on October 15th and 16th at the Public Services Campus from 9am-3pm, vouchers were sent in utility bill and in can be found in My Windsor magazine
- Party for the Poudre October 20th at the Poudre Learning Center, food, beer & wine will be provided, tickets available on Eventbrite for \$35
- Sprinkler Irrigation Blowouts on October 15th
- Poudre Trail through Raindance opened last Thursday
- Precision Skydiving Team at WHS football game, will be rescheduled from Homecoming game
- Cemetery Tours will be happening again this year, registration required

4. Public Invited to be Heard

- John Brown – Windsor Resident for last 5 years, from Austin, TX, works at Site One Landscape Supply on the irrigation side, interest in Tree Board

B. CONSENT CALENDAR

1. Minutes from August 24, 2021

Ms. Bielawski moved to approve the May 25, 2021 Minutes as presented. Mr. King seconded the motion. All members present voted Aye. Motion carried.

C. BOARD ACTION

1. None

D. BOARD DISCUSSION

1. Review Bylaws
 - Windsor Tree Board Bylaws last updated and revised on July 10, 2001
 - Discussion was held on excused vs. unexcused absences for Board Members
 - No formal policy is currently written into the Bylaws
 - Importance to have consistent attendance, especially a full quorum for voting purposes
 - Will continue to evaluate and make any changes possibly later this fall
2. Review Sue's Proposal for Water Development
 - Mr. MacGregor's presentation was sent out to the Board by Ms. Bielawski
 - Great nuggets of information
 - Importance of gaining knowledge and relaying the message of water shortages and conservation from the Tree Board
 - Tree Board is doing a really good job on proper tree selection and appropriate watering
 - Need to look at what the Town already has in place for water management for now and in the future
 - o Leif Lesoing/Water Resource Administrator
 - o PRC Department looking to hire Water Manager
 - Ms. Cline will contact Leif Lesoing to see if he would be willing to come talk to the Board about the sustainability plans for the Town and how it relates specifically to landscape and trees

E. COMMUNICATIONS

1. Communications from Town Staff
 - Mr. Kawamura
 - o Held several educational classes and various events at Treasure Island, the last class of the year was taught by Ms. O'Connor herself
 - o Department heads volunteered at Treasure Island to spread rock, prune plants, weed to help beautify the garden
 - o Russian olive mitigation around the pond at Eastman and Highlands Park
 - o Pruned all the trees along Diamond Valley Parkway
 - o Removed a cottonwood at the cemetery and a walnut on the 400 block of Elm Street
 - o Hosted the Summer Fun event at Treasure Island
 - o Had a Farmer's Market booth to promote Treasure Island and to recruit volunteers, gave away pumpkins and flowers during Labor Day weekend
 - o 11 landscape inspections
2. Communications from Chairperson and Board
 - Ms. O'Connor
 - o Donna Pierce resigned from Board, this will be John's last meeting
 - o October meeting via Zoom, discuss Arbor Day theme
 - o November meeting the week of Thanksgiving, possible work session via zoom, Ms. Wilson will not be in attendance
 - o Thanks to everyone for submitting your assignment for the 2022 Arbor Day Poster/Poetry Contest Calendar, will email Megan and follow up
 - Ms. Bielawski
 - o Trees at Eastman Park, poor planting, too deep with a lot of mulch – Mr. Kawamura will be doing final walk-through to assess

- o In-person Arbor Day celebration – Grandview and Windsor Charter Elementary, will need to be flexible based on COVID restrictions around that time
- Mr. Pankonin
 - o Exceptional experience serving on the Board for the past 4 years, enjoyed Sick Tree Day and hosted educational classes

F. ADJOURN

Mr. Pankonin moved to adjourn. Ms. Wilson seconded the motion. All members present voted Aye. Motion carried. Meeting was adjourned at 6:04 pm

Submitted by:

Kristy Zulkoski, Administrative Specialist
Parks, Recreation & Culture



MEMORANDUM

Date: October 26, 2021
To: Tree Board
From: Ken Kawamura, Town Forester
Re: 2022 Arbor Day Poster/Poetry Contest Theme
Item #: C.1.

Background / Discussion:

The Windsor Tree Board Arbor Day Poster/Poetry Contest theme will be discussed and determine the most appropriate theme for the upcoming year.

Financial impact:

Cost of awards/prizes for winning entries

Recommendation:

Move to approve the theme for the poster/poetry contest as discussed

Attachments:

None



MEMORANDUM

Date: October 26, 2021
To: Tree Board
From: Ken Kawamura, Town Forester
Re: Update 2022 Budget
Item #: D.1.

Background / Discussion:

- The Deputy Director of Parks Recreation & Culture will provide an update to the proposed 2022 budget

Financial Impact:

Proposed for 2022

Recommendation:

For Discussion Only

Attachments:

None

FORESTRY DIVISION

October 26, 2021

Fall is here...what a beautiful time of year! The leaves have started to change colors and morning temperatures are brisk with sunny, warm afternoons! The Autumn Purple Ash and Autumn Blaze Maple are breathtaking and although not recommended, I understand why these trees are so popular. Staff continue to prune trees on streets and parks. We also attended the International Society of Arboriculture regional conference virtually. The convenience of attending behind your desk and not having to travel is nice but nothing like attending in person seeing old friends and meeting new ones sharing what we have accomplished this year. Horticulture has been busy cleaning up beds and planning and ordering plants for next year. Treasure Island's vegetable garden produced and volunteers harvested and donated over 3 tons of veggies to the local food bank. The first time we broke 6000 lbs. of produce! Just another reason our volunteers are so Awesome...Way to go!

Here are some highlights accomplished last month:

- Planted 14 replacement trees at Boardwalk and Eastman Park
- Participated in the fall cleanup event where residents dropped off all their trash, leaves and unwanted items free of charge
- Fall clean up on roundabouts
- Attended a Snow Rodeo event in preparation for the snow season
- Prepared and submitted the 2022 annual plant order
- 7 landscape inspections

At last month's meeting we asked everyone to come up with your favorite theme for the 2022 Arbor Day Poster/Poetry Contest. We will discuss each then vote for the one that will be incorporated into the posters for the upcoming contest. Then the deputy director of our department will present an update on the 2022 budgeting process and what we know so far. Lots of great information coming our way so let's get started.

Let's Keep Windsor Tree-rific!

