



TREE BOARD REGULAR MEETING

March 26, 2024 - 5:00 PM

Town Board Chambers, 301 Walnut 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 (February 27, 2024)

C. BOARD REVIEW/DISCUSSION

1. Arbor Day 2024 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
February 27, 2024 - 5:00 PM
Public Services Campus – 922 N. 15th Street
Windsor, CO 80550

MINUTES

A. CALL TO ORDER

MS. O'CONNOR CALLED THE MEETING TO ORDER AT 7:09 PM

1. Roll Call

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

Jason Hallett - Town Board Liaison (Absent)

Also Present: Ken Kawamura - Town Forester
Lynn Morales – Horticulture Technician

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

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

3. Liaison Reports

Town Board Report/Mr. Hallett

- No Report

4. Public Invited to be Heard

- No Report

B. CONSENT CALENDAR

1. Minutes from January 23, 2024

- Typo under C.2. Board Review/Discussion Arbor Day Planning – Town Board

MS. BIELAWSKI MOVED TO APPROVE THE JANUARY 23, 2024, MINUTES AS AMENDED. MS. THAMES SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

C. BOARD REVIEW/DISCUSSION

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

- Voting occurred, winners will be announced at the Arbor Day Celebration at Skyview on April 5th

MS. THAMES MOVED TO APPROVE THE WINNERS THAT WERE PREVIOUSLY VOTED ON FOR THE 2024 ARBOR DAY POSTER CONTEST. MR. LASHELL SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

2. Arbor Day Update

- Contacted the principal at Skyview, celebration confirmed for Friday, April 5, 2024, from 9:00 - 9:45 am, reviewed presentation schedule of events, will finalize details during the March meeting
 - Welcome/Intro (Principal)
 - Meaning of Arbor Day
 - Proclamation (Mayor Rennemeyer)
 - Tree City USA Award Presentation -Year 43 (State Forest Service)
 - Tree Board Pledge (Mr. LaShell)
 - Presentation of contest winners (Ms. Bielawski and Ms. Ginnity)
 - Student presentation/performance (TBD)
 - Tree planting (Mr. Brown and Mr. King)
- Ms. Morales is working on updating the presentation brochure
- Contacted the nursery about seedlings (1,800), are able to send out earlier, will ship on Monday, April 1st, will need volunteers to help package on Thursday, April 4th from 1 - 4 pm at Public Services, can complete for Skyview only and finish others at another time, if needed
- Mayor and Town Board will recognize the winners on Monday, April 8th at 5:00 pm at the Main Park shelter, Arbor Day Proclamation during Town Board meeting following (Ms. Bielawski)
- Tree Sale is currently happening, over twenty species to choose from, but limited, distribution/pick up is Saturday, April 20th from 10:00 am – noon at the Public Services facility, arrive at 9:00 am

MS. THAMES MOVED TO CANCEL THE APRIL 23, 2024, MEETING. MR. LASHELL SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

D. COMMUNICATIONS

1. Staff

- Mr. Kawamura

- Goal setting for staff and planning for the upcoming year
- Unfortunately, lost Caleb (moved to Waste Water Division) and Joe, but recently hired Kayla and Andrew to fill part time positions
- Attended ProGreen in Denver and the Greeley Tree Care Workshop – Lynn competed in the Potting Challenge and advanced to the final round, Board will recognize her for her efforts and submit a PRIDE nomination
- Continue pruning trees around town
- Removed invasive trees around Eastman pond to increase habitat and improve access for little anglers
- Pruned a larger elm over the Poudre River to allow easier access for kayakers, tubers and all water loving fans of the Riverwalk
- Took down holiday lights on trees downtown
- Freshening up the downtown pots
- Collected Christmas trees for recycling and Magical Forest Event held at Chimney Park, needed to complete chipping earlier due to baseball tournament
- Removed overgrown rabbitbrush for increased visibility at the Public Services Facility
- Two landscape inspections – East Pointe 2nd and Raindance 11th
- Approved for Tree Management Strategic Plan to be done, contracted with Davey Resource Group, will have them come present at future meeting

2. Board

- Ms. O'Connor
 - Next meeting is March 26, 2024 at the Recreation Center

C. ADJOURN

MS. BIELAWSKI MOVED TO ADJOURN. MR. LASHELL SECONDED THE MOTION. MEETING WAS ADJOURNED AT 7:48 PM.

Submitted by: Kristy Zulkoski/Administrative Specialist



MEMORANDUM

Date: March 26, 2024
To: Tree Board
From: Ken Kawamura, Town Forester
Re: Arbor Day Update
Item #: D.1.

Background / Discussion:

This year the host school will be Skyview School of STEM. Colorado celebrates Arbor Day on the third Friday of April. Due to state testing at the schools, we have decided to celebrate on Friday April 5, 2024. The program at Skyview will take place from 9:00 to 9:45. We have 1800 seedling to bag on Thursday April 4th then on Monday April 8th, the Mayor and Town Board will recognize the winners from the Arbor Day Poster/Poetry starting 5:00. The Tree Sale distribution will take place at the Public Services Facility Saturday April 20th from 10:00am to Noon.

Financial Impact:

We have \$1000 allocated for the various events

Recommendation:

For discussion

Attachments:

None

FORESTRY DIVISION

March 26, 2024

Spring is here! The longer days are a welcome site as we start gearing up for the upcoming season. Blake and staff has been assisting other departments such as pruning and removing trees along the banks for the Eastman Park pond and clearing brush underneath the 7th Street Bridge in preparation for improvements. We have also been busy preparing for the Arbor Day Celebration ordering trees and prizes and coordinating the celebration at Skyview School of STEM. We are working with the Art and Heritage team on the newest addition to our parks at the Halfway Homestead a.k.a. the Jacoby House. Lynn has been working on preparing for the Treasure Island Kick Off Meeting scheduled for April 2nd and getting ready for starting work on site.

Highlights from February are:

- Continue pruning trees around town
- Removed invasive trees around Eastman pond to increase habitat and improve access for little anglers
- Prune and remove sucker along Kern Ditch
- Completed removals of holiday lights on trees downtown
- Freshen up downtown pots
- Apply pre-emergent to minimize sprouting weeds
- Chipped 825 Christmas trees and cleaned up after Magical Forest
- No landscape inspections

We will be discussing updates for this year's Arbor Day events scheduled at Skyview School of STEM and all other activities. It's going to be a very busy next few weeks!

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

Let's Keep Windsor Tree-rific!

