



TREE BOARD REGULAR MEETING

May 28, 2024 - 5:00 PM

Community Recreation Center, 250 N 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
3. Liaison Reports
 - Town Board Liaison
4. Public Invited to be Heard

B. CONSENT CALENDAR

1. Minutes (March 26, 2024)

C. BOARD REVIEW/DISCUSSION

1. Sick Tree Day Discussion

D. COMMUNICATIONS

1. Staff
 - a. Staff Update
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
March 26, 2024 - 5:00 PM
Community Recreation Center – 250 N. 11th Street
Windsor, CO 80550

MINUTES

A. CALL TO ORDER

MS. O'CONNOR CALLED THE MEETING TO ORDER AT 5:00 PM

1. Roll Call

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

Jason Hallett – Town Board Liaison

Also Present: Ken Kawamura – Town Forester
Craig Ellingson – Parks Operations Manager
Kristy Zulkoski – Administrative Specialist

Introduction of Mr. Ellingson – newly appointed Parks Operations Manager, born and raised in Windsor, graduated from UNC with a degree in Recreation Management, four children, worked at Manweiler's and at the recreation center part-time, full-time Youth & Adult Sports Coordinator in Arizona and Montrose, returned to Windsor in 2016 previously working as an Athletics Coordinator, Guest Services Supervisor and Parks Supervisor, also currently coaches soccer

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. MR. LASHELL SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

3. Liaison Reports

Town Board Report/Mr. Hallett

- Attainable Housing Ad Hoc Committee meeting on the 15th, will present to Town Board after elections, but before strategic planning, main recommendation is implementing workforce housing which would include a grant for first responders and teachers, upon selling, they would repay the grant plus a certain percentage in fees, also looking at innovative ideas for other avenues to use in order to bring down the

- cost of building without sacrificing quality
- Windsor Housing Authority sent a letter of intent, which was accepted, to receive the gap funding for the Jacoby Meadows project, hasn't changed breaking ground date
- New Police Department is under budget roughly about \$2 million, coming in about \$28 million, looking at what the old building could house, discussion around IT, Planning, Engineering, Economic Development and possibly new Board Chambers and court facility
- Road impact fee suggestions during work session, might go up by 23%
- Discussion held on Town Board pay, will not go into effect until the 2026 election cycle
- Town survey is currently happening
- Election Day is April 2, 2024

4. Public Invited to be Heard

- No Report

B. CONSENT CALENDAR

1. Minutes from February 27, 2024

MR. BROWN MOVED TO APPROVE THE FEBRUARY 27, 2024, MINUTES AS PRESENTED. MR. LASHELL SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

C. BOARD REVIEW/DISCUSSION

1. Arbor Day Update

- Reviewed poster contest winners/certificates, selected a few additional honorable mention since Windsor Charter submitted so many, lots a great pieces this year from all schools, about 1,000 total
- Celebration at Skyview next Friday from 9:00 – 9:45 am
 - Meet at 8:45 am for check-in
 - Mr. Kawamura will meet with the principal to discuss locations for the tree planting and review the program
 - Reviewed the program brochure and confirmed attendance - Ms. Ginnity, Mr. King, Mr. LaShell, Ms. Bielawski, Mr. Hallett (maybe)
 - Tree Planting – Mr. King & Ms. Bielawski
 - Contest Winners – Ms. Ginnity & Ms. Bielawski
 - Tree Board Pledge – Mr. LaShell
 - Meaning of Arbor Day – Ms. O'Connor
 - Master of Ceremonies – Mr. King
 - Photo of Winners – Ms. Bielawski
 - Tree City USA – Greg/State Forest Service, Ms. O'Connor will confirm
 - Smoky the Bear appearance
 - Shirts should be in, will deliver/hand out next week
 - Seedlings prep is Thursday, April 4th at 1:00 pm at Public Services/Parks building – six additional volunteers from Master

- Gardeners will be there to assist, drinks and snacks will be provided
- Monday, April 8th Poster Contest Winner recognition at Main Park shelter on Monday, April 8th at 5:00 pm, arrive by 4:45 pm, prizes and ice cream, Arbor Day Proclamation at Town Board Meeting following
- Tree Sale is April 20th from 10:00 am – noon at Public Services, meet at 9:30 am, help bag and sling mulch, load, and offer tree planting advice, 120 trees ordered, fourteen sold so far, social media posts to come
- April 23rd Regular Meeting is cancelled

D. COMMUNICATIONS

1. Staff

- Mr. Kawamura
 - Blake McGrew and staff have been assisting other departments with pruning and removing trees along the banks of Eastman Pond and clearing brush underneath the 7th Street bridge in preparation for improvements
 - Lynn Morales has been working on preparing for the Treasure Island Kick Off Meeting scheduled for April 2nd from 10:00 – 11:00 am at the CRC and prepping Arbor Day prizes and brochures
 - Continuing pruning trees around town
 - Removed invasive trees around Eastman Pond to increase habitat and improve access for little anglers
 - Pruning and removal of sucker along Kern Ditch
 - Completed removals of holiday lights on trees downtown
 - Downtown pots have been freshened up
 - Applied pre-emergent to minimize sprouting weeds
 - Chipped 825 Christmas trees and cleaned up after Magical Forest event
 - No landscape inspections
 - Town Spring Clean Up Days scheduled for May 10th and 11th from 9:00 – 3:00 pm
 - Selection of plants for the Halfway Homestead, landscaping to start in beginning of April, site will include an interactive stagecoach time machine public art piece through the Windsor Arts Commission

2. Board

- Mr. King
 - Inquired about the design and landscape selection for the Riverwalk Phase II/Eastman Park South project
 - Reviewed and selection has already been submitted, will include natural cottons and willows along with other species appropriate to the area
 - Colorado Tree Coalition is bringing back the Women's Tree Climbing to Colorado in June
- Ms. O'Connor
 - The Town has really stepped up with water conservation, audits are offered, along with discounts with Garden in a Box
 - Trees in the West will be held at the Spur Campus in Denver on

Monday, May 13th from 8:30 am – 5:00 pm, focus on complex and shared sustainability challenges for urban forest in the western U.S. from diverse perspectives, agenda TBD, \$50 registration fee

- Ms. Ginnity
 - Windsor Severance Food Pantry is hosting the inaugural Empty Bowls fundraiser on April 19th at 5:30 pm at the Windsong Estes Event Center, tickets are required, six different restaurants participating, receive handmade bowl, soup or bowl-friendly food, silent auction, music, will email the link to Board

C. ADJOURN

MR. LASHELL MOVED TO ADJOURN. MS. BIELAWSKI SECONDED THE MOTION. MEETING WAS ADJOURNED AT 5:58 PM.

Submitted by: Kristy Zulkoski/Administrative Specialist

FORESTRY DIVISION

May 28, 2024

Summer is practically here and we are in full swing planting, pruning, weeding, watering and in general, maintaining the entire town. The trees have all leafed out and the lilacs and redbuds were spectacular this year (I don't know what happened to peaches though). Treasure Island is looking great and Christine has done an outstanding job coordinating all the tasks and working around the construction which is scheduled to be completed by end of year...can't wait! We welcome two new employees, Elijah and Aiden. They have been instrumental in assisting with all the things we have going on and we are happy they are with us!

Highlights from April/May are:

- Planted 47 trees that were not sold from the tree sale
- Planted 75 annual pots around town and 16 hanging baskets and the annual bed at Boardwalk Park
- Check on trees and shrubs plantings at the Halfway Homestead scheduled to be open early summer
- Planted four trees for out going Town Board members
- Held a volunteer tree planted event at Public Services Facility
- Clearance pruning
- Assisted engineering lift trees in preparation for street overlay
- Participated in the Touch-A-Truck event hosted by Public Works
- 6 landscape inspections (East Pointe, River Valley Crossing, Westwood Village, Fossil Creek Ranch, GWIP Linneage, Village at Ptarmigan)

We will be discussing plans for the upcoming Sick Tree Day event scheduled to take place of our June 25th meeting. If you new ideas for improvements, experts to contact to assist and where to have dinner is all on the topic. Come ready to share.

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

Let's Keep Windsor Tree-rific!

