



TREE BOARD REGULAR MEETING

January 24, 2023 - 5:00 PM
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
3. Liaison Reports
 - Town Board Liaison
4. Public Invited to be Heard

B. CONSENT CALENDAR

1. Minutes from November 22, 2022

C. BOARD REVIEW/DISCUSSION

1. Election of Officers

D. COMMUNICATIONS

1. Arbor Day Planning
2. Board
3. Staff

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.



MEMORANDUM

Date: January 24, 2023
To: Tree Board Members
From:
Re: Minutes from November 22, 2022
Item #: B.1.

Background / Discussion:

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

CC:

Attachments:

1. 11.22.2022 Minutes - Tree Board DRAFT



Tree Board Regular Meeting

November 22, 2022 - 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 5:03PM

1. Roll Call

Present:

Alison O'Connor - Board Chair
Jason King - Vice Chair
Sue Bielawski
John Brown (Absent)
Lucy Thames
Christine Ginnity
Jim LaShell (Absent)
Jason Hallett - Town Board Liaison (Absent)

Also Present:

Ken Kawamura - Town Forester
Kristy Zulkoski - Administrative Specialist

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

Mr. Kawamura - Add Board Action Item C.1. Cancellation of December 27, 2022 Meeting and include Poster Contest Theme under D.3. Board Review/Discussion – 2023 Planning

MR. KING MOVED TO APPROVE THE AGENDA AS AMENDED. MS. BIELAWSKI SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

3. Liaison Reports

Town Board Liaison

NO REPORT

4. Public Invited to be Heard

NO REPORT

B. CONSENT CALENDAR

1. Minutes (October 25, 2022)

MS. BIELAWSKI MOVED TO APPROVE THE OCTOBER 25, 2022 MINUTES AS PRESENTED. MR. KING SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

C. BOARD ACTION

1. Cancellation of December 27, 2022 Meeting

MS. BIELAWSKI MOVED TO APPROVE THE CANCELLATION OF THE DECEMBER 27, 2022 MEETING. MR. KING SECONDED THE MOTION. ALL MEMBERS PRESENTED VOTED AYE. MOTION CARRIED.

Next Regular Meeting – January 24, 2023

D. BOARD REVIEW/DISCUSSION

1. Calendar Distribution

- Calendars were scheduled to be ready last Monday, November 14th, but the printer broke down, awaiting parts and ink, should now be getting them tomorrow
- Students are currently out for Thanksgiving break
- 1,200 calendars, 60-80 per box, about half will go to schools, staff, student winners (8 each)
- Calendar Distribution
 - Mr. Kawamura – schools and Community Recreation Center
 - Mr. LaShell – Windsor's westside/Larimer County area, stop at The Summit
 - Ms. O'Connor – Main Street from 2nd – 7th Street
 - Ms. Bielawski – Raindance, Water Valley, Good Samaritan, library
 - Mr. King & Mr. Brown – 7th Street to CR13
 - Ms. Thames – East Windsor/Hwy 257
 - Ms. Ginnity – Ash Street, I-25/392 West

2. 2022 Recap

- Tree Walk at Main Park was very successful with good attendance, great community event to do again
- Arbor Day went well, enjoyed being outside for presentation, Mayor did a great job
- Sick Tree Day – more interesting cases, most issues remain in new developments, recent plantings, biggest event, could easily double the visits
- Cemetery visit was fantastic, Mr. Kawamura pass along report/findings for follow up to staff
- Tree Planting Event at Village East Park, great volunteer turnout, thanks to Madeline Cheek/Volunteer Coordinator for event set up and promotion
- Presentation to Town Board highlighting Tree Board accomplishments – Mr. Hallett

3. Planning for 2023

- January – Member Position Elections, Ms. Bielawski will serve as Interim Secretary, work on updating Recommended Tree List, including how-to planting, possible demo video with QR codes for Tree Sale and future educational outreach
- February – Judge posters, Mr. Kawamura will judge poetry
- March – Expectations/planning for Arbor Day, dates for school visits, seedling prep

- April – Arbor Day Celebrations at Mountain View and Tozer on or around Colorado Arbor Day (3rd Friday) back-to-back on same day, Tree Sale on Saturday the 22nd – increased order to 100 trees
- June – Sick Tree Day
- July – Tree Walk in Main Park, promote in summer Activity Guide
- Future social media posts about tree watering/tips
- Tree City USA application – 42nd year
- Mr. King – possible tree tagging opportunity/notable tree walk with mapping, research grant writing for funding (closes December 16th), CTC awarded in February 2023
- Poster Theme – “Trees Color Our World”

E. COMMUNICATIONS

1. Staff

- Mr. Kawamura
 - Fall tree contract starting after Thanksgiving – large Cottonwoods on 400 block of Walnut and 6th & Walnut, removal due to right away and current risk analysis/inspections (great lean and cavities), will salvage what can be, 2nd opinion from Fine Tree Service, Maple on 600 block of Elm, Ash across from Main Park
 - Down two part-time staff positions
 - Blake McGrew putting up holiday lights downtown, majority scheduled to go on this weekend, but with snowstorm, staff is a few days behind, hopeful completion Monday or Tuesday with final inspections, looked into contracting out, came in over \$120,000

2. Board

- Ms. Thames – trees at New Liberty & Covered Bridge, issues with visibility
 - Ms. Bielawski – email Steve S. or Hannah Barker
- Ms. Ginnity – go visit Pineapple Market for specials on December 3rd/Windsor Wonderland
- Ms. O'Connor – street lights out in southwest corner of CRC parking lot
 - Mr. Kawamura will pass along to facilities staff
- Mr. King – inquired about need for updating/amending by-laws, attendance/language gaps
 - Last updated in 2001
 - Send out to members within Google doc, ability to comment
 - Mr. Kawamura will discuss with Town Attorney about policy to change/amend
 - Possible further discussion at January meeting

F. ADJOURN

**MR. KING MOVED TO ADJOURN. MS. BIELAWSKI SECONDED THE MOTION.
MEETING WAS ADJOURNED AT 6:30PM**

FORESTRY DIVISION

January 24, 2023

I hope everyone had great Holidays and rested and ready to go. It's been a while since we seen each other and I have been taking off time during the holidays so not much to report. The fall tree contract went well and did not encounter anything unexpected. Staff did however discover and confirmed ips in Austrian pine. In early 2000s, there were several cases of ips in spruce (as Christine can testify) but have not seen in pines. Staff has been busy mostly assisting with snow removal. We are also closing out 2022 and preparing for the up coming season. We are finishing up the CAPRA accreditation process and preparing to submit our application.

Highlights from December/January are:

- Continue pruning trees around town
- Collected 745 Christmas trees so far for recycling and Magical Forest Event
- Clean up Roundabouts
- Removed all trees along the #2 ditch trail
- 13 landscape inspections (Raindance 12th, 16th, 17th, 18th, 19th, Harmony Ridge 3rd, Fossil Creek 1st and 2nd, GWIP RMT, Eastpointe, HIP 7240 Greenridge Rd, ENT, King Soopers tree replacement)

We will start this meeting with the annual election of officers. For any of the new members, if you would like an opportunity to lead this group, throw your names in a hat and lobby for your position.

I have made initial contact with principals at Tozer and Mountain View and still need to pin down exact time and dates for the Arbor Day Celebration. We will discuss details and options and start the planning process for this year's events.

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

Let's Keep Windsor Tree-rific!

