



Tree Board Regular Meeting

January 24, 2023 - 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 5:04PM

1. Roll Call

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

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

- Add Board Action as Item C and include Election of Officers as C.1.
- Board Review/Discussion will be Item D and include Arbor Day Planning as D.1.

**MR. BROWN MOVED TO APPROVE THE AGENDA AS AMENDED. MS. GINNITY
SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.**

3. Liaison Reports

Town Board Liaison

- Mr. Hallett
 - Received good news two weeks ago about progress with NISP
 - Progress on Great Western Trail was presented at last night's meeting, entire trail should be completed by May
 - Windsor Housing Authority working on getting approval for new senior hosing project, Town willing to provide further funds, will then go back to CHAFA
 - Ballots for special election 200/Downtown Backlots are due tonight at 7pm, unofficial count to be released in 2-3 days, official count may not be available to February, yes vote – keep as parking only, no vote – opportunity for future building/retail

4. Public Invited to be Heard

NO REPORT

B. CONSENT CALENDAR

1. Minutes from November 22, 2022

MR. LASHELL MOVED TO APPROVE THE NOVEMBER 22, 2022 MINUTES AS PRESENTED. MS. THAMES SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

C. BOARD ACTION

1. Election of Officers

- Current Board positions
 - Chair – Ms. O'Connor
 - Vice Chair – Mr. King
 - Secretary – Ms. Bielawski (Interim)
- Ms. O'Connor proposed that voting for positions is tabled until February meeting due to not all board members in attendance this evening

MS. GINNITY MOVED TO TABLE VOTING FOR BOARD POSITIONS UNTIL FEBRUARY 28, 2023 MEETING. MR. LASHELL SECONDED THE MOTION. ALL MEMBERS PRESENTED VOTED AYE. MOTION CARRIED.

D. BOARD REVIEW/DISCUSSION

1. Arbor Day Planning

- Distribution of calendars went well, great networking around town
- Information sent out to schools, deadline for submissions is Feb. 17th, Mr. Kawamura will pick up and prepare for voting at next meeting on February 28th
- Each board member will be assigned a school, select five submissions (1st, 2nd, 3rd and 2 honorable mention)
- All 1st place posters will be voted on to determine overall winner which will be the cover of the calendar
- 1st and 2nd winners are featured for each month, all 3rd place winners will be on one page and honorable mention on remaining pages
- Possible display at Art & Heritage Center, will check on availability
- Schedule with schools – Tozer and Mountain View, Colorado Arbor Day on April 21st, would prefer to do back to back presentations, morning is preferred
 - Presentation will include a brief meaning of trees, Junior Tree Board Pledge, recognize poster winners, additional school performance, if applicable
- Poster/poetry recognition celebration before Town Board Meeting tentatively April 24th as first choice or May 8th as backup from 5-6pm, outside near Town Hall/Main Park
- Tree Sale will take place on April 22nd, at Public Services Campus 915 N. 15th Street from 9am-12:00pm, Super Trees Nursery out of Oregon - increased order from last year to 100 trees, promotion of diversity and low water trees, registration is currently open, but will have promotion push in March, limit 3 trees per household, must provide planting plan, first come, first serve, possible QR code for planting instructions/demo video

E. COMMUNICATIONS

1. Staff

- Mr. Kawamura
 - Fall tree contract went well and did not encounter anything unexpected
 - Staff discovered and confirmed ips in pines, but have not seen in spruce
 - Staff has been busy assisting this snow removal
 - Continuing to close out 2022 and preparing for the upcoming season
 - Pruning trees around town continues
 - Collected 745 Christmas trees for Magical Forest Event and recycling to follow
 - Clean up of 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 Road, ENT, King Soopers tree replacement

2. Board

- Ms. O'Connor –
 - Tree Walk at Main Park scheduled for July 25th in lieu of regular meeting, will be out of town
 - Board agreed to change to July 27th, cancel July 25th Regular Meeting
 - Sick Tree Day in lieu of June 27th Regular Meeting, will finalize plans after Arbor Day events, meet about 4:30pm and conclude around 8:30pm after dinner
 - Information packet is currently being updated
 - Previous discussion on using google form for sign up which could include name/address/photo, sent directly to board members rather than going through CRC front desk, able to vet out submissions based on need, send out reminders, possibility to create a Tree Board google contact/email to receive registrations
 - Park Audit/Assessment in lieu of September 26th Regular Meeting at Harmony Ridge Park
 - Reviewed Board By-Laws, will hold off for now until further direction can be given from Town attorney on how to move forward/amend if needed
- Ms. Thames –
 - Inquired about updated recommended tree list
 - Completed by Lynn Morales, in Communications hands currently, will be notified when posted on website

F. ADJOURN

**MR. BROWN MOVED TO ADJOURN. MR. LASHELL SECONDED THE MOTION.
MEETING WAS ADJOURNED AT 6:25PM**