



TREE BOARD REGULAR MEETING

March 28, 2023 - 5:00 PM

Windsor 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 (approval from February 28, 2023)

C. BOARD REVIEW/DISCUSSION

1. Arbor Day 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 28, 2023 - 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 6:20PM

1. Roll Call

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

Also Present: Ken Kawamura - Town Forester
Blake McGrew - Forestry Technician
Lynn Morales - Horticulture Technician

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

MR. LASHELL MOVED TO APPROVE THE AGENDA AS PRESENTED. MR. KING SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

3. Liaison Reports

Town Board Report

NONE

4. Public Invited to be Heard

Blake McGrew - Forestry Technician
Lynn Morales - Horticulture Technician

B. CONSENT CALENDAR

1. Minutes from January 24, 2023

Revision: Under COMMUNICATIONS 1. Staff: Ken Kawamura:

"Staff discovered and confirmed ips in pines but have not seen in spruce."

MS. BIELAWSKI MOVED TO APPROVED AS AMENDED THE JANUARY 24, 2023 MINUTES. MR. LASHELL 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)
- Nominations
 - Chair – Ms. O'Connor
 - Ms. O'Connor accepted the nomination
 - Vice Chair – Mr. Brown
 - Mr. Brown accepted the nomination
 - Secretary – Mr. LaShell
 - Mr. LaShell accepted the nomination

MS. BIELAWSKI MOVED TO APPROVE THE FOLLOWING NOMINATIONS: MS. O'CONNOR FOR CHAIR, MR. BROWN FOR VICE CHAIR AND MR. LASHELL FOR SECRETARY. MR KING SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

2. Approve 2023 Arbor Day Poster Contest winners as selected previously

- Grandview
 - Merryn Jaefer/5th Grade – Overall Winner/Front Cover
 - Marisol Medina/5th Grade – 2nd Place
 - Easton Cook/2nd Grade – 3rd Place
 - Arianna Velazquez/3rd Grade – HM
 - Rosselyn Orrantia Lira/3rd Grade – HM
- Mountain View
 - Estie Baldwin/5th Grade – 1st Place
 - Adi Story/5th Grade – 2nd Place
 - Brecken Mulis/3rd Grade – 3rd Place
 - Anna Miera/5th Grade – HM
 - Isabella Miera/5th Grade – HM
- Skyview
 - Ellery Weiser/5th Grade – 1st Place
 - Emma Workman/5th Grade – 2nd Place
 - Emily Sesemann/2nd Grade – 3rd Place
 - Payton Elsey/2nd Grade – HM
 - Brooklyn Maier/4th Grade – HM
- Tozer
 - Aralynn Gorsick/2nd Grade – 1st Place
 - Xavier Lesnicki/2nd Grade – 2nd Place
 - Winslow Geisterfer-Knobel/Kindergarten – 3rd Place
 - Claire Ingraham/2nd Grade – HM
 - Michael Lynn Jr./1st Grade – HM

- Windsor Charter Academy
 - Camilla Ramirez Gonzalez/3rd Grade – 1st Place
 - Zoe Schossow/4th Grade – 2nd Place
 - Levi Ferares/Kindergarten – 3rd Place
 - William Bisceglia/2nd Grade – HM
 - Reign Redman/1st Grade - HM

MS. BIELAWSKI MOVED TO APPROVE THE PREVIOUSLY SELECTED WINNERS FOR THE 2023 ARBOR DAY POSTER CONTEST. MS. GINNITY SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

D. BOARD DISCUSSION

1. Arbor Day 2023 Update

- It was suggested to send out thank you cards to the teachers who participated to encourage more participation since some schools are not submitting very many posters to the contest compared to other schools. Mr. LaShell and Ms. O'Connor will send those out.
- Mr. King suggested an email thanking all the teachers whether they had a winner or not saying they submitted "X entries out of the total number of submissions" however Ms. Thames felt we need to be careful about shaming. A feedback loop.
- Ms. Thames and Ms. Bielawski suggested offering a lesson plan to teachers so that they could see how to work it into their curriculum more easily.
- To be more current with media formats, Mr. King suggested allowing the students to submit video presentations and also to make a 3-minute video for the students to watch with the instructions for the contest. It was suggested to use previous winners in the video. Mr. King also suggested making a 2-minute video about how to plant a tree properly. Ms. O'Connor mentioned using a QR Code.

E. COMMUNICATIONS

1. Staff

- Mr. Kawamura
 - Upcoming events include Arbor Day celebration at Tozer Elementary School on Friday April 21, 2023 from 8:30-9:15, the Proclamation of Arbor Day to Town Board will be on April 10, 2023 (Mr. LaShell will attend), The tree sale will be on 4/22/2023 from 10:00-12:00 (Tree Board members should plan on being there 9:30-12:30), and April 24, 2023 from 5:00-6:30pm the presentation of the winners by Town Board will be at Main Park in the NW shelter. Reserved by Kristy yet?
 - Staff attended the ProGreen Conference in January as well as the Tree Care Workshop in Greeley.
 - Collected a total of 900 Christmas trees for Magical Forest Event and chipping to follow. Ms. O'Connor asked if the chips are going to be thrown out or if they can be used, but Mr. McGrew and Ms. Morales said they will not be of good quality as they will contain a lot of needle fragments and therefore they get spread out on site.
 - King Soopers and adjoining business lots are very much out of compliance with many trees missing, and many of the shrubs perished and were replaced with feather reed grasses.

- Mr. McGrew is continuing to take down the holiday lights.
- Spring is coming with all the cleanup required.
- Should Severance be included in Arbor Day? Is in Weld RE-4 School District. Discussion about whether or not they should be included including if they have their own Tree Board or not, growth of both towns and money required. The discussion was tabled at this time.

2. Board

- Ms. O'Connor –
 - Sick Tree Day scheduled for June 27th in lieu of regular meeting, and The Tree Walk in Main Park will be July 27th.
 - Tree Sale occurring. Ms. Morales added that two trees have been sold thus far.
 - Preferred Tree List. Updates/edits continuing, link to it on the webpage will be sent to the members by Ms. O'Connor.
- Ms. Bielawski –
 - Attended Tree Care Workshop in Greeley and discussed a presentation by Joe Samnik, a consulting arborist
 - She went over some of the main points he had including that arborists can be held liable and accountable, and that they should never guarantee that a homeowner's tree is safe.
 - Can say that "I am not qualified to do a tree risk assessment but can recommend those who claim to be".
 - Keep mouth shut in the event of an accident.
 - Have a duty of care, standard of care.
 - Mr. LaShell added to the conversation about boundary trees.
 - Ms. Morales brought up Sick Tree Day liability and it was discussed about possibly adding a liability clause on the Sick Tree Day paperwork that it is not a professional tree risk assessment.

F. ADJOURN

**MR. BROWN MOVED TO ADJOURN. MS. BIELAWSKI SECONDED THE MOTION.
MEETING WAS ADJOURNED AT 7:23PM.**



MEMORANDUM

Date: March 28, 2023
To: Tree Board
From: Ken Kawamura, Town Forester
Re: Arbor Day Update
Item #: D.1.

Background / Discussion:

This year the host school will be Tozer Primary. This year Arbor Day falls on April 21, 2023. The program at Tozer will take place on this day from 8:30 to 9:15. This will be the first indoor Arbor Day program since 2019 due to the pandemic. We will discuss details and go over assignments as there are several new members on this board.

Financial Impact:

We have \$1000 allocated for the various events

Recommendation:

For discussion

Attachments:

None

FORESTRY DIVISION

March 28, 2023

Arbor Day is almost upon us and activities will start up in just a few weeks. Are you ready? Staff has scanned all the winning posters and have started to make a larger posters with all the winning entries included as part of the prize package. In addition, Lynn presented a pre-emergent herbicide training class for all parks staff in preparation for the upcoming season to hopefully get a jump on some of the weeds as Forestry staff will be maintaining all beds this year. Blake has been busy catching up on tree prunings and has all the downtown trees looking spiffy and is continuing to work on all the trees in old town. This is a huge endeavor but with all his determination and expertise, I have no doubt he will do an excellent job!

Highlights from February/March are:

- Continue pruning trees around town
- Start to clean up roundabouts
- Start working on shrub beds at all parks
- Working on chipping up 900 Christmas trees gathered for the Magical Forest Event
- Gearing up for the Treasure Island Kick off event and start up
- 1 landscape inspections (Raindance 12th)

Since many of you have not attend or participated in the Arbor Day festivities, we will go over duties and task that we will all assist with and know what to proceed. We will cover what to expect at the Arbor Day proclamation, seedling bagging and prep, celebration at Tozer, tree sale and finally the presentation of Contest winners to be recognized by the Mayor and Town Board. Whew, this is our busiest month and we have lots to cover, so let's get started....

Let's Keep Windsor Tree-rific!

