



TREE BOARD REGULAR MEETING

May 23, 2023 - 5:00 PM
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 28, 2023)

C. BOARD REVIEW/DISCUSSION

1. Arbor Day Recap
2. Sick Tree Day
3. Plan Main Park Tree Walk

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

March 28, 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 5:03 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

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. KING MOVED TO APPROVE THE AGENDA AS PRESENTED. MS. BIELAWSKI 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 February 28, 2023

MR. LASHELL MOVED TO APPROVED THE FEBUARY 28, 2023, MINUTES AS PRESENTED. MS. GINNITY SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

C. BOARD REVIEW/DISCUSSION

1. Arbor Day Update

- Arbor Day Proclamation at Town Board Meeting Monday, April 10th at 7:00 pm, Mr. LaShell will attend and speak on the Board's behalf, Ms. Bielawski will attend as a back-up, if needed
- Seedlings will ship the week of April 10th, 1,800 total for Mountain View and Tozer, prep and packaging on April 19th at 9:00 am at Public Services Campus/Parks Shop, lunch provided
- Tozer Elementary Arbor Day Celebration Friday, April 21st from 8:30-9:15 am
 - Agenda
 - Arrive no later than 8:15am, wear T-shirt, have ID ready for check-in
 - Introduction – Shelly Butcher/Principal
 - Meaning of Arbor Day – Ms. O'Connor
 - Reading of Arbor Day Proclamation – Mayor Rennemeyer
 - Representative from Colorado State Forest Service – Tree City USA recognition 42nd year, present award to Mayor
 - Junior Tree Board Pledge with student repeat – Mr. LaShell
 - Poster Contest Winners – Ms. Ginnity, Ms. Thames, Ms. Bielawski, start with Honorable Mention and end with First Place
 - Possible student performance
 - Smokey the Bear, hug or high five upon dismissal
 - Tree planting – Mr. King, Mr. Brown, Mr. LaShell
 - Prize Package will include 18x24 poster of all winners, edit to list winners by placing rather than alphabetical, have extras made for posting at other Town facilities and all schools
- Tree Sale Saturday, April 22nd 9:30 am-12:30 pm at Public Services Campus in the back, open gates at 10:00 am, need assistance with bagging mulch early, tie half sheet information/directions with QR code to each tree, one hundred trees available, will arrive the week of April 17th, social media push in coming weeks, food will be provided
- Poster Contest Recognition at Main Park Monday, April 24th 5:00-6:30 pm for winners and families, Town Board members and Mayor Rennemeyer will be in attendance, Ms. Ginnity will announce winners, treats will be provided
- Cancellation of April 25, 2023, Regular Meeting

MS. BIELAWSKI MOVED TO CANCEL THE APRIL 25, 2023, REGULAR MEETING. MR. KING SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

D. COMMUNICATIONS

1. Staff

- Mr. Kawamura
 - Blake McGrew continues pruning trees around town
 - Lynn Morales presented a pre-emergent herbicide training class to all

- Parks staff
 - Cleaning up of roundabouts
 - Working on shrub beds at all parks
 - Started chipping up 900 Christmas trees from Magical Forest event
 - One landscape inspection (Raindance 12th)
 - Treasure Island plan – possible future removal of current entrance/cactus garden, new road and parking lot, still waiting for final design documents and approvals, start end of this year or early next year

2. Board

- Ms. O'Connor
 - Green Industry Field Day on May 2nd at the Ranch, will introduce kids to the industry with live demonstrations and career fair, Forestry Team will be there with the chipper, will keep Board posted if more volunteers are needed
 - Please note any improvements or efficiencies that can be made for Arbor Day events next year, will discuss during May meeting
 - Kudos to Mr. LaShell for sending notes to all of the schools thanking them for their participation in the poster/poetry contest
 - Ms. Bielawski suggested sending a thank you note to Tony/Smokey the Bear
 - Next Regular Meeting will be May 23rd
 - Sick Tree Day – Tuesday, June 21st 4:30-8:30 pm, meet at Public Services Campus
 - Main Park Tree Walk – Thursday, July 27th 4:45-6:30 pm, in lieu of July Regular meeting,
- Ms. Thames
 - Hearing continuous complaints about Covered Bridge and New Liberty intersection (Raindance) and trees/plants in line of sight
 - Mr. King suggested sharing the See Click Fix app to report issues

C. ADJOURN

MR. LASHELL MOVED TO ADJOURN. MS. GINNITY SECONDED THE MOTION. MEETING WAS ADJOURNED AT 6:02 PM.



MEMORANDUM

Date: May 23, 2023
To: Tree Board
From: Ken Kawamura, Town Forester
Re: Arbor Day 2023 Recap
Item #: D.1.

Background / Discussion:

The Town of Windsor held the Arbor Day Celebration on April 21, 2023 at Tozer Primary School. It was exciting to see all the students and all the enthusiasm they bring to the program. Town staff along with the kindergarten class planted two flowering crabapples to help enhance the newly created landscape in the front of the school. The tree sale was held at the Public Services facility at 922 north 11th Street. We presold 75 trees and sold an additional 2 trees the day of. To round out activities, the Arbor Day poster/poetry contest winner recognition was well attended and all except a few winners attended. The purpose of this agenda item is to discuss what worked well and what could be improved on for next year.

Financial Impact:

None

Recommendation:

Discussion only

Attachments:

None



MEMORANDUM

Date: May 23, 2023
To: Tree Board
From: Ken Kawamura, Town Forester
Re: Sick Tree Day Discussion
Item #: D.2.

Background / Discussion:

Sick tree day is scheduled for June 27, 2023 starting at 5:00 pm. We invite professionals from across the region to help evaluate the tree's health and provide recommendations to homeowners on best ways manage the overall condition of the trees. Homeowners call to schedule appointments in advance. This is a great opportunity to evaluate the condition of Windsor's urban forest and a great learning opportunity for everyone involved.

Financial Impact:

Cost of dinner afterwards \$350 to \$400

Recommendation:

For discussion only

Attachments:

None



MEMORANDUM

Date: May 23, 2023
To: Tree Board
From: Ken Kawamura, Town Forester
Re: Tree Walk at Main Park Discussion
Item #: D.2.

Background / Discussion:

This event debuted last year in August and was very well attended. The intent of this program is to host a tree walk at Main Park to showcase some of the more unique and under utilized trees in Windsor. This will be lead by tree board members and will take place in lieu of the July meeting and will be on Thursday July 27, 2023

Financial Impact:

N/A

Recommendation:

For discussion only

Attachments:

None

FORESTRY DIVISION

May 23, 2023

Summer is here and we are all very busy preparing for another fantastic growing season. Staff is busy wrapping up projects at Chimney and Boardwalk Park. If you haven't seen the new landscaping at the entrance of Boardwalk you need to stop by and see the facelift this area received. The new playground is installed and all the patiently, anxiously, awaiting kids are finally able to enjoy their new play area. Join us for the grand opening on June 1st at 10am. Lynn planted all the spring annuals around town and will soon bring color and beautiful flowers to brighten our days! Blake is taking a well deserved break spending time with his family for the first time out of the country in Costa Rica...sure wish we could have all tagged along!

Highlights from April/May are:

- Continue pruning trees around town
- Planted 21 street trees around town
- Treasure Island is in full swing
- Clean up the tall grasses and shrubs at the River Walk Experience
- Clean up shrub beds and roundabouts
- 8 landscape inspections (Raindance 11, 12, 16, 17, 18, 19, 20, 21,)

Arbor Day is behind us and everything was very successful. We will take a few moments to discuss all that went well and things that we can improve on. Since we were so busy last month and all sick of seeing each other, we took off last month so we now have lots to catch up on this month. Sick Tree Day will take place of our next meeting in June. We will discuss the logistics of this event. It is one of our most informative and educational events. We will then talk about the Main Park Tree Walk that was such a hit last year.

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

Let's Keep Windsor Tree-rific!

