



TREE BOARD REGULAR MEETING
February 27, 2018 - 5:00 P.M.
Maple Room 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 by the Board
3. Liaison Reports
 - Town Board Report
4. Public Invited to be Heard

B. CONSENT CALENDAR

1. Minutes from January 23, 2018

C. BOARD ACTION

1. Approve Arbor Day Poster Contest Winners

D. BOARD DISCUSSION

1. Arbor Day Planning Update

E. COMMUNICATIONS

1. Communications from Town Staff
2. Communications from Chairperson and Board

F. ADJOURN

FUTURE MEETINGS

March 27, 2018
April 24, 2018
May 22, 2018

Tree Board Meeting
Tree Board Meeting
Tree Board Meeting



TREE BOARD REGULAR MEETING
January 23, 2017 5:00pm
Maple Room Community Recreation Center—205 N. 11th Street
Windsor, CO 80550

MINUTES

A. CALL TO ORDER

Chairman O'Connor called the meeting to order at 5:04 p.m.

Roll Call

Alison O'Connor
Wendy Ball
Rebekah Wilson
Bill Monroe
Mary Monroe
John Pankonin

Absent:

Sue Bielawski (excused)

Also present:

Director of PR&C

Eric Lucas

Town Forester

Ken Kawamura

Parks & Open Space Manager

Wade Willis

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

Ms. Monroe moved to approve the agenda; Mr. Pankonin seconded the motion. Motion carried unanimously.

2. Liaison Reports

Town Board Member, Ivan Adams announced his term on the Town Board will terminate in April. Mr. Adams also shared the number of building permits issued in 2017 for single-family, multi-family and commercial homes and businesses. Windsor is growing at twice the rate of neighboring towns. Mr. Adams also shared new businesses that have been approved in town and gave an update on the Rocky Mountain Sports Park.

3. Public Invited to be Heard

There was none.

B. CONSENT CALENDAR

1. Minutes from November 28, 2017

_____ moved to approve the minutes as amended; _____ seconded the motion. Motion carried unanimously.

C. BOARD ACTION

1. Election of Officers

The Board took nominations for the 2018 Officers. There are as follows:

Chair: Alison O'Connor

Vice-Chair: Wendy Ball

Secretary: Sue Bielawski

Ms. Monroe moved to approve the nominations of officers; Ms. Wilson seconded such motion. Motion carried unanimously.

D. BOARD DISCUSSION

1. Arbor Day Planning

The following was reported and discussed:

- Arbor Day 2018 schools: Grandview Elementary and Windsor Charter—Mr. Kawamura will contact the schools to set up the 2018 Arbor Day celebrations.
- Mr. Kawamura has sent the poster contest information to all RE-4 elementary schools via Deb Harper; he sent the poster contest information to Windsor Charter via Melanie Shaffer.
- The poster contest deadline is February 16 with posters being voted on at the February 27th meeting.
- Ms. Wilson will work with Deb Harper to talk about potential changes for the poster contest in 2019.
- Arbor Day tree sale is Saturday, April 21 from 10am-noon at the Forestry Department Workshop.
- The tree planting event with Rotary and the Metal Corp. will be on Saturday, April 21 from 8am-9:30am at Main Park.
- The celebration of the Arbor Day poster contest winners will be on Monday, April 23 at the regular Town Board meeting.
- The Arbor Day proclamation will be read at the April 9 Town Board meeting at 7pm. Wendy Ball will attend.

2. Educational Opportunities in 2018

- Outreach programs at Clearview Library in Windsor
 - February 6, 6:30pm-7:30pm, Fruit Tree Pruning with Amy Lentz
 - May 1, 6:30pm-7:30pm, Plant This, Not That: Tree Selection with Alison O'Connor
 - August 14, 6:30pm-7:30pm, Ask the Experts Panel Discussion
 - October 9, 6:30pm-7:30pm, Waterwise Landscapes with Bill and Mary Monroe
- Coffee with the Tree Board
 - Second Saturdays each quarter, 9am-10am at the Windsor Recreation Center
 - March 3
 - June 2
 - September 1
 - December 1
 - Fee Based Classes
 - Easter Colorado Community Forestry Conference and Trees, People and Towns (ECCFC/TPT): Held at the Ranch and Main Park, June 28-29, 2018
 - *The Board is encouraged to think about an additional fee-based class that could be scheduled in 2018.*
 - **The Board is also encouraged to sample various breakfast burritos to determine if a possible source is available for the ECCFC/TPT conference.*
 - Park Audits
 - March 27 at Main Park at 5pm (in conjunction with planning for Arbor Day planting)
 - September 25 at Windsor Highlands Park at 5pm

E. COMMUNICATIONS

1. Communications from Town Staff

Mr. Kawamura, reported on 2017 forestry numbers (both hours and financial); the Landscape Standards are being edited by Planning and Parks and Recreations; Jacoby Farm master plan was approved at the 1/22/18 Town Board meeting.

2. Communications from Chairperson and Board

If members would like to attend the Greeley Tree Care Workshop, registration will be covered by the Town (\$30/each).

F. ADJOURN

Ms. Pankonin moved to adjourn; Mrs. Monroe seconded the motion. All members voted aye. Motion carried. The meeting was adjourned at 6:50 pm.

Submitted by:

Ken Kawamura, Town Forester



MEMORANDUM

Date: February 27, 2018
To: Tree Board
From: Ken Kawamura, Town Forester
Re: Arbor Day Poster Contest Winners
Item #: C.1.

Background / Discussion:

The Windsor Tree Board has been hosting the Arbor Day Poster Contest for eighteen years. Winners are selected based on content, creativity and adherence to all rules and guidelines of the contest. Winners will be announced in April and invited to be recognized by the Mayor and Town Board at their meeting on Monday April 23, 2018.

Financial Impact:

Cost of awards to the winners (\$10 to \$15 per winning entry)

Recommendation:

Move to approve the winners as selected for this year's contest

Attachments:

None



MEMORANDUM

Date: February 27, 2018
To: Tree Board
From: Ken Kawamura, Town Forester
Re: Arbor Day Planning Update
Item #: D.1.

Background / Discussion:

The Town of Windsor celebrates Arbor Day on the third Friday of April. Windsor will be celebrating thirty seventh consecutive years as Tree City USA as designated by the National Arbor Day Foundation. Festivities include: celebrations at two local elementary schools, poster contest, tree sale and a volunteer tree planting event. This opportunity provides updates from different committees on the progress of the events.

Financial Impact:

We have \$1000 allocated for the various events
We have an opportunity for revenue from the tree sale

Recommendation:

Update of progress for the planning of Arbor Day planned for April 20th and 21st, 2017

Attachments:

None