



TREE BOARD REGULAR MEETING
March 20, 2018 - 5:00 P.M.
Main Park Gazebo – 300 Locust 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 February 27, 2018

C. BOARD ACTION

1. None

D. BOARD DISCUSSION

1. Discuss and inspect tree planting locations for Arbor Day Volunteer tree planting event
2. Audit

E. COMMUNICATIONS

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

F. ADJOURN

FUTURE MEETINGS

April 24, 2018
May 22, 2018
Jun 26, 2018

Tree Board Meeting
Tree Board Meeting
Tree Board Meeting



TREE BOARD REGULAR MEETING
February 27, 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
Sue Bielawski

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

None

3. Public Invited to be Heard

There was none.

B. CONSENT CALENDAR

1. Minutes from January 23, 2017

Ms. Wilson moved to approve the minutes; Mr. Monroe seconded the motion. Motion carried unanimously.

C. BOARD ACTION

1. Arbor Day Poster winners

Ms. Bielawski moved to approve the selected poster contest winners; Mr. Monroe seconded such motion. Motion carried unanimously.

D. BOARD DISCUSSION

1. Arbor Day Planning

- Grandview Elementary School celebration: Friday, April 20 from 8:20am-9:05am
- Charter Elementary School celebration: Friday, April 20 from 9:45am-10:30am
- Windsor Art and Heritage Center poster contest opening: April 7
- Arbor Day Proclamation at Town Board: Monday, April 9 at 7pm

- Tree Board poster contest celebration with poster contest winners: Thursday, April 12 from 4pm-6pm
- Town Board celebration of poster contest winners: Monday, April 23 at 7pm

Tree Planting with Rotary Club

- Saturday, April 21 from 8am-10am at Main Park
- 20 trees will be planted; holes will be pre-dug

Arbor Day Tree Sale

- Saturday, April 21 from 10am-12pm at 190 N. 8th Street, Windsor
- Board is encouraged to promote the tree sale to neighbors and town residents
- Bill Monroe will submit an article about the sale for the local newspapers
- Ken will request that Andy begin promotion of the tree sale on Town social media sites
- Alison will request that the tree packets be visible at the Rec Center for pick-up

Coffee with the Tree Board

- Due to time constraints, the March 3 date has been cancelled. The first event will be Saturday, June 2 from 9am-10am.
- Ken will request Andy create an ad that can be distributed and posted for these events.
- Sue, Bill and Mary will staff the booth on June 2, September 1 and December 1.
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E. COMMUNICATIONS

1. Communications from Town Staff

Mr. Kawamura updated the Board about the hiring of new Parks Manager Bob. He also updated the Board that Wade Willis is now in overseeing open space operations. He updated the Board on the status of the Town Manager position and said that a hiring company is doing the search process and there are hopes a manager will be hired by April.

2. Communications from Chairperson and Board

Ms. Bielwaski updated the board about the Greeley Tree Care workshop and gave a brief synopsis of each session.

F. ADJOURN

Ms. Pankonin moved to adjourn; Ms. Wilson 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: March 20, 2018
To: Tree Board
From: Ken Kawamura, Town Forester
Re: Discuss and inspect planting locations
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. One of the festivities is a volunteer tree planting event with the Windsor Rotary Club. They will provide 15 to 20 volunteers and purchase 20 trees. Tree Board will provide expertise and lead the group. The theme will be to shadow plant under ash canopies in anticipation for Emerald Ash Borer threat.

Financial Impact:

None

Recommendation:

Walk site and discuss appropriate tree planting locations

Attachments:

None



MEMORANDUM

Date: March 20, 2018
To: Tree Board
From: Ken Kawamura, Town Forester
Re: Main Park Tree Audit
Item #: D.2.

Background / Discussion:

One of the goals established for the Tree Board for 2018 is to audit 2 parks throughout the year. Main Park is the first of two. We will walk the site and look at diversity, condition and available planting sites. Dedicated in July 1900, Main Park is the oldest and most established park site in Windsor. Many of the trees were planted in 1908 and still thrive today.

Financial Impact:

None

Recommendation:

The goal of the audit is to ensure the sustainability of the trees and park for future generations.

Attachments:

None