



TREE BOARD REGULAR MEETING
July 24, 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 March 20, 2018 and May 22, 2018

C. BOARD ACTION

1. None

D. BOARD DISCUSSION

1. TPT/ECCFC Recap- Alison
2. Harvest Festival Float- Alison
3. Talking Trees with the Tree Board Recap- Mary, Bill, Sue

E. COMMUNICATIONS

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

F. ADJOURN

FUTURE MEETINGS

August 28, 2018
September 25, 2018
October 23, 2018

Tree Board Meeting
Tree Board Meeting
Tree Board Meeting



Minutes

A. CALL TO ORDER

Meeting to order at 5:00 pm

1. Roll Call

Bill Monroe
Mary Monroe
Alison O'Connor
Rebekah Wilson
Wendy Ball
John Pankonin
Sue Bielawski-Excused

Also Present:

Town Forester

Ken Kawamura

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

Ms. Ball moved to approve the Agenda. Mr. Pankonin seconded the motion. All members present voted Aye. Motion carried.

3. Liaison Reports No Report

4. Public Invited to be Heard No Report/Hearings

B. CONSENT CALENDAR

1. Minutes from February 27, 2018

Ms. Monroe moved to approve the minutes from February 27, 2018. Ms. Wilson seconded the motion. All members present voted Aye. Motion carried.

C. BOARD ACTION

1. None

D. BOARD DISCUSSION

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

Discussion was held by Board.

2. Audit

Assessment of Windsor's Main Park:

History of Main Park:

- The land for Main Park was donated to the Town of Windsor in 1902
- In 1904, women and children planted 300-400 trees to celebrate Arbor Day; many of these trees did not survive due to lack of care
- In 1908, George Nelson replanted 600 trees and hand watered them; approximately 20 years later, the trees were thinned
 - Mr. Nelson planted ash, honeylocust, cottonwood and elm, among others
- In 2008, Main Park lost 100 trees due to the F3 tornado that came through town; Mr. Kawamura and his staff were able to date some of the fallen trees to 100 years and Mr. Nelson's plantings
- In the fall of 2008, the Town of Windsor and the Windsor Tree Board hosted the "plant small GROW TALL" event and nearly 200 trees were replanted in Main Park
- On April 21, 2018, with the help of the Windsor Rotary Club, an additional 20 trees were planted to replace small DBH ash (<10") as shadow planting trees; 13 larger ash will remain and possible receive treatment once emerald ash borer is detected outside of Boulder County

Assessment of Main Park: Mr. Kawamura provided the Tree Board with an auditing form, that the Board used to provide feedback and comments. Below are the Board's notes.

Note: The rating scale was 1-5; with "1" being "needs improvement" and "5" being "excellent".

Species: 5/5

- No additional notes

Size: 4/5

- The park is large with two playgrounds and plenty of space for kids, dogs and people to recreate. Parking is readily available.

Condition of trees: 3/5

- The current condition of some of the trees is *not* a reflection of forestry staff; many trees were drastically pruned following the tornado with intent to remove. Though pruned in unorthodox fashion, these trees have done surprisingly well, post-tornado recovery. Some ash trees were left in place to serve as "trap trees" for emerald ash borer.
- A few of the trees planted during the "plant small GROW TALL" event were planted too deeply or had poor structure or root systems. These trees are not as healthy, nor as large, as others.

Site: 4/5

- The park location is in the center of Windsor and is the oldest park in town; with that, it also likely has some of the best soils.
- The park gets a lot of use, from the Harvest Festival to pickle ball players. When the Board was doing the audit, a group of kids were playing in the lawn and on the play equipment.
- The park provides two play areas, horseshoe pits, a gazebo and pickleball courts.

Age class: 5/5

- The trees in the park range in age from 100 years old (the oldest) to newly planted.

Diversity: 5/5

- Mr. Kawamura estimates that approximately 60 species of trees are represented in the park.

Available planting space: 4/5

- There are approximately 420 current trees planted in Main Park.
- With the varying age class of the trees in Main Park, available planting space can be limited; it's important to allow for open areas of play, but also plant where a tree can thrive.
- Shade from large trees is a potential limitation of Main Park (both for overall tree growth and turf growth).

Uniqueness: 4/5

- The park is unique because of its location (once central in Windsor) and the age of the park and trees.
- As the town has developed, the park has developed and added additional features, such as the pickleball courts, a sprinkler system, gazebo, horseshoe pits, etc.
- In terms of notoriety, Main Park is well known by all Windsor residents and serves as the host site to the Harvest Festival.

Notability: 5/5

- Main Park is likely the most special and loved parks in Windsor; it has weathered many storms (literally and figuratively).
- The fact that the park only lost 100 trees during the tornado is impressive—it also shows the care the foresters have for the park. Trees that were not pruned properly or left unhealthy would have fallen, resulting in potentially more damage (and liability).
- A few notable tree species in the park include: Amur corktree, a scarlet oak, a few old American elms and ginkgo.

Accessibility: 5/5

- The park doesn't allow for vehicle traffic inside the boundaries, but plenty of street parking is available.
- There are a lot of children who play in the park on a daily basis.
- The park also serves as a meeting spot for families and picnics.
- Dogs can enjoy the turf and the shade.
- There is a path that runs through the center of the park.
- Parking is easy to find on the surrounding streets.

Overall rating: 4.5/5

- The Board thoroughly enjoyed our visit and audit of Main Park.
- We feel that Mr. Kawamura and his staff are doing an excellent job of maintaining the park's history and developing it for the future.
- We were excited about the number of unique species that were planted in the park and supportive of Mr. Kawamura's efforts to push the boundaries and plant new material.

What trees the Board would like to see planted: bigtooth maple, Caddo sugar maple, lacebark pine, additional white fir, sycamore, sweetgum, pinyon, hemlock, blue spruce

What trees the children in the park want planted: "Christmas trees", aspen, cherry and pines

E. COMMUNICATIONS

1. Communications from Town Staff

- No Report

2. Communications from Chairperson and Board

- No Report

F. ADJOURN

Ms. Ball moved to adjourn; Mr. Monroe seconded the motion. All members voted aye. Motioned carried. Meeting was adjourned at 5:58 pm.

a taco bar. Only responsibility that day will be to provide snacks/coffee, breakfast and afternoon treats. Have about \$5.00/person to work with for purchasing bulk treats.

- Keith sent the registrations-very poor at this point, maybe 10-12 people registered. Continuing to push and just sent out another email.
- Morning introductions on Thursday.
- Ken and Alison will do presentation together on history of Town of Windsor Forestry and brief introduction.
- Inquired about having an elected official there to do brief introduction/welcome-possibly the Mayor, Ivan, or Eric.
- Responsibility for Friday to get breakfast burritos for the crowd-Pollos El Guero is very reasonably priced \$3.00/each, Sue will call and find out exact pricing/bulk and place order. Keith said 150, but based on attendance numbers now, will go with 100. Pick-up will need to be at 7:30 that morning.
- Needs to bring door prizes/gift pack-Sick Tree Day hats, shirts, portfolios (Ken).
- Board will attend both June 28th and 29th Thursday-presentation and play host, Friday-Good to have entire board there for rotation centers at the park, role to talk about what we do and why the town is so great, ends at noon.
- Wednesday-Meet and greet/Board meeting. Thursday-Optional dinner/Happy Hour.
- Go directly to the Ranch on Thursday 7:00 AM to help with registration, welcome is at 8:00, located in 4H building. Friday starts at 8:30 am, be at Main Park at 7:30 am.
-

2. Sick Tree Day

- Tuesday, June 26th-will replace our regular meeting.
- Asked the Board to show up at 4:30 where the tree sale was held. Ken sent out save the date, about 6 responses so far.
- Break into 5-6 groups made up of Board members and industry professionals, have 50-60 calls that are split up among groups, usually do 8-10/group. Have to be in town limits, go to houses, maybe 10-15 minutes, take notes, give them a form, dinner afterwards.
- Should wear shirts/nametags-Ken will work on providing those who don't have items.
- Kristy Zulkoski posted event on Facebook.
- Plan on 4:30-9:00 PM. Wrap up calls around 7:30, dinner following. Sue will look into Pueblo Viejo for 30-35 people.
- Ken will work on vehicles/buses and staff to drive. Industry will arrive around 4:45 PM
- Never not sold out-Public will call the CRC to register. Forms need to be filled out correctly with all necessary info, Ken and Kristy will work on notifying front desk. Capped at 50, cannot reserve a time.
- Wendy will work on mapping out locations to create grouping routes.
- Ken will order hats.

3. Talking Trees with the Tree Board

- Scheduled for June 2 from 9:00-10:00 am.
- Posted on Facebook and Ken presented flyer-will send to all board members, Alison will forward to library to post.

- Alison will email Bill and Mary to remind them.
- Done quarterly-September and December.
- Discussed table presentation-table skirt, posters, flags. Ken will look into getting logos on table skirts.
- Will provide coffee.

E. COMMUNICATIONS

1. Communications from Town Staff

- Parks, Recreation & Culture nominated for NPRA Gold Medal for second year in a row-hired company to create video for submission.

2. Communications from Chairperson and Board

- Future meetings-
June 26th-Sick Tree Day
July 24th- Tree Board Meeting
August 28th-Tree Board Meeting
- September 25th meeting will be held at Highlands Park. Proposed to involve Park and Rec Board, Alison will email Eric and Town Board Chair. Brief wrap-up assessment afterwards.
- August 14th –Informal Q&A ask the experts about gardening.

F. ADJOURN

Mr. Pankonin moved to adjourn; Ms. Bielawski seconded the motion. All members voted aye. Motioned carried. Meeting was adjourned at 5:59 pm.

Submitted by:

Kristy Zulkoski, Administrative Specialist
Parks, Recreation & Culture



MEMORANDUM

Date: July 24, 2018
To: Tree Board
From: Ken Kawamura, Town Forester
Re: ECCFC/TPT Conference Update
Item #: D.1.

Background / Discussion:

The Town of Windsor hosted the Eastern Colorado Community Forestry Conference/ Trees People and Towns Conference. The event is put on by a regional forestry group from Colorado, Kansas, Nebraska, South Dakota, Wyoming and Region 2 of the USDA Forest Service. The event had 45 paid registrations and overall made about \$600.00. The Windsor Tree Board was well received and respected and other communities commented and asked lots of questions on the success of this Board. Based on overall comments the event was very successful.

Financial Impact:

\$3000 Budgeted
Spent \$800 for keynote speaker, \$130 for snacks, \$210 for breakfast burritos, \$100 incidentals
Total spent \$1240

Recommendation:

Discussion only

Attachments:

None



MEMORANDUM

Date: July 24, 2018
To: Tree Board
From: Ken Kawamura, Town Forester
Re: Harvest Festival Float
Item #: D.2.

Background / Discussion:

Tree Board has entered the Harvest Festival Parade several times and has won first place in the truck and trailer category. The theme this year is "It's a Great Weekend for a Festival". The purpose of this discussion is to see if there is interest and commitment to enter this year.

Financial Impact:

The winnings entry is \$100

Recommendation:

For discussion only

Attachments:

None



MEMORANDUM

Date: July 24, 2018
To: Tree Board
From: Ken Kawamura, Town Forester
Re: Talking Trees with the Tree Board
Item #: D.3.

Background / Discussion:

Members of the Tree Board decided to host an informal public outreach program where residents are invited to talk trees over a cup of coffee at the Community Recreation Center on a quarterly basis. This program is part of their goal to educate the community about the importance of trees in our community. This is a recap of the June 2, 2018 event season opener hosted by Bill and Mary Monroe and Sue Bielawski

Financial Impact:

N/A

Recommendation:

Update

Attachments:

N/A