



TREE BOARD REGULAR MEETING
January 29, 2019- 5:00 P.M.
Maple Room Community Recreation Center
250 N. 11th Street, Windsor, CO 80550

Minutes

A. CALL TO ORDER

Chair Alison O'Connor called the meeting to order at 5:02 pm

1. Roll Call

Bill Monroe
Sue Bielawski
Alison O'Connor
Rebekah Wilson
Wendy Ball
John Pankonin
DJ Calvin

Also Present: Town Forester Ken Kawamura
 Parks Operations Manager Bob Worthen
 Town Board Liaison Myles Baker (Absent)
 Administrative Specialist Kristy Zulkoski

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

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

3. Liaison Reports

Myles Baker/Town Board Liaison:
No Report

Mr. Kawamura:

- Mr. Hale (Town Manger) presented his State of Windsor Report-Town is growing by leaps and bounds, last year had a record breaking number of building permits, close to 31,000 population

4. Public Invited to be Heard

Ms. Janene Willey (Town Water and Sewer Board):

- Expressed interest in the Water Board being represented in some way at the Tree Symposium on February 23rd, Water Board could speak, John Thornhill/Greeley Water Resources Manager is willing to present, or simply come have a table display and speak to public in between sessions

B. Consent Calendar

1. Minutes from November 27, 2018

Ms. O'Connor reported on the following:

- Consent Calendar-should read August 28, 2018 and September 25, 2018 minutes were approved not July 24, 2018

- Board Discussion-downtown distribution of calendars/location update; Ms. O'Connor (North side of Main Street) and Ms. Ball (South side of Main Street)
- Communications from Chairperson and Board-Ms. O'Connor absent on 1/22/19 not 1/29/19; reason for January meeting date change

Ms. Ball moved to approve the November 27, 2018 minutes as amended. Mr. Pankonin seconded the motion. All members present voted Aye. Motioned carried.

C. BOARD ACTION

1. Election of Officers

- 7 position Board with 3 positions open-Currently held by Ms. O'Connor/Chair, Ms. Ball/Vice-Chair and Ms. Bielawski/Secretary
- One year term, not term-limited
- Discussion held on nominations

Mr. Monroe moved to nominate Ms. O'Connor, Ms. Ball and Ms. Bielawski for their current position by acclamation. Ms. Wilson seconded the motion. All members present voted Aye. Motion carried.

D. BOARD DISCUSSION

1. Arbor Day Planning

- Ms. Wilson visited the 5 elementary schools and Windsor Middle School, hand delivering poster contest distribution, Mr. Kawamura sent over to Melanie at Windsor Charter
- District contact is no longer available to coordinate due to reorganization, gave the okay to deliver to school offices
- Deadline for entries is February 15th, Mr. Kawamura will send out a reminder to schools and will be picked up from school offices on February 19th
- Will vote on poster winners at next scheduled Board meeting (winners will get shirts)
- Contact has been made with middle schools for poetry contest
- Mountain View and Tozer host school visits tentatively scheduled for April 19th
- Will need help putting together seedlings and goodies for winners (1st week of April)
- Poster celebration at the museum is April 11th from 5:30-7:00 PM
- Tree Sale pick up on April 20th from 10:00-12:00 PM at Parks Shops (190 N. 8th), will be delivered on the 18th, all trees are \$65.00 (at cost) and currently on sale

2. Educational Opportunities Update

- Hosted session at Clearview Library will be February 13th at 12:30 pm (pruning-Eric Hammond/Adams County) and May 8th at 12:30 pm (Meet the Invasives-Bill and Mary Monroe)
- Interest in joining with Water Board to conduct classes, nothing confirmed or established
- 2018-met all four outreach events, Talking with The Tree Board in June, two park audits, current focus on fee based class (Tree Symposium)
- Possibly do another fee based class in the fall or 2020
- Discussed future offerings and social media blasts based on higher water rates/irrigation/proper watering tips

3. Tree Symposium Update

- Saturday, February 23rd from 9:00 am-12:00 pm

- Flyer was presented which went out on social media, no information on how to register, looked as though it is day-of registration
- Discussion was held about marketing-how the word is getting out to the public (PR form?), the chain of process/procedure, the standard for what avenues the event will be publicized and being able to view any marketing materials before it goes out
- Possibility to have on-line pre-registration
- Role of Tree Board members during event-assisting with registration (2 people), food duty/set-up/restocking (1 person), general/technical questions (1-2 people)

E. COMMUNICATIONS

1. Communication from town Staff

- Moved 7 trees from Public Works parking lot to open space area
- Finish fall tree work by contractors
- Winter water
- Pruned 54 trees at Eastman Park
- Start to remove Christmas lights
- Review application for Horticulture Technician (position opened until filled)
- Start Arbor Day planning
- Finishing up Memo of Understanding with Treasure Island
- Working on one code violation cottonwood removal

2. Communications from Chairperson and Board

- Greeley Tree Care Workshop on Friday, February 22nd at Island Grove from 7:30 am - 3:30 pm, various speakers, Ms. Bielawski would like to attend, if any other members are interested, let Mr. Kawamura know by Friday, February 1st, registration will be paid by the Tree Board's budget
- Town website updated with Myles Baker as liaison, all current members had already been updated, will need a new group picture of the Board-possibly take at Tree Symposium

F. ADJOURN

Ms. Bielawski moved to adjourn. Mr. Pankonin seconded the motion. All members voted aye. Motioned carried. Meeting was adjourned at 6:22 pm

Submitted by:

Kristy Zulkoski, Administrative Specialist
Parks, Recreation, & Culture