



**TREE BOARD REGULAR MEETING**  
**August 27, 2019- 5:00 P.M.**  
Maple Room Community Recreation Center  
250 N. 11th Street, Windsor, CO 80550

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**Minutes**

**A. CALL TO ORDER**

Chair Alison O'Connor called the meeting to order at 5:04 pm

1. Roll Call

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

Also Present:                      Town Forester                      Ken Kawamura  
   Town Board Liaison                      Myles Baker  
   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. Bielawski seconded the motion. All members present voted Aye. Motion carried.**

3. Liaison Reports

Myles Baker/Town Board Liaison:

- Harvest Festival this weekend, parade on Monday
- Finishing 2 Roundabouts at New Liberty & 7<sup>th</sup> and New Liberty & CR13, 3 future roundabouts at CR5 and 392 corridor
- Public Art donation from Martin Lind – Pelicans New Liberty & 7<sup>th</sup> roundabout
- CR 5 widening / adding lanes – waiting on CDOT
- Meeting last night with CDOT about moving truck/commercial traffic through Main Street, wanting to divert 257/392 traffic through industrial area, collecting data from pinging cell phones
- CRC shutdown week last week
- 621 building permits so far, on pace to beat the record of 690
- Discussion from Martin Lind about more commercial growth in future Brands area
- Mash Lab restaurant expansion
- Mill / Tavern opening in October, Italian restaurant and brewery to follow
- Mr. Baker and Mayor are term limited in April

4. Public Invited to be Heard

No Report

**B. CONSENT CALENDAR**

1. Minutes from July 23, 2019

**Ms. Ball moved to approve the July 23, 2019 minutes as presented. Ms. Wilson seconded the motion. All members present voted Aye. Motioned carried.**

### **C. BOARD ACTION**

1. None

### **CI. BOARD DISCUSSION**

1. Quarterly goal update/set goals for 2020-2021
  - Met all goals for 2018-2019 with success
    - Four out-reach programs at the library
    - Coffee with the Tree Board pulled due to low attendance first time
    - Two fee-based classes (spring - completed & fall – scheduled for Sept.)
    - Two Park audits
    - Arbor Day / Calendar events
  - Mr. Wilson suggested aligning goals more with Town Board goals
  - Reviewed the Tree Board Mission statement
  - Future Goals / Events Discussion
    - Sponsored library events with Larimer County
    - Spring Workshop ½ day fee based class
    - Arbor Day / Calendar
    - Sick Tree Day
    - Fall evening drop in and learn seminars
    - Park Audit / Urban Forest Assessment - one a year
    - Inform Town Board of future issues of Emerald Ash Borer, Japanese Beetle, Water conservation, as needed, and based on time of year / diversity of Windsor's community
      - Year-end recap report from Tree Board / Forestry, could present at Town Board meeting or just add into meeting packet for January 13<sup>th</sup> or 27<sup>th</sup>
  - Ms. Wilson inquired about being Tree City USA and all of the new buildings coming in –Mr. Kawamura reported that requirements are being met
  - Tree Board Membership - Ms. O'Connor applied for new term, has not heard confirmation yet
2. Finalize plans for September educational event
  - September 24<sup>th</sup> 6:00-7:00 pm “What’s Sap with Windsor Trees: Sick Tree Day Recap” (in lieu of September’s Regular Meeting)
  - Spruce Room at CRC \$5 cash only at the door, no pre-registration, will need change box
  - Marketing - Posters (capitalize Windsor, add cash only) website, all affiliated social media outlets
  - Mr. Kawamura will send pdf poster to board members to share with neighborhood/HOAs
  - Ms. O'Connor will present and prepare handouts, include Larimer and Weld County extension resources
  - Provide coffee & tea / chocolates
  - Door Prizes - 2 Sick Tree Day Hats, certificate for landscape consultation with Ms. O'Connor and Mr. Kawamura
  - Table and chairs - classroom set up
  - Mr. Kawamura will check with front desk about credit cards for payment just in case

## **E. COMMUNICATIONS**

### **1. Communication from Town Staff**

- Reviewed Forestry Division Report – July & August Highlights
  - Microburst clean up
  - Renovate irrigation system on Main Street and Gazebo
  - Spray downtown Honeylocust for spider mites
  - Removed 9 trees
  - Pruned 38 trees for clearance
  - Cleaned up all roundabouts
  - Working on renovation at Founders Park in New Windsor
  - 8 landscape inspections
- Blake McGrew/Forestry Maintenance Tech and Lynn Morales/Horticulture Tech assisted at Treasure Island, horticultural visit with Ms. O'Connor, very impressive
- Emerald Ash Borer / Japanese Beetle no findings / reportings in Windsor

### **2. Communications from Chairperson and Board**

- Ms. Bielawski inquired about Trees, Peoples & Towns (when & where) – interest in attending

## **F. ADJOURN**

**Ms. Bielawski moved to adjourn. Ms. Ball seconded the motion. All members voted aye. Motioned carried. Meeting was adjourned at 6:17 pm**

Submitted by:

Kristy Zulkoski, Administrative Specialist  
Parks, Recreation, & Culture