



**TREE BOARD REGULAR MEETING**  
**February 25, 2020- 5:00 P.M.**  
Maple Room Community Recreation Center  
250 N. 11th Street, Windsor, CO 80550

---

**Minutes**

**A. CALL TO ORDER**

Alison O'Connor called the meeting to order at 6:09 pm

1. Roll Call

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

Also Present:                      Town Forester

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 as presented. Ms. Ball seconded the motion. All members present voted Aye. Motion carried.**

3. Liaison Reports

Myles Baker/Town Board Liaison:  
No Report

4. Public Invited to be Heard

No Report

**B. CONSENT CALENDAR**

1. Minutes from January 28, 2020

**Mr. Pankonin moved to approve the January 28, 2020 minutes as presented. Ms. Wilson seconded the motion. All members present voted Aye. Motioned carried.**

**C. BOARD ACTION**

1. Approve Arbor Day Poster Contest Winners

**Ms. Bielawski moved to approve the 2020 Arbor Day Poster winners as selected by the Tree Board. Ms. Ball seconded the motion. All members present voted Aye. Motioned carried.**

**D. BOARD DISCUSSION**

1. Arbor Day Planning

- Mayor Melendez will do the Arbor Day Proclamation at the Town Board meeting on April 13th at 7:00 pm
- Ms. Bielawski and Ms. Wilson will be in attendance and report out on behalf of the Tree Board if called upon (Tree Sale, Celebration at Skyview, 39th year as Tree City USA)
- April 17th at Skyview Elementary 1:45-2:30 pm, Junior Tree Board Pledge, Smoky the Bear (pick up on the 16th), CO State Forest Rep, will plant tree on site
- Presentation of winners to Town Board on April 27th at 7:00 pm

- Will follow up with Mr. Calvin about displaying at the library
- New shirts, dark blue with white print, will contact Paul about logo
- Tree Sale at Public Services Campus 922 N. 15th Street, will be publicized, need to check on access to gates for public pick up
- Seedlings will arrive the week of April 13th, Ms. Wilson and Ms. Bielawski will assist in packaging and sorting, for Skyview's 500 students and 60 staff

## **E. COMMUNICATIONS**

### 1. Communication from Town Staff

Mr. Kawamura –

- Parks now working out of Public Services Campus, housed with Operations, Fleet, Public Works, IT and HR, open house/grand opening on April 2nd from 5:00-7:00 pm
- Eric Lucas new Director of Public Services, will oversee PRC and Public Works, Director of PRC position TBD
- March Tree Board meeting at Public Services Campus, followed by quick tour of facility
- Horticulture position, seasonal for Treasure Island, hire by April 1st, \$13.92/hour
- Election on April 7th, Mr. Baker terms out, but in office until April 27th

### 2. Communications from Chairperson and Board

- Mr. Pankonin will be gone in March
- Trees, People & Town Conference on June 16th & 17th in Brookings, SD, Ms. Bielawski would like to attend, look into cost of registration which Ms. O'Connor suggested to be paid by Tree Board funds

## **F. ADJOURN**

**Mr. Ball moved to adjourn. Mr. Pankonin seconded the motion. All members voted aye. Motioned carried. Meeting was adjourned at 6:33 pm**

Submitted by:

Kristy Zulkoski, Administrative Specialist  
Parks, Recreation, & Culture