



TREE BOARD REGULAR MEETING

September 24, 2024 - 5:00 PM

Halfway Homestead, 33327 15th 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
3. Liaison Reports
 - Town Board Liaison
4. Public Invited to be Heard

B. CONSENT CALENDAR

1. Minutes (May 28, 2024)

C. BOARD REVIEW/DISCUSSION

1. **Halfway Homestead Landscape Audit**

D. COMMUNICATIONS

1. Staff
2. Board

E. ADJOURN

The Town of Windsor will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 674-2400 by noon on the Thursday prior to the meeting to make arrangements.



Tree Board Regular Meeting
May 28, 2024 - 5:00 PM
Community Recreation Center – 250 N. 11th Street
Windsor, CO 80550

MINUTES

A. CALL TO ORDER

MS. O'CONNOR CALLED THE MEETING TO ORDER AT 5:01 PM

1. Roll Call

Present: Alison O'Connor – Board Chair
John Brown – Vice Chair
Jim LaShell – Secretary
Sue Bielawski
Christine Ginnity (Absent)
Jason King
Lucy Thames

Jason Hallett – Town Board Liaison (Absent)

Also Present: Ken Kawamura – Town Forester
Kristy Zulkoski – Administrative Specialist

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

MR. LASHELL MOVED TO APPROVE THE AGENDA AS PRESENTED. MR. BROWN SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

3. Liaison Reports

Town Board Report/Mr. Hallett

- No Report
- Per Ms. O'Connor, Mr. Hallett will be reappointed to Tree Board

4. Public Invited to be Heard

- No Report

B. CONSENT CALENDAR

1. Minutes from March 26, 2024

MR. BROWN MOVED TO APPROVE THE MARCH 26, 2024, MINUTES AS PRESENTED. MR. LASHELL SECONDED THE MOTION. ALL MEMBERS

PRESENT VOTED AYE. MOTION CARRIED.

C. BOARD REVIEW/DISCUSSION

1. Sick Tree Day Discussion

- Next month in lieu of the June 25th meeting
- Invites will be sent out at the beginning of next week, email Mr. Kawamura if you know of other tree care professionals, he will send the master list to Ms. O'Connor for review
- Meet at Rec Center front patio at 4:30 pm, everyone else will arrive at 4:45 pm
- Waivers will need to be signed
- Order T-Shirts
- Snacks and drinks will be provided
- Ken will reserve vehicles
- Several social media posts will be released in coming weeks
- Limit to 50 visits, 13 registered as of now, six groups each with a Board Member and staff, Forestry staff will create the routes
- Copies of updated forms and Front Range Tree List
- Meet at Shoppey's Pizza for dinner following, Lynn will reserve eating space and pre-order pizza and salads

D. COMMUNICATIONS

1. Staff

- Mr. Kawamura
 - Volunteer tree planting at Public Services last weekend, thank you to Mr. Brown for helping out, about 25 volunteers, demonstration and then broke out into groups for planting, 10 total trees planted
 - Better promotion for Tree Sale next year, only 47 sold, Blake planted the leftovers around town, possible attendance by Communications representative at future meeting
 - Planted 75 annual pots around town, 16 hanging baskets and the annual bed at Boardwalk Park
 - Checked on the trees and shrub plantings at the Halfway Homestead, which is scheduled to be open early summer
 - Planted trees for outgoing Town Board members – American Lindens
 - Clearance pruning around town
 - Assisted engineering with trees in preparation for street overlay
 - Participated in the Touch-A-Truck event hosted by Public Works
 - Six landscape inspections (East Pointe, River Valley Crossing, Westwood Village, Fossil Creek Ranch, GWIP Linneage, Village at Ptarmigan
 - Continue to check and inspect for EAB when pruning, only identified in northside of Fort Collins, have not recommended any treatment yet
 - Treasure Island is looking great, Ms. Ginnity has done an outstanding job coordinating all the tasks and working around the construction
 - Welcome new employees – Elijah and Aiden

2. Board

- Mr. Brown
 - Inquired about the construction site near Treasure Island
 - Eastman Riverwalk Phase II which will include designated wetlands, boardwalk crossing, nature play, educational component, should be completed by the end of the summer
- Ms. O'Connor
 - Cheat grass needs to be mowed and bagged at Chimney Park
 - Low water demonstration garden in the future
- Mr. LaShell
 - Inquired about a useful app for identifying trees
 - PlantNet, Picture This, LeafSnap, Google Lens, I Naturalist, cross reference for validity
 - Inquired about future Park Audit
 - August - Halfway Homestead Site, Founders Green Park in 2025

C. ADJOURN

MS. BIELAWSKI MOVED TO ADJOURN. MS. THAMES SECONDED THE MOTION. MEETING WAS ADJOURNED AT 5:49 PM.

Submitted by: Kristy Zulkoski/Administrative Specialist

Tree Board Meeting
September 24, 2024
Halfway House Homestead Park Tree Audit

Species

Size

Condition

Site

Age Class

Diversity

Available Planting Space

Uniqueness

Notability

Accessibility

What tree would you like to be planted

Overall impression

Rating 1- needs improvement
2- minor improvement
3- satisfactory
4- good
5- excellent

WINDSOR HISTORIC
HOMESTEAD

WINDSOR, COLORADO
TOWN OF WINDSOR,
WINDSOR, CO 80550

- GENERAL NOTES
- THE DRAWINGS, SPECIFICATIONS AND OTHER DOCUMENTS ARE PART OF THE CONTRACT. THIS PROJECT IS THE PROPERTY OF THE ARCHITECT. ANY REVISIONS TO THE DRAWINGS MUST BE IN WRITING AND MUST BE APPROVED BY THE ARCHITECT. ANY REVISIONS TO THE SPECIFICATIONS MUST BE IN WRITING AND MUST BE APPROVED BY THE ARCHITECT. ANY REVISIONS TO THE CONTRACT DOCUMENTS MUST BE IN WRITING AND MUST BE APPROVED BY THE ARCHITECT. ANY REVISIONS TO THE CONTRACT DOCUMENTS MUST BE IN WRITING AND MUST BE APPROVED BY THE ARCHITECT.
 - CONTRACTORS AND SUBCONTRACTORS SHALL VERIFY ALL MATERIALS AND METHODS OF CONSTRUCTION BEFORE BEGINNING OR FABRICATION OF ANY WORK. DO NOT SCALE THE DRAWINGS.



NO.	REVISION FOR	DATE
1	REVISED DRAWINGS	12/15/2022
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LANDSCAPE
ARCHITECT
didierdesignstudio
LANDSCAPE ARCHITECTS

224 REMINGTON ST
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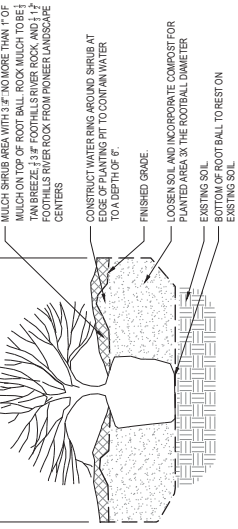
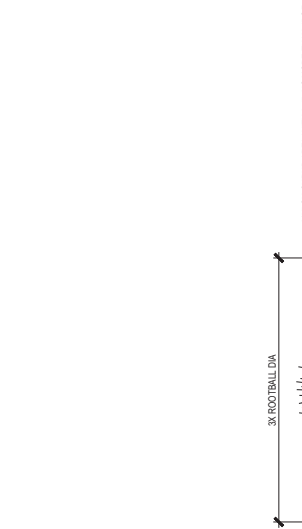
HYDROSYS SYSTEMS (NO)
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SUITE #200
LAKEWOOD, CO 80401 303.980.3227
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Project No.: 22-009.1 Date: 12/15/2022
Drawn: J.WALSH
Checked: ED
Sheet Title: Scale: AS SHOWN

PLANTING DETAILS

Drawing
Number:

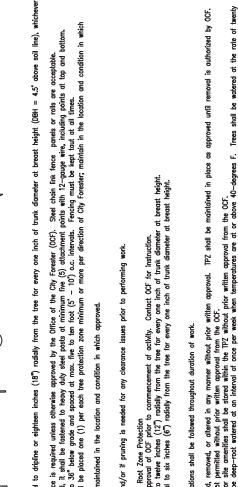
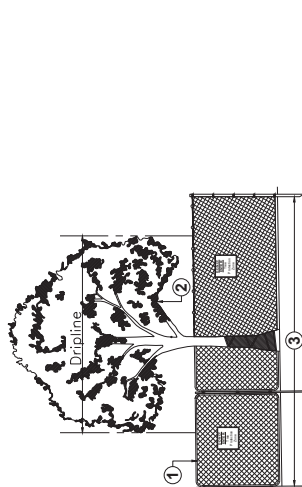
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NOTE: PROVIDE 1 LB/FT SAMPLE BAG OF ROCK MULCH FOR LANDSCAPE ARCHITECT APPROVAL.

SHRUB PLANTING
Scale: 1/12" = 1'-0"

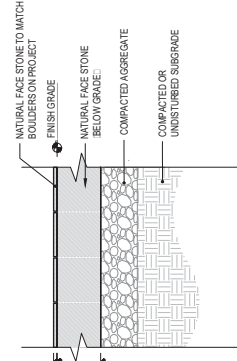
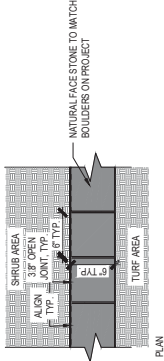
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NOTE: PROVIDE 1 LB/FT SAMPLE BAG OF ROCK MULCH FOR LANDSCAPE ARCHITECT APPROVAL.

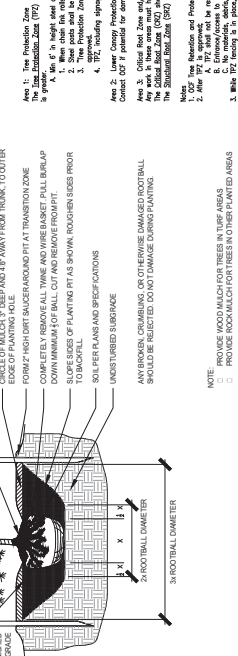
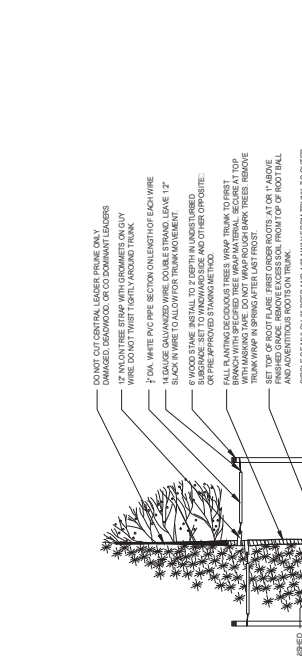
SHRUB PLANTING
Scale: 1/12" = 1'-0"

L3.10 PLANTING DETAILS.dwg



STONE EDGER
Scale: 1/12" = 1'-0"

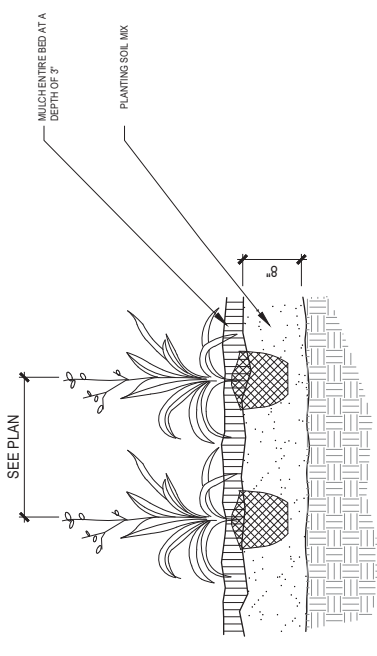
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NOTE: PROVIDE 1 LB/FT SAMPLE BAG OF ROCK MULCH FOR LANDSCAPE ARCHITECT APPROVAL.

GROUND COVER PLANTING
Scale: 1/12" = 1'-0"

L3.10 PLANTING DETAILS.dwg



GROUND COVER PLANTING
Scale: 1/12" = 1'-0"

L3.10 PLANTING DETAILS.dwg



MEMORANDUM

Date: September 17, 2024
To: Tree Board
From: Ken Kawamura, Town Forester
Re: Halfway House Park Tree Audit
Item #: C.2.

Background / Discussion:

One of the goals established for the Tree Board for 2024 is to audit a park throughout the year. The Halfway House is a historical site named for being the “halfway point” from Greeley to Fort Collins which provided travelers and their horses a place to rest during the journey. This newest addition to the Windsor Parks system was to be open to the public this year but due to the restoration schedule for the existing house, parts of the site is still under construction. This park will offer a variety of educational classes as well as other programming focusing on outdoors such as a community garden and native/historic plantings.

Financial Impact:

N/A

Recommendation:

The goal of the audit is to ensure the sustainability of the trees and provide feedback on the plant material used on the site.

Attachments:

Windsor Historic House Landscape Plan

FORESTRY DIVISION

September 24, 2024

Can you believe summer is almost over...where did the time go?! So much has been going on. Staff has been working on several projects such as landscape bed renovations, clearance pruning and many other tasks kept us all hopping. Oh, I forgot to mention the one and only (though has to be one of the most common names, but he corrected me that it is not so!) John Brown has now joined our team and has been a significant contributor due to his extensive knowledge of landscape irrigation. This comes at a great time as we begin to renovate many of the older landscape beds in town. Last Friday, the Society of American Foresters held their annual convention at the Ranch in Loveland and a select group took a technical tour to Windsor to hear about Urban and Community Forestry—Managing the Resource. Alison and I spoke to recovery from natural events and insect and disease epidemics. Windsor Tree Board is recognized as being very active and engaged with the urban forest. We would not be where we are without you all. Thank you to each of you for all you contribute!

Highlights from June/July/August are:

- Renovation of landscaping beds at Poudre Heights
- Clearance pruning
- Participated in Touch a Truck public engagement event
- Watering trees and pulling weeds
- Moved 10 trees at Highlands Park due to pickleball court install
- 5 landscape inspections (Maverik, Hollister Lake and Orchard Hill Elementary, Harmony Ridge Park, Windsor Historic Homestead)

We will walk the Halfway House and look and evaluate the trees and landscaping as part of the annual park audit. There are lots of great features of this site along with a piece of art commissioned by the Windsor Arts Commission.

Lots to cover, so let's get started....

Let's Keep Windsor Tree-rific!

