



TREE BOARD REGULAR MEETING

March 25, 2025 - 5:00 PM
Community Recreation Center, 250 N 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
3. Liaison Reports
 - Town Board Liaison
4. Public Invited to be Heard

B. CONSENT CALENDAR

1. Minutes (February 25, 2025)

C. BOARD REVIEW/DISCUSSION

1. Arbor Day 2025 Update and Final Planning
2. 2025 Event Planning

D. COMMUNICATIONS

1. Staff
 - a. Staff Update
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
February 25, 2025 - 5:00 PM
Public Services Facility – 922 N. 15th Street
Windsor, CO 80550

MINUTES

A. CALL TO ORDER

MS. O'CONNOR CALLED THE MEETING TO ORDER AT 6:06 PM

*Work Session held beforehand for reviewing and voting purposes of posters

1. Roll Call

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

Brian Jones – Town Board Liaison

Also Present: Ken Kawamura – Town Forester
Blake McGrew – Forest Maintenance Technician
Lynn Morales – Horticulture Technician
Kristy Zulkoski – Administrative Specialist

Welcome to Georgene Sackerson – new to Colorado, interested in local trees, sounds like a fun board, goes by “Gigi”

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

MS. BIELAWSKI MOVED TO APPROVE THE AGENDA AS AMENDED. MS. GINNITY SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

3. Liaison Reports

Town Board Report/Mr. Jones

- Time off for the recent Monday holidays
- Under contract for open space north of new middle school site, 300 acres, \$21M, private land, will need to do minor improvements, but will be left as open space, closes on April 15th, originally slated for 490 homes, Town's goal is to acquire a total of 1,300 acres
- Special election was held last Tuesday – all charter amendments passed, marijuana did not pass
- Esh's is under construction
- Will provide King Soopers update next meeting, Severance will get 10% sales

tax, opening early 2027, on the final phase of capital committee goal, once finalized the Town will ask for a build schedule, 123,000 square feet

4. Public Invited to be Heard

- No Report

B. CONSENT CALENDAR

1. Minutes from January 23, 2025

- Mr. Jones was present at the January Meeting

MR. BROWN MOVED TO APPROVE THE JANUARY 23, 2025, MINUTES AS AMENDED. MS. SAKERSON SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

C. BOARD REVIEW/DISCUSSION

1. Approve Arbor Day Poster Contest Winners for 2025

- Each school will be awarded a First Place, Second Place, Third Place and Honorable Mention winner
- Winners will be featured in the 2026 calendar, will need to consider a different layout with seven schools now, First and Second Place winners will be featured for each month, tree tips on sidebars
- First Place selections from all schools were reviewed and voted on, Overall Winner will be featured on calendar cover
- School Submissions
 - District
 - 2024 – 73, teachers, 1193 posters, 7 poems
 - 2025 – 97 teachers, 1462 posters, 5 poems
 - Tozer
 - 2024 – 330
 - 2025 – 218
 - Mountainview
 - 2024 – 13
 - 2025 – 13
 - Grandview
 - 2024 – 85
 - 2025 – 74
 - Skyview
 - 2024 – 124
 - 2025 – 72
 - Windsor Charter Academy
 - 2024 – 641
 - 2025 – 525
 - Orchard Hill
 - 2025 – 340
 - Hollister Lake
 - 2025 – 218

MS. BIELAWSKI MOVED TO APPROVE THE WINNERS THAT WERE VOTED ON

FOR THE 2025 ARBOR DAY POSTER CONTEST. MS GINNITY SECONDED THE MOTION. ALL MEMBERS PRESENTED VOTED AYE. MOTIONED CARRIED.

2. Arbor Day Update

- Proclamation will be read at the April 14th Town Board meeting
- Seedling packaging (1,800) is Tuesday April 15th from 9:00 am -1:00 pm at Public Services Facility
- School Celebrations will be April 18th
 - Grandview 8:30 – 9:15 am
 - Orchard Hill TBD, will meet with the principal on Thursday
 - Same celebration agenda as previous years
- Trees (116 total, 22 species) will be delivered on April 17th, sale on the 19th, meet at Public Services Facility at 9:00 am
 - Video Reel with Communications is Monday at Main Park, Ms. Bielawski, Mr. Brown and Ms. Ginnity are the stars, Ms. O'Connor will provide the script
- Recognition of winners is on April 28th at 4:45 pm
- Will discuss final details at March meeting

D. COMMUNICATIONS

1. Staff

- Mr. Kawamura
 - Hired two part-time staff, recently lost one of them, one part-time position now open
 - Snow clean up almost every other day for the last couple of weeks
 - Magical Forrest event was held on Saturday at new location north of Police Department
 - Attended Pro Green conference
 - Blake McGrew and John Ward removed all downtown lights

2. Board

- Ms. Bielawski
 - Thanks to Mr. Kawamura and Ms. Morales for organizing and narrowing down poster contest submissions
 - Greeley Tree Conference was well attended and very interesting, people worked together to discuss many issues

C. ADJOURN

MR. BROWN MOVED TO ADJOURN. MS. THAMES SECONDED THE MOTION. MEETING WAS ADJOURNED AT 7:00 PM.

Submitted by: Kristy Zulkoski/Administrative Specialist

FORESTRY DIVISION

March 25, 2025

Spring is here! The longer, warmer days are welcome as we start gearing up for the upcoming season. We lost a part time staff after only two weeks but that's ok as we have already replaced this person as we welcome new staff member Samuel. Blake has been busy pruning trees at Main Park and assisting open space by removing trees along the banks of the #2 Ditch. We have also been busy preparing for the Arbor Day Celebrations ordering trees and prizes and coordinating the events at Grandview and the brand new Orchard Hill Elementary. Lynn and I met with the new Principal and she is very excited to host the celebration as she has a great idea of starting an orchard of various fruit trees and we are going to help start it! And just for the record, you all did a fantastic job shooting the reel to promote the tree sale. The video should be coming out soon!

Highlights from February are:

- Continue pruning trees around town
- Stand up blown over spruce tree at Northern Lights
- Attended Health and Happiness Event at Hollister Lake Elementary
- Plan to dismantle forts at Magical Forest and chip up and recycle used Christmas trees
- Removed stump at Halfway House
- Completed removal of holiday lights on trees downtown
- Freshen up downtown pots
- Apply pre-emergent to minimize sprouting weeds
- 1 landscape inspections at Kyger Open Space

We will be discussing and finalizing plans for this year's Arbor Day events scheduled at Grandview and Orchard Hill and all other activities. We will then discuss any new plans for events for this year. It's going to be a very busy next few weeks!

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

Let's Keep Windsor Tree-rific!

