



## TREE BOARD REGULAR MEETING

May 27, 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 (March 25, 2025)

#### C. BOARD REVIEW/DISCUSSION

1. **Arbor Day 2025 Recap**
2. Sick Tree Day Discussion

#### D. COMMUNICATIONS

1. Staff
  - a. May 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**  
March 25, 2025 - 5:00 PM  
Community Recreation Center – 250 N. 11<sup>th</sup> Street  
Windsor, CO 80550

**MINUTES**

A. CALL TO ORDER

**MS. O'CONNOR CALLED THE MEETING TO ORDER AT 5:03 PM**

**Roll Call**

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

Brian Jones – Town Board Liaison

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

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

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

2. Liaison Reports

Town Board Report/Mr. Jones

- Board voted last night to give the new King Soopers (392 & Hollister Lake northeast corner) another incentive package to buy more land which will include eleven pad sites instead of five tied specifically to restaurants, break ground next year, estimating spring of 2027 for opening
  - Mr. LaShell inquired if the current King Soopers renovation includes tree replacement
    - They are aware of the issues, must follow code
  - Mr. Brown made the suggestion to put in wider parking spots in new parking lot
    - Will take that into consideration
- Ad Hoc Charter Committee starting back up next Wednesday, will have two to three meetings to go through the rest of charter items and will be on the April 2026 ballot along with the mayor election (two-year term) and other town board seats, mayor will then resume to a four-year term in 2028

3. Public Invited to be Heard

- No Report

B. CONSENT CALENDAR

1. Minutes from February 25, 2025

**MR. BROWN MOVED TO APPROVE THE FEBRUARY 25, 2025, MINUTES AS PRESENTED. MS. SACKERSON SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.**

C. BOARD REVIEW/DISCUSSION

1. Arbor Day 2025 Update and Final Planning

- April 14<sup>th</sup>, 7:00 pm – Arbor Day Arbor Day Proclamation at Town Board Meeting, Mayor will read, Ms. Ginnity will attend
- April 15<sup>th</sup>, 9:00 am – 1:00 pm – Seedling packaging at Public Services Building H, Ms. Ginnity and Mr. Brown will assist since full-time staff will be at training in Greeley, 1,800 seedlings, 650-750 per school, extras for other giveaways, Mr. LaShell, Ms. Sackerson, Ms. Bielawski, Ms. Thames and volunteers will also be attending
- April 17<sup>th</sup> – Tree sale delivery, staff will help unload and store
- April 18<sup>th</sup> – School celebrations
  - Grandview Elementary – 8:30 – 9:15 am, arrive at 8:10 for check-in, will include student performance
  - Orchard Hill Elementary – 10:15 – 10:45 am, outside event weather permitting, no need to check in, commit to one or two different kinds for planting for future orchard, Ms. O'Connor will contact Scott about an Apple Tree
- April 19<sup>th</sup>, 10:00 am – 1:30 pm – Tree Sale, arrive at 9:30 am, lunch following, sixteen sold so far, promotion reel will be coming soon, will make arrangements for pick up if buyer cannot make it
- April 22<sup>nd</sup> – Tree Board Regular Meeting cancelled, next Meeting May 27<sup>th</sup>
- April 28<sup>th</sup>, 4:30 – 5:45 pm – Town Board recognition for poster and poetry contest winners, north shelter at Main Park, arrive at 4:30 pm
- Lynn is getting all the prizes ready for winners

2. 2025 Event Planning

- Last Tree Walk was not very successful
- Fall Tree Tour – end at brewery or restaurant, scheduling could be difficult based on Mother Nature
- June 24<sup>th</sup> – Sick Tree Day, dinner at Shoppey's afterwards, Rec Center has always taken care of all the registrations, don't always get all the details, online registration this year, link within the Activity Guide, could create a Google form with more detail and upload photos, way to screen out for more quality visits and use to follow up for further information from initial registrations, Forestry email for the Town can go to Mr. Brown, digital record keeping last year vs. paper during visit, customize packet/information for particular visit
- July 22<sup>nd</sup> – Park Audit at Coyote Ridge in lieu of Regular Meeting
- August 26<sup>th</sup> – Park Audit at Chimney Park in lieu of Regular Meeting

- September 23<sup>rd</sup>, 5:00 – 6:00 pm – Great Tees of Windsor Tour, possible partnership with Historic Preservation Committee, 8-10 passengers on each bus
- October 28<sup>th</sup>, 5:00 pm – Regular Meeting, review tree inventory results with Davey Resource Group

## D. COMMUNICATIONS

### 1. Staff

- Mr. Kawamura
  - Davey Resource Group taking inventory of all urban forest trees, Tree Keeper management system is set up, will have data in a couple of weeks, will train staff, Main Park is done, searchable, 205 trees, accessible by the public, website – present at meeting in October for Tree Board, could create a map, incorporate in Tree Tour, book display at library
  - New hire for part-time, starting hopefully next week
  - Lynn participated in Happiness and Health at Hollister Lake Elementary sharing insights about the Forestry Department and what they do, over 500 participants attended
  - Spruce uprooted at Northern Lights Park, no roots on one side, but still intact, stood it up and replanted
  - Continue pruning trees around town
  - Plan to dismantle forts from Magical Forest and chip up and recycle used Christmas trees
  - Removed stump at Halfway Homestead
  - Completed removal of lights on downtown trees
  - Freshen up downtown pots
  - Apply pre-emergent to minimize sprouting weeds
  - One landscape inspection at Kyger Open Space

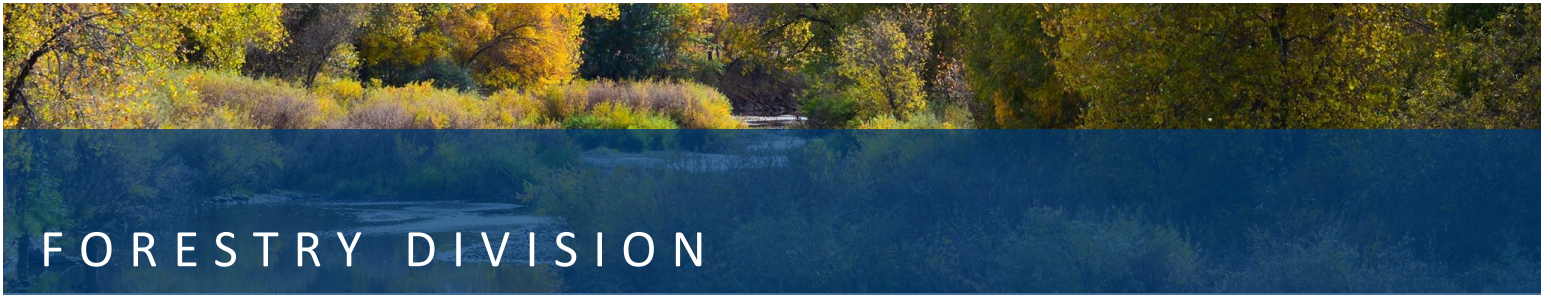
### 3. Board

- Ms. Ginnity
  - Some concern about making sure what kind of trees can be drawn for poster contest and artist interpretation of a tree and the theme
    - Accept artistic or accurate representations and interpretation of the theme, will review the rules and look at other revamps for the contest, would be beneficial for teachers
  - Blake was wondering about the trees taken out by the school district admin building, Caitlin pulled up some photos of the area from around 1972-1974

## C. ADJOURN

**MS. O'CONNOR MOVED TO ADJOURN. MR. BROWN SECONDED THE MOTION. MEETING WAS ADJOURNED AT 6:09 PM.**

Submitted by: Kristy Zulkoski/Administrative Specialist



# FORESTRY DIVISION

May 27, 2025

I hope you are all rested up after the very successful Arbor Day this year! The new principal at Orchard Hill was very impressed with the celebration and loves the trees we planted to start off her orchard. The Staff has been busy fighting weeds and hopefully get on top of this. We welcome new staff member Michael as he will be assisting us all and we are looking for one more seasonal staff to help us this year. Blake has been busy with spring tree plantings and Lynn has planted all the annuals around town and we are looking forward to another beautiful display this year! We also did a final landscape walkthrough for both the new police facility and the halfway homestead that will be open to the public!

Highlights from April and May are:

- Continue pruning trees around town
- Hired contractor to remove trees at 7th and Eastman Park Dr.
- A large cottonwood was removed on Walnut Street
- Working on plant replacements in landscape beds and roundabouts
- Working on irrigation repairs
- Preparing 2026 budget
- Celebrated the end of the snow season
- 1 landscape inspection South Hill 15th

We start off this meeting debriefing of this year’s Arbor Day events at Grandview and Orchard Hill. We will talk about what worked and challenges from the tree sale and what worked well for the contest winner recognition event. Then we’ll discuss plans for this year’s sick tree day event scheduled in place of our next month’s meeting in June.

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

Let’s Keep Windsor Tree-rific!

