



TREE BOARD REGULAR MEETING
July 22, 2025 - 5:00 PM
Coyote Gulch Park, 7005 Aladar Drive, 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 27, 2025)

C. BOARD REVIEW/DISCUSSION

1. Walk Coyote Gulch Park and Evaluate Landscape

D. COMMUNICATIONS

1. Staff
 - a. May and June 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
May 27, 2025 - 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 5:00 PM

Roll Call

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

Brian Jones – Town Board Liaison

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

1. 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. MS. THAMES SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

2. Liaison Reports

Town Board Report/Mr. Jones

- Annual Advisory Board Appreciation Night Invitation – July 10th at 5:30 pm, Summer Concert Series at Boardwalk Park, RSVP to Kaitlyn Cinnamon by July 3rd
- Historic Preservation is doing an Open House at the Halfway Homestead/Dickey Farmhouse this Friday from 5:00-7:00 pm, short presentation and tour
- Last round of Ad-Hoc Charter Committee, recommendations will go Town Board on June 9th
- Coffee with Mayor is June 13th, 10:00 am at the police station

3. Public Invited to be Heard

- Nancy Frazee – serves on the Planning Commission as an Alternate, the Ad Hoc Committee and was the Chair for the committee educating the

community about the amendments to the Charter

B. CONSENT CALENDAR

1. Minutes from March 25, 2025

MR. BROWN MOVED TO APPROVE THE MARCH 25, 2025, MINUTES AS PRESENTED. MR. LASHELL SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

C. BOARD REVIEW/DISCUSSION

1. Arbor Day 2025 Recap

- Very successful events, schools were really prepared
- Planted two Crab Apple trees at Orchard Hill Elementary to start future orchard
- Tree Sale
 - 112 trees total, 20 different species, quality was amazing, heavy advertising, sold 66, Pear tree sold the most, excess gets planted around town by staff
 - Possibly contact participants from Sick Tree Day to notify them about the sale
 - Use of more photos for advertising, include tree rating (Front Range Recommended Tree List), promote on scrolling screen at CRC
 - Option of getting smaller species for those who have smaller properties
 - Huge thank you to Mr. Kawamura and the staff for all the preparations
- Recognition with Town Board went really well
- Ms. Thames – social media for Raindance and Orchard Hill had many seedlings trying to be re-homed

2. Sick Tree Day Discussion

- June 24th in lieu of regular meeting, meet at CRC front patio at 4:30 pm, Mr. LaShell and Mr. Jones will be out of town
- Need to invite professionals to join, 4:45 pm arrival
- Visit about 50 homes to diagnose trees, about 16 registered so far, more promotions to come
- Mr. Kawamura will create maps for each group
- Still looking at a different process for registrations to include more info about the tree and include a photo or is the current process adequate enough
- 5-10% of homeowners are not there upon arrival, send reminders to encourage attendance, Ms. O'Connor will draft an email
- Bottled water and snacks will be provided
- Wear your shirt, Mr. Kawamura will check inventory and order more, if needed
- Dinner at Shoppey's afterwards

D. COMMUNICATIONS

1. Staff

a. May Update

- Planting leftover trees from Tree Sale
- Continuing pruning trees around town
- Pots downtown
- Hired contractor to remove dead trees on 7th Street and Eastman Park Drive across from church, private property
- Removed large cottonwood on Walnut Street
- Planted replacements in landscape beds and roundabouts
- Working on irrigation repairs
- Preparing 2026 budget
- Celebrated end of the snow season
- One landscape inspection – South Hill 15th
- Fully staffed, interview today and will make the offer tomorrow

3. Board

- Ms. Thames
 - Concerned that Raindance has places where trees should be and aren't - contacted the HOA, no enforcement or care from the Town, agreement that trees are to be planted in the tree lawn, Town jurisdiction with the Master Plan and the initial landscape plan
 - Mr. Jones - HOA is probably not advertising on purpose for not enforcing guidelines
 - Mr. Hale - State laws changed after Raindance planning, Town focuses on right aways/gateways/entrances on initial acceptance, can look into it (Blossom Grove and nearby cul-de-sacs), but also inquire with HOA Board what tree planting is not happening
- Ms. O'Connor
 - Noted budget cuts everywhere, inquired what that looks like for the Town/Tree Board
 - Mr. Hale - most federal cuts don't hit us, locally inflation has flattened out, discussions with Town Board, will affect percentage of CIP fund and Operations, Work Session for first reading in June, short term fix, Forestry – keep same budget, staff, maintain what we have
 - Park Audits at Coyote Ridge Tuesday, July 22nd and Chimney Park Tuesday, August 26th
 - Juniper-Hawthorn Rust spotted in Northern Colorado, will send photos

C. ADJOURN

MS. BIELAWSKI MOVED TO ADJOURN. MR. BROWN SECONDED THE MOTION. MEETING WAS ADJOURNED AT 5:52 PM.

Submitted by: Kristy Zulkoski/Administrative Specialist

Tree Board Meeting
July 22, 2025
Coyote Ridge 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



Plant List

NO.	SYM.	QTY.	DATE	COMMON NAME	BOTANICAL NAME	HEIGHT	WIDE	WIND/SHADE
100	100	1	1/20
101	101	1	1/20
102	102	1	1/20
103	103	1	1/20
104	104	1	1/20
105	105	1	1/20
106	106	1	1/20
107	107	1	1/20
108	108	1	1/20
109	109	1	1/20
110	110	1	1/20
111	111	1	1/20
112	112	1	1/20
113	113	1	1/20
114	114	1	1/20
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196	196	1	1/20
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198	198	1	1/20
199	199	1	1/20
200	200	1	1/20

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WINDSOR 25

 Parks, Recreation & Culture

 301 West Street

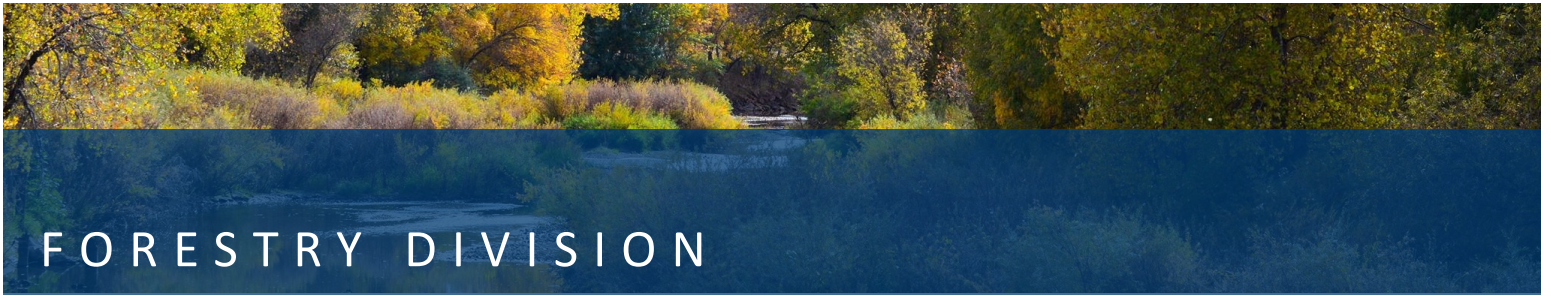
 Windsor, CO 80550

Coyote Gulch

 Park

 Site Improvements

WINDSOR



FORESTRY DIVISION

July 22, 2025

Summer is here and it has been hot! We have had a couple of microbursts that have kept us on our toes but are fortunate we have not had the severe weather other parts of the country has experienced. We have been busy keeping up with watering all the newly planted trees and all the annual flower pots around town. Blake has been busy keeping all the trees pruned so that there is clear visibility of all the traffic signs and keeping them lifted over streets and sidewalks. Lynn has done a tree-mendous job keeping up on all the planting in beds in the parks and all the roundabouts in town. This time of year, all of our staff are busy keeping things maintained and looking good and planning for cooler activities come fall.

Highlights from May and June are:

- Set up wildlife habitat at Windsor Lake
- Bison Ridge Park planting beds renovated
- Dead trees at 7th and Eastman Park Drive were removed
- Working on plant replacements in landscape beds and roundabouts
- Working on irrigation repairs
- Continue pruning rotation
- Sprayed elm trees for elm scale
- 3 landscape inspection South Hill 15th, Trautman, Prairie Song

We will walk Coyote Gulch Park and look and evaluate the trees and landscaping as part of the annual park audit. This park was built and installed ten years ago so will be a great opportunity to see how the trees and landscaping has established.

Lastly, it is with heavy heart to announce the passing of a long time supporter of this board and a very good friend, Tony Koski has passed after a very courageous bout with cancer. He will be greatly missed and our thoughts are with him and all his family and close friends.

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

Let's Keep Windsor Tree-rific!

