



TREE BOARD REGULAR MEETING
September 23, 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 (August 26, 2025)

C. BOARD REVIEW/DISCUSSION

1. Tour Forestry Related Site

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
August 26, 2025 - 5:00 PM
Chimney Park, 421 Chimney Park Drive
Windsor, CO 80550

MINUTES

A. CALL TO ORDER

MS. O'CONNOR CALLED THE MEETING TO ORDER AT 5:11 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 (Absent)

Brian Jones – Town Board Liaison (Absent)

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. MS. BIELAWSKI SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

2. Liaison Reports

Town Board Report/Mr. Jones

- No Report

3. Public Invited to be Heard

- No Report

B. CONSENT CALENDAR

1. Minutes from July 22, 2025

MR. BROWN MOVED TO APPROVE THE JULY 22, 2025, MINUTES AS PRESENTED. MS. BIELAWSKI SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

C. BOARD REVIEW/DISCUSSION

1. Walk and Evaluate Chimney Park Landscape (Notes submitted by Mr. LaShell)

- Not sure of exact build date, most likely early 80's
- Completely redone in 2009 due to park being destroyed by the tornado in 2008, some trees were spared, but volunteers planted a couple hundred trees that were lost
- Tree diversity is really great, good age canopy, every tree has a really awesome root flare
- Aaron Cook ball field was converted to artificial turf this year
- The pool has done several renovations over the years
- Serious
 - Nearly all the trees have been damaged by weed-wackers cutting into the bark and/or lawn mowers bashing into the trunks and causing damage
 - While not all damage is life threatening, the wound opens the trees up to pests and disease and present a significant threat to their longevity
 - The most troubling issue is this problem has been observed repeatedly during park audits
- Modest
 - Black Locust on the southwest corner of the park has been attacked by Locust Borer Beetles and is in rough shape
 - A fair number of trees are missing on the west side of the ballfield adjacent to Zero Street, between Locust and Oak
 - Four Ash trees west of the pool (1 large & 3 medium) will need to be treated for EAB
- Minor
 - Canada Red Chokecherry, east of the playground, needs long branch-stub trimmed
 - Blue Spruce between the ballfields, near Zero Street and Oak Street, has another tree growing inside of its canopy that needs to be removed
 - The Tree Board might consider bringing in some saws and pruners to future audits to rectify minor trimming problems during the audit
- Grass
 - Grass behind dugouts is struggling greatly and much is dead, Linden trees nearby benefit from sod's irrigation, but a new landscape strategy would be beneficial
 - Tahoma (bermudagrass) on the south side of the park looked very good and seemed to be holding up well
 - Buffalo grass on the southwest side of the park was filled with a lot of other annual grasses and weeds

D. COMMUNICATIONS

1. Staff

a. Staff Report

- Harvest Festival happening over Labor Day weekend, pruning trees along parade route and at Main Park to keep things as safe as possible, keeping all shrub beds and flowers beautiful for all who attend
- Enlisted Shane Hale/Town Manger to assist with pruning up several trees along 7th Street just in time for the anticipated completion of the bridge over the Poudre River
- In the process of hiring a part-time position
- Inspect lightning strike at Aberdour Park

- Pruning trees along Jacoby Road for speed radar
- Working on tree gate tripping hazards downtown
- Plant replacements in landscape beds and roundabouts
- Irrigation repairs
- Continue pruning rotation
- Sprayed trees downtown for insect control
- Two landscape inspections (Prairie Song and Travenna)
- Calendars – got a jump on things and sent off for printing so distribution can happen earlier, receive hopefully by the end of September, recycle tree tips from what was done in the past or take from the Master Garden calendar, may still need letter and some photos

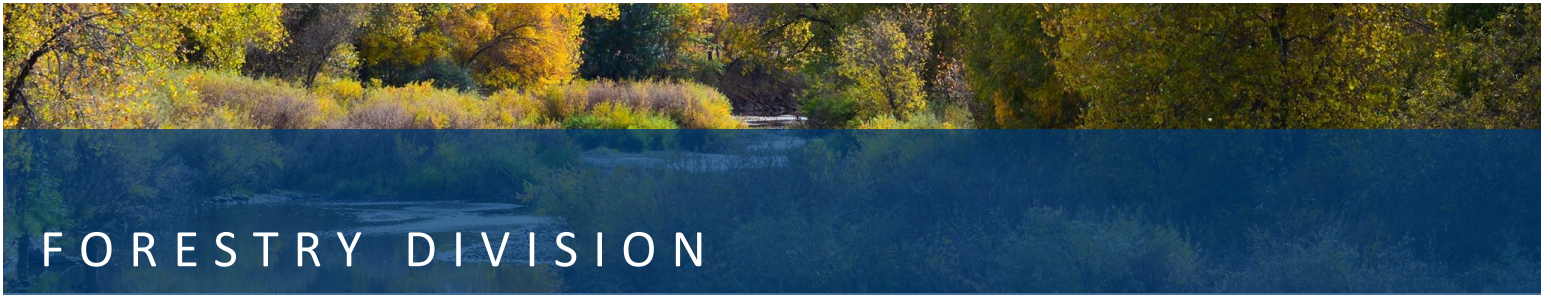
2. Board

- Ms. Bielawski
 - Inquired about the Poudre Trail under the 7th Street bridge
 - Still working on it, not aware of completion timeframe
 - All of the planters are always really nice, but especially the ones on Main Street, look spectacular this year
 - Will pass along praise to Lynn and Conery for their work on them
 - Mr. Brown has been a great blessing to the team, as well, especially with irrigation maintenance
 - Enjoy seeing the roundabouts and more native plantings
 - In the process of renovating roundabouts along Eastman Park Drive – Cornerstone, 7th Street and 3rd Street
- Ms. O'Connor
 - September Regular Meeting - Park/Tree Tour for Board Members and possibly a guest if space is available on bus
 - Ms. O'Conner and Mr. LaShell will not be in attendance
 - Ms. Bielawski suggested a special Tree Tour for Town of Windsor Volunteers next year, coordinate with Maddi Cheek/Volunteer Coordinator

C. ADJOURN

MS. BIELAWSKI MOVED TO ADJOURN. MS. SACKERSON SECONDED THE MOTION. MEETING WAS ADJOURNED AT 6:28 PM.

Submitted by: Kristy Zulkoski/Administrative Specialist



FORESTRY DIVISION

September 23, 2025

It is starting to feel like autumn as it should as today officially is the second day of Fall. Now that we have recovered from all the Harvest Festival chores we are back to maintaining trees, beds and flowers around town. Blake is also preparing for the fall planting where we will be replacing around twenty park and street trees. Lynn renovated the roundabouts along Eastman Park Drive and is preparing for next season's annual flower plantings. Blake and I will be attending this year's ISA conference in Breckenridge the beginning of October and we are looking forward to learning the latest trends and networking with our cronies!

Highlights from September are:

- Completed roundabout renovations along Eastman Park Dr
- Working on plant replacements in landscape beds
- Assisted Arts and Culture installing art sculpture at Windsor Lake
- Continue pruning rotation
- Clean up fallen branch from elm at Main Park
- Clean up downtown beds
- 1 landscape inspections Windshire 6th

This month's meeting we will tour some of the more significant trees and tree stands in town. We will also visit some of the new developments and finish by walking a couple of our newest open space acquisitions.

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

Let's Keep Windsor Tree-rific!

