



TREE BOARD REGULAR MEETING
February 24, 2026 - 5:00 PM
Public Services 922 N. 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 (January 27, 2026))

C. BOARD ACTION

1. Approve 2026 Arbor Day Contest winners as selected previously

D. BOARD REVIEW/DISCUSSION

1. Arbor Day 2026 Planning

E. COMMUNICATIONS

1. Staff
2. Board

F. 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

January 27, 2026 - 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
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. MS. GINNITY SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

2. Liaison Reports

- Town Board Report/Mr. Jones
 - Approved 2026 Town budget in late November
 - Reviewed the WDA budget
 - Water rate increase due to new sewer treatment plant, budget increase tripled of what was budgeted of \$50M, will accommodate growth and easy to expand, water main replacement by Safeway
 - Election season started as of 5:00 pm yesterday – District 2, 4, 6, and mayor two year will be on ballot, District 6 and Mayor have challengers, election is April 7th
 - Completed updates to ordinances in order to match state regulations and compliance
 - King Soopers breaking ground is unknown, working on last bit of design and road infrastructure, still planning for 2027 Q1 completion
 - AI data center is not in Windsor but unincorporated Weld County, water rate increase does not support this
 - IGA with Greeley for infrastructure for Cascadia project, approximately

- \$15M
- Colorado Blvd. and Crossroads stop light will turn into a two-lane roundabout, likelihood of fatality or major injuries is much lower, doesn't slow traffic as much
- No update on Walmart, coming, but don't know when

3. Public Invited to be Heard

- No Report

B. CONSENT CALENDAR

1. Minutes from October 28, 2025

MR. BROWN MOVED TO APPROVE THE OCTOBER 28, 2025, MINUTES AS PRESENTED. MR. LASHELL SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

C. BOARD REVIEW/DISCUSSION

1. Election of Officers

- Current Offices held
 - Chair – Ms. O'Connor
 - Co-Chair – Mr. Brown
 - Secretary – Mr. LaShell

MS. THAMES MOTIONED TO VOTE BY ACCLAMATION IN ORDER TO APPROVE MS. O'CONNOR IN HER CURRENT POSITION AS CHAIR AND MR. LASHELL IN HIS POSITON AS SECRETARY. MS. SACKERSON SECONDED THE MOTION. ALL MEMEBERS PRESENT VOTED AYE.

MR. BROWN MOTIONED TO NOMINATE MS. THAMES FOR CO-CHAIR. MR. LASHELL SECONDED THE MOTION. MS. THAMES ACCEPTED THE NOMINATION. ALL MEMEBERS PRESENT VOTED AYE.

2. Arbor Day 2026 Planning

- February 24th – poster contest judging at Public Services 5:00 pm, dinner provided
 - Sent out contest information to the seven participating schools, new principal at Mountain View, hoping for more participation
 - Discussion was held on including all Weld RE-4 School District elementary schools, will discuss further on how to accommodate presentations at all schools
 - New process – judge all grades together as a whole, six winners from each school, one District Winner K-5 will have full page in calendar, Overall Winner on cover and January
 - Forestry Staff will screen for requirements, sort and bring the best ones prior to judging
 - Student first name in lower right corner
 - Must include correct spelling
 - Museums will display posters at CRC as an exhibit

- Poetry Contest for middle schoolers is status quo for this year, possible change for future to include photography/music/videos
- March 5th – Tree Board Class at Clearview Library 5:30 – 7:00 pm
 - What the Tree Board does, promote Tree Sale, answer questions
 - Library will do promotion, will reach out to Windsor Chamber and WDA and look into putting info on digital entry signs
- April 2nd – Tree Board Class at Clearview Library 5:30 – 7:00 pm
 - Tree planting care and preventative maintenance
 - Library will do promotion, will reach out to Windsor Chamber and WDA and look into putting info on digital entry signs
- Week of April 6th – seedlings scheduled to come, 2,000 ordered
 - Will reach out to Erica Wharton for help from volunteers
- April 17th – Colorado Arbor Day, there is no school that day
- April 13th works for Tozer and the Board for school celebration, will reach out to Charter Elementary and Hollister to see if they can host same day
- April 13th – Arbor Day Proclamation at Town Board 7:00 pm, Ms. Sackerson and Ms. Thames will be attending & speaking
- April 18th – Tree Sale at Public Works 9:00 am – 1:00 pm (times to be confirmed), registration is available now, promotion coming
- April 27th – Winners recognition prior to Town Board Meeting at Main Park 5:00 – 5:30 pm, reserve shelter, Ms. O'Connor will bring PA system
- Cancel April 28th Regular Tree Board Meeting
- Meeting with Hollister Lake principal tomorrow, new school and approved landscape plan, thinking about tree management for long term and future tree planting, option to donate behind high school, Mountain View or Northern Lights Park

MS. GINNITY MOVED TO INCLUDE ALL WELD RE-4 ELEMENTARY SCHOOLS IN THE POSTER CONTEST STARTING IN 2027. MS. THAMES SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTIONED CARRIED.

MR. BROWN MOVED TO CANCEL THE APRIL 28, 2026 REGULAR MEETING. MS. GINNITY SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTIONED CARRIED.

D. COMMUNICATIONS

1. Staff

a. January Report

- Christmas lights downtown turned off yesterday
- Set up Christmas tree recycling drop-off, around 550 trees so far, will be used for Magical Forest event
- Large cottonwood removed
- Budget review with Ms. Fotsch at March meeting
- Tree Keeper finally came in, looking at how to incorporate into tree management, presentation by Davey resource Group in May

2. Board

- Ms. Ginnity
 - Treasure Island Kick-Off Meeting is April 1st

- First community garden at Jacoby Farm, applications for plots will be available on February 6th
- Ms. O'Connor
 - Try to sell at least three trees for Tree Sale, \$80 each, can be purchased through April 17th either online or get order form from recreationliveshere.com
 - Will be gone March 24th, Ms. Thames will lead the Regular Meeting

3. ADJOURN

MR. BROWN MOVED TO ADJOURN. THE MEETING WAS ADJOURNED AT 6:27 PM.

Submitted by: Kristy Zulkoski/Administrative Specialist



MEMORANDUM

Date: February 24, 2026
To: Tree Board
From: Ken Kawamura, Town Forester
Re: Arbor Day Poster Contest Winners
Item #: C.1.

Background / Discussion:

The Windsor Tree Board has been hosting the Arbor Day Poster/Poetry Contest for twenty-five years. Winners are selected based on content, creativity and adherence to all rules and guidelines of the contest. Winners will be announced in April during the Arbor Day celebration.

Financial Impact:

Cost of awards to the winners (\$20 to \$30 per winning entry)

Recommendation:

Move to approve the winners as selected for this year's contest

Attachments:

None



MEMORANDUM

Date: February 24, 2026
To: Tree Board
From: Ken Kawamura, Town Forester
Re: Arbor Day Update
Item #: C.2.

Background / Discussion:

This year the host schools will be Tozer Primary School, Windsor Charter Academy, and the new elementary school Hollister Lake. Colorado celebrates Arbor Day on the third Friday of April. This year Arbor Day falls on April 17, 2026. We will discuss preparations such as seedling bagging, tree sale, and recognition of winners by the Mayor, Town Board and Tree Board.

Financial Impact:

We have \$1000 allocated for the various events

Recommendation:

For discussion

Attachments:

None