



TREE BOARD REGULAR MEETING

May 26, 2026 - 5:00 PM

Community Recreation Center, 250 N. 11th Street, Windsor, CO 8055

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 24, 2026)

C. BOARD REVIEW/DISCUSSION

1. Davey Resource Group Treekeeper Info/Demo
2. 2026 Arbor Day Recap
3. Sick Tree Day Discussion

D. COMMUNICATIONS

1. Staff
 - a. 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 24, 2026 - 5:00 PM
Community Recreation Center – 250 N. 11th Street
Windsor, CO 80550

MINUTES

A. CALL TO ORDER

MS. THAMES CALLED THE MEETING TO ORDER AT 5:00 PM

Roll Call

Present: Alison O'Connor – Board Chair (Absent)
Lucy Thames – Co-Chair
Jim LaShell – Secretary
John Brown
Christine Ginnity
Georgene Sackerson
Michelle Softich

Brian Jones – Town Board Liaison

Also Present: Ken Kawamura – Town Forester
Tara Fotsch – PRC Director
Shane Hale – Town Manager
Emily Creenen – Recreation Specialist – Museum Education
Kristy Zulkoski – Administrative Specialist

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

MS. SACKERSON 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
 - Approved landscaping plans for the new King Soopers
 - New subdivision coming with 726 homes between Hwy 257 and CR 15 south of Prairie Song, will include multi-family townhomes and a combined total of 498 single family homes and duplexes
 - Ballots should be out, they are due April 7th at 7:00 pm, mail in or drop off at the rec center or Town Hall

3. Public Invited to be Heard

- No Report

B. CONSENT CALENDAR

1. Minutes from February 24, 2026

MS. GINNITY MOVED TO APPROVE THE FEBRUARY 24, 2026, MINUTES AS PRESENTED. MR. BROWN SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

C. BOARD REVIEW/DISCUSSION

1. 2026 Budget Review/Tara Fotsch

- Park improvement Fund – dollar amount from building permits, can only be spent on new parks (North Campus, Wayne Miller, LaBue property) or new park amenities (lights at Chimney Park)
 - Future Athletic Complex
 - \$12,000,000 – lighted ballfields, parking lot, restroom facility
 - #1 area of need is lighted ballfields, #2 area of need is soccer. Football/multipurpose fields
 - Indoor Facility Study – location not yet determined
 - LaBue property (Crossroads Blvd.) – proposed by an outside group for a possible partnership, six soccer/multipurpose fields, school district owns equal parcel of land for a third middle school, future cost share, will need to put in a \$5M road for access



- North Campus Park (land adjacent to Ridgeline Middle School) – Town paid for half of the lights on the multipurpose football field/track, school district giving \$2.5M from the Ridgeline budget which will go the restroom/concessions building and roadway
 - ❖ Phase 1 – three ballfields, majority of parking/roadway, bicycle pump track and custom destination playground
 - ❖ Colorado Great Outdoors Grant

- ❖ 300 acres of open space to the north for future accessibility
- ❖ 30% design documents by BHA, go to development review committee, then bring on a general contractor, moving dirt by mid-October, completion of three fields by the spring
- Ms. Sackerson inquired about the future of the open space
 - Master Plan ask from Colorado Great Outdoors Grant, public feedback /surveys, request dollars to make it accessible
- Mr. LaShell really likes the plans and inquired if there is a specific theme
 - Creative, woodsy/tree houses, nature focused, various seating areas, official naming to come
- Ms. Thames inquired if there has been discussion or a plan made for a safe place for kids and all the e-bikes
 - Certain e-bikes are legal on the trails, most bikes that the kids are riding are not legal (basically mini motorcycles), Park Code Enforcement can only do so much, education is a huge piece, golf carts are also an issue, campaign last year with police department, there is a proposed bike track, but unfortunately not appropriate for e-bikes



- Chimney Park turf Renovations + Lighting Installation
 - \$2,240,000 – two fields (\$600k CTF, \$1.6M CIP)
 - \$1,050,000 – light three ballfields
 - Lights are upright (fields and parking), similar to the ones at Ridgeline Middle School, turf completed by May, installation of gate, similar to Kyger, to close at 9:00 pm every night
- Windsor Lake Trail
 - \$150,000
 - Design for trail connecting Windsor Lake to CR 15, along Prairie

Song/Windsor Lake Road

- Conservation Trust Fund
 - Trail Realignment and Flooding Contingency
 - \$75,000
- Capital Improvement Fund (compete for dollars with all departments in Town)
 - Chimney Park Pool Slide + Bathhouse Renovation
 - Slide is twenty-five years old
 - \$40,000 in repairs needed if we try to keep it another year
 - Ordered in November for completion in the summer season – possession currently delayed until June
 - Project includes two slides with runout, no slide pool
 - Bathroom renovations will include fixtures and tile upgrades, will be completed in-house
 - Eastman Park Playground
 - \$700,000
 - Twenty-one years old
 - Still has much surfacing
 - High traffic play area due to its location
 - If the slides break, they will not be replaceable as they have been discontinued
 - Narrowed down to three vendors for public voting on design
 - Park Signage Replacement Plan (year 3)
 - \$100,000
 - Address will be engraved on the rocks
 - Entry signs will begin going up this fall
 - Phase 3 of the project is to replace all the Rules & Regulations signs in the park system
 - Historic Preservation – Historic Buildings
 - \$100,000
 - Conducting a study this fall to determine priorities for historic facilities, then work on a three-year plan to begin rehabilitation if needed
 - Includes Windsor History Museum building, Art & Heritage Center and Town Hall (exterior only)
 - Heated sidewalks – East Entrance of Public Services
 - \$85,000
 - Completes the East entrance of the facility, main public entrance
 - Art & Heritage Small Equipment
 - \$40,000 – oversized storage
 - \$30,000 – Depot 50th Anniversary exhibit refresh
 - Building H Drainage Repairs (Parks)
 - \$60,000
 - Current building drains onto sidewalk areas
 - Unsafe for staff, drainage needs to be buried
 - Small Equipment
 - Recreation - \$32,500
 - ❖ \$16,000 – batting cage nets and L-screens
 - ❖ \$10,000 – chair replacements
 - ❖ \$6,500 – scoreboard repairs
 - Parks - \$118,000
 - ❖ \$20,000 – irrigation pump repairs
 - ❖ \$20,000 – electric equipment
 - ❖ \$28,000 – portable fencing
 - ❖ \$30,000 – benches

- Aquatics - \$6,300
 - ❖ Repair concessions window at Boardwalk Park
- Community Recreation Center Fund
 - Facility Upgrades
 - \$14,000 – pool vacuums
 - \$145,000 – Evergreen Room partition replacement
 - \$76,000 – track resurfacing
 - \$125,000 – parking lot crack, slurry
 - \$100,000 – interior paint
 - \$200,000 – carpet replacement
 - \$30,000 – re-tile bathrooms
 - \$20,000 – front desk remodel design
 - \$30,000 – replace hoop adjusters in main gym
- 2026 Staffing Requests
 - Culture & engagement Manager (reorg) – Laura Browarny
 - Facilities Manager (reorg) – Mike Hersh
 - Events & Engagement Supervisor (new) – hired, start next Monday
 - Recreation Coordinator – Events (new) – hired, start next Monday
 - Assistant Director (new) – Jody Baker, started yesterday
- Ms. Softich inquired about the signs that are currently covered on the canal
 - Emergency signs on the trail or Poudre River, partnered with Windsor-Severance Fire, these can be used for location identification when calling in an accident or if medical assistance is needed

2. Participation with AHC Staff for Home School Education/Emily Creenen

- Homeschool Day – April 10th from 10:00 am – 2:00 pm at Windsor History Museum/Boardwalk Park
- Theme – Trees (focusing on trees around Windsor and the history of the Forestry Department and the Tree Board – influence and impact on Windsor)
- Most museum buildings will be open
- Students will be going to stations with workbooks and answer questions – history, science, art, genealogy (how to read a family tree, famous Windsor families in family trees, famous botanist George E. Osterhout, tree identification, bark rubbings, Sick Tree Day)
- Blake will bring the bucket truck and talk about pruning, trimming and science of trees, specimens & how trees are habitats
- Lynn will talk about the Arbor Day Art show, how it applies to the schools and how to participate

3. Arbor Day 2026 Update

- Programs for the school celebrations were sent out, please review and submit edits if needed
- April 3rd – Art exhibit at the rec center, Pine Room is reserved, PowerPoint featuring posters being featured, light refreshments
- April 8th – Seedlings (2,000) should be here for packaging, fourteen volunteers, lunch will be provided, meet at the Public Services main entrance
- April 13th – School celebrations at Tozer, Hollister and Windsor Charter
- April 13th – Town Board proclamation, Ms. Thames and Ms. Sackerson will be in attendance

- April 16th – trees for Tree Sale will be delivered, sale pick up on April 18th at 10:00 am at Public Services Building H, arrive at 9:30 am, over 100 trees available, fifteen sold so far, pushing the sale with digital sign at town entrances, social media posts and at the library presentations
- April 27th – Town Board Recognition at the Main Park shelter

D. COMMUNICATIONS

1. Staff

a. Staff Report

- Mr. Kawamura
 - Chipped up 900 trees for recycling for the Magical Forest event
 - Worked with Open Space staff along the #2 Ditch between 15th and 17th Street by pruning cottonwood stands and cleaned up the Mayflower property
 - Working on the risk tree inventory
 - Cleaned up along the Kern ditch and along several drainages in neighborhood parks
 - Inspected and removed large pinyon that was windthrown
 - Preparing for Arbor Day

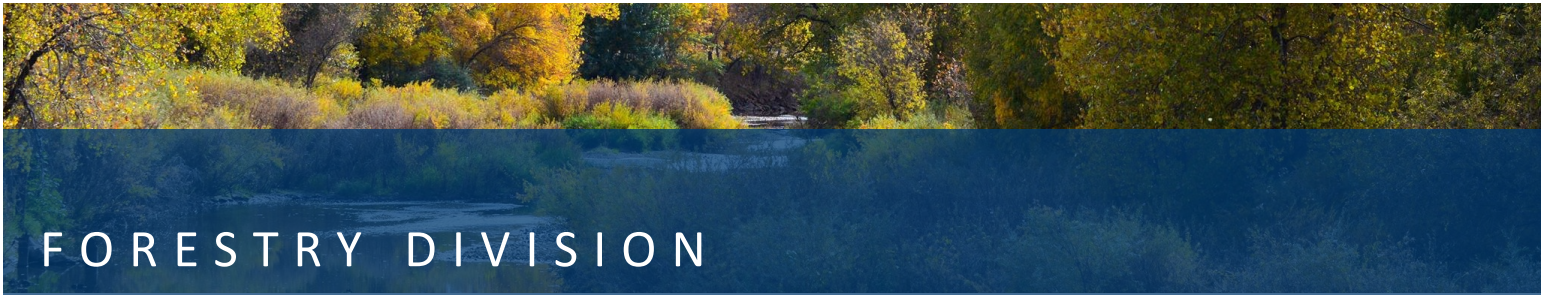
2. Board

- No Report

3. ADJOURN

MR. BROWN MOVED TO ADJOURN. THE MEETING WAS ADJOURNED AT 5:56 PM.

Submitted by: Kristy Zulkoski/Administrative Specialist



FORESTRY DIVISION

March 24, 2026

It's been a while since we have seen each other. I was getting used to seeing you all just about every day last month...I hope you are not sick of me yet! Here's what staff has been up to. We just got some measurable rainfall and it was very well needed but we continue to hand water the trees. In addition, we had to go out and clean up broken branches from a wet, heavy snow that fell beginning of the month. We hired two seasonal employees and looking to replace a part time position. We renovated a shrub bed at Main Park, set up the wildlife habitat at Windsor Lake, planted seedlings with grade schoolers at Grandview and taught home school students all about trees. Everything from the history of trees in Windsor to how staff maintains them. They were so engaging! We were also able to plant most of the leftover trees from the tree sale.

Highlights from April/May are:

- Set up logs for wildlife habitat at Windsor Lake
- Worked with AHC staff to teach home school students about trees
- Plant summer annuals around town
- Work on bed renovations
- Snow damage clean up
- Clearance pruning
- Clean up days

Sam with Davey Resource Group is here tonight to tell us a little bit about the new tree management software we are using to help us maintain the trees we just had inventoried last year. We will then debrief on all the Arbor Day activities we held and talk about what worked and how we can improve for next year. Finally, we'll discuss the plans for our next big event, Sick Tree Day. This is one of our most educational and fun events. Not only do homeowners benefit, but for all of us as well. Come ready to learn!

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

Let's Keep Windsor Tree-rific!

