



## Tree Board Regular Meeting

March 24, 2026 - 5:00 PM  
Community Recreation Center – 250 N. 11<sup>th</sup> 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 7<sup>th</sup> 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 50<sup>th</sup> 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 10<sup>th</sup> 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 3<sup>rd</sup> – Art exhibit at the rec center, Pine Room is reserved, PowerPoint featuring posters being featured, light refreshments
- April 8<sup>th</sup> – Seedlings (2,000) should be here for packaging, fourteen volunteers, lunch will be provided, meet at the Public Services main entrance
- April 13<sup>th</sup> – School celebrations at Tozer, Hollister and Windsor Charter
- April 13<sup>th</sup> – Town Board proclamation, Ms. Thames and Ms. Sackerson will be in attendance

- April 16<sup>th</sup> – trees for Tree Sale will be delivered, sale pick up on April 18<sup>th</sup> 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 27<sup>th</sup> – 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 15<sup>th</sup> and 17<sup>th</sup> 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