



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes Tree Advisory Board

Wednesday, November 12, 2025

6:30 PM

In-person

1. Call Meeting to Order @ 6:33 pm

2. Roll Call and Verification of Quorum

- A. *Jason Shimmel (Chair), present*
- Claudia Smelko (Vice Chair), present*
- Leanne Vielehr (Secretary), present*
- Amy Demeyer, present*
- Patricia O'Donnell, excused*
- Taylor Thomson, present*
- Nathan Ruane, present*
- Erie Council Liaisons: Emily Baer and Brian O'Connor*

3. Approval of the Agenda

- A. *Approve agenda.*
 - a) *Motion: Nathan*
 - b) *Second: Taylor*

4. Approval of Previous Meeting Minutes

- A. *October 8th, 2025 Tree Advisory Board Meeting Minutes*
 - a) *Motion: Amy*
 - b) *Second: Claudia*
- B. *Jason to send approved minutes to Erie Town Clerk*

5. Public Comments

- A. *Public Comment:*
 - 1) *none*

6. General Business

- A. *Linear Park Update*
 - 1) *Original conceptual designs done in 2017*
 - 2) *1st Reading took place and 2nd public hearing in December.*
 - 3) *Basic improvements (irrigation and trees) are in 2026 budget*
 - 4) *Timing undetermined*
 - 5) *Depot relocation is still in the "background". HPAB getting an idea of cost to move the depot.*
 - 6) *Thanks to Claudia for spearheading the effort to get action taken for irrigation and trees*
 - 7) *Jason to invite Tom to December meeting.*
- B. *2026 Tree Talk Newsletter*
 - 1) *January 1st deadline*
 - 2) *Topic ideas: Plant the Future program (Jason to do write up), winter watering (Amy), Tree highlight (evergreen, Leanne)*
 - 3) *Jason to create a One Drive shared spreadsheet of all past newsletter topics and future topics*
 - 4) *Future topic: highlight Linear Park and Claudia's effort*
- C. *2025-2026 Planting the Future*

- 1) *Logo status – Jason will follow up with Tom and Ashley*
 - 2) *Jason did an outreach to the schools in August but didn't get much interest.*
 - 3) *Next outreach in early January*
 - 4) *Jason will follow up with the Board next month to see if there is anyone who can spearhead that effort.*
 - 5) *Could also encourage/teach kids to be gentle with new trees*
- D. *2026 Arbor Day/Earth Day Celebration – April 25, 2026*
- 1) *SAB and TAB to each have 2 “champions” for planning*
 - 2) *Claudia and Amy to be one of the TAB people.*
 - 3) *Planning spreadsheet has made planning much easier*
 - 4) *Idea: could use the winning posted contest artwork for a T-shirt or stickers*
 - 5) *Create Fruit Tree Rescue info flyers*
 - 6) *Update handouts/materials*
 - a) *Can use CSU Extension brochures*
 - b) *Print Erie Approved Tree Lists*
 - c) *Create QR codes to material links instead of printing materials*
 - 7)
- E. *2025 and 2026 Budgets*
- 1) *Council will vote to approve the 2026 budget at the next Council meeting*
 - a) *Asked for an increase from \$3,000 to \$5,000 to accommodate future fruit collection*
 - 2) *Fruit Tree rescue was less than originally planned (budget: \$750, actual cost: \$312.50)*
 - 3) *How do we want to use the remaining 2025 budget - \$1,130*
 - a) *Stickers*
 - b) *Coloring Books*
 - c) *Board clothing/swag*
 - d) *Prize bundles similar to last year*
 - e) *Poster contest winner gift cards*
- F. *Other Business*
- 1) *Today Show: Miyawaki Method Micro Forest - Japanese tree planting methods, can be used to create a “micro forest” quickly and in small spaces*
 - a) *Dr. Birchstrum, CSU – urban forestry research. He could be a good resource or person to look into it.*

7. Adjournment @ 7:25 pm

- A. *Next Meeting: Wednesday, December 10th at 6:30pm - In-person at Town Hall Community Room*