



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Agenda Tree Advisory Board

Wednesday, June 10, 2026

6:30 PM

Community Room Town Hall

In Person
Doors close @ 6:45 p.m.

1. Call to Order

2. Roll Call and Verification of Quorum

3. Approval of Agenda

4. Approval of Previous Meeting Minutes

[2026-375](#) Approval of Tree Advisory Board April 22, 2026, Meeting Minutes

Attachments: [TAB 04-22-2026 Special Minutes](#)

5. Public Comment

6. General Business

A. *New Member Introduction – Lianna Walsh*

B. *Election of Chair, Vice Chair and Secretary*

[2026-376](#) Election of Chair, Vice Chair, and Secretary

C. *2026 Arbor Day/Earth Day Celebration Recap*

D. *Tree Talk Newsletter*

E. *Tree Walks*

F. *Planting Your Future Recap*

G. *Other Business*

7. Adjournment

Next regular in person meeting: Wednesday, July 8, 2026 @ 6:30 p.m.

Translation Services

Persons planning to attend the meeting who need sign language interpretation, translation services, assisted listening systems, Braille, taped material, or other accommodation should email the Town Clerk's Office at TownClerk@ErieCO.gov or call 303-926-2710. Please submit requests at least 48 hours prior to the meeting.

Si requiere una copia en español de esta publicación o necesita un intérprete durante la

reunión del Consejo, por favor llame a la Ciudad al TownClerk@ErieCO.gov o 303-926-2710. Por favor envíe sus solicitudes al menos 48 horas antes de la reunión.



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Tree Advisory Board

Board Meeting Date: 6/10/2026

File #: 2026-375, **Version:** 1

SUBJECT:

Approval of Tree Advisory Board April 22, 2026, Meeting Minutes

DEPARTMENT: Administrative Operations

PRESENTER(S): Jason Shimmel, Chair

TIME ESTIMATE: 0 minutes

For time estimate: please put 0 for Consent items.

POLICY ISSUES:

N/A

STAFF RECOMMENDATION:

Approve the Tree Advisory Board April 22, 2026, meeting minutes.

BACKGROUND OF SUBJECT MATTER:

N/A

ATTACHMENT(S):

Add items in a numbered list OR delete this list and change to N/A.

1. TAB 04-22-2026 Special Minutes



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes Tree Advisory Board

Wednesday, April 22, 2026

6:30 PM

Community Room Town Hall

Special Meeting Virtual

1. Call Meeting to Order @ 6:38 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, absent
- Taylor Thomson, present
- Vacant seat
- Erie Council Liaisons: Brian O'Connor
- Town staff Liaison: Tom Read

3. Approval of the Agenda

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

4. Approval of Previous Meeting Minutes

- A. April 8, 2026 Tree Advisory Board Meeting Minutes
 - a) April 8, 2026 Minutes not distributed prior to meeting.
 - b) April 8, 2026 Minutes will approved at June meeting. (no meeting in May)
- B. Jason/Claudia to send approved minutes to Erie Town Clerk

5. Public Comments

- A. Public Comment:
 - 1) none

6. General Business

- A. Tree Advisory Board Application Review and Recommendation to Town Council – Update
 - 1) Three board positions that expire in April 2026.
 - 2) Reappointments for consideration: Jason Michael Shimmel and Patricia O'Donnell
 - 3) New appointments for consideration: Cameron Hanlin and Lianna Walsh
 - 4) Board discussed each applicant's answers to each question
 - 5) Present Board members provided their rankings for each question according to the Applicant Scoring Sheet (provided by the Town Clerk) to Tom Read. Tom calculated the total scores for with a result of:
 - a) Cameron – 67
 - b) Jason – 100
 - c) Patty – 83
 - d) Lianna – 96
 - 6) Tom will provide all final scores to the Town Clerk, top 3 scores (Jason, Lianna, &

- Patty) will be offered the Board position.*
- 7) *Board members were asked to take a photo or scan their score sheets and send to the Town Clerk for record.*

7. Adjournment @ 7:05 pm

- A. *Next regular in-person meeting: Wednesday, June 10th, 2026 at 6:30pm*



Tree Advisory Board

Board Meeting Date: 6/10/2026

File #: 2026-376, **Version:** 1

SUBJECT:

Election of Chair, Vice Chair, and Secretary

DEPARTMENT: Parks & Recreation

PRESENTER(S): Tom Reed, Town Forester

TIME ESTIMATE: 15 minutes

For time estimate: please put 0 for Consent items.

SUMMARY/KEY POINTS

According to Title 3, Chapter 2, Section 3-1-4 of the Erie Municipal Code, each board, commission, and committee shall elect a Chair, Vice Chair, and Secretary from among its full membership. Each officer serves a one-year term.

Members may either self-nominate or nominate another member for an open officer position. Voting will occur separately for each position, and members will vote on the nominees for that specific office before moving to the next position.

Members will elect a Chair first, Vice Chair second, and Secretary third. Officer duties include, but are not limited to:

Chair

The Chair leads board meetings, helps guide discussions, and works with the staff liaison to develop meeting agendas and priorities. The Chair also serves as the primary spokesperson for the board when needed.

Vice Chair

The Vice Chair supports the Chair and assumes the Chair's responsibilities when the Chair is absent or unable to serve. The Vice Chair may also assist with meeting facilitation and board coordination efforts.

Secretary

The Secretary assists with maintaining organization and continuity of board business, including helping ensure motions and key discussion items are clearly captured in the meeting minutes. The Secretary ensures timely delivery of final meeting minutes to the Town Clerk's office. The Secretary

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may also support coordination of board communications and follow-up items with the staff liaison.

ATTACHMENT(S):

Add items in a numbered list OR delete this list and change to N/A.

1. N/A