



**Meeting Minutes**  
**Rolesville Tree Board**  
**December 5, 2025**  
**11:00 AM**  
**Frank Eagles Meeting Room – Town Hall**

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**Tree Board Members in attendance:** Member Laura Macdonald, Secretary Joanna Siaw, Chair James Bradford, and Vice-Chair Emily Marquardt.

**Attendees:** PARAB Vice Chair - Clay Campbell, Interim Planning Director - Mike Elabarger, Planner I - Tanner Hayslette, Parks Superintendent - Eddie Henderson, Public Works Operations Coordinator – Tammy Croom (Rolesville Staff)

**Key Items:**

- Meeting opened at 11:03 AM; previous minutes from August 2025 meeting approved.
- Business: the dead/dying elm trees along the street at Redford Place Drive will be replaced by planting of new maples.
- **Membership:** Member Tammy Lesko stepping down; Angela Van Canon and Brandy Shultz nominated as ETJ members. Both are present today for our December 2025 Meeting. Official vote of both members to the Tree Board will take place January 2026.
- **Tree Board Webpage:** This is now live on the Town of Rolesville website. Meeting files are stored online at: <https://www.rolesvillenc.gov/boards-commissions/parks-recreation-advisory-board/tree-board>.
  - **Landmark Trees:** the public can suggest Landmark Trees. Deadline for nominations for the next Landmark Tree: May 15, 2026 OR two-weeks prior to each quarterly Tree Board Meeting (**pending decision**).

- **Considerations:** consent from the owner of a tree on private land would need to be obtained for trees that are nominated (prior to Landmark Tree Vote). Trees on public property would be exempt.
    - **[Action Item]** Tree Board Members to establish criteria for grading a Landmark Tree.
  - **Past Projects:** A Town-sponsored planting took place on November 12, 2025, at Main Street Park in Rolesville. The event was a success and Tree Board Members are encouraged to attend similar events in Rolesville in the future.
  - **Tree City USA:** Application due December 31, 2025; Rolesville has been recognized as a Tree City for 9 years.
    - **Review of Arbor Day requirements for Tree City USA**
      - Arbor Day 2026 will be at a new location at the Farm off 401/Louisburg Rd.
      - Goal: increase attendance and activities offered at Rolesville Arbor Day events. Suggested events: Leaf rubbings, scavenger hunts, subsidized tree/plant sale, partnering with Wake County Public Library and tying the event with a Dr. Seuss theme (the Lorax)
      - FYI: Arbor Day (April 24, 2026) is two days after Earth Day (April 22, 2026)
  - **Guides**
    - **Banned Tree List:** Tree Board Members to develop a banned tree list and provide to Rolesville residents and developers.
    - **Tree Maintenance Guide:** Tree Board Members to create a guide on tree maintenance (prohibited trees, planting guide, pruning guide and mulching guide) and offer this to Rolesville residents and developers. **[Action Item]:** leverage resources on NC State's Agriculture website and the state of NC Agriculture list.
- Meeting adjourned at 12:49 PM.

#### Open Questions/Concerns:

- Clarify Tree Board scope and responsibilities (e.g., street trees).
  - Strengthen education partnerships (schools, homeschool groups, libraries).
  - Increase meeting frequency as needed (i.e special planning sessions for Arbor Day Event)
  - Vendor support: Angela's company is able to donate goodie bags to Town of Rolesville Arbor Day Event.
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