

TOWN OF WEAVERVILLE TREE BOARD
Community Room
30 South Main Street
Weaverville, NC 28787

AGENDA
September 9, 2026 at 6pm
Special-Called Meeting

	<i>Page#</i>	<i>Presenter</i>
1. Call to Order		Board Chair Kantner
2. Approval of Minutes – July 1, 2026 Regular Meeting	3	Board Chair Kantner
3. Action Table with Priorities (Final)	5	Asst Manager Jackson
4. Arbor Day Foundation Tree Giveaway Update		Board Chair Kantner
5. Heritage Tree Program Discussion		Board Chair Kantner
6. Grant Funding		Board Chair Kantner
7. Educational Information for Distribution		Board Chair Kantner
8. Tree City USA Application	8	Asst Manager Jackson
9. Other Business and Next Regular Board Meeting		Board Chair Kantner
10. Adjournment		Board Chair Kantner

Weaverville Tree Board

Notice of Cancellation of August 5, 2026 Meeting

Notice of Cancellation of September 2, 2026 Meeting and Notice of Re-Scheduled Regular Board Meeting and Special Called Meeting for September 9, 2026

Notice is hereby given that the Weaverville Tree Board regular board meeting for August 5, 2026, has been cancelled.

Notice is hereby given that the Weaverville Tree Board meeting scheduled for Wednesday, September 2, 2026, has been rescheduled to a special called meeting to be held on **Wednesday, September 9, 2026, at 6:00 pm** in the **Community Room at Town Hall, 30 South Main Street, Weaverville, NC**. The purpose of this meeting is to hold and conduct a regular meeting for September 2026.

Action may be taken at this meeting.

Russ Kantner, Board Chairman
April 4, 2026



Tree Board Meeting Minutes- July 1, 2026

The Tree Board regularly scheduled meeting was held on Wednesday, July 1, 2026, at 6:00 p.m. in the Town Council Chambers at Town Hall, 30 S. Main Street, Weaverville, N.C.

1. Call to Order

Tree Board Members Present: Chairman Russ Kantner, Patrice Sheehan, Gary Harmon, Caleb Hudson, Inger Stallman Jorgensen, William Mobley, Andrew Shelton, and Pauline Griffith.

Absent: Inger Stallman Jorgensen, William Mobley, and Eleanor Mrozkowski.

Staff Present: Assistant Town Manager Jennifer Jackson (also serving as Board Clerk)

Keith Aitkin, City of Asheville Urban Forester

2. Adopt or Amend Agenda

Patrice Sheehan moved to adopt the agenda as presented. Without discussion, all voted in favor of the motion.

Carried unanimously. 7-0.

3. Approval of Minutes

Andrew Shelton moved to approve the meeting minutes from the June 3 2026, meeting as presented. Without discussion, all voted in favor of the motion.

Carried unanimously. 7-0.

4. Arbor Day Foundation Tree Give-Away

Tamara Mercer was able to secure additional trees through the Arbor Foundation. The Board will be at the Main Street Nature Park concert on July 11 and August 8 to give away trees to the public, including black tupelo, white oak, red oak, American beech, red maples (all in 1-gallon pots), spice bush, and various perennials. The Town will set-up the tent and table and Mike will announce the opportunity to the audience. Volunteers are Patrice and Russ for July 11, and Gary, Patrice, and Russ for August 8.

6. Tree Board Ordinance Action Table with Priorities

Members continued their review of each category on the action table and assigned numeric priorities.

Keith Aitken discussed possible grant opportunities. An Urban Forestry grant opens in January 2027 and is awarded in the Fall. He indicated that there are additional Helene money for tree maintenance, planting, education of staff (arborist), trainings, etc., which could be used to implement the master plan established by the Davey Group. He also indicated that there is a possibility for collaboration with City of Asheville in pursuing some of those grant funds.

Jackson indicated that grant funds were used for invasive species removal in the Nature Park and more may be available. Sheehan noted that there may be grant/volunteer opportunities with area non-profits.

It appeared to the Board that the new initiative for this year is the heritage tree program.

7. Next Meeting

The next meeting will be focused on discussing the purpose and goals of a heritage tree program and reviewing sample programs.

To allow enough time for the Board and staff to study and collect relevant information on the heritage tree program *there was unanimous consensus to cancel the August 5 meeting.*

With several Board members not available for the September 2 meeting, *there was unanimous consensus to cancel the September 2 meeting and schedule a special called meeting to conduct regular business of the Board for Wednesday, September 9 at 6:00pm*

8. Adjournment

There being no further business, and without objection Chairman Kantner adjourned the meeting at 7:00 p.m.

Board Clerk

CODE CHAPTER 2, ARTICLE IV, DIVISION 4. TREE BOARD

STATED GOALS, RESPONSIBILITIES, AND PRIORITIES

(1=high priority, addressed in 12 months; 2=medium priority, addressed in 24 months; 3=lower priority, addressed in 36 months; 0=proposed deletion)

Recommended/ Restated Goals for FY: 2026-27 – Last updated July 2026

	2024	2025	2026	STATED GOAL	NOTES	Staff	TB	TC
1	3	3	1	To designate heritage trees, which are understood to be individual trees with unique value based on age, rarity, size, and/or aesthetic, botanical, ecological, or historical value, and are considered irreplaceable	Procedural process for designating heritage and treasure trees with signage.	✓	✓	✓
2	1	1	1	To organize educational programs and workshops, sponsor information booths, and develop/distribute informational materials on topics related to planting, maintenance, health, and protection of trees within the urban and community forests of Weaverville	Ongoing	✓	✓	✓
3	1	1	1	To foster communication among citizens of the town that would provide community education programs, and increased awareness of urban forestry, protection of trees, and to coordinate active measures to support tree health and growth within the town	Ongoing	✓	✓	✓
4	2	2	1	To investigate available grants, loans, or contributions from other governmental agencies, public or private corporations, or individuals, and to recommend the expenditures of any proceeds toward the accomplishment of the tree board's duties and responsibilities	Ongoing	✓	✓	
5	1	1	1	To submit an annual report of its activities and recommendations to Town Council		✓	✓	
6	1	1	1	To periodically review the regulations within the town's code of ordinances related to trees and vegetation, including specifically Code Chapter 2, and make recommendations concerning revisions, additions, and/or repeal	Completed updated species list in 2025; ongoing	✓	✓	✓
7	2	2	1	To study and make recommendations on land use regulations, such as a tree canopy or protection	Completed updated species list in 2025; ongoing	✓	✓	

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Recommended/ Restated Goals for FY: 2026-27 – Last updated July 2026

	2024	2025	2026	STATED GOAL	NOTES	Staff	TB	TC
				ordinances and other conservation minded regulation, with the goals of enhancing aesthetics, reducing urban heat islands, reducing stormwater run-off, providing wildlife habitats, lowering building energy costs, and increasing property values				
8	2	2	1	To seek advice, as needed, from qualified landscape architects, arborists, foresters, horticulturists, or other knowledgeable individuals	Davey Group completed tree inventory & canopy assessment in 2025; ongoing	✓	✓	
9	0	2	2	To perform any other related duties that Town Council may direct, either through ordinance or action		✓	✓	
10	3	3	3	To consult with certified residential and commercial arborists and foresters on an inventory of existing trees within town street rights-of-ways and on town-owned property with data collected on species, size, and general health of each tree	Davey Group completed tree inventory & canopy assessment in 2025	✓	✓	
11	3	3	3	To study, investigate, counsel, develop and/or update periodically a written plan for the care, preservation, pruning, planting, replanting, removal or disposition of trees and shrubs in parks, along streets and in other public areas once a tree inventory has been completed. The plan is to be presented to the Town Council and its acceptance and approval constitutes the official comprehensive Town tree plan		✓	✓	✓
12	3	2	3	To approve voluntary planting plans on Town property or in Town street rights-of-way by private citizens or groups		✓		✓
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Recommended/ Restated Goals for FY: 2026-27 – Last updated July 2026

	COMPLETED								
	9/20/2024				Tree Board with partnership Police Dept. disseminated Public Service Annmt.				
	2024				Event-Art in Autumn- Leave the Leaves, Don't Tree Top & Stormwater Runoff education info				
	7/12/2025				Native plants & tree distribution at Summer Concert series. PSA's stormwater runoff, Tree Topping, Native species				
	8/9/2025				Native plants & tree distribution at Summer Concert series. PSA's stormwater runoff, Tree Topping, Native & Invasive species				
	9/13/2025				Native plants & tree distribution at Summer Concert series. PSA's stormwater runoff, Tree Topping, Native & Invasive species info.				
	6/26-8/26				Native plants & tree distribution at Summer Concert series and Tailgate Market. PSA's stormwater runoff, Tree Topping, Native & Invasive species				

Tree City USA

Application Submission and Eligibility Standards

- Electronic Application Portal opens September 8
- Deadline for submission is December 31
- Eligibility Standards
 - Standard 1: A Tree Board or Department
 - Maintain a legally responsible entity for public trees.
 - Use a professional staff arborist, forestry department, or volunteer tree board.
 - The responsible entity could be a city or volunteer tree board, commission, or committee, a forestry department, a parks and recreation department, a public works department, a planning department, city manager, or other appropriate community department or position.
 - Standard 2: A Public Tree Care Ordinance
 - Adopt a public tree care ordinance.
 - Assign legal responsibility for planting, maintenance, and removal of public trees to a department or board.
 - Standard 3: Community Forestry Program (\$2 Per Capita)
 - Spend at least \$2 per capita annually on the community forestry program.
 - Count qualified expenses like tree planting, maintenance, removal, and management costs.
 - Standard 4: Arbor Day Observance and Proclamation
 - Issue an official signed and dated Arbor Day proclamation from the mayor or local governing official.
 - Hold a community Arbor Day celebration or observance event.