



## Agenda

### **Call to Order**

### **Roll Call**

### **Pledge of Allegiance**

### **Invocation**

### **Agenda Adjustment**

### **Approval of Minutes**

- a. October 13, 2025 Regular Meeting Minutes

### **Community Events**

- a. Upcoming 2026 Events

### **Tree City USA**

- a. 2025 Tree City USA Application

### **Street Tree Replacement Program**

- a. 2025 Program Update

### **Ordinances and Policies**

- a. Code of Ordinances and Board Opening and Application Procedures Amendments

### **Education and Outreach**

- a. Tree Pruning Session — February 21, 2026

### **Other Business**

### **Next Meeting**

- a. April 13, 2026

### **Adjournment**

In accordance with ADA regulations please contact the Town Clerk's office at least 48 hours before the meeting to request an auxiliary aid or service needed to participate in this meeting:

[linda.mckinney@hollyspringsnc.us](mailto:linda.mckinney@hollyspringsnc.us) 919-557-3900



# Town of Holly Springs Tree Advisory Committee

*Agenda Cover Sheet*

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**Agenda Item#: a.**

## **Public Hearings**

**Title:** October 13, 2025 Regular Meeting Minutes

**Strategic Priority Area:** Growth Management & Economic Vitality

**Staff Resource:** Mackenzie Fretz, Development Services

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## **Action(s):**

- Approve October 13, 2025 minutes.

## **Explanation:**

The TAC met on October 13th at 6pm in Town Council Chambers. These minutes detail the conversations and agenda items.

## **Background:**

Discussion focused on the upcoming Tree City USA Application, giving a Street Tree Program update, and HollyFest preparations.

## **Funding Source(s):**

## **Attachment(s):**

1. 13102025\_Minutes

Town of Holly Springs  
TREE ADVISORY COMMITTEE MINUTES  
Monday October 13, 2025 - 6:00 p.m.

Agenda Item 1, 2, 3, & 4:

The Tree Advisory Committee met on Monday, October 13, 2025, in Town Hall at 128 South Main Street at 6:00 P.M. **Quorum was established.**

Members Present:     Marissa Parker  
                              Autumn Dean  
                              Jason Roberson  
                              Regina Smardon  
                              Robin Haney  
                              CJ Buonaccorsi (Jr Member)

Members Absent:

Ex-Officio

Members Present:     Annie Drees, Town Council Representative  
                              Joanna Holder, Planning Board Representative  
                              Sara Kempin, Planning Board Alternate

Ex-Officio

Members Absent:     Melinda Walker, Parks & Rec Advisory Committee

Staff Present:         Sarah Lipkin Sularz, Senior Planner  
                              Sean Ryan, Planning Division Manager  
                              Mackenzie Fretz, Clerk

Others Present:

The Board recited the Pledge of Allegiance, and the meeting opened with an invocation by prayer.

Agenda Item 5: Agenda Adjustment

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There were no agenda adjustments

Agenda Item 6: Minutes

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- a. July 14 2025, Regular Meeting Minutes

*Motion:*

*Motion to approve July 14, 2025, regular meeting minutes with addition of native species trees.*

*Motion by: Jason Robeson*

*Second by: Marissa Parker*

*The Committee Voted: 6-0*

## Agenda Item 7: Tree City USA

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Staff reported that the Tree City USA application for the Town's seventh year of participation is due on December 31.

Mr. Roberson inquired whether there would be an increase in the per capita cost associated with the application. Ms. Sularz responded that while there may be a slight variation, no significant increase is anticipated.

Committee members asked whether there had been an increase in applications during the current program year. Ms. Sularz confirmed that application volume has increased, attributing this to enhanced outreach efforts, greater direct engagement with homeowners' associations (HOAs), and earlier submission timelines compared to previous years.

Ms. Parker asked whether program expenditures are tracked. Ms. Sularz explained that all costs are monitored by staff; quotes are obtained in advance and a final total is submitted upon completion.

Staff announced that the Tree City USA Proclamation is scheduled for March 17.

## Agenda Item 8: Street Tree Replacement Program

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Ms. Sularz provided an update on the 2025 Street Tree Replacement Grant Program, noting that the Town has exceeded its participation goals. The current average reimbursement request is approximately \$555 per tree. To date, the Town has received 93 total applications, with 24 additional applications currently on a waitlist.

Ms. Smardon asked whether any of the approved trees are native species. Ms. Sularz reported that an urban tree canopy diversification analysis was conducted and that, of the 72 trees approved thus far, more than 45 are not oak or maple species.

Ms. Buonaccorsi inquired about the number of trees that are non-native. Ms. Sularz indicated that this information is available in the July 2025 meeting presentation and offered for staff to distribute the July slides to the Board following the meeting.

Ms. Parker questioned why the program does not place greater emphasis on diversifying native tree species beyond oaks and maples. Ms. Sularz responded that some approved trees are native species and explained that the program was originally designed as a one-for-one replacement initiative. She noted that staff continues to evaluate and refine the program annually.

Ms. Parker further asked who is responsible for approving the approved tree species list. Ms. Sularz stated that the list was reviewed in July and that Development Services maintains the list. She added that the committee may formally request a review of the list as part of a future agenda.

The Board discussed the following next steps for the program:

- Continued processing of applications
- Finalization of program metrics
- Distribution of a post-program survey following closeout
- Dissemination of "How To: Care & Maintenance" materials
- Entry of program data into the Tree City USA application

Ms. Haney asked whether the program has resulted in increased staff workload. Ms. Sularz responded that staff was supported by an intern and that process improvements and coordination among staff have helped streamline efforts.

Town of Holly Springs  
TREE ADVISORY COMMITTEE MINUTES  
Monday October 13, 2025 - 6:00 p.m.

*Agenda Item 9: Holly Fest Planning*

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The committee discussed upcoming planning for HollyFest, scheduled for October 25. Staff reported that 475 native trees will be available for distribution during the event.

Ms. Holder asked how leftover trees would be handled if distribution exceeds demand. Ms. Sularz explained that staff has improved forecasting based on prior experience and noted that trees have sold out in previous years. If any trees remain, they may be allocated to the Parks and Recreation Department or distributed at the Farmers' Market. She added that community interest is strongly influenced by tree species selection, which has led staff to scale back the number of larger trees offered.

Committee members expressed concern regarding the distribution of maple trees due to disease susceptibility. Ms. Sularz stated that when planted in appropriate locations, maple trees generally perform well.

Ms. Haney asked whether tree distribution is limited to Holly Springs residents. Staff clarified that any attendee of HollyFest is welcome to receive a tree.

Ms. Haney followed up with a question regarding the budget for the tree giveaway. Ms. Sularz provided a budget overview, stating that approximately \$1,200 was spent on trees, less than \$350 on tree pods, and between \$700 and \$900 on rain gauges for all events. The total budget for HollyFest is \$2,500, and staff anticipates remaining funds after the event.

Volunteer coverage for HollyFest was discussed, and the committee confirmed that all volunteer time slots would be adequately staffed.

*Agenda Item 10: Other Business*

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There was no other business

*Agenda Item 11: Next Meeting*

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1. January 12<sup>th</sup>, 2026

*Agenda Item 12: Adjournment*

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The meeting adjourned at 6:54 pm

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Mackenzie Fretz  
TAC Clerk



# Town of Holly Springs Tree Advisory Committee

*Agenda Cover Sheet*

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**Agenda Item#: a.**

## **New Business**

**Title:** Upcoming 2026 Events

**Strategic Priority Area:** Growth Management & Economic Vitality

**Staff Resource:** Sarah Sularz, Development Services

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## **Action(s):**

- Receive as information and hold discussion on activities and giveaway items.

## **Explanation:**

- The TAC has adopted an annual work plan that identifies 4 community engagement events.
- Events for 2026 include the tree pruning workshop, the annual arbor day event and Creek Week, Wild About Nature, and HollyFest.
- The TAC plans these events and identifies actives and give-aways.
- Members volunteer to participate at all events which allows the TAC to engage with members of the community.

## **Background:**

- Each year the TAC hosts a variety of events and offers programming for the community to help maintain compliance with the Tree City USA requirements.

## **Funding Source(s):**

## **Attachment(s):**

None



# Town of Holly Springs Tree Advisory Committee

*Agenda Cover Sheet*

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**Agenda Item#: a.**

## **New Business**

**Title:** 2025 Tree City USA Application

**Strategic Priority Area:** Growth Management & Economic Vitality

**Staff Resource:** Sarah Sularz, Development Services

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## **Action(s):**

- Receive as Information.

## **Explanation:**

- The 2025 Tree City USA Town Application has been submitted.
- A multitude of variables which support our healthy tree canopy, including street care and maintenance, staff hours, training, volunteer hours, and more are complied and submitted with the application annually.
- This year the Town's per capita expenditure rose 15%, from \$4.36 to \$4.81.
- All other requirements were fulfilled.

## **Background:**

- The Town of Holly Springs has received a Tree City USA designation since 2019.
- This is a federally acknowledged designation with standards for recognition.
- These standards include the following;
  - Tree Board or Department (the TAC)
  - Tree Care Ordinance
  - \$2 per Capita minimum
  - Arbor Day Observance

## **Funding Source(s):**

## **Attachment(s):**

None



# Town of Holly Springs Tree Advisory Committee

*Agenda Cover Sheet*

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**Agenda Item#: a.**

## **New Business**

**Title:** 2025 Program Update

**Strategic Priority Area:** Growth Management & Economic Vitality

**Staff Resource:** Sarah Sularz, Development Services

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## **Action(s):**

- Receive as information and discuss the 2026 program goals.

## **Explanation:**

- The Street Tree Replacement Program helps maintain our vibrant urban tree canopy and offsets costs for street tree replacement for residents.
- The 2025 Street Tree Replacement Program has a budget of \$45,000.
- The TAC established a goal to replace 60 dead/dying/diseased trees.
- The 2025 program is still ongoing as residents have experienced challenges completing the program on time.
- The deadlines for approved applicants has been extended.

## **Background:**

- Starting in 2020, the TAC has run a street tree replacement program from Town Council's allocated funds.
- The program budget has increased over the years, and the TAC has made efforts to better engage and activate the totality of the funding each grant cycle.
- In 2025 there were 93 applications, a record number of applicants for the program.

## **Funding Source(s):**

## **Attachment(s):**

None



# Town of Holly Springs Tree Advisory Committee

*Agenda Cover Sheet*

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**Agenda Item#: a.**

## **New Business**

**Title:** Code of Ordinances and Board Opening and Application Procedures Amendments

**Strategic Priority Area:** Growth Management & Economic Vitality

**Staff Resource:** Sarah Sularz, Development Services

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## **Action(s):**

- Receive as information.

## **Explanation:**

- The Town Council will consider a change in the Town Code that establishes the terms for the TAC at their January 20, 2026 meeting.
- This ordinance change would modify the terms for the TAC with a staggered rotation of terms.
- The change would align the applications, appointments, and terms of the Tree Advisory Committee Membership to be in sync with that of the Planning Board and Board of Adjustment, which are also managed by Development Services.
- The upcoming appointment period opens in February and appointments made for the new terms will be made at that time.

## **Background:**

- The Tree Advisory Committee (TAC) was established in 2018.
- As outlined in the Town Code, members are appointed to 3-year terms.
- In 2025, TAC members were appointed to 1-year terms from July 1, 2025 – June 30, 2026 to determine whether attendance and engagement could be improved.
- Since new 1-year appointments have been made, the TAC has been showing much stronger engagement and attendance at meetings and events, with nearly full membership participation.
- A Town Council briefing was provided by staff on November 21, 2025 regarding this change.
- On December 12, 2025, newly appointed Town Council representatives were given an introduction to the TAC. The presentation included a recommendation for the Code and Application procedure change as well. There were no concerns raised with the proposal.

## **Funding Source(s):**

## **Attachment(s):**

1. 26-01-Ordinance\_TAC\_CodeUpdate
2. P-044.2 Board Opening and Application Procedures

Tree Advisory Committee  
January 12, 2026





**Ordinance No. 26-01**

**Date Submitted:** January 20, 2026

**Date Adopted:** January 20, 2026

**AN ORDINANCE TO AMEND SECTIONS OF THE CODE OF ORDINANCES TO MODIFY APPENDIX A: UNIFIED DEVELOPMENT ORDINANCE: OFFICIAL ZONING MAP AND ADOPT THE COMPATIBILITY STATEMENT REQUIRED BY NORTH CAROLINA GENERAL STATUTES 160D-605**

**WHEREAS**, the Town of Holly Springs Town Council created Division 5. Tree Advisory Committee in 2018: PART II - Code of Ordinances Chapter 2 – Administration, Article Iv. - Boards, Commissions and Committees Division 5. Tree Advisory Committee; and

**WHEREAS**, the Town of Holly Springs Town Council has updated Division 5. Tree Advisory Committee in 2018: PART II - Code of Ordinances Chapter 2 – Administration, Article Iv. - Boards, Commissions and Committees Division 5. Tree Advisory Committee; and

**WHEREAS**, the Town of Holly Springs has updated the Town Policy: P-044.2 Board Opening and Application Procedures to better align member appointments and quarterly meetings with Tree Advisory Committee events and required processes.

**WHEREAS**, the Town of Holly Springs Town Council finds the proposed amendment to the Official Zoning Map is reasonable and in the public interest by introducing a variety of housing types within a walkable development with connected open space; and

**NOW THEREFORE, BE IT ORDAINED** by the Holly Springs Town Council of the Town of Holly Springs, North Carolina, that the Code of Ordinances Chapter 2 – Administration, Article Iv. - Boards, Commissions and Committees Division 5. Tree Advisory Committee - Sec. 2-271. Committee membership is amended as follows:

Part 1:

- (a) The tree advisory committee shall be appointed by the town council and shall consist of five members of whom shall be citizens living within the corporate limits of the Town of Holly Springs; however, the town council may appoint up to one resident of the town's extraterritorial jurisdiction to fill one of the member seats.

- (b) The terms of office for the members shall be for three-year rotating terms beginning on **July March 1** except that the initial terms of office shall be as follows:

~~2 Members (Jan 1, 2019 – June 30, 2020) then July 1, 2020 – June 30, 2023.~~

~~2 Members (Jan 1, 2019 – June 30, 2021) then July 1, 2021 – June 30, 2024.~~

~~1 Member (Jan 1, 2019 – June 30, 2022) then July 1, 2022 – June 30, 2025.~~

**1 Member (July 1, 2026 - Feb 28, 2027) then March 1, 2027 - Feb 28, 2030.**

**2 Members (July 1, 2026 - Feb 28, 2028) then March 1, 2028 - Feb 28, 2031.**

**2 Members (July 1, 2026 - Feb 28, 2029) then March 1, 2029 - Feb 28, 2032.**

- (c) Vacancies arising on the committee shall be filled by the town council for the balance of the unexpired term. All members shall hold office until their successors are appointed and qualified. Any member who misses more than three consecutive regular meetings loses his status.
- (d) The committee may have up to four ex-officio members as follows:
  - (1) The town council may appoint one councilman to serve a two-year term in association with the council's biannual organizational meeting.
  - (2) The town council may appoint one junior/young adult member to serve a one-year term.
  - (3) The planning board may appoint one in-town member to serve a one-year term.
  - (4) The parks and recreation advisory committee may appoint one in-town member to serve a one-year term.
- (e) *Bylaws*. The committee may by two thirds majority create, modify, or revoke any bylaw relating to committee operation which are not inconsistent with this division.
- (f) All committee members are bound by all town policies, including but not limited to the town's ethics policy, and are subject to removal by the town council for violations of town policies.

#### **Part 2: REPEAL OF CONFLICTING ORDINANCES**

All ordinances or parts of the Town Code of Ordinances of the Town of Holly Springs conflicting or inconsistent with the provisions of this Ordinance are hereby repealed.

#### **Part 3: SEVERABILITY**

If any section, part of a section, paragraph, sentence, clause, phrase, or word of this Ordinance is for any reason held or declared to be unconstitutional, inoperative or void, such holdings shall not affect the remaining portion of this Ordinance and it shall be construed to have been the legislative intent to pass the Ordinance without such unconstitutional, invalid or inoperative part therein, and the remainder of this Ordinance after the exclusion of such part or parts shall be deemed to be held valid as if such part or parts had not been included therein, or if this Ordinance or any of the provisions thereof shall be held inapplicable to any person, group of persons, property, kind of property, circumstances, or set of circumstances, such holdings shall not affect the applicability thereof to any other person, property or circumstances.

#### **Part 4: INCLUSION IN CODE**

It is the intention of the Town Council entered as hereby ordained, that the provisions of this Ordinance shall become and be made part of the Town Code of Ordinances of the Town of Holly Springs, North Carolina; that the Section(s) of this Ordinance may be renumbered or relettered to accomplish such intention, and that the word "Ordinance" may be changed to "Section, or "Article" or other word.

#### **Part 5: EFFECTIVE DATE**

The provisions of this ordinance shall become effective January 20, 2026 in accordance with the laws of the State of North Carolina.

Adopted this, the 20<sup>th</sup> day of January 2026.

**Town of Holly Springs by**

\_\_\_\_\_  
Michael D. Kondratick, Mayor

**ATTEST:**

\_\_\_\_\_  
Linda McKinney, Town Clerk



	<b>P-044.2</b>	
	<b>Board Opening and Application Procedures</b>	
Holly Springs, N.C.	Prepared B	Linda McKinney, LeeAnn Plumer & Chris Hills
	Department:	Town Clerk
<b>Policy &amp; Procedure Statements</b> of the Holly Springs Town Council	Date Approved by Council:	October 21, 2025
	Effective Date:	October 21, 2025
	Supersedes Old #:	p_044.1
	Old Effective Date:	September 17, 2019

**Section I: Purpose**

The purpose of this policy statement is to develop a preferred process for Council to populate boards, committees, and subcommittees of the Council (herein referred to as Board Appointments) and provide a transparent and consistent process for all applicants to be considered by the Town Council. Additionally, this written process will clearly outline for citizens the process the Council uses for Board Appointments. The Town Council may, by majority vote, decide to waive, vary, or otherwise modify the process outlined in this policy.

**Section II: Annual Recruitment and Application Process**

A. Board of Adjustment, **Tree Advisory Committee**, and Planning Board- Applications will only be accepted from October 1 to the first Monday of December.

The Town Clerk shall post a notice in one or more conspicuous locations at Town Hall and at other Town-owned facilities as deemed appropriate as well as using all normal Town communications channels during the months of October and November of each year. This notice shall specify the vacancies for the Board of Adjustment, **Tree Advisory Committee**, and Planning Board, and will set forth the details regarding the application procedure and the deadline for receipt of applications, which shall be the first Monday of December. The Town Clerk will also advertise these vacancies utilizing the most effective advertising tools available each year to seek applicants from all segments of the community, representing various interests and groups.

In order to be eligible for appointment to the Board of Adjustment, **Tree Advisory Committee**, or Planning Board, a person must file an application on a form provided by the Town Clerk or available on the Town's website and meet the eligibility requirements as specified in the Ordinance. In order to be considered by the Council, an application must be filed with the Town Clerk not later than the first Monday of December preceding the beginning of the term for which the appointment is desired. This shall not apply to appointments to fill vacancies for unexpired portions of terms. All applications that meet the eligibility requirements will be forwarded to the Town Council.

The Town Clerk will distribute copies of all applications to each Council member during the month of December. Unless otherwise directed, the Council as a whole shall consider all applications received for appointment to the Board of Adjustment, **Tree Advisory Committee**, and/or Planning Board, and shall make such appointments as it deems appropriate. These appointments shall be made in January of each year. Applicants not selected or wishing to be reappointed shall submit a new application during the next application period for further consideration.

**B. Parks & Recreation Advisory Committee ~~and Tree Advisory Committee~~**  
Applications will be accepted from February 1 to the first Monday of April.

The Town Clerk shall post a notice in one or more conspicuous locations at the Town Hall and at other town-owned properties as deemed appropriate as well as well as using all normal Town communications channels during the month of February and March of each year. This notice shall specify the vacancies for the Parks & Recreation Advisory Committee ~~and Tree Advisory Committee~~, and will set forth the details regarding the application procedure and the deadline for receipt of applications which shall be the first Monday of April. The Town Clerk will also advertise these vacancies utilizing the most effective advertising tools available each year to seek applicants from all segments of the community, representing various interests and groups.

In order to be eligible for appointment to the Parks & Recreation Advisory Committee ~~or Tree Advisory Committee~~, a person must file an application on a form provided by the Town Clerk or available on the Town's website and meet the eligibility requirements as specified in the Ordinance. In order to be considered by the Council, an application must be filed with the Town Clerk not later than the first Monday of April preceding the beginning of the term for which the appointment is desired. This shall not apply to appointments to fill vacancies for unexpired portions of terms. All applications that meet the eligibility requirements will be forwarded to the Town Council.

The Town Clerk will distribute copies of all applications to each Council member during the month of April. Unless otherwise directed, the Council as a whole shall consider all applications received for appointment to the Parks & Recreation Advisory Committee ~~or Tree Advisory Committee~~, and shall make such appointments as it deems appropriate. These appointments shall be made not later than the first meeting of June of each year. Applicants not selected or wishing to be reappointed shall submit a new application during the next application period for further consideration.

### Section III: Process to Fill Vacancies or Create New Board Positions

A vacancy caused by the resignation of a member within 14 days prior to the opening of the annual appointment process, or during that process, shall be filled with the annual appointments. A vacancy caused by the resignation of a member after annual appointments have been made, but more than 14 days prior to the opening of the next annual appointment period shall be filled as midterm openings.

For example:

<b>Planning Board, Board of Adjustment, <span style="color: green;">Tree Advisory Committee</span></b>		
Advertised October 1 through the 1 <sup>st</sup> Monday in December		
Appointments made at January Council meeting		
Terms End	Resig. Date	How filled
Feb. 28 <sup>th</sup> (or 29 <sup>th</sup> )	Sept. 17 <sup>th</sup> to Jan. 2 <sup>nd</sup>	Filled as part of annual appointments
Feb. 28 <sup>th</sup> (or 29 <sup>th</sup> )	Jan. 3 <sup>rd</sup> to Sept. 16 <sup>th</sup>	Filled as a midterm opening
<b>Parks &amp; Recreation Advisory Committee <del>or Tree Advisory Committee</del></b>		
Advertised February 1 through the 1 <sup>st</sup> Monday in April		
Appointments made at May Council meeting		
Terms End	Resignation Date	How filled
June 30 <sup>th</sup>	Jan 18 <sup>th</sup> to May 1 <sup>st</sup>	Filled as part of annual appointments
June 30 <sup>th</sup>	May 2 <sup>nd</sup> to Jan. 16 <sup>th</sup>	Filled as a midterm opening

For all midterm openings or newly-created boards, the Town Clerk shall post a notice in one or more conspicuous locations at Town Hall or at other town-owned properties as deemed appropriate, and through all normal Town communications channels for a minimum of 14 days and starting no later than 14 days after the Clerk has been notified of the resignation or dismissal of a board member or the creation of a new board. This notice shall specify the vacancies for the board, and will set forth the details regarding the application procedure and the deadline for receipt of applications, which shall be a minimum of 14 days following the posting of the vacancy. The Town Clerk will advertise these vacancies utilizing the most effective advertising tools available each year to seek applicants from all segments of the community, representing various interests and groups.

In order to be eligible for appointment to the board, a person must file an application on a form provided by the Town Clerk or on the Town's website and meet all eligibility requirements as specified by the Town Council. In order to be considered by the Council, an application must be filed with the Town Clerk not later than the advertised application period deadline.

The Town Clerk will distribute copies of all applications to each Council member with the next available Town Council meeting packet after the completion of the application period deadline. Unless otherwise directed, the Council as a whole shall consider all applications received for appointment to the board, and shall make such appointments as it deems appropriate. These appointments shall be made at the next regular Town Council meeting. Applicants not selected shall submit a new application during the next application period for further consideration.

#### Section IV: Selection and Appointments

In reviewing applications, Council members will take into consideration the specific composition requirements by statute or enabling ordinance of the board. Council

members will strive to appoint applicants that reflect the current community makeup and community values.

The Town Council will determine their method for selecting members to fill vacancies. Council shall vote by simple majority to select the appointees.

After the Council has approved the slate of appointments, applicants will be notified as follows:

Those who were appointed will be notified by the Department with which the board works to advise them of their appointment status.

Those who were not appointed will be notified by the Clerk's office to advise them that they were not selected, and that they must reapply in order to be considered for future vacancies.

Section V: Retention of Applications

Applications will be retained in the Town Clerk's office for a period consistent with the NCDNCR Retention Schedule.

End of Policy Statement No. P-044.2

Adopted by the Holly Springs Town Council on ~~October 21, 2025~~ **January 20, 2026** as certified by:

  
Linda C. McKinney, Town Clerk





# Town of Holly Springs Tree Advisory Committee

*Agenda Cover Sheet*

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**Agenda Item#: a.**

## **New Business**

**Title:** Tree Pruning Session — February 21, 2026

**Strategic Priority Area:** Growth Management & Economic Vitality

**Staff Resource:** Sarah Sularz, Development Services

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## **Action(s):**

- Approve the date, time, and location of the event and identify TAC volunteers.

## **Explanation:**

- The Tree Advisory Committee will host a tree pruning event with Certified Arborist, Charles "Charlie" Gilbert of Bartlett Tree Experts.
- The recommended date and time for the event is February 21, 2026 at 10am.
- The recommended location for the event is Womble Park.

## **Background:**

- The tree pruning workshop has been held by the TAC to educate residents about proper pruning techniques so they can better maintain the street trees on their properties.
- The event is useful because it teaches citizens good practices for helping us maintain a healthy tree canopy.
- This event is one of four standing events that are on the TAC Work Plan.

## **Funding Source(s):**

## **Attachment(s):**

None



# Town of Holly Springs Tree Advisory Committee

*Agenda Cover Sheet*

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**Agenda Item#: a.**

## **Consent Agenda**

**Title:** April 13, 2026

**Strategic Priority Area:** Growth Management & Economic Vitality

**Staff Resource:** Sarah Sularz, Development Services

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## **Action(s):**

- Receive as information.

## **Explanation:**

- The 2nd Quarterly meeting of 2026 will be held on April 13, 2026.

## **Background:**

- Quarterly meetings are held the second Monday of January, April, July, and October at 6pm in Town Hall's Council Chambers.

## **Funding Source(s):**

## **Attachment(s):**

None