



## Agenda

### **Call to Order**

### **Roll Call**

### **Pledge of Allegiance**

### **Invocation**

### **Agenda Adjustment**

### **Approval of Minutes**

1. January 12, 2026 Regular Meeting Minutes

### **Community Events**

2. Arbor Day Recap
3. Upcoming 2026 Events

### **Street Tree Replacement Program**

4. 2025 Program Closeout

### **Education and Outreach**

5. 2026 Tree Pruning Workshop Recap

### **Other Business**

6. Discussion led by TAC Member Regina Smardon
7. Holly Springs 150th Celebration

### **Next Meeting**

8. July 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#: 1.**

### **New Business**

**Title:** January 12, 2026 Regular Meeting Minutes

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

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

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### **Action(s):**

- Approve January 12, 2026 meeting minutes.

### **Explanation:**

### **Background:**

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

### **Attachment(s):**

1. 12012026\_Minutes

Town of Holly Springs  
TREE ADVISORY COMMITTEE MINUTES  
Monday January 12, 2026 - 6:00 p.m.

Agenda Item 1, 2, 3, & 4:

The Tree Advisory Committee met on Monday, January 12, 2026, 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  
Kara Foster  
Sara Kempin  
CJ Buonaccorsi (Jr Member)

Members Absent:

Ex-Officio

Members Present: Kara Foster, Town Council Representative  
Joanna Holder, Planning Board Representative  
Sara Kempin, Planning Board Alternate  
Eric Dean, Parks & Rec Advisory Committee

Ex-Officio

Members Absent:

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

*Motion to approve October 13, 2025, regular meeting minutes*

*Motion by: Jason Roberson*

*Second by: Autumn Dean*

*The Committee Voted: 8-0*

Community events:

Creek Week

Activities: Litter clean up, story walk at Womble Park, virtual stream walk at Middle Creek, rain barrel sales at Farmer's Market.

Arbor Day, March 21, 9am-11am

Activities: Tree planting,

Volunteers:

- Kara Kempin
- Marissa Parker
- Autumn Dean
- Sara Kempin

Tree selection

- Dogwood

Feedback/discussion: Memorial bench/tree program (parks and rec)

- a. October 13, 2025, Regular Meeting Minutes

#### Agenda Item 7: Community Events

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Ms. Sularz provided information about the Arbor Day foundation

#### Agenda Item 8: Tree City USA

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Ms. Sularz had an update about the Application Tree City USA 2025

A chart was provided with the residential use, commercial and mixed-use, and employment or campus percentages of total acreage developed, preserved, average preserved and minimum required.

#### Agenda Item 9: Street Tree Replacement Program

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Ms. Sularz provided an update on applications for the Street Tree Replacement program. There were 93 applications from 46 the previous year. Extending application time for 2026 to provide more notice to the residents and communities in town.

#### Agenda Item 10: Ordinances and Policies

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The committee discussed change to meeting schedule from October to September (Sep, Dec, Mar, June)

#### Agenda Item 11: Education and Outreach

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Tree pruning workshop

Feb 21, 2026

10am-12pm

Womble Park

Volunteers:

- Kara Foster
- Autum Dean

#### Agenda Item 12: Other Business

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Town of Holly Springs  
TREE ADVISORY COMMITTEE MINUTES  
Monday January 12, 2026 - 6:00 p.m.

*Agenda Item 13: Next Meeting*

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1. April 13<sup>th</sup>, 2026

*Agenda Item 14: Adjournment*

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The meeting adjourned at 7:17 pm

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Janet Spear  
TAC Clerk



# Town of Holly Springs Tree Advisory Committee

*Agenda Cover Sheet*

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## **Agenda Item#: 2.**

### **New Business**

**Title:** Arbor Day Recap

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

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

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### **Action(s):**

- Discuss 2026 Arbor Day celebration and identify goals for the 2027 event in March 2027.

### **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.
- Proclaimed March 21st, 2026 as Arbor Day
- Coordination with Holly Springs Methodist Church
- Public Engagement: Table at Farmers Market and Nature Arts and Crafts
- Tree Planted: Flowering Dogwood Tree

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

### **Attachment(s):**

None



# Town of Holly Springs Tree Advisory Committee

*Agenda Cover Sheet*

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## **Agenda Item#: 3.**

### **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):**

- Discuss Wild About Nature event for Saturday, May 16, 2026.

### **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:**

- Wild About Nature is hosted by Parks and Recreation, aimed at engaging the Town's youth population.

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

### **Attachment(s):**

None



# Town of Holly Springs Tree Advisory Committee

*Agenda Cover Sheet*

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## **Agenda Item#: 4.**

### **New Business**

**Title:** 2025 Program Closeout

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

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

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### **Action(s):**

- Receive as information. Discuss future goals of the program

### **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 has ended for this year, with a total of 70 street trees being replaced throughout Holly Springs.

### **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):**

Town Council Allocation

### **Attachment(s):**

None



# Town of Holly Springs Tree Advisory Committee

*Agenda Cover Sheet*

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## **Agenda Item#: 5.**

### **Consent Agenda**

**Title:** 2026 Tree Pruning Workshop Recap

**Strategic Priority Area:** Vibrant Community

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

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### **Action(s):**

Review workshop and provide comment and feedback for planning future events.

### **Explanation:**

- The Tree Advisory Committee hosted a tree pruning event with Certified Arborist, Charles "Charlie" Gilbert of Bartlett Tree Experts.
- The workshop was held February 21, 2026 at Womble Park.
- 37 attendees were recorded, the largest group we have had to date!

### **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#: 6.**

### **New Business**

**Title:** Discussion led by TAC Member Regina Smardon

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

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

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### **Action(s):**

- Receive as information and decide as a committee on next steps.

### **Explanation:**

- TAC Member Regina Smardon has requested from Chairperson Parker 10 minutes to hold a discussion with the TAC.

### **Background:**

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

### **Attachment(s):**

None



# Town of Holly Springs Tree Advisory Committee

*Agenda Cover Sheet*

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## **Agenda Item#: 7.**

### **New Business**

**Title:** Holly Springs 150th Celebration

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

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

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### **Action(s):**

- Discuss possible opportunity to participate in the Holly Springs 150th Celebration.

### **Explanation:**

- The TAC has been offered the opportunity to sponsor a tree planted in commemoration of the Town's 150th celebration. The planting event is anticipated for Fall 2026.
- To honor Holly Springs' 150th celebration, the Town is considering planting a special tree that will grow alongside the community. Options for tree species and size are being considered, as well as where the tree could be planted – tentatively at Sugg Farm Park in late fall 2026.
- As a companion project, the Town plans to offer 150th celebration benches for purchase. Benches will display a special 150th plaque with the donor's name. In cooperation with Parks & Recreation, these will be placed throughout Town parks and along greenways for everyone who enjoys these natural areas.
- If desired by the TAC, a bench sponsorship could be considered and be placed next to the 150th anniversary celebration tree.

### **Background:**

- Town staff from Communications & Marketing, Parks & Recreation, Administration, Public Works, and Development Services have been working towards a commemorative project to increase public awareness of our upcoming 150th celebration. The TAC has been offered a chance to be a part of this unique and once-in-a-lifetime opportunity.

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

### **Attachment(s):**

None



# Town of Holly Springs Tree Advisory Committee

*Agenda Cover Sheet*

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## **Agenda Item#: 8.**

### **New Business**

**Title:** July 13, 2026

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

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

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### **Action(s):**

- The next meeting will be held on July 13, 2026.

### **Explanation:**

- At the July 13, 2026 meeting, TAC will hold an organizational meeting to select a chair and vice-chair for the following year.
- Following the July meeting, the TAC meeting schedule will shift to quarterly starting in September.

### **Background:**

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

### **Attachment(s):**

None