



Town of Holly Springs
Tree Advisory Committee
6:00 PM **Monday, January 13, 2025**

Regular Meeting
Holly Springs Town Hall Council Chambers
128 S. Main Street, 2nd Floor

Agenda

1. Call to Order

2. Agenda Adjustment

3. Approval of Minutes

- a. July 8, 2024 Regular Meeting Minutes

4. Community Events

- a. 2025 Arbor Day and Creek Week Planning

5. Tree City USA

- a. 2024 Tree City USA Annual Application

6. Street Tree Replacement Program

- a. 2024 Street Tree Grants & Town Project Update

7. Education & Outreach

- a. 2025 Tree Pruning Workshops

8. Other Business

9. Next Meeting

- a. Next Quarterly Meeting: April 14, 2025

10. 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 919-557-3900



Town of Holly Springs Tree Advisory Committee

Agenda Cover Sheet

Agenda Item#: 3.a.

New Business

Title: July 8, 2024 Regular Meeting Minutes

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Sean Ryan, Development Services

Action(s):

- Approve July 8, 2024 minutes

Explanation:

Background:

Funding Source(s):

Attachment(s):

1. 07082024_Minutes



Town of Holly Springs Tree Advisory Committee Minutes: July 8, 2024

Development Services • 128 S. Main Street • P.O. Box 8 • Holly Springs, NC 27540

Agenda Item 1: ROLL CALL

The Tree Advisory Committee met on Monday, July 8, 2024 in Town Hall at 128 South Main Street at 6:00 P.M. **Quorum was established.**

Members Present: Marissa Parker, Vice Chair
Eric Dean
Jason Roberson
Rebekah Faulkner (Jr Member)

Members Absent: Russell Lichtenstein
Ginny Suever
Amber Sauer

Ex-Officio

Members Present: Annie Drees, Town Council Representative
Joanna Holder, Planning Board Representative
Susan Smith, Parks & Rec Advisory Committee

Ex-Officio

Members Absent: Sarah Larson, Parks & Rec Advisory Committee

Staff Present: Sean Ryan, Planning Manager
Nikki St. Pierre, Clerk
Andrew Snyder, Parks & Rec
Conor Ryan, Planner I
Bridget Peters, Planning Intern, Development Services

Others Present: Joseph Cuccurullo, Planning Board Representative Alternate

Agenda Item 2: Agenda Adjustment

No Agenda Adjustments

Agenda Item 3: Minutes

- a. January 8, 2024 Regular Meeting Minutes
- b. April 8, 2024 Regular Meeting Minutes

Motion:

Motion to approve both January 8, 2024 and April 8, 2024 Minutes.

Motion by: Council Member, Annie Drees

Second by: Jason Roberson

Agenda Item 4: Board Update

a. New & Returning Members

All members provided a brief introduction to themselves

b: Election of Officers

The TAC members have agreed to the following election of Officers:

- Appoint **Marissa Parker** as Chairperson
- Appoint **Eric Dean** as Vice Chairperson

Agenda Item 5: Tree City USA

The 2024 Tree Advisory annual work program was presented to the committee by Mr. S Ryan. No Action is required, this is for discussion and feedback only.

Ms. Smith (P&R) asks about establishing a Tree Pruning Program, creating a solution to educate HOA's. Create outreach programs to educate the residents, include more videos.

Agenda Item 6: Street Tree Replacement Program

Mr. S Ryan presents the 2024 Street Tree Replacement Program to the Tree Advisory Committee, providing 5-year data of the program.

Mr. S Ryan confirms Street Trees are tagged and provide information to the homeowner in how to take care of the tree.

Mr. S Ryan opens the floor for discussion asking the TAC what their priorities for street tree replacement are? It was discussed to advertise and inform the community more of upcoming timelines.

Agenda Item 7: Tree Standards & Guidelines

Mr. C. Ryan presents to TAC:

- Review relevant UDO standards for street trees
- Review Town street tree inventory changes since last year

No action required. For information and discussion only.

Agenda Item 8: Arbor Day & Education Events

Ms. Peters presents to TAC.

TAC Discuss the planning of HollyFest 2024.

TAC recommends the difficulties in tree giveaway; TAC had 100 trees remaining after 2023 HollyFest, leftovers were given away at the Farmers Market. TAC suggests a “pick up booth” at the exit of HollyFest. Allowing families to continue enjoying HollyFest and pick up their tree on the way out.

TAC discusses reducing the order by 50 (=450) and focus on smaller species.

Mr. Roberson suggests HollyFest volunteers = 2 adults 1 High School student
Ms. Parker will discuss HollyFest volunteering with Scouts of America

TAC discusses possible ion of Children’s Activities

No action required. For information and discussion only.

Agenda Item 9: Other Business

No other Business

Agenda Item 10: Next Meeting

October 14, 2024

Agenda Item 11: Adjournment

The meeting adjourned at 7:30pm

Nikki St. Pierre
TAC Clerk



Town of Holly Springs Tree Advisory Committee

Agenda Cover Sheet

Agenda Item#: 4.a.

New Business

Title: 2025 Arbor Day and Creek Week Planning

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Sarah Sularz, Development Services

Action(s):

- Receive information about Arbor Day 2025.

Explanation:

- The Arbor Day is held by the Tree Advisory Committee in March, which is consistent with when the State of North Carolina observes Arbor Day.
- Attendees at the event will plant a tree on town-owned property.

Background:

- The goal of the event is to celebrate Arbor Day and raise awareness about the importance of a healthy and robust tree canopy.
- This event is one of four standing events that are on the TAC Work Plan.

Funding Source(s):

N/A

Attachment(s):

None



Town of Holly Springs Tree Advisory Committee

Agenda Cover Sheet

Agenda Item#: 5.a.

New Business

Title: 2024 Tree City USA Annual Application

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Sarah Sularz, Development Services

Action(s):

- Receive an update on the 2024 Tree City USA application.

Explanation:

- The Tree Advisory Committee is responsible for meeting the obligations of the Tree City USA program.
- Application to the program is required each year.

Background:

Funding Source(s):

Attachment(s):

None



Town of Holly Springs Tree Advisory Committee

Agenda Cover Sheet

Agenda Item#: 6.a.

New Business

Title: 2024 Street Tree Grants & Town Project Update

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Sarah Sularz, Development Services

Action(s):

- Receive updates on the 2024 Street Tree Grant Program.

Explanation:

- The Town Council allocates funding for the Street Tree Replacement Program which is administered by Development Services and the Tree Advisory Committee.

Background:

Funding Source(s):

Attachment(s):

None



Town of Holly Springs Tree Advisory Committee

Agenda Cover Sheet

Agenda Item#: 7.a.

New Business

Title: 2025 Tree Pruning Workshops

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Sarah Sularz, Development Services

Action(s):

- Receive information about 2025 Tree Pruning workshops.

Explanation:

- The Tree Advisory Committee holds a tree pruning workshop in February.
- A second tree pruning workshop was added to the work plan this year and the goal is to hold the second workshop within a neighborhood with street trees.

Background:

- The tree pruning workshop has been held by the Tree Advisory Committee to educate residents about proper pruning technique 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):

N/A

Attachment(s):

None