



Agenda

Call to Order

Roll Call

Pledge of Allegiance

Invocation

Agenda Adjustment

Approval of Minutes

- a. July 8, 2024 Regular Meeting Minutes

Arbor Day

- a. 2025 Arbor Day Recap and 2026 Arbor Day Planning

Tree City USA

- a. 2024 Tree City USA Annual Application

Street Tree Replacement Program

- a. 2024 Street Tree Replacement Program
- b. Town-Led Street Tree Planting Initiative

Education and Outreach

- a. 2025 Tree Pruning Workshops
- b. Wild About Nature
- c. HollyFest 2025 Planning

Other Business

Next Meeting

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#: 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#: a.

New Business

Title: 2025 Arbor Day Recap and 2026 Arbor Day Planning

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Sarah Sularz, Development Services

Action(s):

- Discuss the 2025 Arbor Day Event held at the Cultural Center on Saturday, March 22 and provide feedback for the 2026 Arbor Day Event.

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#: 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):

- Discuss highlights from the 2024 Tree City USA application, which was approved by the Arbor Day Foundation.

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#: a.

New Business

Title: 2024 Street Tree Replacement Program

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Sarah Sularz, Development Services

Action(s):

- Receive updates on the 2024 Street Tree Grant Program.
- Discuss goals for upcoming 2025 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.
- The 2024 program took place over the fall months.
- The 2025 program is expected to launch in September 2025.

Background:

Funding Source(s):

Attachment(s):

None



Town of Holly Springs Tree Advisory Committee

Agenda Cover Sheet

Agenda Item#: b.

New Business

Title: Town-Led Street Tree Planting Initiative

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Sarah Sularz, Development Services

Action(s):

- Receive information on the Town-Led Street Tree Planting initiative for Spring 2025.

Explanation:

- Development Services, in coordination with Utilities & Infrastructure and Public Works, has identified neighborhood streets in Remington and Westview to receive new street trees.
- Approximately 30 new street trees will be planted in the month of April.
- The 2024 Street Tree Replacement Program did not expend all available funding for the program. The remaining funding from the 2024 Street Tree Replacement Program will be used for this project.

Background:

Funding Source(s):

Attachment(s):

None



Town of Holly Springs Tree Advisory Committee

Agenda Cover Sheet

Agenda Item#: 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



Town of Holly Springs Tree Advisory Committee

Agenda Cover Sheet

Agenda Item#: b.

New Business

Title: Wild About Nature

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Sarah Sularz, Development Services

Action(s):

- Receive information about Wild About Nature event and determine Tree Advisory Committee participation.

Explanation:

- Staff will discuss details of the Wild About Nature event, including the date, time, location, programming at the event, and collaboration with the Teen Recreation Advisory Council.
- Volunteers from the TAC will need to attend on behalf of the Tree Advisory Committee.

Background:

- Wild About Nature is an annual event that is coordinated by the Parks and Recreation Department and held at Sugg Farm in May.
- Wild About Nature is also one of the four annual events that is on the Tree Advisory Committee's annual Work Plan.
- The event features live animals, games and activities, food trucks, and opportunities for local organizations to educate the public on nature and conservation efforts.

Funding Source(s):

N/A

Attachment(s):

None



Town of Holly Springs Tree Advisory Committee

Agenda Cover Sheet

Agenda Item#: c.

New Business

Title: HollyFest 2025 Planning

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Sarah Sularz, Development Services

Action(s):

- Discuss Tree Advisory Committee participation at HollyFest 2025.

Explanation:

- The Annual Work Plan identifies HollyFest as 1 of the annual activities attended by the Tree Advisory Committee to provide public education on the importance of trees in the community.
- The annual tree giveaway occurs at HollyFest.
- Volunteers will be needed by from members of the committee on the day of the event.

Background:

- HollyFest will be held on Saturday, October 25, 2025 from 10 a.m. - 4 p.m. at Sugg Farm at Bass Lake Park.

Funding Source(s):

Attachment(s):

None