



# Town of Holly Springs Tree Advisory Committee Minutes: *October 11, 2021*

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

## Agenda Item 1: ROLL CALL

The Tree Advisory Committee met virtually on Monday, October 11, 2021 in Town Hall at 6:00 P.M. when quorum was established.

Members Present: Rachel Woods, Chair  
Amanda Bowden, Secretary  
Kelly Oten  
Ginny Suever

Ex-Officio  
Members Present: Aaron Wolff  
Len Lloyd

Ex-Officio  
Members Absent: Adam Orsak  
Christine Kelly  
Thomas Urquhart

Staff Present: Elizabeth Goodson  
Cheryl Caines  
Taylor Jackson  
Rob Adams  
Bronwyn Bishop

Others Present: None

## Agenda Item 2: Agenda Adjustment

No agenda adjustments were made.

## Agenda Item 3: Minutes

TAC members were not able to access the minutes to review prior to the meeting. The minutes will be voted on at the next TAC meeting.

#### Agenda Item 4: Election of Officers

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The Committee selected Kelly Oten as Chair.

Motion by: Ms. Oten  
Seconded by: Ms. Woods  
Action: *The committee voted in favor of the motion. (4-0)*

The Committee selected Rachel Woods as Vice Chair.

Motion by: Ms. Woods  
Seconded by: Ms. Bowden  
Action: *The committee voted in favor of the motion. (4-0)*

The Committee selected Amanda Bowden as Secretary.

Motion by: Ms. Bowden  
Seconded by: Ms. Woods  
Action: *The committee voted in favor of the motion. (4-0)*

#### Agenda Item 5: Action/Discussion Items

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##### Street Tree Grant Applications

Ms. Caines reported the Street Tree Grant Application Pilot Program had 17 applications with about half individuals and half group applications of two or more people. Individuals could request up to \$750 and group applications could request up to \$5000 for project reimbursement. The TAC discussed each application as a group. Most applications were approved, several were incomplete and some denied due to inappropriate requests for non-street tree locations such as private easements or DoT right of way.

#### Agenda Item 6: Update Items

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- a. Hollyfest
  - Saturday, October 30<sup>th</sup>
  - Booth events and volunteers
  - Mascot signup/Mascot Naming Activity
  - Tree Seedlings
- b. Cass Holt
  - Saturday, November 6
  - Mascot signup
  - Activities, giveaways

Members of the TAC discussed appearances at Hollyfest and possibly at Cass Holt Road Park. The TAC voted to withdraw from appearing at Hollyfest in 2021 due to lack of preparation and fluctuation of members. Ms. Woods reported that the TAC was requested to have a presence at the new Cass Holt Road Park where approximately 200-300 visitors are expected onsite. Ms. Woods will send out a sign up for the event and there will be opportunities for Holly Springs High School students to volunteer.

#### Agenda Item 7: Other Business

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##### Announcements/Information Sharing

- Town Council
- Planning Board
- Parks & Recreation Advisory Board
- Public Works & Parks
- Committee Members

Ms. Natt och Dag has resigned from the TAC and the vacant Tree Advisory Committee position will be advertised while the Town Council searches for and approves a new committee member. Ms. Woods and Ms. Oten will coordinate on the next TAC educational program on proper tree planting technique next week.

#### Agenda Item 8: Next Meeting Anticipated Topics: November 8th

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Minutes for the July 2021 and September 2021 meetings will be voted on.

#### Agenda Item 9: Adjournment

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The meeting adjourned at 8:26 p.m.



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Amanda Bowden  
TAC Secretary

