



Town of Holly Springs

Tree Advisory Committee

Minutes: October 10, 2022

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, October 10, 2022 in Town Hall at 128 South Main Street at 6:00 P.M. when quorum was established.

Members Present: Kelly Oten, Chair
Ginny Suever
Russell Lichtenstein
Marissa Parker
Geraldyn Williams

Members Absent:

Ex-Officio

Members Present:

Ex-Officio

Members Absent: Aaron Wolff
Thomas Urquhart

Staff Present: Elizabeth Goodson
Cheryl Caines
Taylor Jackson
Conor Ryan
Brett Gosney

Others Present: None

Agenda Item 2: Agenda Adjustment

No Agenda Adjustments

Agenda Item 3: Welcome New Members/Recognize Outgoing Members

Chair Oten welcomed the new member, Geraldyn Williams, to the Committee

Agenda Item 4: Minutes

Motion to approve the minutes for the July 11, 2022 meeting

Motion by: Marissa Parker

Seconded by: Ginny Suever

Action: The committee voted in favor of the motion. (5-0)

Agenda Item 5: Tree City USA

No Business

Agenda Item 6: Street Tree Replacement Program

a. Street Tree Replacement Program Update

Cheryl Caines provided a brief history of the program to the new members. Mrs. Caines provided an update on the funding breakdown with 20% being given to the reimbursement program and 80% being given to Town Projects. Mrs. Caines showed that 60 trees in various locations can be replaced with them being either dead, very poor or poor health or even removed. The data was expanded to very poor/poor trees because of there being a low number of trees that were dead and those trees being scattered throughout town.

Mrs. Parker asked about the number of trees being pulled from?

Mr. Ryan stated that the data was pulled from 19,000 trees.

Mrs. Parker asked if this would be removing the trees?

Mr. Ryan stated that these 60 trees are absolutely dead or missing.

Mrs. Caines stated that the data was then placed against the priorities of the Board with these priorities being increasing the number of street trees, replace dead or missing trees, prevent the spread of disease, improve the overall town tree species diversity, and various area. Mrs. Caines then showed a map of the 60 trees that are being prioritized with the priorities of the board being considered. Three areas of the town were shown with the East, Central, and West with the Board needing to decide how we are going to attack these areas with funding only potentially being able to cover a few of the areas. Mrs. Caines provided an update on where trees have been placed in the past to show what areas have potentially had more trees than others or more funding than others.

Mrs. Parker stated that it is good return to only have 60 trees in need of the 19,000.

Mrs. Oten stated that the 19,000 is only street trees?

Mr. Ryan stated that it should be all of those located within the right of way but it can not be guaranteed that this is for all of the street trees within the Town of Holly Springs.

Mr. Lichtenstein asked if new developers are required to replace dead trees up to a year after they are shown.

Mrs. Goodson stated that this is something that is being built into the new developments.

Mrs. Parker stated that it makes more sense to have all of the trees located in the same area to help with the costs and can those that are located closer to the area decided on, could those also be included?

Mrs. Caines stated that some trees outside of the circle could be considered.

Mr. Lichtenstein asked if the goal is to have a contractor come to remove and replace the trees?

Mrs. Caines stated yes, it is the goal to have those removed and replaced by the hired contractor.

Mr. Lichtenstein stated that if there are removals, then it will cut into the cost. If the Town could come and remove or stump the tree, it would cut costs on the removal of the trees.

Mr. Taylor stated that with the staff and equipment that the town has, we would not be equipped to be able to do any type of removals.

Mrs. Goodson stated that this is about having funds available to have someone come in from start to finish but the equipment needs and staff needs can be taken into consideration for the future enhancement of the program.

Mr. Lichtenstein stated that his approach would be to go after the smaller tree because it would allow more companies to bid on the project.

Mrs. Goodson stated that the prior meeting was taking into consideration the priorities and this is the result of those filter with the next step being finding the area and getting cost estimates knowing that this money may not go to all of the project areas. If projects are queued up then they will be able to request more funding in the future for these areas.

Mrs. Caines state that this program can be changed given the information to help change the program in future years.

Mr. Lichtenstein asked about how we will go about getting estimates.

Mrs. Caines stated that the scope will be sent out and then contractors will send back in bids for how much they can do the project for.

Mr. Lichtenstein stated that if this pushed out for a bid that the criteria is not clear for the bid so there is not enough for the bid.

Mrs. Goodson stated that they do want to define the cost well so they are able to receive accurate bids and the town does have those that are able to estimate costs such as this. The cost estimate will be given for each of the three areas. Mainly this is a report back to the board to show what has come from the priorities that were defined during the previous meeting.

Mr. Lichtenstein asked about the historical data from the past.

Mrs. Caines stated that it was roughly \$30,000 and that it was roughly 25 trees with some removals being needed.

Mrs. Oten asked about a timeline for the next update.

Mrs. Caines stated it will depend on the Town being able to get cost estimates and how much input is required from the committee.

Mrs. Oten asked about the application portion.

Mrs. Caines stated that the permit tracking system is needing to be updated so that this able to be fully done online. This will cut down on the amount of actions required. When the system was built it was only built for the general applications but it is hopeful to be up by Hollyfest. This will be the first time it is available at Hollyfest.

Mrs. Oten asked about a rolling acceptance.

Mrs. Caines stated there is a deadline of when you have to have your tree in but there is not a deadline for the application.

Agenda Item 7: Tree Standards & Guidelines

No Business

Agenda Item 8: Arbor Day & Education Events

a. *Hollyfest (Oct. 29)*

Mrs. Caines provided an update on the Hollyfest breakdown and how the shifts are going to work with wanting to spread out those with tree knowledge over various shifts so they are able to answer questions. Different 'swag' items will be available to hand out and potentially doing a tree give away again.

Mrs. Oten stated the tree give away was very popular.

Mrs. Caines asked for suggestion on trees to give away.

Mrs. Oten stated that everyone wants a dogwood and that smaller trees may be more successful because the smaller amount of space needed in a yard opens it up to more people. The previous giveaways were very successful.

Mrs. Caines asked about the potential to give away Holly trees at Hollyfest.

The board stated that they would definitely be supportive of having several different types of trees.

Mrs. Caines explained more about how the booth will work during Hollyfest so the board knows what to expect.

The Board wants to assign shifts during this time.

Geralyn and Russell will be the morning shift with Kelly and Thomas being the afternoon shift for Hollyfest.

The volunteer hours also help with the Tree City USA application.

The Board discussed more logistic matters for Hollyfest.

Agenda Item 9: Other Business

a. *Wake County Tree Canopy Study*

Mrs. Caines provided an update on this study and provided a condensed overview of the study. The County is doing a county wide canopy study with a large amount of development occurring in the area and hoping to create reports that are specific for each area to show how canopies have changed. This will help to create planting priorities to help give recommendations to the town as well as considering the goal of the town. The Town will be able to learn more about the type of canopy that is throughout the Holly Springs area and what could be done to improve this canopy. The Board may want to consider what they are hoping to learn from the study so we are able to give suggestions on the types of planting we would like to see in the area.

Mrs. Parker asked about being able to receive more information on this study.

Mrs. Caines stated that she will send out more information regarding the study and the website that is associated with the program.

Mrs. Caines continued to explain the purpose of the study and how it may potentially benefit Holly Springs with the data that the town will receive. At the end once all of the information is gathered, they will create a tree planting plan. This data can then be used to help make decisions in the future.

Mrs. Parker asked about a timeline on the study.

Mrs. Caines stated they will not hear back until next year but they are expecting frequent check ins.

Mrs. Caines stated that they will provide timetables based on what the ultimate goal of the Town is to help with the implementation of the program. There will be a report given to the town that is expected March or April of next year.

Mr. Lichtenstein asked about the company completing the study.

Mrs. Caines stated that Davies will be doing the study.

Agenda Item 10: Next Meeting

December is the next anticipated meeting timeline. Mrs. Oten stated she will not be in attendance.

Agenda Item 11: Appointing Vice-Chair

Motion to Appoint Marissa Parker as the Vice-Chair of the Board.

Motion by: Russell Lichtenstein

Seconded by: Geralyn Williams

Action: The committee voted in favor of the motion. (5-0)

Agenda Item 11: Adjournment

The meeting adjourned at 7:05 p.m.



Brett Gosney
TAC Clerk