



## Holly Springs Tree Commission

Holly Springs Public Safety Building, Council Chambers  
3235 Holly Springs Pkwy. Holly Springs, GA 30115  
Tuesday, February 11, 2025 | 6:00 PM

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Alex Gray | Tray Herndon | Colleen Konwick - Chair | Pamela Shurmantine - Vice Chair | Matt Ackerman

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### AGENDA

#### I. CALL TO ORDER

#### II. OLD BUSINESS

#### III. NEW BUSINESS

A. Update for Arbor Day-February 21, 2025.

B. January 14, 2025, Tree Commission meeting minutes.

#### IV. REPORTS/COMMENTS

A. Treasurer's Report - December 2024

B. Arbor Day Foundation Report

#### V. ADJOURNMENT

**City of Holly Springs  
Holly Springs Tree Commission Minutes  
January 14, 2025**

**Commission Members Present:** Chairman Colleen Konwick, Vice Chairman Pamela Shurmantine, Treasurer Tray Herndon, Commission Member Alex Gray, Commission Member Matt Ackerman.

**Commission Members Not Present:** None.

**Elected Officials Present:** Mayor Ryan P. Shirley.

**Staff Present:** City Manager Robert Logan, Community Development Director Nancy Moon, Administrative Assistant Sabrina Resendiz, Captain Michael Hales and Officer Eric Bastress.

**I. CALL TO ORDER**

Chairman Konwick called the Tree Commission Meeting to order.

**II. OATH OF OFFICE CEREMONY**

Mayor Ryan P. Shirley administered the Oath of Office to the Commissioners.

**III. ELECTION OF OFFICERS**

Secretary Shurmantine made a motion to approve Colleen Konwick as Chairman.  
Treasurer Herndon seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

Commission Member Matt Ackerman made a motion to approve Pamela Shurmantine as Vice Chairman. Commission Member Alex Gray seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

Vice Chairman Konwick made a motion to approve Pamela Shurmantine as Secretary.  
Treasurer Herndon seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

Vice Chairman Konwick made a motion to approve Tray Herndon as Treasurer.  
Secretary Shurmantine seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

**IV. OLD BUSINESS**

**V. NEW BUSINESS**

A. Discuss Committee Appointments:

- (1) Tree City USA
- (2) Arbor Day
- (3) Great American Cleanup
- (4) Landscape and Beautification
- (5) Yard of the Month

City Manager Robert Logan gave a brief overview of each committee.

Chairman Konwick made a motion to approve Commission Member Alex Gray as Chairman of the Tree City USA Committee. Treasurer Herndon seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

Chairman Konwick made a motion to approve Commission Member Pamela Shurmantine as Co-Chairman of the Tree City USA Committee. Commission Member Ackerman seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

Chairman Konwick made a motion to approve Commission Member Tray Herndon as Chairman of the Arbor Day Committee. Vice Chairman Shurmantine seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

Chairman Konwick made a motion to approve Commission Member Matt Ackerman as Co-Chairman of the Arbor Day Committee. Treasurer Herndon seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

Vice Chairman Shurmantine made a motion to approve Commission Member Matt Ackerman as Chairman of the Great American Cleanup Committee. Treasurer Herndon seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

Chairman Konwick made a motion to approve Commission Member Pamela Shurmantine as Co-Chairman of the Great American Cleanup Committee. Commission Member Ackerman seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

Chairman Konwick made a motion to approve Commission Member Colleen Konwick as Chairman of the Landscape and Beautification Committee. Treasurer Herndon seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

Chairman Konwick made a motion to approve Commission Member Alex Gray as Co-Chairman of the Landscape and Beautification Committee. Vice Chairman Shurmantine seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

Chairman Konwick made a motion to approve Commission Member Pamela Shurmantine as Chairman of the Yard of the Month Committee. Commission Member Matt Ackerman seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

Chairman Konwick made a motion to approve Commission Member Tray Herndon as Co-Chairman of the Yard of the Month Committee. Commission Member Matt Ackerman seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

B. November 12, 2024 Tree Commission meeting minutes.

Chairman Konwick made a motion to approve. Treasurer Herndon seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

## **VI. REPORTS/COMMENTS**

### **A. Treasurer's Report - October and November 2024.**

Treasurer Herndon presented the financial report for October and November 2024.

Chairman Konwick asked Treasurer Herndon to give an update on the Arbor Day Committee. He responded he would give an update on preparations on February 11th.

City Manager Rob Logan gave a brief summary concerning the vote of Mayor and City Council in November 2024 to give compensation to the Tree Commission Members for each meeting attended.

## **VII. ADJOURNMENT**

Chairman Konwick made a motion to approve. Vice Chairman Shurmantine seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

Respectfully submitted.

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Colleen Konwick, Chairman

Attest:

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Sabrina Resendiz, Administrative Assistant

|                               |         |                    |             |               |
|-------------------------------|---------|--------------------|-------------|---------------|
| Holly Springs Tree Commission |         |                    |             |               |
| December 2024                 |         |                    |             |               |
|                               |         |                    | \$          | 47,281.16     |
| Less: Cash Disbursements      |         |                    |             |               |
| DATE                          | CHECK # | VENDOR             | AMOUNT      | DESCRIPTION   |
| 12/16/2024                    | CC      | Buck Jones Nursery | \$ (663.20) | Memorial Tree |
|                               |         |                    |             |               |
| Total                         |         |                    | \$          | (663.20)      |
|                               |         |                    |             |               |
| Add: Deposits & Other Credits |         |                    |             |               |
|                               |         |                    |             |               |
| Total                         |         |                    | \$          | -             |
|                               |         |                    |             |               |
| Ending Bank Balance           |         |                    | \$          | 46,617.96     |
| Total Funds                   |         |                    | \$          | 46,617.96     |
|                               |         |                    |             |               |



## Application Information

Application ID 364592  
 Partner Holly Springs  
 Program Tree City USA  
 Application Type Tree City USA  
 Start Date 12/12/2024  
 Status Application Approved

## Primary Contact Information

|                                             |                           |                          |
|---------------------------------------------|---------------------------|--------------------------|
| <b>First Name</b><br>Robert                 | <b>Last Name</b><br>Logan |                          |
| <b>Title</b><br>City Manager                |                           |                          |
| <b>Address 1</b><br>3237 Holly Springs Pkwy |                           |                          |
| <b>Address 2</b>                            |                           |                          |
| <b>City</b><br>Canton                       | <b>State</b>              | <b>Zip Code</b><br>30115 |
| <b>Country</b><br>United States             |                           |                          |

## Details

### Mayor or Equivalent Contact Information

**FirstName:** Steven  
**LastName:** Miller  
**Email:** smiller@hollyspringsga.us  
**Phone:** +1 (770) 345-5536  
**StreetAddress1:** 3237 Holly Springs Pkwy  
**City:** Canton  
**Country:** United States  
**State:** Georgia  
**County:** Cherokee County  
**ZipCode:** 30115

### City Forestry Contact Information

**FirstName:** Robert  
**LastName:** Logan  
**Title:** City Manager  
**Email:** rlogan@hollyspringsga.us  
**Phone:** +1 (770) 345-5536  
**City:** Canton  
**Country:** United States  
**ZipCode:** 30115

### PR/Communications Contact Information

**FirstName:** Robert  
**LastName:** Logan  
**Email:** rlogan@hollyspringsga.us  
**Phone:** +1 (770) 345-5536  
**City:** Canton  
**Country:** United States  
**ZipCode:** 30115

### Partner Intake Information

**PartnerName:** Holly Springs  
**Website:** <https://www.facebook.com/CityofHollySpringsGA/>  
**PartnerGroup:** Holly Springs  
**PartnerSubCategory:** City  
**Population:** 19540  
**AdditionalStickers:** 0

**Shipping address for recognition materials**  
**ShippingAddress1:** 3237 Holly Springs Pkwy

City: Holly Springs  
 County: Cherokee County  
 State: Georgia  
 Country: United States  
 ZipCode: 30115

## Standard 1 - A Tree Board or Department

Who is legally responsible for the care of all trees on community owned property?  
 Community has both a Tree Board and a Department Chair/City Manager

### Tree Board Chairperson Contact Information

FirstName: Colleen  
 LastName: Konwick  
 Email: tchambers@hollyspringsga.us  
 Phone: +17703455536  
 StreetAddress1: PO BOX 990  
 City: Holly Springs  
 Country: United States  
 State: Georgia  
 County: Cherokee County  
 ZipCode: 30142

### Additional Board Member Contact Information

FirstName: Tray  
 LastName: Herndon  
 Email: tchambers@hollyspringsga.us  
 Country: United States

FirstName: Alex  
 LastName: Gray  
 Email: tchambers@hollyspringsga.us  
 Country: United States

FirstName: Pamela  
 LastName: Shurmantine  
 Email: tchambers@hollyspringsga.us  
 Country: United States

FirstName: Marc  
 LastName: Hutchins  
 Email: tchambers@hollyspringsga.us  
 Country: United States

Tree Board Meeting Frequency  
 Monthly

Please Explain:

### Department Chair or City Manager Contact Information

FirstName: Colleen  
 LastName: Konwick  
 Title: CHAIRMAN  
 Email: tchambers@hollyspringsga.us  
 Phone: +17703455536  
 StreetAddress1: PO BOX 990  
 City: Holly Springs  
 Country: United States  
 State: Georgia  
 County: Cherokee County  
 ZipCode: 30142

## Standard 2 - A Community Tree Ordinance

### Our Attached Ordinance

Is in effect 24/7/365  
 Addresses, at the very least, all public trees in our community  
 Delegates authority over all public trees in our community  
 Has clear guidance on the protecting, planting, maintaining, and/or removing of public trees

Copy and paste relevant language from your community's uploaded ordinance addressing  
 delegation of authority over public trees in the box below.  
 Section 18.1

Copy and paste relevant language from your community's uploaded ordinance addressing clear  
 guidance over public trees in the box below.  
 Section 18.1

Date current tree ordinance was established  
12/18/2017

Attach your community's current public tree care ordinance  
City of Holly Springs GA Tree Ordinance pdf

Ordinance Changes  
My community ordinance has not changed this past calendar year

### Standard 3 - A Community Forestry Program with an Annual Budget of at Least \$2 per Capita

Community Population  
19540

Tree Planting and Initial Care  
3277

Tree Maintenance  
8574

Tree Removal  
27775

Management  
30400

Utility Line Clearance

Volunteer Time (Hours)  
55

Are there other costs to report?

Other Costs

Other Costs Description

Total Expenditures:  
71867 95

Total Expenditures per capita:  
3.68

Community Tree Management Statistics

Number of Trees Planted  
12

Number of Trees Pruned  
142

Number of Trees Removed  
45

Optional Attachments

Annual work plan (if required by your state)

Supporting Budget Documents  
2024 Holly Springs Tree Commission Budget pdf

### Standard 4 - An Arbor Day Observance and Proclamation

Does your community tree program partner with local k-12 schools on any programming?  
No

When did your community celebrate Arbor Day?  
Event Type: Arbor Day Observance  
Event Date: 2/16/2024 12 00 00 AM  
Event Files: 2024 Holly Springs Arbor Day Event.jpg, 2024 Holly Springs Tree Commission-Arbor Day Event.jpg  
Application Id: 364592

Attach your signed Arbor Day proclamation  
Holly Springs Arbor Day Proclamation 2024.pdf

## Signature

**Mayor Signature**

**Mayor or Equivalent Signature Method**  
Signed Document

Download the PDF summary application, sign it, and upload it below.

**Upload Signed Document**  
2024 Holly Springs Mayor's Signature pdf

**First Name**

**Last Name**

**Professional Title**

As Mayor or Equivalent of the Community I certify that the information in this application is accurate by signing my name below.

**How did you hear about the Tree City USA program?**  
Previously recognized Tree City

**Please Explain:**

By submitting your application, you agree to the Tree City USA terms and conditions.