

Holly Springs Tree Commission

Date: April 19, 2022

Location: 3235 Holly Springs Parkway

6:00 P.M.

AGENDA

I. CALL TO ORDER

II. TREASURER’S REPORT – March 2022

III. NEW BUSINESS

A. Discuss Trees at Barrett Farms

Presented By: Robert Logan, City Manager

B. Discuss the Yard of the Month program for 2022

Presented By: Robert Logan, City Manager

B. Approve/deny the March 10, 2022 meeting minutes

IV. REPORTS

V. ADJOURNMENT

Holly Springs Tree Commission				
March 2022				
			\$	9,073.52
Less: Cash Disbursements				
DATE	CHECK #	VENDOR	AMOUNT	DESCRIPTION
3/21/2022	120	Home Depot	\$ (41.23)	Zip ties for Arbor Day
Total			\$	(41.23)
Add: Deposits & Other Credits				
3/9/2022	Cash	Donation	\$ 10.00	Arbor Day donation
Total			\$	10.00
Ending Bank Balance			\$	9,042.29
Total Funds			\$	9,042.29

City of Holly Springs
Tree Commission Meeting Minutes
March 8, 2022
6:00 p.m.

Board of Directors Present: Chairman Brandi Hackett, Vice Chairman / Treasurer Colleen Konwick, Commissioner Alex Gray, Commissioner Mandy Lynn, and Secretary Pamela Shurmantine.

Staff Present: City Manager Robert H. Logan, Community Development Director Nancy Moon, and Administrative Assistant Tracey Chambers.

Chairman Brandi Hackett called the meeting to order.

City Manager Robert H. Logan administered the Oath of Office to Pamela Shurmantine.

Vice Chairman / Treasurer Konwick presented the financial report for February 2022.

Chairman Hackett discussed the upcoming Memorial Tree Planting in honor of Officer Joseph Burson hosted by the Holly Springs Tree Commission and the Friends of the Holly Springs Police Foundation. The discussion was around the type of tree to be planted, the location of the planting at J.B. Owens park, the date and time of the ceremony. The suggested date was April 12th and Chairman Hackett said that she would consult with Lori Flink with the Friends of the Holly Springs Police Foundation to confirm the date and time. The City will ask the advice of the City Arborist for suggestions of appropriate tree species for the area and send that via email to the Tree Commission members for the final selection to be made.

Chairman Hackett motioned that the tree budget for the memorial tree planting does not exceed \$400. Commissioner Lynn seconded the motion. Motion carried 5-0.

Vice Chairman / Treasurer Konwick gave an update on the Arbor Day event that was held February 18, 2022 at the Train Depot. Vice Chairman / Treasurer Konwick stated that the event was very successful, and all seedlings were given away. Vice Chairman / Treasurer Konwick explained that there were some issues with our seedling order this year from the supplier's side, but the issues were resolved. Vice Chairman / Treasurer Konwick thanked City Manager Logan, Administrative Assistant Tracey Chambers, and Op-tech for their assistance with the event. Vice Chairman / Treasurer Konwick gave a special thanks to Chairman Hackett, Commissioner Gray, and Commissioner Lynn for attending and helping with the event. Vice Chairman / Treasurer Konwick asked that all members save the date of February 17, 2023 to plan on participating in next year's Arbor Day event.

Commissioner Lynn discussed the Yard of the Month Program for 2022 and reviewed the newly revised guidelines. Commissioner Lynn suggested a \$25 gift card to be given to the winner in addition to the recognition from the City Council for each of the six months that the program runs through the year. Community Development Director Nancy Moon said that she will correspond with a contact she has at the Home Depot located in Holly Springs to ask if they would like to support the program in any way.

Commissioner Lynn motioned to approve the Yard of the Month guidelines as it was updated and currently written. Vice Chairman / Treasurer Konwick seconded the motion. Motion carried 5-0.

Chairman Hackett held a discussion regarding the 2022 Great American Cleanup. The project will be discussed to determine a date during the July 2022 Tree Commission meeting.

Vice Chairman / Treasurer Konwick motioned to approve the January 11, 2022 meeting minutes. Secretary Shurmantine seconded the motion. Motion carried 5-0.

Secretary Shurmantine motioned to adjourn. Commissioner Lynn seconded the motion. Motion carried 5-0.

Meeting adjourned.

Respectfully Submitted,

Brandi Hackett, Holly Springs Tree Commission Chairman

Attest:

Tracey Chambers
Administrative Assistant