



Holly Springs Tree Commission

Date: March 10, 2020

Location: 3235 Holly Springs Parkway

6:00 P.M.

AGENDA

- I. CALL TO ORDER
- II. OATH OF OFFICE CEREMONY
- III. ELECTION OF OFFICERS
- IV. TREASURER'S REPORT – February 2020
- V. NEW BUSINESS
 - A. Discuss Committee Appointments:
Presented By: Robert H. Logan, City Manager
 - 1) Tree City USA
 - 2) Arbor Day
 - 3) Great American Cleanup
 - 4) Landscape and Beautification
 - 5) Yard of the Month
 - B. Arbor Day Program Report
Presented By: Colleen Konwick, Treasurer
 - C. Yard of the Month Program for 2020
Presented By: Marc Teffeau, Chairman
 - D. Tree Planting for Earth Day April 22nd
Presented By: Marc Teffeau, Chairman
 - E. Tree Commission Plan of Work for 2020
Presented By: Marc Teffeau, Chairman

F. Approve/deny the February 11, 2020 meeting minutes

VI. REPORTS

VII. ADJOURNMENT

Holly Springs Tree Commission				
February 2020				
Opening Balance:		\$	3,788.77	
Less: Cash Disbursements				
DATE	CHECK #	VENDOR	AMOUNT	DESCRIPTION
Total		\$	-	
Add: Deposits & Other Credits				
2/28/2020		South State Bank	\$ 0.03	Interest Revenue
Total		\$	0.03	
Ending Bank Balance		\$	3,788.80	
Total Funds		\$	3,788.80	

City of Holly Springs
Tree Commission Meeting Minutes
February 11, 2020
6:00 p.m.

Board of Directors Present: Vice Chairman Jennifer Wade, Secretary Brandi Hackett, and Treasurer Colleen Konwick

Board of Directors Absent: Chairman Marc Teffeu, Chief Michael Carswell

Elected Officials Present: None

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

Vice Chairman Jennifer Wade called the meeting to order.

Treasurer Konwick presented the financial report for January 2020.

Secretary Brandi Hackett motioned to approve the financial report for January 2020. Vice Chairman Wade seconded the motion. Motion carried 3-0.

New Business:

Treasurer Konwick gave an update on the Arbor Day event scheduled for February 21, 2020 at the Train Depot from 10:00 a.m. to 4:00 p.m. Treasurer Konwick stated that the seedlings will be available next week for a city worker to pick up in Rydal, GA. Crape Myrtle, Dogwood, Red Maples, White Oak, and thornless Blackberry bushes will be available along with instructions on how to plant each tree. Treasurer Konwick confirmed that the media and electronic signs for the event have been taken care of by the city and she distributed some flyers around the city. Treasurer Konwick thanked the city for help with the event and said that the city workers would need to meet with her at the depot and assist in putting up the signage. Treasurer Konwick said that all volunteers would need to meet between 8:00 – 8:15 am at the depot to set up.

Secretary Hackett made a motion to approve the January 14, 2020 meeting minutes. Vice Chairman Wade seconded the motion. Motion carried 3-0

Reports:

City Manager Logan updated the Board on the Holly Springs Parkway median project from Sixes Road to Rabbit Hill Road. Mr. Logan said that Atlanta Gas Light is mobilizing to relocate the gas mains in the area and stated that should be completed by the spring. Mr. Logan added that after the lines are relocated, the landscaping of the median on the Parkway can resume.

Vice Chairman Wade made a motion to adjourn. Treasurer Konwick seconded the motion. Motion carried 3-0.

Meeting adjourned.

Respectfully Submitted.

Marc Teffeau
Holly Springs Tree Commission Chairman

Attest:

Tracey Chambers
Administrative Assistance