

# *Holly Springs Tree Commission*

Date: January 9, 2024

Location: 3235 Holly Springs Parkway

6:00 P.M.

## AGENDA

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- I. CALL TO ORDER
- II. OATH OF OFFICE CEREMONY
- III. ELECTION OF OFFICERS
- IV. TREASURER’S REPORT – November, December 2023
- 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
  - B. Discuss projects for 2024  
*Presented By: Robert H. Logan, City Manager*
  - C. Update on Arbor Day Plans  
*Presented By: Colleen Konwick*
  - D. Discuss the Yard of the Month program for 2024  
*Presented By: Robert H. Logan, City Manager*
  - E. Approve/deny the September 12, 2023 meeting minutes
  - F. Discuss Tree City USA status.  
*Presented By: Robert H. Logan, City Manager*
- VI. REPORTS
- VII. ADJOURNMENT

Holly Springs Tree Commission  
November 2023

|                               |         |                        |              |                                   |
|-------------------------------|---------|------------------------|--------------|-----------------------------------|
|                               |         |                        | \$ 30,261.23 |                                   |
| Less: Cash Disbursements      |         |                        |              |                                   |
| DATE                          | CHECK # | VENDOR                 | AMOUNT       | DESCRIPTION                       |
|                               |         |                        |              |                                   |
|                               |         |                        |              |                                   |
|                               |         |                        |              |                                   |
| Total                         |         |                        | \$ -         |                                   |
|                               |         |                        |              |                                   |
| Add: Deposits & Other Credits |         |                        |              |                                   |
| 11/8/2023                     | 897     | Blue River Development | \$ 20,000.00 | Charlotte's Ridge Tree Recompense |
|                               |         |                        |              |                                   |
| Total                         |         |                        | \$ 20,000.00 |                                   |
|                               |         |                        |              |                                   |
| Ending Bank Balance           |         |                        | \$ 50,261.23 |                                   |
| Total Funds                   |         |                        | \$ 50,261.23 |                                   |

| Holly Springs Tree Commission<br>December 2023 |         |                    |               |                                      |
|------------------------------------------------|---------|--------------------|---------------|--------------------------------------|
|                                                |         |                    | \$ 50,261.23  |                                      |
| Less: Cash Disbursements                       |         |                    |               |                                      |
| DATE                                           | CHECK # | VENDOR             | AMOUNT        | DESCRIPTION                          |
| 12/18/2023                                     | 123     | Buck Jones Nursery | \$ (1,464.32) | Trees, mulch, soil for JB Owens Park |
|                                                | 123     | Buck Jones Nursery |               |                                      |
|                                                |         |                    |               |                                      |
| Total                                          |         |                    | \$ (1,464.32) |                                      |
|                                                |         |                    |               |                                      |
| Add: Deposits & Other Credits                  |         |                    |               |                                      |
|                                                |         |                    |               |                                      |
|                                                |         |                    |               |                                      |
| Total                                          |         |                    | \$ -          |                                      |
|                                                |         |                    |               |                                      |
| Ending Bank Balance                            |         |                    | \$ 48,796.91  |                                      |
| Total Funds                                    |         |                    | \$ 48,796.91  |                                      |
|                                                |         |                    |               |                                      |

**City of Holly Springs  
Tree Commission Meeting  
Minutes September 12, 2023**

**Board of Directors Present:** Chairman Colleen Konwick, Vice Chairman / Treasurer Mandy Lynn, Secretary Pamela Shurmantine

**Staff Present:** City Manager Robert H. Logan, Community Development Director Nancy Moon, Community Development Technician Wendy Kelley, Captain Casey Barton

**I. Call to Order**

Chairman Konwick called the meeting to order.

**II. Treasurers Report – August 2023**

Vice Chairman / Treasurer Lynn presented the financial report for August 2023.

**III. New Business**

**A.** Chairman Konwick made a motion to nominate 324 Peninsula Pointe as the September 2023 Yard of the Month. Secretary Shurmantine seconded the motion. Motion carried 3-0.

**B.** Chairman Konwick discussed the renewal of the Georgia Tree Council membership for one year. Vice Chairman / Treasurer Lynn made the motion to renew the membership for one year. Secretary Shurmantine seconded the motion. Motion carried 3-0

**C.** City Manager Robert Logan discussed the Great American Cleanup for 2023. Mr. Logan said it is scheduled for October 28, 2023 at 8 a.m. on Ash Street.

**D.** Vice Chairman / Treasurer Lynn motioned to approve the August 8, 2023 meeting minutes. Secretary Shurmantine seconded the motion. Motion carried 3-0.

**IV. Reports**

No Reports

**V. Adjournment**

Vice Chairman / Treasurer Lynn made the motion to adjourn. Secretary Shurmantine seconded the motion. Motion carried 3-0.

Meeting adjourned.

Respectfully Submitted.

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Colleen Konwick, Holly Springs  
Tree Commission Chairman

Attest:

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Wendy Kelley, Community Development Technician