

**City of Holly Springs
City Council Meeting Minutes
February 24, 2025**

Elected Officials Present: Mayor Ryan P. Shirley, Mayor Pro Tem Michael Roy Zenchuk II, Councilwoman Dee Phillips, Councilman Kyle Whitaker, and Councilman Jeff Wilbur.

Elected Officials Not Present: Councilman Kevin Moore.

Staff Present: City Attorney Robert M. "Bobby" Dyer, City Manager Robert H. Logan, Assistant City Manager/City Clerk Karen Norred, Finance Director Denise Lamazares, Communications & External Affairs Director Erin Honea, Community Development Director Nancy Moon, Court Administrator Donna Sanders, Court Clerk Kaitlyn Smykun, Assistant City Clerk/Records Manager Lou Stewart, Chief Tommy Keheley, Deputy Chief Greg Clyburn, Accounting Specialist Becky Bruce, Accountant Dana McKinzie, IT/Facilities Manager Ron Carter, Director of Probation Christine Davis, Captain Casey Barton, Lieutenant Naveed Babar, Sergeant Scott Staber, Sergeant Michael Adams, Sergeant Scott Ryder, Sergeant Megan Yeager, Corporal Brandon Boyce, Corporal Billy Greer, Officer Matthew Rice, Officer Frank James, Officer Brendan Creegan, Officer Riley Landry, Officer Michael Stearnes, Officer Nicholas Hoskins, Officer Eric Bastress, Officer James Hood, and Judge Darrell Caudill.

I. CALL TO ORDER

Mayor Shirley called the City Council Meeting to order.

II. PLEDGE OF ALLEGIANCE

Mayor Shirley led the Pledge of Allegiance.

III. INVOCATION

Mayor Pro Tem Zenchuk gave the invocation.

IV. PRESENTATIONS

- A. Employee Recognition - Ten Years of Service
Officer Brendan Creegan

Employee Recognitions - Five Years of Service
Kaitlyn Smykun
Sergeant Scott Staber
Corporal Brandon Boyce
Corporal James Lenahan

Employee Recognitions - One Year of Service
Officer Michael Stearnes
Officer Matthew Rice

- B. Employee Awards
2024 Employee of the Year – Dana McKinzie
2024 Distinguished Service – Oma Lou Stewart
2024 Officer of the Year – Sergeant Scott Staber
2024 Bob Fuller Leadership – Donna Sanders

C. Arbor Day Proclamation

D. Cherokee County SS4A Safety Action Plan - Ansley Belton, AICP

Ms. Ansley Belton gave a brief overview of the Cherokee County SS4A Safety Action Plan.

V. PUBLIC COMMENTS

Mr. Doug Hocker, owner of Douglas Outdoors, LLC. stated his concerns with the city's bidding process.

VI. CONSENT AGENDA

A. February 3, 2025 City Council Meeting Minutes

Mayor Pro Tem Zenchuk made a motion to approve the consent agenda. Councilman Wilbur seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

VII. OLD BUSINESS

VIII. NEW BUSINESS

A. Resolution authorizing the adoption of a Vision Zero policy pursuant to the federal Safe Streets and Roads for All (SS4A) Action Plan Grant and Safety Action Plan.

Mayor Pro Tem Zenchuk made a motion to approve Item A. Councilman Wilbur seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

B. Ordinance to amend Chapter 66 - Streets, Sidewalks and Other Public Places of the Official Code of the City of Holly Springs, Georgia to amend Article VI - Utility Accommodations in its entirety.

Councilwoman Phillips made a motion to approve Item B. Mayor Pro Tem Zenchuk seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

C. Resolution of the City of Holly Springs, Georgia to amend the Municipal Services Master Fee Schedule for Public Right-of-Way Use Applications.

Councilwoman Phillips made a motion to approve Item C. Councilman Wilbur seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

D. Memorandum of Understanding between the City of Holly Springs, Georgia and the Cherokee County Board of Tax Assessors to implement procedural property tax changes outlined in HB 581.

Mayor Pro Tem Zenchuk made a motion to approve Item D. Councilwoman Phillips seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

- E. Change order number 16 from Vertical Earth, Inc. for the City of Holly Springs Town Center Parking Deck RFB # 2021-02, in an amount not to exceed \$5,126 and to ratify the City Manager's signature.

Councilwoman Phillips made a motion to approve Item E. Councilman Wilbur seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

- F. Quote dated January 22, 2025, from Triad Building Solutions, LLC for the installation of 26-gauge prefinished color standing seam metal roofing with ice and water shields, 6" box style gutters, and 4" box style downspouts on Towers A and B in the Holly Springs Town Center Parking Deck, in an amount not to exceed \$19,788.75.

Mayor Pro Tem Zenchuk made a motion to approve Item F. Councilman Wilbur seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

- G. Quote #2343 dated February 4, 2025, from Ecu Builders, Inc. for the installation of fascia, soffit, and decorative brackets in towers A and B of the Holly Springs Town Center Parking Deck, in an amount not to exceed \$24,762.80.

Mayor Pro Tem Zenchuk made a motion to approve Item G. Councilwoman Phillips seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

- H. Quote #QME- COHS from ST Metal Works, Inc. for the installation of ornamental metal rails in the stairwells of Towers A and B of the Holly Springs Town Center Parking Deck, in an amount not to exceed \$67,500.

Councilwoman Phillips made a motion to approve Item H. Councilman Wilbur seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

- I. Change order #1 from Summit Construction & Development, LLC for Holly Springs Parkway Widening Project, Phase III - City Hall Expanded Parking Lot (RFB# 2024-02), in an amount not to exceed \$1,117,983.10.

Mayor Pro Tem Zenchuk made a motion to approve Item I. Councilman Wilbur seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

- J. Award the Holly Springs City-Wide Sidewalk Repair and Street Tree Removal Project (RFB #2024-11) to Smiles Tree & Waste Services, LLC., in an amount not to exceed \$60,000 and authorize the Mayor to execute the agreement between the City of Holly Springs, Georgia and Smiles Tree & Waste Services, LLC.

Mayor Pro Tem Zenchuk made a motion to approve Item J. Councilwoman Phillips seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

- K. Proposal from Cook's Pest Control for monthly pest control services at the building located at 220 Stringer Road, Holly Springs, Georgia 30115.

Councilman Wilbur made a motion to approve Item K. Councilwoman Phillips seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

- L. Proposal from Cook's Pest Control to install a subterranean termite control Sentricon System at the building located at 220 Stringer Road, Holly Springs, Georgia 30115.

Mayor Pro Tem Zenchuk made a motion to approve Item L. Councilwoman Phillips seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

- M. Quote #1022658v1 from Encore Technology Group for the purchase of telephone equipment, in an amount not to exceed \$4,715.00.

Mayor Pro Tem Zenchuk made a motion to approve Item M. Councilwoman Phillips seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

- N. CloudVoice Service Agreement between Encore Technology Group and the City of Holly Springs, Georgia to replace the city's current telephone service.

Councilman Whitaker made a motion to approve Item N. Councilwoman Phillips seconded the motion. Motion carried. Yes 0, No 0, Abstained 0.

- O. Agreement #3120298 from Great America Financial Services to renew the existing lease on two (2) multifunction copiers/printers in the Public Safety building for an additional thirty-six (36) months.

Councilwoman Phillips made a motion to approve Item O. Mayor Pro Tem Zenchuk seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

- P. Proposal #30686 from Duplicating Products concerning printing costs for two (2) multifunction copiers/printers in the Public Safety building for an additional thirty-six (36) months.

Councilwoman Phillips made a motion to approve Item P. Mayor Pro Tem Zenchuk seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

IX. REPORTS

No comments were made on the monthly reports.

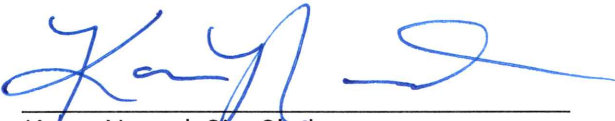
Mayor Pro Tem Zenchuk congratulated award recipients Donna Sanders and Lou Stewart.

X. ADJOURNMENT

Mayor Pro Tem Zenchuk made a motion to adjourn the meeting. Councilwoman Phillips seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

Respectfully submitted.

Attest:



Karen Norred, City Clerk
(Seal)



Ryan P. Shirley, Mayor Pro Tem
Michael R. Zenchuk

