



City of Holly Springs

Date: Wednesday, December 21, 2022
Location: 3235 Holly Springs Parkway

Downtown Development Authority Business Meeting Agenda 6:00 p.m.

I. CALL TO ORDER

II. NEW BUSINESS

- A. Discuss and approve/deny a Sixth Amendment to Agreement for Sale and Purchase of Real Property between Walton Holly Springs, LLC and the Downtown Development Authority of Holly Springs and authorize the Chairman to execute the document

Presented By: Robert H. Logan, City Manager

- B. Discuss and approve/deny the resignation of Chris Adams

Presented By: Robert H. Logan, City Manager

- C. Discuss and approve/deny the appointment of Maggie Grayeski to the Downtown Development Authority by the City Council

Presented By: Robert H. Logan, City Manager

- D. Approve/deny November 16, 2022 meeting minutes

III. REPORTS

IV. ADJOURNMENT

**SIXTH AMENDMENT TO
AGREEMENT FOR SALE AND PURCHASE OF REAL PROPERTY**

THIS SIXTH AMENDMENT TO AGREEMENT FOR SALE AND PURCHASE OF REAL PROPERTY (this “Sixth Amendment”) is made and entered effective the 30th day of December, 2022 by and between WALTON HOLLY SPRINGS, LLC, a Georgia limited liability company (hereinafter referred to as “Purchaser”) and DOWNTOWN DEVELOPMENT AUTHORITY OF HOLLY SPRINGS (hereinafter referred to as “Seller”).

W I T N E S S E T H:

WHEREAS, Stonecrest Homes GA, LLC, a Georgia limited liability company (“Stonecrest Homes”) and Seller entered into that certain Agreement for Sale and Purchase of Real Property dated as of August 18, 2021, as amended by that certain First Amendment to Agreement for Sale and Purchase of Real Property dated February 16, 2022, further amended by that certain Second Amendment to Agreement for Sale and Purchase of Real Property dated March 30, 2022, further amended by that certain Third Amendment to Agreement for Sale and Purchase of Real Property dated June 30, 2022, further amended by that certain Fourth Amendment to Agreement for Sale and Purchase of Real Property dated July 18, 2022, and further amended by that certain Fifth Amendment to Agreement for Sale and Purchase of Real Property dated September 9, 2022 (as amended, hereinafter referred to as the “Purchase Agreement”), pursuant to which the Seller agreed to sell to Stonecrest Homes certain real property located in Land Lots 306, 307, 342, and 343, 15th District, City of Holly Springs, Cherokee County, Georgia (the “Property”);

WHEREAS, Stonecrest Homes transferred and assigned all of its rights and obligations under the Purchase Agreement to Purchaser pursuant to that certain Assignment and Assumption of Purchase Agreement dated November 1, 2021; and

WHEREAS, the parties are desirous of amending certain terms and provisions of the Purchase Agreement, as hereinafter provided.

NOW, THEREFORE, for and in consideration of the mutual covenants set forth herein and the sum of Ten and No/100 Dollars (\$10.00) in hand paid by Purchaser to Seller, the receipt and sufficiency of which is hereby acknowledged, Purchaser and Seller hereby amend the Purchase Agreement as follows:

1. Recitals. The recitals set forth above are incorporated herein by reference as part of this Sixth Amendment.
2. Defined Terms. All capitalized terms used herein shall have the meanings ascribed to those terms in the Purchase Agreement, unless otherwise specified herein.
3. Conflicting Provisions. Where conflicting, the terms and provisions of this Sixth Amendment shall supersede and control over those set forth in the Purchase Agreement.
4. Inspection Period. Seller and Purchaser hereby extend the Contingency Deadline until Wednesday, February 15, 2023, at 5:00 p.m.
5. Closing Date. The first sentence of Section 6.A. of the Purchase Agreement is hereby deleted in its entirety and replaced with the following:

“Purchaser shall close, at one Closing, on the purchase of the Property (the “**Closing**”) on the earlier of (i) within fifteen (15) days after the Substantial Completion Date, or (ii) March 31, 2023.”

6. Counterparts. The parties agree to accept this Sixth Amendment as fully executed upon receipt of counterpart signatures via facsimile or electronic mail. This Sixth Amendment, and any amendment hereto, may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which shall, together, constitute one and the same instrument.

7. All other terms and conditions of the Purchase Agreement will remain the same and unchanged. By execution of this Sixth Amendment, the Seller and Purchaser affirm that the Contingency Deadline has not expired and that the Purchase Agreement is in full force and effect. Any termination of the Purchase Agreement prior to the date of this Sixth Amendment shall be null and void. Further, any termination or expiration of the Contingency Deadline prior to the date of this Sixth Amendment shall be null and void.

IN WITNESS WHEREOF, the parties have executed this Sixth Amendment under seal as of the date indicated above.

SELLER:

**DOWNTOWN DEVELOPMENT AUTHORITY
OF HOLLY SPRINGS**

By: _____
Name: _____
Title: _____

Attest: _____
Name: _____
Title: _____

Date: _____

PURCHASER:

WALTON HOLLY SPRINGS, LLC,
a Georgia limited liability company

By: _____
Name: _____
Title: _____

APPROVED AS TO FORM BY:

**ATTORNEY FOR THE CITY OF HOLLY
SPRINGS, GEORGIA**

By: _____
Name: _____
Title: _____



BOARD AND COMMUNITY ORGANIZATION APPLICATION

On which Board or Community Group would you like to serve? Please indicate and label your first and second choice.

- ☐ Cherokee County Library Board of Trustees
- ☒ Downtown Development Authority/Urban Redevelopment Agency
- ☐ Holly Springs Tree Commission
- ☐ Parks & Recreation Authority
- ☐ Planning & Zoning Commission

Name Maggie Grayneski

Home Address 1584 Rock Springs Lane

City Woodstock State Ga Zip Code 30188

Home Phone _____ Unlisted? ☐ Yes ☐ No

Cell Phone [REDACTED] Email mcgrayneski@servicewiseelectrical.com

Employer Service Wise Electric Occupation Owner

Employer's Address

City Holly Springs State Ga Zip Code 30115

Business Phone 404.704.4903 Website servicewiseelectrical.com

- 1) Are you a registered voter in the City of Holly Springs? ☐ Yes ☒ No
Cherokee County? ☒ Yes ☐ No
- 2) How did you hear about the Board or Commission to which you are applying?
Erin Hone
- 3) Were you recommended or nominated by a sitting Commission/Board/City Council Member, or the Mayor? If so, please indicate who (not mandatory for consideration).
Erin Hone
- 4) Please indicate any information (experience, education, community activities, organizations, etc) that you think should be considered for your appointment to a Board or Commission. Use additional paper and include a resume.
Please see attached resume
- 5) Are there any reasons you may have a conflict of interest if you were appointed to Board or Commission listed above? Use additional paper in necessary. If yes, please explain.

Signature [Signature] Date 11/30/2022

Maggie Grayeski

Owner of ServiceWise Electric | Georgia Real Estate Agent

([REDACTED])

mcgrayeski@servicewiseelectrical.com

Work Experience

Owner and Chief Operating Officer

ServiceWise Electric – Canton

January 2018 to Present

- Coordinate everyday business operations in the company
- Implementing operations strategies
- Communicating policy to the staff
- Ensuring that company goals are attained
- Managing human resources
- Liaise with client to identify and define project requirements, scope and objectives
- Make certain that all clients' needs are met as project evolves
- Assist in proposals, timeframes, schedules and budget
- Monitor and track project's progress and handle any issues that arise
- Act as point of contact and communicate project status adequately to all participants
- Issue appropriate legal paperwork
- Create reports, analyze and interpret data
- Monitor operating costs, budgets and resources
- Communicate with the client and evaluate their needs and specifications

Purchasing and Permit Coordinator

Reliable Heating and Air - Kennesaw

January 2017 to September 2017

- Research and Evaluate Suppliers
- Negotiate and renegotiate Contracts with Suppliers
- Create and send purchase orders
- Monitor purchases through the delivery process
- Evaluate supplier performance
- Liaison with the accounting department to reconcile invoices and PO's
- Review and issue permit applications for various cities/counties for mechanical, plumbing, electrical, and building permits
- Act as primary contact for cities/counties, answering any questions
- Coordinate daily inspections with inspectors as needed

Senior Assistant to Director of Operations

DD Construction Company - Alpharetta, GA

January 2015 to January 2017

- Coordinate operations
- Liaise with client to identify and define project requirements, scope and objectives

- Make certain that all clients' needs are met as project evolves
- Assist in proposals, timeframes, schedules and budget
- Monitor and track project's progress and handle any issues that arise
- Act as point of contact and communicate project status adequately to all participants
- Issue appropriate legal paperwork
- Create reports, analyze and interpret data
- Monitor operating costs, budgets and resources
- Communicate with the client and evaluate their needs and specifications
- Approve invoices
- Ensure the accounting department requests are resolved and communicated in a timely manner
- Monitor and control expenses according to allotted budget
- Generate operational reports for management as needed

Medical Administrative Assistant

Tolson Center for Cosmetic Surgery - Cumming, GA

July 2013 to January 2015

- Efficient handling of administrative duties (e.g., answering phones, scheduling appointments, maintaining medical records, billing and bookkeeping)
- Demonstrates proficiency in taking patient vital signs, assisting in clinical injections and various cosmetic procedures (e.g., Botox, Belotero, Juvederm, Voluma XC, Kenalog, glycerin injections, and laser procedures)
- Assists M.D. in scrubbing and surgical procedures in cosmetic surgery
- Ensure the decontamination of instruments and equipment and properly dispose of contaminate material
- Provide a sterile field in accordance to aseptic techniques
- Interface with all medical personal in proficient manner
- Ensure the cleanliness, sanitation, and maintenance of all facilities, OR, exam rooms and equipment

Education

- **Georgia Real Estate License Holder #387616**
- **Diploma in Medical Administration**
Chattahoochee Technical College - Acworth, GA 2014
- **Certified Nursing Assistant**
Chattahoochee Technical College - Acworth, GA 2011

Holly Springs Downtown Development Authority
Meeting Minutes
November 16, 2022

Members Present: Chris Adams, Chairman Ollie Evans, Vice Chairman Scott Owen and Treasurer Ryan Smith.

Members Absent: Andrea Johnston and Kyle Whitaker.

Staff Present: City Manager Robert H. Logan, Communications & External Affairs Director Erin Honea, Community Development Director Nancy Moon, and Deputy Chief Greg Clyburn.

Ollie Evans called the meeting to order.

Scott Owen made a motion to approve an Underground Easement between Georgia Power Company and the City of Holly Springs located at Betty Barrett Way and Hickory Road for the Town Center Project, City Homes and authorize and ratify the City Manager's signature. Chris Adams seconded the motion. Motion carried 4-0.

Ollie Evans made a motion to approve a recommendation to the City Council to appoint Abbey Gray to the Downtown Development Authority. Scott Owen seconded the motion. Motion carried 4-0.

Chris Adams made a motion to approve CA-02-2022, a certificate of appropriateness for the City Homes located at the intersection of Palm Street and Betty Barrett Way submitted by Stonecrest Homes GA, LLC. Ryan Smith seconded the motion. Motion carried 4-0.

Scott Owen made a motion to approve the September 28, 2022 meeting minutes. Ryan Smith seconded the motion. Motion carried 4-0.

Scott Owen made a motion to adjourn. Ryan Smith seconded the motion. Motion carried 4-0.

Meeting adjourned.

Respectfully Submitted.

Ollie Evans, Chairman

Attest:

Erin Honea, Communications & External Affairs Director



**Downtown Development Authority
As of August 31, 2022**

Revenues	August 2022 Transactions	2022 Budget	YTD Transactions	% of Annual Budget
Prior Year Fund Balance	-	5,000	-	0.00%
Proceeds from Sale of Property	-	2,000,000	-	0.00%
TOTAL REVENUES	\$ -	\$ 2,005,000	\$ -	0.00%

Expenditures				
Dues & Fees	-	500	305	61.00%
Training	-	250	-	0.00%
Water & Sewer	-	2,500	-	0.00%
Other Expenditures	-	250	-	0.00%
Sponsorships	-	1,500	-	0.00%
Transfers to Primary Government	-	2,000,000	-	0.00%
TOTAL EXPENDITURES	\$ -	\$ 2,005,000	\$ 305	0.02%



**Main Street Board
Budget To Actual Comparison Report
As of August 31, 2022**

Revenues	August 2022 Transactions	2022 Budget	YTD Transactions	% of Annual Budget
Business & Occupation Licenses	-	52,376	52,376	100.00%
Alcohol Beverage Licenses	-	25,000	10,000	40.00%
Alcohol Pouring Permits	240	5,000	3,755	75.10%
Donations From Private Sources	500	20,000	750	3.75%
Miscellaneous/Registrations/Booth Fees	510	5,000	665	13.30%
Rents and Royalties	-	5,000	2,070	41.40%
Interest Revenue	-	50	6,288	12575.28%
TOTAL REVENUES	\$ 1,250	\$ 112,426	\$ 75,904	67.51%

Expenditures				
Salaries & Wages	4,360	53,360	34,857	65.32%
Employee Benefits - Medical	1,386	19,729	11,040	55.96%
Employee Benefits- Dental	85	1,120	683	61.00%
Employee Benefits-Add Life	6	147	110	75.00%
Employee Benefits-Disability	52	598	476	79.62%
FICA	258	3,370	2,053	60.91%
Medicare	60	788	480	60.91%
Employee Benefits-Retirement	393	5,502	3,145	57.17%
Unemployment	-	27	32	119.59%
Workers Comp Insurance	-	235	204	86.68%
Communications	40	600	228	38.00%
Travel	-	700	-	0.00%
Dues and Fees	-	1,000	952	95.19%
Education and Training	550	1,700	550	32.35%
Contract Labor	-	6,000	-	0.00%
Supplies-Special Events	65	16,000	101	0.63%
Small Equipment	-	250	74	29.68%
Software	-	1,300	-	0.00%
TOTAL EXPENDITURES	\$ 7,256	\$ 112,426	\$ 54,985	48.91%



**Downtown Development Authority
As of September 30, 2022**

Revenues	September 2022		YTD		% of Annual Budget
	Transactions	2022 Budget	Transactions		
Prior Year Fund Balance	-	5,000	-		0.00%
Interest Revenue	55	-	55		0.00%
Proceeds from Sale of Property	-	2,000,000	-		0.00%
TOTAL REVENUES	\$ 55	\$ 2,005,000	\$ 55		0.00%

Expenditures					
Dues & Fees	-	500	305		61.00%
Training	-	250	-		0.00%
Water & Sewer	-	2,500	-		0.00%
Other Expenditures	-	250	-		0.00%
Sponsorships	-	1,500	-		0.00%
Transfers to Primary Government	-	2,000,000	-		0.00%
TOTAL EXPENDITURES	\$ -	\$ 2,005,000	\$ 305		0.02%



**Main Street Board
Budget To Actual Comparison Report
As of September 30, 2022**

Revenues	September 2022 Transactions	2022 Budget	YTD Transactions	% of Annual Budget
Business & Occupation Licenses	-	52,376	52,376	100.00%
Alcohol Beverage Licenses	-	25,000	10,000	40.00%
Alcohol Pouring Permits	450	5,000	4,205	84.10%
Donations From Private Sources	(750)	20,000	-	0.00%
Miscellaneous/Registrations/Booth Fees	(665)	5,000	-	0.00%
Rents and Royalties	-	5,000	2,070	41.40%
Interest Revenue	-	50	-	0.00%
TOTAL REVENUES	\$ (965)	\$ 112,426	\$ 68,651	61.06%

Expenditures				
Salaries & Wages	4,477	53,360	39,334	73.71%
Employee Benefits - Medical	1,381	19,729	12,420	62.96%
Employee Benefits- Dental	85	1,120	769	68.63%
Employee Benefits-Add Life	12	147	123	83.33%
Employee Benefits-Disability	53	598	529	88.46%
FICA	265	3,370	2,317	68.76%
Medicare	62	788	542	68.77%
Employee Benefits-Retirement	393	5,502	3,538	64.31%
Unemployment	-	27	32	119.59%
Workers Comp Insurance	(8)	235	195	83.18%
Communications	40	600	268	44.72%
Travel	-	700	-	0.00%
Dues and Fees	-	1,000	952	95.19%
Education and Training	-	1,700	550	32.35%
Contract Labor	700	6,000	700	11.67%
Supplies-Special Events	-	16,000	101	0.63%
Small Equipment	-	250	74	29.68%
Software	-	1,300	-	0.00%
TOTAL EXPENDITURES	\$ 7,460	\$ 112,426	\$ 62,445	55.54%



**Downtown Development Authority
As of October 31, 2022**

Revenues	October 2022 Transactions	2022 Budget	YTD Transactions	% of Annual Budget
Prior Year Fund Balance	-	5,000	-	0.00%
Interest Revenue	-	-	55	0.00%
Proceeds from Sale of Property	-	2,000,000	-	0.00%
TOTAL REVENUES	\$ -	\$ 2,005,000	\$ 55	0.00%

Expenditures				
Dues & Fees	-	500	305	61.00%
Training	-	250	-	0.00%
Water & Sewer	-	2,500	-	0.00%
Other Expenditures	-	250	-	0.00%
Sponsorships	-	1,500	-	0.00%
Transfers to Primary Government	-	2,000,000	-	0.00%
TOTAL EXPENDITURES	\$ -	\$ 2,005,000	\$ 305	0.02%



**Main Street Board
Budget To Actual Comparison Report
As of October 31, 2022**

Revenues	October 2022 Transactions	2022 Budget	YTD Transactions	% of Annual Budget
Business & Occupation Licenses	-	52,376	52,376	100.00%
Alcohol Beverage Licenses	8,000	25,000	18,000	72.00%
Alcohol Pouring Permits	740	5,000	4,945	98.90%
Donations From Private Sources	-	20,000	-	0.00%
Miscellaneous/Registrations/Booth Fees	-	5,000	-	0.00%
Rents and Royalties	-	5,000	2,070	41.40%
Interest Revenue	-	50	-	0.00%
TOTAL REVENUES	\$ 8,740	\$ 112,426	\$ 77,391	68.84%

Expenditures				
Salaries & Wages	4,477	53,360	43,810	82.10%
Employee Benefits - Medical	1,380	19,729	13,800	69.95%
Employee Benefits- Dental	85	1,120	854	76.25%
Employee Benefits-Add Life	12	147	135	91.67%
Employee Benefits-Disability	53	598	582	97.31%
FICA	265	3,370	2,582	76.62%
Medicare	62	788	604	76.63%
Employee Benefits-Retirement	393	5,502	3,932	71.46%
Unemployment	-	27	32	119.59%
Workers Comp Insurance	-	235	195	83.18%
Communications	40	600	309	51.44%
Travel	150	700	150	21.43%
Dues and Fees	-	1,000	952	95.19%
Education and Training	-	1,700	550	32.35%
Contract Labor	-	6,000	700	11.67%
Supplies-Special Events	-	16,000	101	0.63%
Small Equipment	-	250	74	29.68%
Software	-	1,300	-	0.00%
TOTAL EXPENDITURES	\$ 6,917	\$ 112,426	\$ 69,362	61.70%