



Holly Springs Parks and Recreation Authority Special Called Meeting

Holly Springs Public Safety Building, Council Chambers
3235 Holly Springs Pkwy. Holly Springs, GA 30115
Monday, May 19, 2025 | 7:00 PM

Kyle Whitaker - Chair | Dee Phillips - Vice Chair | Michael Roy Zenchuk II | Kevin Moore | Jeff Wilbur

AGENDA

- I. CALL TO ORDER
- II. OLD BUSINESS
- III. NEW BUSINESS
 - A. November 7, 2024 Holly Springs Parks and Recreation Authority Special Called Meeting minutes.
 - B. Proposal dated May 5, 2025, from Douglas Outdoors, LLC for site work at 150 Stringer Road, Holly Springs, Georgia, in an amount not to exceed \$25,420.
- IV. REPORTS
- V. ADJOURNMENT

City of Holly Springs
Holly Springs Parks and Recreation Authority Special Called Meeting Minutes
November 7, 2024

Authority Members Present: Chairman Kyle Whitaker, Vice Chair Dee Phillips, Authority Member Michael Roy Zenchuk II, Authority Member Jeff Wilbur, and Authority Member Kevin Moore.

Authority Members Not Present: None.

Elected Officials Present: Mayor Steven W. Miller.

Staff Present: City Manager Robert H. Logan, City Clerk/Human Resources Director Karen Norred, Assistant City Clerk/Records Manager Lou Stewart, Chief Building Official Jon Page, Chief Tommy Keheley, Deputy Chief Greg Clyburn, IT/Facilities Manager Ron Carter, and Officer Matthew Rice.

I. CALL TO ORDER

Chairman Whitaker called the Holly Springs Parks and Recreation Authority Special Called Meeting to order.

II. OLD BUSINESS

III. NEW BUSINESS

- A. Agreement between ERA Sunrise Realty and the Holly Springs Parks and Recreation Authority concerning a lease for the property located at 220 Stringer Road, Canton, GA 30115.

Authority Member Moore made a motion to approve Item A. Vice Chair Phillips seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

- B. Second Amendment to the Lease Agreement between Holly Springs Parks and Recreation Authority (Landlord) and Benjamin and Vicki F. Cagle (Tenant) concerning the premises situated at 362 Stringer Road.

Authority Member Zenchuk made a motion to approve Item B. Vice Chair Phillips seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

- C. Update from Friends of Holly Springs, Inc.

Mayor Miller gave an update on the Cagle Property leased by Friends of Holly Springs, Inc.

- D. September 5, 2024 Holly Springs Parks and Recreation Authority Special Called Meeting minutes.

Vice Chair Phillips made a motion to approve Item D. Authority Member Moore seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

IV. REPORTS

No reports were given.

V. ADJOURNMENT

Authority Member Wilbur made a motion to adjourn the meeting. Authority Member Zenchuk seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

Respectfully submitted.

Kyle Whitaker, Chairman

Attest:

Karen Norred, City Clerk
(Seal)

ITEM REPORT

AGENDA ITEM NUMBER: III.B.



FROM: Robert H. Logan, City Manager

MEETING DATE: May 19, 2025

AGENDA ITEM: Proposal dated May 5, 2025, from Douglas Outdoors, LLC for site work at 150 Stringer Road, Holly Springs, Georgia, in an amount not to exceed \$25,420.

EXECUTIVE SUMMARY:

The City of Holly Springs has requested proposals for removing trees and brush, grading, hauling-off debris, and seeding and strawing the area between the house and barn at 150 Stringer Road, Holly Springs, Georgia. After the site has been cleared, we will also need to import dirt to fill and level the area so that the tenants can mow and maintain the property. We received three proposals for this project.

FISCAL IMPACT:

The fiscal impact of this project is \$25,420 and will be funded by the City of Holly Springs Parks and Recreation Fund.

ATTACHMENTS:

1. Quote - Douglas Outdoors, LLC
2. Quote - Dinsmore Grading and Hauling

RECOMMENDATION:

The staff recommendation is approval of the proposal.

CONCURRENCES:

Finance and Administration

5-11-25



City of Holly Springs GA
3237 Holly Springs Parkway
Holly Springs GA, 30115

RE: 150 Stringer Road

Douglas Outdoors LLC is pleased to present this proposal for your consideration. Estimates provided in this proposal are based upon site conditions at the time of our visit and may change if conditions are altered appreciably. Estimates are good for 30 days. Job cost \$25,420.00.

Scope of Work

1. Forestry mulch debris from tree removal. \$2,000.00
2. Clear, clean-up, trailer demo, fill ponds, spread dirt. This is assuming a minimum of 40 loads of fill can be delivered to the site daily. Delays or shortages in dirt may alter pricing. \$16,000.00
3. Contractors blend seed and straw. \$1,120.00
4. Dumpster rental for trailer debris. \$1,050.00
5. General labor. \$750.00
6. Site supervision and management. \$4,500.00

Terms and Conditions

1. Subsurface Digging

Prior to commencing, Douglas Outdoors LLC will request the local utilities services to mark their respective utility's lines on the property. Douglas Outdoors LLC will not be responsible for damage to unmarked utility lines. Douglas Outdoors LLC will not be responsible for undetected subsurface material such as rock or buried debris, but will provide an additional estimate for blasting or labor to remove if requested.

2. Irrigation

Douglas Outdoors LLC is not responsible for damage to existing irrigation or underground drainage systems. Repairs will be done at customers request for a price agreed upon prior to repairs and outlined in a signed estimate. Any sleeving will be the responsibility of the owner unless prior arrangements have been made.

3. Access

Use of entire property will be allowed to Douglas Outdoors LLC in order to execute this contract. Douglas Outdoors LLC will not be held liable for any accidental damage to existing surfaces due to machine weight or access limitations (ex: sod damage, cracking of driveway, etc.), but will provide an estimate for any repairs if needed. Douglas Outdoors LLC reserves the right of trespass until final payment has been made, and the acceptance form has been signed. The client must provide electrical, water, gas, or any other service necessary that would be required to execute this contract. Douglas Outdoors LLC reserves the right to obtain photos of our work for advertising purposes.

4. Warranty

(Plant Material) Douglas Outdoors LLC warrants that all plant materials furnished by Douglas Outdoors LLC shall be healthy and true to name. Douglas Outdoors LLC further warrants that all plant materials will be installed according to generally accepted nursery standards. No other warranty will be provided for plant material. (Non Plant Material Including Irrigation and Drainage Material) Douglas Outdoors LLC warrants that all non-plant materials furnished by Douglas Outdoors LLC shall be installed properly, and they will remain free of defects for a period of one (1) year from the installation date. Douglas Outdoors LLC shall not warranty or be liable for any damages to hardscape materials which occur due to an act of God or the negligence of the client. (Sod and Seed) There is absolutely no warranty on sod or seed. Sod or seed will be installed properly, and the client will become solely responsible for the future health and maintenance. Warranty claims must be submitted within the material specific time frame, and will then be assessed by a Douglas Outdoors LLC representative. The client may not remove or destroy the nonconforming or defective materials prior to the assessment.

5. Surface Water and Drainage

Unless specifically made a part of this agreement, Douglas Outdoors LLC shall not be responsible for, nor will Douglas Outdoors LLC perform any corrective work in connection with, surface water or drainage related problems.

6. Entire Agreement, Modifications and Waiver

This agreement contains the entire agreement between Douglas Outdoors LLC and the client. This agreement, and all terms contained therein, may not be modified or waived, in whole or in part, unless modified or waived in writing, and said writing is signed by Douglas Outdoors LLC.

7. Payment

Payment is due 30 days after invoice date. Cash and Check are acceptable forms of payment. Credit cards will incur a fee equal to 3% of the total invoice. Venmo payments will incur a fee equal to 1.9% of the total invoice.

8. Cleanliness

All areas will be left broom swept clean.

We look forward to working with you on this project. If there are any further questions or comments, please feel free to contact us.

Respectfully submitted,

Douglas Outdoors LLC

A handwritten signature in black ink, appearing to read 'DH', is positioned above the printed name 'Doug Hocker'.

Doug Hocker



Estimate

For: Steve Miller

smiller@hollyspringsga.us

Job Name: City of Holly Springs
150 Stringer Rd - Canton

Date: March 13, 2025



Work Description	Qty	Rate	Total
Clear and clean up (est 50 hrs)	50	\$ 210.00	\$ 10,500.00
Sawman (est 10 hrs)	10	\$ 50.00	\$ 500.00
Dumpsters (est 16)	16	\$ 525.00	\$ 8,400.00
Loader - load dirt (est 40 hrs)	40	\$ 155.00	\$ 6,200.00
Bobcat - spread dirt @ dump end	45	\$ 130.00	\$ 5,850.00
Demo trailer and haul off	1		\$ 2,500.00
Seed and straw	1		\$ 2,000.00
			\$ 35,950.00

General Exclusions:

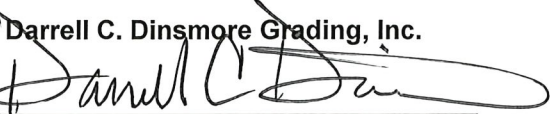
Permits, impact fees and county/city fees of any kind are excluded. Excavation of rock, muck, or unsuitak material, and import/export of any kind, including dirt, is excluded unless outlined above. All handling, remediation and disposal of contaminated soils is excluded.

**All unit pricing is subject to increase without notice due to circumstances beyond our control.
Original copy must be signed and returned before work will be scheduled.
This estimate is valid for 30 days.**

Payment due in full upon completion of job.

Thank you.

By: _____
Steve Miller

Darrell C. Dinsmore Grading, Inc.
By: 
Darrell C Dinsmore