

**City of Holly Springs
City Council Meeting Minutes
June 19, 2025**

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

Elected Officials Not Present: Mayor Ryan P. Shirley.

Staff Present: City Attorney Robert M. "Bobby" Dyer, City Manager Robert H. Logan, Assistant City Manager/City Clerk Karen Norred, Finance Director Denise Lamazares, IT/Facilities Manager Ron Carter, Chief Tommy Keheley, Lieutenant Naveed Barbar, Sergeant Mike Sheehan, Sergeant John Burns, Detective Dustin Miller, Detective Travis Wood, Officer Michael Stearnes, Officer Berry Wash, and Officer Rogelio Fernandez.

I. CALL TO ORDER

Mayor Pro Tem Zenchuk called the City Council Meeting to order.

II. PLEDGE OF ALLEGIANCE

Mayor Pro Tem Zenchuk led the Pledge of Allegiance.

III. INVOCATION

Mayor Pro Tem Zenchuk gave the invocation.

IV. PRESENTATIONS

- A. Employee Recognition - Five Years of Service
Sergeant John Burns
- B. Recognition - Bachelor of Science Degree in Criminal Justice
Detective Dustin Miller
- C. Yard of the Month
James and Margaret Gebhart
- D. Wildcat Area Plan
Cristina Pastore with Kimley-Horn and Associates, Inc.

V. PUBLIC COMMENTS

Mr. Thomas Weaver discussed HB268 in which he submitted a letter to the City of Holly Springs relating to the school maps.

Allison Faucett read a letter from Sara Walker concerning the trees and sidewalks in Harmony on the Lakes.

Allison Faucett spoke concerning the replacement of trees in Harmony on the Lakes.

Thomas Brangan spoke concerning a complaint with the City of Holly Springs Court Administrator.

VI. OLD BUSINESS

VII. CONSENT AGENDA

- A. May 19, 2025 City Council Meeting minutes

Councilwoman Phillips made a motion to approve the consent agenda.
Councilman Wilbur seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

VIII. NEW BUSINESS

- A. Adopt the 2025 Continuity of Operations Line of Succession Plan.

Councilman Moore made a motion to approve Item A. Councilwoman Phillips seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

- B. Cherokee County, Georgia Local Emergency Operations Plan (LEOP) to be effective for a four-year term from 2025-2029 and authorize the Mayor to execute the plan document.

Councilman Moore made a motion to approve Item B. Councilwoman Phillips seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

- C. Quote from North Cherokee Electrical, Inc. dated April 2, 2025, for the removal of eleven (11) pedestrian lampposts and the relocation of the electrical service point on Holly Springs Parkway, in an amount not to exceed \$11,850.

Councilman Moore made a motion to approve Item C. Councilwoman Phillips seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

- D. Time extension request from Crown Service Contractors for the Holly Springs Town Center Parking Deck Electrical Project, RFB #2024-06.

Councilman Moore made a motion to approve Item D. Councilwoman Phillips seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

- E. First Amendment to Agreement for Sale and Purchase of Lots between Stonecrest Homes GA, LLC and the Downtown Development Authority of Holly Springs and consented to by the City of Holly Springs, Georgia and authorize the Mayor to execute the agreement pending the approval of the City Attorney.

Councilwoman Phillips made a motion to approve Item E. Councilman Moore seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

- F. Resolution authorizing the submittal of the Georgia Department of Transportation 2025 Local Maintenance & Improvement Grant (LMIG) Safety Action Program (SAP) application for the fiscal year 2025 and to ratify the Mayor's signature.

Councilwoman Phillips made a motion to approve Item F. Councilman Moore seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

- G. Special Event Permit for Harmony on the Lakes' Fourth of July Festival.

Councilwoman Phillips made a motion to approve Item G. Councilman Moore seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

- H. Amendment to the job description for Police Lieutenant for the City of Holly Springs, Georgia.

Councilwoman Phillips made a motion to approve Item H. Councilman Moore seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

- I. Quote #24 dated May 11, 2025, from Douglas Outdoors LLC, for performing sidewalk repairs located at 328, 329, 336, 338, and 340 Ellenton Place, Holly Springs, GA 30115, in an amount not to exceed \$2,650.00 and to ratify the City Manager's signature.

Councilwoman Phillips made a motion to approve Item I. Councilman Moore seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

- J. Proposal #5761 dated May 28, 2025, from Hutcheson Horticultural Company, for performing landscape maintenance in the Holly Springs Town Center area along Hickory Road, in an amount not to exceed \$7,440.00 per year and to ratify the City Manager's signature.

Councilman Moore made a motion to approve Item J. Councilwoman Phillips seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

IX. REPORTS

- A. Monthly Departmental Reports

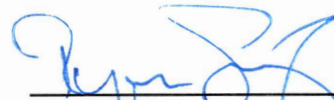
X. ADJOURNMENT

Councilwoman Phillips made a motion to adjourn the meeting and move into executive session for the purpose of litigation. Councilman Moore seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

XI. EXECUTIVE SESSION

- A. Litigation

Respectfully submitted.



Ryan P. Shirley, Mayor

Attest:



Karen Norred, City Clerk
(Seal)

