



City Council Meeting

Holly Springs Public Safety Building, Council Chambers
3235 Holly Springs Pkwy. Holly Springs, GA 30115
Monday, November 17, 2025 | 6:30 PM

Ryan P. Shirley, Mayor

Michael Roy Zenchuk II, Mayor Pro Tem, Ward 3

Kyle Whitaker, Ward 1 | Dee Phillips, Ward 2 | Kevin Moore, Ward 4 | Jeff Wilbur, Ward 5

AGENDA

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

"Veterans of U.S. military services may proudly salute the flag while not in uniform based on a change in the governing law on 25 July 2007."

III. INVOCATION

IV. PRESENTATIONS

- A. Presentation by Cherokee County School District Superintendent
Dr. Mary Elizabeth Davis
- B. Employee Service Recognition - Five Years of Service
Joe Worthington
- C. Annual Comprehensive Financial Report - Denise Lamazares
- D. State Certification Renewal

V. PUBLIC COMMENTS

VI. CONSENT AGENDA

- A. October 20, 2025 City Council Meeting Minutes.

VII. OLD BUSINESS

VIII. NEW BUSINESS

- A. Proposed amendment to the City of Holly Springs Financial Management Policy, Purchasing Policies, Section I, Centralized Purchasing System, Items D, E, and F pursuant to House Bill 137 passed by the Georgia General Assembly and effective July 1, 2025.

- B. Change Order dated October 26, 2025, from Summit Construction & Development, LLC to relocate the water meter vault for the Holly Springs Municipal Building in an amount not to exceed \$32,500.
- C. Professional Services Agreement between Southeastern Engineering, Inc. (SEI) and the City of Holly Springs to update the parking report for the Holly Springs Town Center in an amount not to exceed \$5,000.
- D. Proposal dated October 22, 2025, from Foresite Group, LLC for Professional Design Services to Add Service #7 Parking Deck Landscape Design as shown in Exhibit "A", in an amount not to exceed \$7,800.
- E. Change Order #1, dated November 3, 2025, from Triad Building Solutions, LLC, for the installation of 26-gauge pre-finished color standing-seam metal roofing with ice and water shields, 6" box style gutters, and 4" box style downspouts for Towers A and B in the Holly Springs Town Center Parking Deck, in an amount not to exceed \$4,556.25.
- F. Change Order #1, dated November 6, 2025, from Ecu Builders, Inc. for the replacement of oriented strand board (OSB) on Towers A and B in the Holly Springs Town Center Parking Deck, in an amount not to exceed \$3,500.
- G. Change Order #2, dated November 6, 2025, from Ecu Builders, Inc. for the installation of fascia, soffit, and decorative brackets on Towers A and B in the Holly Springs Parking Deck, in an amount not to exceed \$4,142.69.
- H. Agreement, dated October 28, 2025, from Kimley-Horn for structural special inspections, mechanical, electrical, and plumbing (MEP) observations, and material testing for the City of Holly Springs Amphitheater in an amount not to exceed \$95,000, and authorize the Mayor to execute the agreement upon approval of the City Attorney.
- I. Agreement, dated November 13, 2025, from Kimley-Horn for structural special inspections, mechanical, electrical, and plumbing (MEP) observations, and material testing for the City of Holly Springs City Hall in an amount not to exceed \$226,600, and authorize the Mayor to execute the agreement upon approval of the City Attorney.
- J. Award the City of Holly Springs Annual Contract for Sidewalk Repair and Tree Removal Services (RFP #2025-01) to Douglas Outdoors, LLC and authorize the Mayor to execute the Agreement between the City of Holly Springs, Georgia and Douglas Outdoors, LLC upon approval of the City Attorney.
- K. Resolution authorizing the submittal of the Georgia Department of Transportation Local Maintenance and Improvement Grant (LMIG) application for the fiscal year 2026.
- L. Workforce Innovation and Opportunity Act (WIOA) Youth Services Contract (042527) between the City of Holly Springs, Georgia and the Atlanta Regional

Commission (ARC).

- M. Temporary Advance for Intergovernmental Receivable from the Atlanta Regional Commission (ARC) Workforce Innovation and Opportunity Act (WIOA) Youth Services Contract (042527).
- N. Special Event Permit Application from the Holly Springs Optimist Club for the Holly Jolly Christmas Parade.
- O. Agreement between Jolly Ole St. John LLC and the City of Holly Springs.
- P. Resolution of the City of Holly Springs, Georgia authorizing the renewal of the Health Insurance effective January 1, 2026 with Cigna Healthcare for the medical, dental, and vision coverage.
- Q. Resolution of the City of Holly Springs, Georgia authorizing the renewal of the Supplemental Insurance effective January 1, 2026 with The Standard Insurance Company for Basic Life and Accidental Death & Dismemberment (AD&D) Insurance, voluntary life insurance, short-term disability, long-term disability, voluntary accident insurance, and voluntary critical illness insurance plans.
- R. Resolution of the City of Holly Springs, Georgia, authorizing the renewal of the coverage effective January 1, 2026, with Medcom for the Health Reimbursement Arrangement (HRA), Medical Flexible Spending Account (FSA), and the COBRA administration.
- S. Bond Release for Performance Bonds #1001028360, #1001028361, and #1001177722, and Maintenance Bonds #1001028358, #1001028359, and #1001177723 for Edgewater Subdivision Phase 5.
- T. Resolution to accept and authorize streets to become publicly maintained in Edgewater Subdivision-Phase 5.
- U. Bond Release for Maintenance Bonds #LICX1216532, #LICX1216534, and #LICX1978515 for Province Subdivision.
- V. Resolution to accept and authorize streets to become publicly maintained in Province Subdivision.

IX. REPORTS

X. ADJOURNMENT