

**City of Holly Springs**  
**City Council Meeting Minutes**  
**October 20, 2025**  
**6:30 PM**

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

**Elected Officials Not Present:** None.

**Staff Present:** City Attorney Robert M. “Bobby” Dyer, City Manager Robert H. Logan, Assistant City Manager/City Clerk Karen Norred, Police Chief Tommy Keheley, Deputy Chief Greg Clyburn, Finance Director Denise Lamazares, and IT/Facilities Manager Ron Carter.

**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**

Mayor Shirley recognized the Girl Scouts who were present.

- A.** Yard of the Month  
Paulette B Kemp

**V. PUBLIC COMMENTS**

**VI. CONSENT AGENDA**

- A.** October 6, 2025 City Council Meeting minutes.

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

## **VII. OLD BUSINESS**

- A.** Award the Holly Springs City Hall Construction Manager at Risk (CMAR) for Value Engineering/Guaranteed Maximum Price (GMP) and Construction Services Contract (RFQ #2025-02) to Gilbane, Inc., DBA Gilbane Building Company and authorize the Mayor to execute the Agreement between the City of Holly Springs, Georgia and Gilbane, Inc., DBA Gilbane Building Company upon approval of the City Attorney.

Mayor Pro Tem Zenchuk II made a motion to approve. Councilwoman Phillips seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

- B.** Supplemental Agreement for Professional Architecture/Engineering (AE) Support Services for Value Engineering/Guaranteed Maximum Price (VE/GMP) Phase City Hall at Holly Springs Town Center, Georgia between the CPL Architects, Engineers, Landscape Architect and Surveyor D.P.C. (P.C.) dba CPL and the City of Holly Springs, Georgia.

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

- C.** Amend the Professional Services proposal from CPL Architects, Engineers, Landscape Architect, and Surveyor D.P.C. (P.C.) dba CPL for the 2025 Stated Cost Limitation Increase (SCL) from \$10,877,697 to \$19,250,000 for the City Hall at Holly Springs Town Center, Georgia, in an amount not to exceed \$243,700.

Councilwoman Phillips made a motion to approve. Mayor Pro Tem Zenchuk II seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

## **VIII. NEW BUSINESS**

- A.** Amend the Development and Management Agreement among the City of Holly Springs, Downtown Development Authority of Holly Springs, and Stonecrest Homes GA, LLC to include Exhibit B, Town Center Master Budget.

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

- B.** Lighting Services Agreement for project # LP114368 between the City of Holly Springs, Georgia and Georgia Power for lighting in the Town Center.

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

- C.** Proposal dated September 15, 2025, from Darrell C. Dinsmore Grading, Inc. for fine grading at the Holly Springs Parking Deck in an amount not to exceed \$88,895.

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

- D. Revised proposal dated October 13, 2025, from BM&K for appraisal services for the Hickory Springs Parkway Project Priority 1 and Priority 2, in an amount not to exceed \$53,600.

Councilman Moore made a motion to approve. Councilman Wilbur seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

- E. Partnership Agreement between the Cherokee County Board of Education and the City of Holly Springs.

Mayor Pro Tem Zenchuk II made a motion to approve. Councilman Moore seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

- F. Bond Release for Performance Bond #LICX1978521 and Maintenance Bond #LICX1978522 for Town Walk Subdivision.

Mayor Pro Tem Zenchuk II made a motion to approve. Councilman Moore seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

- G. Resolution to accept and authorize streets to become publicly maintained in the Town Walk subdivision.

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

- H. Create a Job Description for Human Resources Generalist.

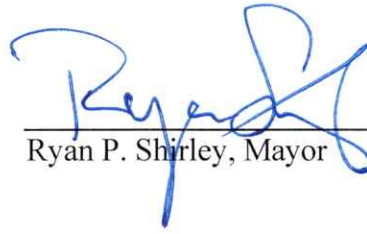
Mayor Pro Tem Zenchuk II made a motion to approve. Councilwoman Phillips seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

## **IX. REPORTS**

## **X. ADJOURNMENT**

Mayor Pro Tem Zenchuk II made a motion to adjourn the meeting. Councilwoman Phillips seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

Respectfully submitted.

  
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Ryan P. Shirley, Mayor

Attest:

  
\_\_\_\_\_

Karen Norred, City Clerk  
(Seal)

