



City Council Meeting

Holly Springs Public Safety Building, Council Chambers
3235 Holly Springs Pkwy. Holly Springs, GA 30115
Thursday, February 19, 2026 | 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. Employee Awards
 - 2025 Employee of the Year - MaryBeth Latham
 - 2025 Officer of the Year - Det. Annie Maryska
 - 2025 Distinguished Service Award - Kaitlyn Smykun
 - 2025 Bob Fuller Leadership Award - Councilman Kyle Whitaker

V. PUBLIC COMMENTS

VI. CONSENT AGENDA

- A. February 2, 2026 City Council Meeting Minutes.

VII. OLD BUSINESS

VIII. NEW BUSINESS

- A. Resolution opposing the Substitute to House Bill 1029 (aka LC 47 3957S) before the General Assembly and to ratify the signatures of the Mayor and City Council.
- B. Resolution temporarily suspending acceptance and consideration of certain annexation requests pursuant to Paragraph 5(d) of Resolution 2022-R-090 (Growth Boundary Agreement) and to ratify the signatures of the Mayor and City Council.
- C. Proposal WM-273459 between DH Pace Company, Inc. and the City of Holly Springs

to replace the front doors at the Kenneth N. Ball Public Safety Complex, 3235 Holly Springs Parkway, Holly Springs, Georgia, in an amount not to exceed \$11,987.

- D. Proposal between Molnar Jordan & Associates, Inc. and the City of Holly Springs to provide Mechanical, Electrical, and Plumbing (MEP) Construction Administration for the Holly Springs Amphitheater project.
- E. Scope of Work Agreement between Cindy Miller Communications and the City of Holly Springs, and ratify the city manager's signature.
- F. Proposal 069541 between Solutionz Inc. and the City of Holly Springs, Georgia, to provide the Division 27 Written Specification for the new City Hall, in an amount not to exceed \$18,000.
- G. Bond Release for Performance Bond #SU1200345 in Harmony on the Lakes Southside Village Phase 1.

IX. REPORTS

X. ADJOURNMENT

**City of Holly Springs
City Council Meeting Minutes
February 2, 2026
6:30 PM**

Elected Officials Present: Mayor Ryan P. 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, Community Development Director Nancy Moon, Information Technology Manager Tyler Gragg, Chief Tommy Keheley, and Deputy Chief Greg Clyburn.

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

None.

V. PUBLIC COMMENTS

Mayor Pro Tem Zenchuk read the Public Participation Policy prior to public comments being made.

Mr. Warren Bailey, Holly Springs resident, spoke concerning the proposed bike and pedestrian path on Holly Street, spot zoning, and the rationale for hiring lobbyist Scot Turner.

Mr. Lowell Holland, HOA President for Avery Landing Subdivision, addressed HB 1029 and its proposed term limits. He inquired about the advantages of de-annexing from the city, the benefits of remaining annexed, and the reasons for hiring lobbyist Scot Turner.

VI. CONSENT AGENDA

- A. January 22, 2026 City Council Meeting Minutes.

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

VII. OLD BUSINESS

None.

VIII. NEW BUSINESS

- A. Agreement between the City of Holly Springs, Georgia and Michael Baker International, Inc. for Engineering Design Services RFQ #2023-01 for GDOT PI #0019206 for Holly Street from Old Holly Springs Road to Holly Springs Parkway Livable Centers Initiative (LCI) Project in an amount not to exceed \$477,319.01 and authorize the Mayor to execute the agreement upon approval of the City Attorney.

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

- B. Agreement dated January 25, 2026, between the City of Holly Springs, Georgia and Scot Turner for lobbying services in an amount not to exceed \$15,000 and to ratify the Mayor's signature.

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

- C. Resolution to ratify the appointment of two (2) at-large members and to ratify the appointment by the Cherokee Office of Economic Development to the Cherokee Regional Land Bank Authority.

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

IX. REPORTS

- A. Monthly Departmental Reports

X. ADJOURNMENT

Councilman Wilbur made a motion to adjourn the meeting and enter into Executive Session for the purposes of Litigation and Real Estate. Councilwoman Phillips seconded the motion. Motion carried. Yes 5, No 0, Abstained 0.

XI. EXECUTIVE SESSION

- A. Litigation
- B. Real Estate

Respectfully submitted.

Ryan P. Shirley, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

ITEM REPORT

AGENDA ITEM NUMBER: VIII.A.



FROM: Robert H. Logan, City Manager

MEETING DATE: February 19, 2026

AGENDA ITEM: Resolution opposing the Substitute to House Bill 1029 (aka LC 47 3957S) before the General Assembly and to ratify the signatures of the Mayor and City Council.

EXECUTIVE SUMMARY:

A resolution opposing the substitute to House Bill 1029 (aka LC 47 3957S), sponsored by Representative Brad Thomas, which would amend the City of Holly Springs' Charter to revise city boundaries, alter representation, establish new council districts, establish term limits and for other purposes that the Georgia General Assembly is considering.

IS THIS A BUDGETED ITEM?

N/A

FUNDING SOURCE:

N/A

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. RES Opposing Bill Substitute to HB 1029 aka LC 47 3957S
2. Substitute to HB 1029 aka LC473957S
3. HollySprings-cityrev-2026 map-fb

RECOMMENDATION:

The staff recommendation is approval of the resolution opposing a bill before the Georgia

General Assembly.

CONCURRENCES:

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF HOLLY SPRINGS, GEORGIA OPPOSING THE SUBSTITUTE TO HOUSE BILL 1029 (AKA LC 47 3957S) BEFORE THE GEORGIA GENERAL ASSEMBLY

WHEREAS, the Georgia General Assembly is considering the substitute to House Bill 1029 (aka LC 47 3957S), sponsored by Representative Brad Thomas, which would amend the City of Holly Springs' Charter to revise city boundaries, alter representation, establish new council districts, establish term limits and for other purposes; and

WHEREAS, the use of state legislation to alter boundaries or governance without local request or property owner consent establishes a precedent that extends beyond the City of Holly Springs and affects municipalities and property owners throughout the State of Georgia; and

WHEREAS, Georgia's annexation and municipal governance laws have historically been grounded in consent, public process, and local initiation, principles that protect property rights and provide stability for residents, businesses, and local governments; and

WHEREAS, changes to municipal boundaries and governance imposed without local coordination create significant financial uncertainty for municipalities, including impacts to adopted budgets, bonded indebtedness, long-term capital planning, infrastructure investments, and the provision of essential public services; and

WHEREAS, legislation that de-annexes or forces annexation of property without property owner consent represents a departure from established practice in Georgia and raises significant concerns regarding property rights, service delivery, public safety, and financial stability; and

WHEREAS, the City of Holly Springs believes public policy in Georgia should protect local governance, promote fairness, and safeguard constitutional rights; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Holly Springs that the City hereby opposes the Substitute to House Bill 1029 (AKA LC 47 3957S) and any related legislation that would alter the City's boundaries, governance structure, or representation without local request, property owner consent, or meaningful municipal participation; and

BE IT FURTHER RESOLVED that the City reaffirms its commitment to municipal home rule, voluntary annexation, protection of property rights, and cooperative intergovernmental relationships; and

BE IT FURTHER RESOLVED that a copy of this resolution be sent to the Governor and be made part of the public record.

So resolved, this 19th day of February, 2026.

Attest:

CITY OF HOLLY SPRINGS

Karen Norred, City Clerk
(Seal)

Ryan P. Shirley, Mayor

Kyle Whitaker, Ward 1

Dee Phillips, Ward 2

Michael Roy Zenchuk II, Ward 3

Kevin W. Moore, Ward 4

Jeffrey D. Wilbur, Ward 5

_____ offers the following
substitute to HB 1029:

A BILL TO BE ENTITLED
AN ACT

1 To amend an Act creating a new charter for the City of Holly Springs in the County of
2 Cherokee, approved March 18, 1980 (Ga. L. 1980, p. 3281), as amended, so as to revise the
3 boundaries of the city; to provide that the city council shall be composed of six instead of
4 five members; to provide for term limits; to provide for a mayoral veto; to provide new city
5 council district boundaries; to provide for definitions and inclusions; to provide for
6 continuation in office of the current councilmembers; to provide effective dates; to repeal
7 conflicting laws; and for other purposes.

8 BE IT ENACTED BY THE GENERAL ASSEMBLY OF GEORGIA:

9 **SECTION 1.**

10 An Act creating a new charter for the City of Holly Springs in the County of Cherokee,
11 approved March 18, 1980 (Ga. L. 1980, p. 3281), as amended, is amended by revising
12 Section 1.02 as follows:

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"SECTION 1.02.

Corporate boundaries.

(a)(1) The boundaries of this city shall be those described in described in Appendix A attached to and made a part of this charter and further identified as 'User: HD 21 Plan Name: HollySprings-cityrev-2026 Plan Type: Local', with such alterations as may be made from time to time in the manner provided by general state law.

(2) For the purposes of such plan:

(A) The term 'VTD' shall mean and describe the same geographical boundaries as provided in the report of the Bureau of the Census for the United States decennial census of 2020 for the State of Georgia. The separate numeric designations in a district description which are underneath a VTD heading shall mean and describe individual Blocks within a VTD as provided in the report of the Bureau of the Census for the United States decennial census of 2020 for the State of Georgia; and

(B) Except as otherwise provided in the description of any district, whenever the description of any district refers to a named city, it shall mean the geographical boundaries of that city as shown on the census maps for the United States decennial census of 2020 for the State of Georgia.

(b) The boundaries of this city at all times shall be shown on a map, a written description or any combination thereof, to be retained permanently in the office of the clerk and to be designated, as the case may be: Official Map (or Description) of the Corporate Limits of the City of Holly Springs, Georgia. Photographic, typed, or other copies of such map or description certified by the clerk shall be admitted as evidence in all courts and shall have the same force and effect as with the original map or description.

(c) The city council may provide for the redrawing of any such map by ordinance to reflect lawful changes in the corporate boundaries. A redrawn map shall supersede for all purposes the earlier map or maps which it is designated to replace."

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SECTION 2.

Said Act is further amended by revising Section 2.01 as follows:

"SECTION 2.01.

City council creation; composition; number; election.

Except as otherwise specifically provided in this charter, the legislative authority of the government of this city shall be vested in a city council to be composed of a mayor and six councilmembers. The mayor and councilmembers shall be elected in the manner provided by Article V of this charter. The mayor and two councilmembers shall be elected by the voters of the city at-large. Four councilmembers shall be elected from the districts provided for in Section 5.02 of this charter."

SECTION 3.

Said Act is further amended by revising Section 2.02 as follows:

"SECTION 2.02.

- (a) Except as otherwise provided in this charter, the members of the city council shall serve for terms of four years and until their respective successors are elected and qualified.
- (b) No person shall be eligible to serve as mayor or councilmember unless he or she shall have been a resident of the city for one year prior to the date of the election of mayor and councilmembers. Each shall continue to reside therein during such member's period of service and continue to be registered and eligible to vote in municipal elections of the city.
- (c) No person shall be eligible to serve as mayor or councilmember if he or she has served more than 12 consecutive years as either mayor or as a councilmember. Any person who has served 12 consecutive years as either mayor or as a councilmember shall not again be eligible to be elected to either the office of mayor or councilmember until after the

62 expiration of eight years from the conclusion of their last term of office. No person shall
63 be eligible to serve as mayor or councilmember if he or she has served a total of more
64 than 20 years as either mayor or as a councilmember. This subsection shall apply to any
65 incumbent in office at the time this section becomes effective and all prior service of any
66 incumbent shall be counted toward this term limit; provided, however, that if an incumbent
67 has served more than 12 consecutive or 20 cumulative years as either mayor or as a
68 councilmember such incumbent shall be allowed to serve out the remainder of the current
69 term to which such incumbent was elected."

70 **SECTION 4.**

71 Said Act is further amended by adding a new section to read as follows:

72 "SECTION 2.09A.

73 (a) Every ordinance adopted by the city council shall be presented promptly by the city
74 council to the mayor.

75 (b) The mayor shall have the right to veto any ordinance that was approved by the city
76 council.

77 (c) The mayor, within ten calendar days of receipt of an ordinance subject to a veto, shall
78 return it to the city council with or without the mayor's approval. If the ordinance has been
79 approved by the mayor, it shall become law upon its return to the city council. If the
80 ordinance is neither approved nor disapproved, it shall become law at 12:00 Noon on the
81 tenth calendar day after its adoption. If the ordinance is disapproved, the mayor shall
82 submit to the city council a written statement of the mayor's reasons for the veto. The city
83 council shall record upon the ordinance the date of its delivery to and receipt from the
84 mayor.

85 (d) Ordinances vetoed by the mayor shall be considered by the city council at its next
86 meeting and, should the city council then or at its next general meeting adopt the ordinance

87 by the affirmative vote of at least four members, it shall become law and shall not be
88 subject to any further veto by the mayor."

89 **SECTION 5.**

90 Said Act is further amended by revising Section 5.02 as follows:

91 "SECTION 5.02.

92 Regular elections.

93 (a)(1) For purposes of electing members of the city council, the city is divided into four
94 districts. One member of the city council shall be elected from each such district. The
95 four districts shall be and correspond to those four numbered districts described in and
96 attached to and made a part of this Act and further identified as 'User: HD 21 Plan:
97 HollySprings-dist-2026 Plan Type: Local'.

98 (2)(A) For the purposes of such plan:

99 (i) The term 'VTD' shall mean and describe the same geographical boundaries as
100 provided in the report of the Bureau of the Census for the United States decennial
101 census of 2020 for the State of Georgia. The separate numeric designations in a
102 district description which are underneath a VTD heading shall mean and describe
103 individual Blocks within a VTD as provided in the report of the Bureau of the Census
104 for the United States decennial census of 2020 for the State of Georgia; and

105 (ii) Except as otherwise provided in the description of any district, whenever the
106 description of any district refers to a named city, it shall mean the geographical
107 boundaries of that city as shown on the census maps for the United States decennial
108 census of 2020 for the State of Georgia.

109 (B) Any part of the City of Holly Springs which is not included in any district
110 described in paragraph (1) of this subsection shall be included within that district

111 contiguous to such part which contains the least population according to the United
112 States decennial census of 2020 for the State of Georgia.

113 (3) Except for incorporated islands of the City of Holly Springs, any part of the City of
114 Holly Springs which is described in paragraph (1) of this subsection as being included in
115 a particular district shall nevertheless not be included within such district if such part is
116 not contiguous to such district. Such noncontiguous part shall instead be included within
117 that district contiguous to such part which contains the least population according to the
118 United States decennial census of 2020 for the State of Georgia.

119 (4)(A) Those members of the city council who are serving as such on the effective date
120 of this Act and any person selected to fill a vacancy in any such office shall continue
121 to serve as such members until the regular expiration of their respective terms of office
122 and upon the election and qualification of their respective successors.

123 (B)(i) District 5, as it exists immediately prior to the effective date of this Act, shall
124 be designated as District 1, but as newly described under this Act, and on and after the
125 effective date of this Act, the councilmember serving from that former district shall
126 be deemed to be serving from and representing his or her district as newly described
127 under this Act and the successor to such member shall be elected at the 2028
128 municipal general election to a four-year term of office.

129 (ii) The initial councilmember elected from District 2 as newly described under this
130 Act shall be elected at the 2026 municipal general election to a four-year term of
131 office.

132 (iii) District 3, as it exists immediately prior to the effective date of this Act, shall
133 continue to be designated as District 3, but as newly described under this Act, and on
134 and after the effective date of this Act, the councilmember serving from that former
135 district shall be deemed to be serving from and representing his or her district as
136 newly described under this Act and the successor to such member shall be elected at
137 the 2028 municipal general election to a four-year term of office.

138 (iv) District 4, as it exists immediately prior to the effective date of this Act, shall
139 continue to be designated as District 4, but as newly described under this Act, and on
140 and after the effective date of this Act, the initial councilmember elected from
141 District 4 as newly described under this Act shall be elected at the 2026 municipal
142 general election to a four-year term of office.

143 (v) The two initial at-large councilmembers shall be elected at the 2028 municipal
144 general election. One of the initial at-large councilmembers shall be elected to a
145 four-year term of office. The other initial at-large councilmember shall be elected to
146 a two-year term of office; and the successors to such member shall be elected to
147 four-year terms of office, and until their successors are elected and qualified."

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SECTION 6.

149 (a) Except as otherwise provided in subsections (b) and (c) of this section, this Act shall
150 become effective upon its approval by the Governor or upon its becoming law without such
151 approval.

152 (b) The provisions of Sections 2 and 5 of this Act necessary to conduct elections for the
153 members of the mayor and city council in 2026 shall become effective upon the approval of
154 this Act by the Governor or upon its becoming law without such approval. The remaining
155 provisions of Sections 2 and 5 of this Act shall become effective on January 1, 2027.

156 (c) Section 1 of this Act shall become effective on January 1, 2027.

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SECTION 7.

158 All laws and parts of laws in conflict with this Act are repealed.

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APPENDIX A

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User: HD21

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Plan Name: HollySprings-cityrev-2026

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Plan Type: Local

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District HOLLYSPRINGS

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County Cherokee GA

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VTD BRADSHAW

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Block 090808

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2000 2011 3010

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VTD HICKORY FLAT

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Block 090807

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1017 1019 1020 1021 2004 2005 2006 2007 2008 2009 2010 2011

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2012 2013 2014 2015 2016 2017 3002 3004 3005 3006 3007 3008

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Block 090808

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3002 3005

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VTD HOLLY SPRINGS

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Block 090703

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1002 1005 1006 1007 1008 1009 1010 1011 1012 1016 1017 1018

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1019 1020 1021 1022 1023 1024 2000 2001 2002 2003 2004 2006

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2007 2008 2011 2012 2013 2015 2018 2019 2020 2021 2023 2024

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3003 3004 3005 3006 3008 3009 3020 3023 3024 3025 3028

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Block 090704

184 2005 2006 2013
 185 VTD LIBERTY
 186 Block 090707
 187 2003 2004 2005 2006
 188 Block 090710
 189 1000 1002 1003 1004 1005 1006 1008 1009 1011 1012 1013 2000
 190 2001 2003 2007
 191 VTD SIXES
 192 Block 090709
 193 1000
 194 Block 090710
 195 3001 3004 3014 3015
 196 VTD TOONIGH
 197 Block 090703
 198 2025 2026 2029 2032 2034
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 203 Block 090806
 204 2003 2004 2005 2007 2008
 205 VTD UNIVETER
 206 Block 090603
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 208 Block 090606
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 210 VTD WILDCAT

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215 2003 2017
216 Block 090807
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218 Block 090808
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APPENDIX B

User: HD21
Plan Name: HollySprings-dist-2026
Plan Type: Local

District 001

County Cherokee GA

VTD HOLLY SPRINGS

Block 090703

1002 1005 1006 1007 1008 1009 1010 1011 1012 1016 1017 1018
1019 1020 1021 1022 1023 1024 2000 2001 2002 2003 2004 2006
2007 2008 2020

Block 090704

2005

VTD LIBERTY

Block 090707

2003 2004 2005 2006

Block 090710

2000 2001 2003

VTD WILDCAT

Block 090704

1005 1006 1009 1010 1011 1013 1017 1019 2000 2002 2003 2017

District 002

County Cherokee GA

VTD BRADSHAW

Block 090808

245 2000 3010
 246 VTD HICKORY FLAT
 247 Block 090807
 248 1001 1002 1016 1017 1019 1021 2004 2005 2006 2012 2014 2015
 249 2016 2017 3002 3004 3005 3006 3007 3008 3010 3012 3013 3014
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 252 Block 090808
 253 3002 3005
 254 VTD UNIVETER
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 257 Block 090606
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 259 District 003
 260 County Cherokee GA
 261 VTD BRADSHAW
 262 Block 090808
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 264 VTD HICKORY FLAT
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 267 2009 2010 2011 2013
 268 VTD HOLLY SPRINGS
 269 Block 090703
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271 VTD WILDCAT
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 276 Block 090807
 277 1011
 278 Block 090808
 279 2003

280 District 004
 281 County Cherokee GA
 282 VTD HOLLY SPRINGS
 283 Block 090703
 284 2011 2012 2013 2015 2018 2019 2021 2023 2024
 285 Block 090704
 286 2006 2013
 287 VTD LIBERTY
 288 Block 090710
 289 1000 1002 1003 1004 1005 1006 1008 1009 1011 1012 1013 2007
 290 VTD SIXES
 291 Block 090709
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 296 Block 090703

297 2025 2026 2029 2032 2034

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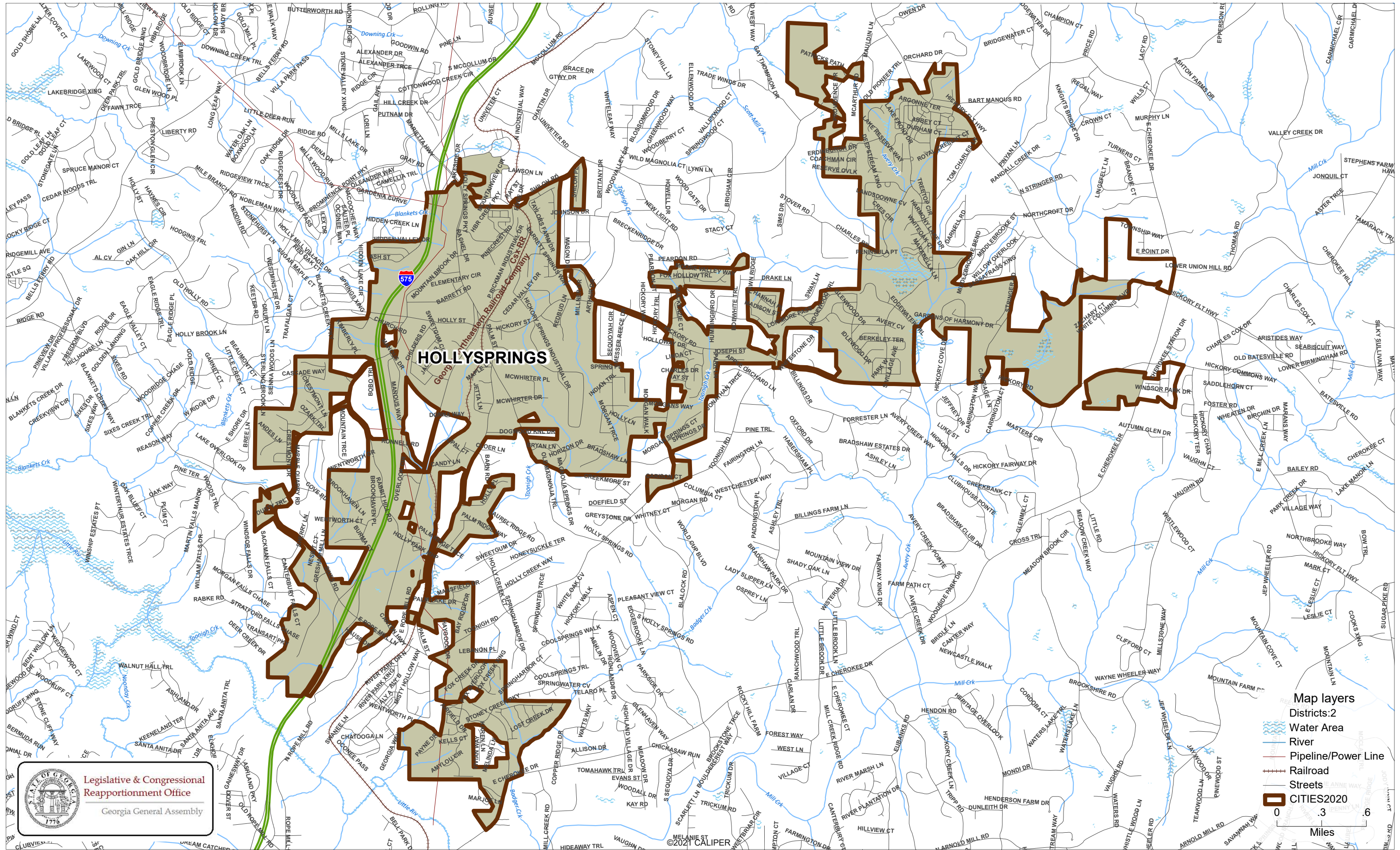
300 Block 090709

301 1001 1003 1019 1021 1023 1024 1025 1027 1029 1035 1036

302 Block 090806

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Proposed City Boundary of Holly Springs with Stakeholder Feedback



ITEM REPORT

AGENDA ITEM NUMBER: VIII.B.



FROM: Robert H. Logan, City Manager

MEETING DATE: February 19, 2026

AGENDA ITEM: Resolution temporarily suspending acceptance and consideration of certain annexation requests pursuant to Paragraph 5(d) of Resolution 2022-R-090 (Growth Boundary Agreement) and to ratify the signatures of the Mayor and City Council.

EXECUTIVE SUMMARY:

Resolution temporarily suspending acceptance and consideration of certain annexation requests pursuant to Paragraph 5(d) of Resolution 2022-R-090 (Growth Boundary Agreement) and to ratify the signatures of the Mayor and City Council.

IS THIS A BUDGETED ITEM?

N/A

FUNDING SOURCE:

N/A

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. RES Annexation Suspension
2. Growth Boundary Agreement - Resolution 2022-R-090
3. Cherokee County_Growth Boundary Coord. & Comm. Protocols

RECOMMENDATION:

The staff recommendation is approval of the resolution.

CONCURRENCES:

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF HOLLY SPRINGS, GEORGIA TEMPORARILY SUSPENDING ACCEPTANCE AND CONSIDERATION OF CERTAIN ANNEXATION REQUESTS PURSUANT TO PARAGRAPH 5(d) OF RESOLUTION 2022-R-090 (GROWTH BOUNDARY AGREEMENT)

WHEREAS, the City of Holly Springs and Cherokee County entered into a Growth Boundary Agreement adopted as Resolution 2022-R-090; and

WHEREAS, Paragraph 5(d) of said Agreement establishes protocols applicable to proposed development projects submitted to the City for consideration on property located outside the Growth Boundary but abutting the Growth Boundary and/or otherwise contiguous to the municipal boundary; and

WHEREAS, the City and County are currently engaged in active discussions regarding the future of the Growth Boundary and potential amendments or a successor agreement; and

WHEREAS, the City Council finds it prudent to temporarily suspend acceptance of new annexation-related requests falling under the protocol described in Paragraph 5(d) in order to preserve the status quo and allow good-faith negotiations to proceed without prejudicing either party.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Holly Springs as follows:

1. Temporary Suspension. Effective immediately upon adoption of this Resolution, the City shall not accept, process, or take action upon any new annexation request or development application falling under the protocol described in Paragraph 5(d) of Resolution 2022-R-090.
2. Duration. This suspension shall remain in effect for a period of twelve (12) months from the date of adoption of this Resolution, or until such time as a new Growth Boundary Agreement is executed by both the City of Holly Springs and Cherokee County, whichever occurs first.
3. Preservation of Rights. Nothing herein shall be construed as a waiver of the City's rights under Georgia law, the Service Delivery Strategy, or Resolution 2022-R-090. This action is intended solely as a temporary administrative measure to facilitate cooperative negotiations.
4. Reimbursement of Legal Fees. The City agrees to reimburse the County for legal fees associated with the enforcement of this agreement if it is determined that the City has violated the provisions of this resolution.
5. Effective Date. This Resolution shall take effect immediately upon adoption.

So resolved, this 19th day of February, 2026.

Attest:

CITY OF HOLLY SPRINGS

Karen Norred, City Clerk
(Seal)

Ryan P. Shirley, Mayor

Kyle Whitaker, Ward 1

Dee Phillips, Ward 2

Michael Roy Zenchuk II, Ward 3

Kevin W. Moore, Ward 4

Jeffrey D. Wilbur, Ward 5

**STATE OF GEORGIA
COUNTY OF CHEROKEE**

RESOLUTION NO. 2022-R-090

**A RESOLUTION OF THE CHEROKEE COUNTY BOARD OF COMMISSIONERS AND
THE CITY OF HOLLY SPRINGS, GEORGIA, CITY COUNCIL, ESTABLISHING A
GROWTH BOUNDARY AGREEMENT**

WHEREAS, the Cherokee County Board of Commissioners (herein after referred to as “County”) and City of Holly Springs, Georgia, City Council (herein after referred to as “City,” collectively referred to as the “Parties”) recognize the significance of cooperative planning efforts and believe that such efforts can offer a better model for accommodating population growth and its associated impacts, and can often result in a more efficient and desirable pattern of development; and

WHEREAS, the County and City seek to sustain, protect, and further enhance the high quality of life enjoyed today by the residents of Cherokee County and the City of Holly Springs; and

WHEREAS, the County and City seek to responsibly balance residential, industrial, and commercial growth; and

WHEREAS, through cooperative planning efforts, the County and City desire to manage growth, collaborating where necessary on comprehensive and future land use planning, transportation planning, parks and recreational facilities, and development guidelines so that growth is managed proactively rather than reactively; and

WHEREAS, the County and City seek to establish a growth boundary as a growth management practice; and

WHEREAS, the County and City agree to work cooperatively, communicate, and coordinate plans for development within the growth boundary; and

WHEREAS, the County encourages the City to promote the development and redevelopment of property within the current corporate limits as a viable option before considering annexation and desires to work with the City to provide appropriate incentives to achieve this goal; and

WHEREAS, the County and City desire to work together and are committed to aligning land use and development goals; and

AND NOW THEREFORE BE IT RESOLVED, by the Cherokee County Board of Commissioners and the City of Holly Springs City Council, the Parties agree as follows:

1. **Growth Boundary Established.** The Growth Boundary (hereinafter referred to as “GB”) is hereby established on the Growth Boundary Map for the City of Holly Springs, dated October 5, 2022 and attached hereto as Exhibit “A.” The GB is an area located outside the current corporate boundaries of the City where the City agrees to limit annexation to the boundary identified through June 1, 2028; and
2. **Growth Boundary Generally.** The Parties recognize that property within the GB is not automatically eligible for annexation and must meet the requirements of O.C.G.A § 36-36-1 et seq., and that property within the GB is not guaranteed to be annexed, but these unincorporated properties between the existing municipal boundary and the growth boundary can affect the service delivery, character, and future prosperity of the City and are therefore logistically and logically attractive for incorporation; and
3. **Future Development/Land Use Coordination.** In concert with the establishment of the GB, the Parties agree to match future development/land uses, now and as amended with the respective Comprehensive Plan updates, within the unincorporated area of the GB, but recognize that future development/land uses may not align exactly; and
4. **Service Delivery Coordination.** Entering into the GB will allow the County and City to plan for infrastructure appropriately to address current and future service delivery needs in preparation for the next service delivery strategy update. Once the City annexes land on both sides of the right-of-way of a road served by County services, the City will provide City services to the road in accordance with O.C.G.A § 36-36-7 (c), unless the City and County agree otherwise in an intergovernmental agreement; and
5. **GB Protocols.** It is understood that the County and City will continue to face a balancing act between private property rights and the County and City authority to guide development for the common good of the community. The County and City desire to work together to honor the GB during the term of this agreement and therefore agree to the following:
 - a. **County – Inside GB.** If a property owner or designated representative (hereinafter referred to as “Owner”) proposes a development project to the County for consideration located on a parcel(s) within the GB and/or is otherwise contiguous to the municipal boundary, the County will encourage the Owner to first contact the City for consideration. If the Owner refuses to meet with the City, the County will document this decision and disclose it to the City in accordance with Section 6. If the Owner meets with the City, but after doing so desires to work with the County, the County will contact

the City for written input and analysis, if any, regarding the proposed development project. Additionally, the County will require the Owner to adhere to any architectural standards, streetscape requirements, etc. that they City would otherwise require.

- b. **City – Inside GB.** If an Owner proposes to annex parcel(s) within the GB, with or without a development project proposed, the City will follow the annexation procedures and notification provisions in accordance with the “Annexation Notification and Land Use Dispute Resolution Agreement,” contained in the SDS, along with O.C.G.A § 36-36-1 et seq., for written input and analysis from the County.
- c. **County – Outside GB.** If a proposed development project is submitted by an Owner to the County for consideration on property located outside, but on property abutting the GB, the County will seek written input and analysis from the City regarding the proposed development project.
- d. **City – Outside GB.** If a proposed development project is submitted by an Owner to the City for consideration on property located outside, but on property abutting the GB and/or otherwise contiguous to the municipal boundary, the City will encourage the Owner to first contact the County for consideration. If the Owner refuses to meet with the County, the City will document this decision and disclose it to the County in accordance with Section 6. If the owner meets with the County, but after doing so desires to work with the City, the City will contact the County for written input and analysis, if any, regarding the proposed development project in accordance with the provisions in (4)(b).
- e. **County – Hickory Flat Highway (Highway 140).** If a proposed development project is located on a parcel abutting the GB on the east side of Hickory Flat Highway, between East Cherokee Drive and Owen Drive, for office or neighborhood commercial use only, and is consistent with the County Future Development Map, it shall be considered as if it were within the GB, and shall follow protocols stated in this resolution.
- f. **Referendum.** If the City elects to conduct a referendum in accordance with O.C.G.A § 36-36-50 et seq., the County will not object.
- g. **Municipal Property.** The County will not object to the annexation of property owned or purchased for public use by the City. The County will not object to the annexation of property providing passage for publicly assessable multi-use trails, either owned by the City in fee simple or acquired through permanent easements.

6. **Coordination and Communication MOU.** The parties agree to execute a separate Memorandum of Understanding (MOU), which will outline and address the specific methods and practices of communication between the parties; and
7. **Private Property Rights.** This agreement does not limit an Owner's constitutional right to develop his/her property in accordance with the laws of the State of Georgia and the Constitution of the State of Georgia and the United States; and
8. **Rights Reserved by the Parties.** Notwithstanding any other provisions to the contrary and only as a last resort, both Parties reserve all rights to the fullest extent of the law to interpose objections and litigate disputes in accordance with the SDS and the laws of the State of Georgia.

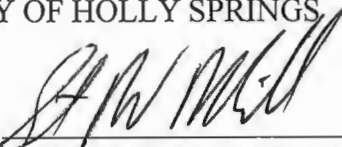
AND NOW THEREFORE BE IT FURTHER RESOLVED, the County and City seek to continue to collaboratively plan and coordinate improvements to critical transportation routes, including but not limited to: Holly Springs Parkway (specifically at Palm Street), Hickory Road and Sixes Road, and seek to collaborate to deliver multi-use trail projects and sidewalk projects along Hickory Road, and in other locations to provide essential connectivity throughout the County and City; and

AND NOW THEREFORE BE IT FURTHER RESOLVED, the County and the City support each other in efforts to deliver infrastructure projects, complete community improvement projects and creative placemaking activities, and desire to collectively work together to accomplish these objectives; and

AND NOW THEREFORE BE IT FURTHER RESOLVED, by the Cherokee County Board of Commissioners and the City of Holly Springs City Council, that a new era of cooperation, collaboration, and communication is now underway between the County and the City, working together with the development community along with other stakeholders, including state and federal partners, to leverage the highest and best results for our citizens and business owners, ultimately achieving and sustaining the highest quality of life and investment attainable.


SO RESOLVED, APPROVED, AND ADOPTED this 1st day of NOV., 2022.

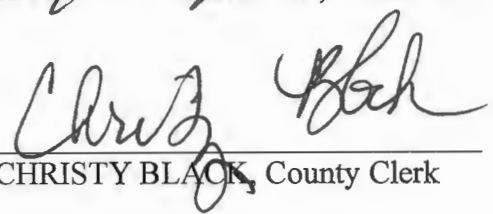
CITY OF HOLLY SPRINGS

By: 
STEVEN W. MILLER, Mayor

Attest: 
KAREN NORRED, City Clerk

CHEROKEE COUNTY

By: 
HARRY B. JOHNSTON, Chairman

Attest: 
CHRISTY BLACK, County Clerk



Holly Springs Proposed Growth Boundary



Legend

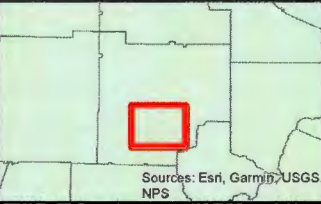
- Holly Springs Proposed GB
- Subdivisions
- Municipalities**
- Holly Springs

Map Description

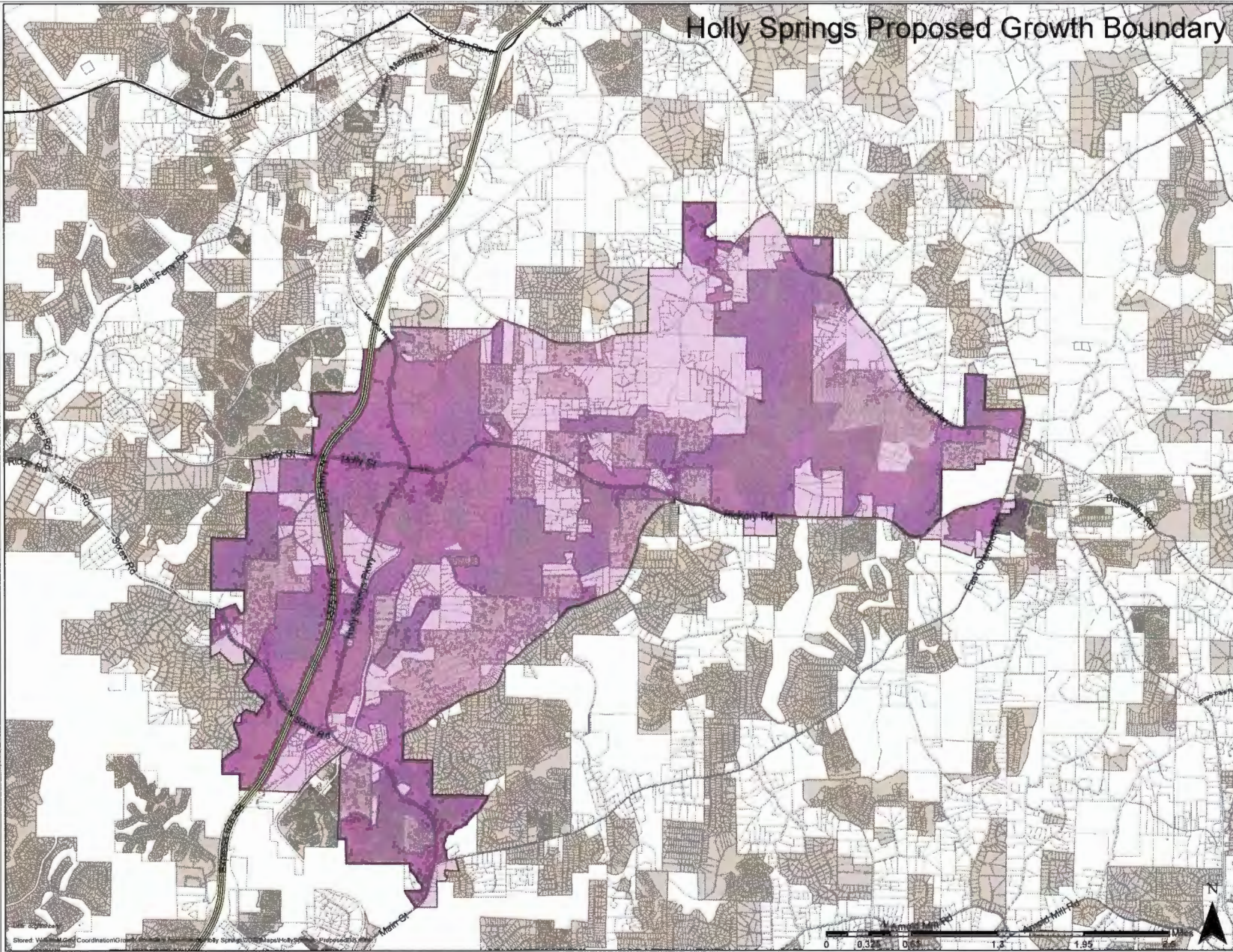
Proposed Holly Springs Growth Boundary

Date of Creation
10/5/2022

Produced by:
Cherokee County Planning and Zoning



This Map Has Been Compiled From The Most Up To Date And Reliable Sources Available. Cherokee County Assumes No Responsibility For Errors Or Omissions Contained Within This Map. No Warranties or Representations Are Expressed Or Implied In Fact Or In Law.



**STATE OF GEORGIA
COUNTY OF CHEROKEE**

MEMORANDUM OF UNDERSTANDING

A MEMORANDUM OF UNDERSTANDING BETWEEN THE CHEROKEE COUNTY BOARD OF COMMISSIONERS AND THE CITY OF HOLLY SPRINGS, GEORGIA, CITY COUNCIL ESTABLISHING COORDINATION AND COMMUNICATION PROTOCOLS FOR THE GROWTH BOUNDARY

This Memorandum of Understanding, hereinafter referred to as "MOU," dated this 1 day of NOV, 2022, made by and between CHEROKEE COUNTY, a political subdivision of the State of Georgia, acting by and through its duly elected Board of Commissioners (hereinafter referred to as the "County") and the CITY OF HOLLY SPRINGS, GEORGIA, acting by and through its duly elected City Council (hereinafter referred to as the "City"). The County and the City are collectively referred to herein as the "Parties," or "Governing Authority."

WHEREAS, the County and the City seek to increase and enhance coordination and communication with the Annexation Process; and

WHEREAS, the County and the City seek to enter into a Growth Boundary Agreement as a growth management partnership, which will promote collaborative land development planning efforts, establish service delivery expectations, and further enhance the high quality of life currently enjoyed by the citizenry; and

WHEREAS, the implementation of the Growth Boundary Agreement requires ongoing communication between the County and the City to ensure the Parties are informed and aware of proposed development projects and annexation petitions; and

WHEREAS, a streamlined and concise communication process will ensure that timely and accurate information is transmitted correctly between the Parties; and

WHEREAS, while state law provides a process for annexation notifications, the Parties agree to exceed these standard requirements, to increase collaboration and communication, by providing for a more transparent and effective process; and

WHEREAS, the Parties agree to the coordination and communication protocols set forth herein below regarding the Annexation Process, which is defined as the official procedures prescribed with state statute, by which property is annexed into a city and legally incorporated thereto, with or without a proposed development included; and

WHEREAS, the Parties want to ensure that projects proposed to the County that are inside or partially included within the Growth Boundary, are effectively communicated to the City for review and input.

1.

Purpose; Process; Cooperation Generally. The purpose of this MOU is to provide a practical approach to the communication and collaboration needed between the County and the City related to the Annexation Process and the operational needs of the Growth Boundary Agreement, which may not include annexation. The Growth Boundary Agreement requires effective communication between the Parties and this MOU is intended to streamline communication and work as a companion to the Growth Boundary Agreement. This MOU should be amended by the Parties as needed to remain current with changing practices and needs and is intended to be amended, as necessary, until it functions as effectively as possible for the Parties.

Adopted on October 17, 2022 the Growth Boundary Agreement details the protocols required between the County and City, when an annexation and/or development project is proposed either to the County or City within or abutting the Growth Boundary, as detailed within the GB Protocols section of the Growth Boundary Agreement, which will be known as a Growth Boundary Project or “GB Project.” The requirements of this MOU apply equally to the Parties, therefore, to notify the other of GB Projects.

Finally, this MOU also addresses areas not otherwise considered by the annexation statute or other agreement between the Parties, including email communication, electronic documents, and additional opportunities to coordinate and collaborate outside of the provisions of the annexation statute. The Parties have the choice to cooperate more effectively to address growth and land use decisions; this MOU reflects this choice.

2.

Communication. In addition to adhering to the written notice procedures set forth in the annexation statute, O.C.G.A § 36-36-1 et seq., (hereinafter referred to as the “Statute”), the Growth Boundary Agreement, and the “Annexation Notification and Land Use Dispute Resolution Agreement,” attached hereto as Exhibit “A,” contained within the, “Intergovernmental Agreement for Implementation of Service Delivery Strategy” (SDS), adopted on June 15, 2021, and incorporated herein by reference, the Parties agree to communicate as follows:

- A. **Primary Contacts.** The operational needs of the Growth Boundary Agreement and the execution of this MOU require oversight and management, with decisive leadership. A single point of contact is needed from the County and the City, respectively, to represent the Parties in the execution of the Growth Boundary Agreement and this MOU, (hereinafter referred to as the “Process”) to ensure the Process is effectively managed at all times. Therefore, the County Manager, or designee, and the City Manager, or designee, are designated as the respective Primary Contacts for the County and the City and authorized by the Parties to manage the Process, given all decision-making authority to do so to achieve the best outcomes for the Parties.

2

- B. **Notice Email:** The City agrees that all notices, as required by Statute and Growth Boundary Agreement, will be emailed to the County at annexnotice@cherokeega.com. The County agrees that this email address includes the following officials: County Attorney, County Manager, County Clerk, Community Development Agency Director, and Director of Planning & Zoning.

The County agrees that all written notices, as required by the Statute and Growth Boundary Agreement, will also be emailed to the City at admin@hollyspringsga.us. The City agrees that this email address includes the following officials City Attorney, City Manager, City Clerk, and Community Development Director.

The County and/or City Manager reserves the right to provide the Board of Commissioners and City Council, respectively, with any relevant information pertaining to a proposed annexation. The Parties also agree that these email addresses may be used between the Parties during GB discussions and negotiations, as necessary, but that County/City staffs may use separate email addresses, as well, for general communication.

- C. **Unimpeded Communication.** Notwithstanding any other provisions contained herein to the contrary, to avoid any confusion or miscommunication between the Parties, the Primary Contacts are authorized to waive any formalities and communicate directly by any and all means necessary and available, including but not limited to by telephone, email, in-person meeting, etc., to properly execute the provisions of this MOU and the Growth Boundary Agreement, as adopted by the Parties. The Primary Contacts are a failsafe in the communication between the Parties, striving to provide the Parties with the most up-to-date and correct information to minimize the possibility of conflict or disagreement.

3.

Notice Documents. In addition to the notice requirements set forth in the Statute, the SDS¹, and the Growth Boundary Agreement, the Parties agrees to make a good faith effort to provide the following additional information:

- A. Dates of Public Hearings and Anticipated Decision by a Governing Authority;
- B. Deeds/Legal Descriptions associated with the GB Project;
- C. Any unincorporated strips identified with legal description;
- D. Any Illustrative GB Project Concepts or Site Plans, high res preferred; and
- E. Area Map, illustrating the entire area proposed for the GB Project, identifying any unincorporated strips and tax parcel numbers.

All documents may be submitted electronically via email using the Notice Email. If

¹ In Section 2, the SDS is cited and incorporated by reference.

documents are too large to email, County and City Staffs can coordinate a download protocol.

4.

Coordination Period. The Parties recognize that the Statute limits the ability of the Parties to coordinate the best solutions and outcomes for a requested annexation with or without a development project proposed due to the time constraints set forth for negotiations.

Additionally, the Growth Boundary Agreement includes “GB Protocols” which detail the Process needed for execution by both Parties. With two of the GB Protocols, including “County-Inside GB” and “City-Outside GB,” the Parties agree to coordinate (hereinafter referred to as the “Coordination Period”). Any GB Project that includes property located both inside and outside of the GB, also requires the Coordination Period. For the other GB Protocols, “City-Inside GB” and “County-Outside GB,” the Coordination Period is not required; however, the Parties can agree at any time to initiate the Coordination Period if both Parties agree that it is advantageous to do so.

The County Manager, or designee, and City Manager, or designee, are directed to manage the Coordination Period as follows:

- A. **Pre-Application Meeting; Notice.** Once a GB Project is communicated to the City or County at a pre-application meeting² with an applicant presenting a GB Project concept, the Parties should initiate the Coordination Period within ten (10) business days following this meeting. The Party conducting the pre-application meeting will initiate the Coordination Period by sending a Notice Email. A GB Project concept includes any illustrative exhibit of a GB Project proposed for construction on a property expected to petition for annexation or submit a rezoning application. In the absence of a proposed development, any illustrative exhibit of the annexation area expected to petition for annexation should be provided.

The Parties have respective requirements for a pre-application meeting², however, the Parties recognize that annexation petitions and rezoning applications can be submitted at any time. Should an annexation petition or rezoning application be submitted³ without a pre-application meeting, the Parties agree to make every attempt to initiate the Coordination Period prior to the acceptance⁴ of the annexation petition or rezoning application; however, the Coordination Period can be initiated upon or after acceptance of an annexation petition or rezoning application at any time by sending a Notice Email.

² A meeting required with staff prior to submitting an annexation petition and/or rezoning application.

³ Submitted means the annexation petition and/or rezoning application documents were provided to the Party for review, pending Acceptance.

⁴ Acceptance means the receiving Party has reviewed the annexation petition and/or rezoning application documents, finding the documents complete and officially processing these documents for consideration by the Party.

- B. **Response.** Upon receipt of the Notice Email, the respective Party will reply to the Notice Email within three (3) business days and propose meeting dates and times for respective staffs and/or officials to discuss the GB Project.
- C. **Initial Meeting.** The Parties agree to meet and discuss the GB Project within ten (10) business days of the date of the reply to the Notice Email.
- D. **GB Project Owner.** A Party may include the GB Project owner - property owner or owner's representative - in the meeting as part of the negotiation between the Parties.
- E. **Negotiations.** The Parties agree to communicate and negotiate in good faith to address the GB Project, mitigating impacts, if any, while working to achieve the objectives of the GB Project owner. The Parties agree to communicate and meet as often as needed during the Coordination Period. Multiple GB Projects can be coordinated at the same time.
- F. **Term.** The Coordination Period is intended to provide the opportunity for communication and negotiations to begin as early as possible, but can be initiated after an application is accepted and can operate continuously, concurrent with the public hearings process. Unless waived or terminated by either Party, the Coordination Period will continue to operate until: (1) A GB Project is adopted or denied by a Governing Authority, (2) A GB Project application is withdrawn from consideration, or (3) A GB Project is abandoned⁵, at which time the Coordination Permit will automatically terminate. The Coordination Period can be re-initiated at any time following the process outlined herein.
- G. **Waive; Terminate.** The County Manager, or designee and City Manager, or designee, can agree to waive and either party can terminate the Coordination Period at any time with a Notice Email.

5.

Good Faith. The Parties agree to work in good faith to abide by the terms of this MOU to improve communication and enhance the effectiveness of the Growth Boundary Agreement. The Parties recognize, however, that errors and omissions can occur as well as unforeseen circumstances that might inadvertently cause the violation of the precise terms of this agreement. Therefore, the Parties agree that this MOU is intended to be enforced broadly and with maximum flexibility provided to the Parties. If a Party discovers a mistake in the execution of this MOU, simply address the mistake, advise the other Party accordingly, and move on.

6.

⁵A GB Project is considered abandoned when more than sixty (60) business days have elapsed since the GB Project appeared on a Governing Authority meeting agenda, unless the GB Project was tabled to a specific meeting date by a Governing Authority.

This MOU may not be modified, amended, or terminated without the prior written consent of the County and City.

7.

All notices or requests to amend, modify, or terminate this MOU shall be in writing and shall be effective and deemed to have been properly given or served on the third (3rd) business day following the date on which such notice was deposited in the United States Mail, postage prepaid, properly addressed and registered or certified with return receipt requested or, in the case of hand delivery, on the date of actual delivery to the address of a party as specified or changed pursuant to this paragraph. Rejection or other refusal to accept, or inability to delivery because of changed address of which no notice has been given, shall constitute receipt of such notice, demand, or request. Any such notice or request shall be addressed as follows:

The County: Geoffrey E. Morton, County Manager
 1130 Bluffs Parkway
 Canton, Georgia 30114

with copies to: Opie Bowen, County Attorney
 1130 Bluffs Parkway
 Canton, Georgia 30114

The City: Robert H. Logan, City Manager
 3237 Holly Springs Parkway
 Holly Springs, Georgia 30115

with copies to: Robert M. Dyer, Attorney at Law
 Dyer & Rusbridge, P.C.
 291 East Main Street
 Canton, Georgia 30114

subject to the right of each party to designate a different address by notice similarly given.

8.

This MOU shall be governed, construed, and enforced in accordance with the laws of the State of Georgia.

9.

This MOU shall be binding upon and inure to the benefit of the parties hereto, and their respective heirs, successors, and assigns.

10.

Time is of the essence in the performance of the obligations, conditions and agreements set forth in this MOU.

11.

GB Term. The term of this MOU runs concurrently with the SDS and shall expire on June 1, 2028.

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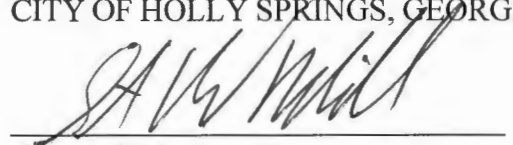
IN WITNESS WHEREOF, County and the City have caused this MOU to be executed and sealed, as of the date and year first above set forth.

CHEROKEE COUNTY, GEORGIA



Harry B. Johnston, Chairman

CITY OF HOLLY SPRINGS, GEORGIA



Steven W. Miller, Mayor

[COUNTY SEAL]



[CITY SEAL]

ATTEST:



Christy Black, County Clerk

ATTEST:



Karen Norred, City Clerk



ITEM REPORT

AGENDA ITEM NUMBER: VIII.C.



FROM: Robert H. Logan, City Manager

MEETING DATE: February 19, 2026

AGENDA ITEM: Proposal WM-273459 between DH Pace Company, Inc. and the City of Holly Springs to replace the front doors at the Kenneth N. Ball Public Safety Complex, 3235 Holly Springs Parkway, Holly Springs, Georgia, in an amount not to exceed \$11,987.

EXECUTIVE SUMMARY:

The City of Holly Springs requested proposals to replace the aluminum front doors and hardware at the Kenneth N. Ball Public Safety Complex, 3235 Holly Springs Parkway, Holly Springs, Georgia. Below is a summary of the four proposals received.

Architectural Glass & WP Inc. (AGW)	\$15,145
DH Pace Company, Inc.	\$11,987
Glass Doctor of Atlanta	\$29,994.36
The Glass Guys	\$19,705

IS THIS A BUDGETED ITEM?

Yes

FUNDING SOURCE:

SPLOST

FISCAL IMPACT:

\$11,987

ATTACHMENTS:

1. AGW Proposal

2. DH Pace Proposal
3. Glass Doctor Proposal
4. The Glass Guys Proposal

RECOMMENDATION:

The staff recommendation is to approve the proposal.

CONCURRENCES:

City Manager



ARCHITECTURAL GLASS & WP INC.

STOREFRONT-CURTAIN WALL
CUSTOM GLAZING-DESIGN BUILD

129 P. RICKMAN INDUSTRIAL DRIVE SUITE 200
CANTON GEORGIA 30115

PROPOSAL

PH-678-493-8211 E-MAILKEVIN@ARCHGLASS-WP.COM FAX-678-493-8213

TO:	FROM:
Dana McKinzie	Kevin Sheffield
COMPANY:	DATE:
City Of Holly Springs	1/22/2026
FAX NUMBER:	TOTAL NO. OF PAGES INCLUDING COVER:
	1
PHONE NUMBER:	CC:
	File 1/22/26
RE:	TOTAL COST
Holly Springs Court Entrance	\$ 15,145.00

NOTES/COMMENTS:

Framing Systems:

YKK YES45TU thermally broken storefront 2”X4-1/2” ; Bone White Anodized

Entrance Systems:

YKK 35D medium stile door 6’X7’ Pair
Storefront doors to have hardware Continuous Hinges, 10” Bottom Rail, Std panic pulls, YKK concealed rod panic devices, active leaf to have motorized latch release, power supply, EPT overhead concealed closures, threshold and all gasketing

Glass Types:

Doors 1/4” clear tempered
Sidelites and transom 1” insulated clear tempered

Miscellaneous:

1. Caulking interior and exterior of all scope framing with silicone
2. Demo and haul off of existing storefront.

Exclusions:

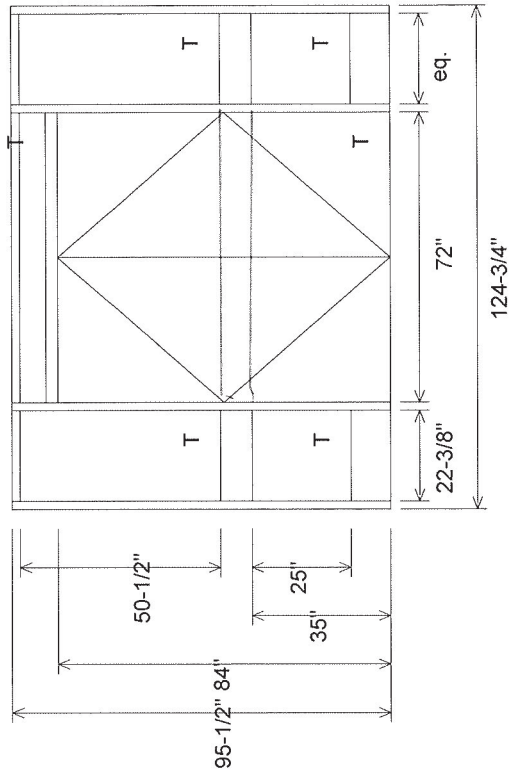
1. Anything not specified in quote
2. Quote is valid for 60 Days due to material fluctuations
3. Electrical wiring, 120V & Low voltage control; wiring
4. Card readers

Alternates:

1. None

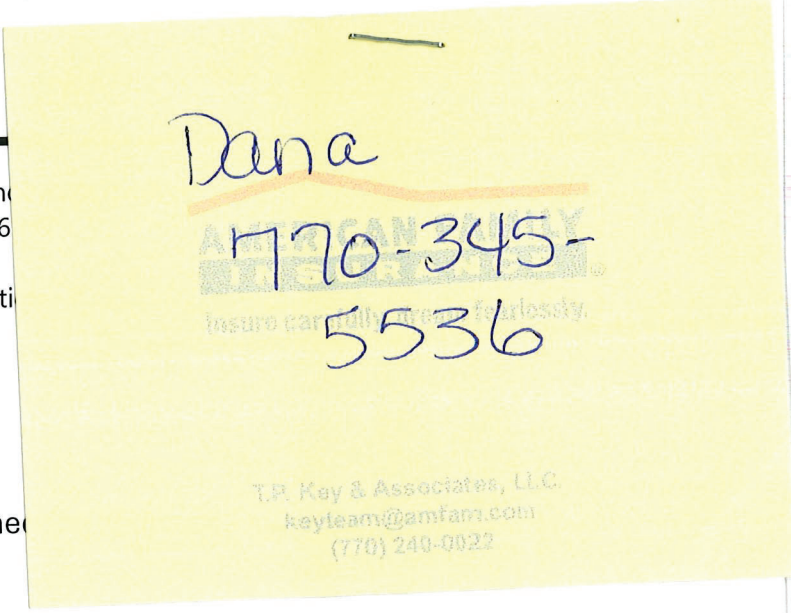
Thank you,
Kevin Sheffield

Elev. A 1 THUS



Kevin Sheffield

From: Dana McKinzie <dmckinzie@h...>
Sent: Tuesday, January 20, 2026 4:36
To: Kevin Sheffield
Subject: Quote information - Site Locati



Good afternoon,

Below is the list of items I was given. I look forward to me

Scope of Work:

- Take down and haul away existing storefront doors
- Furnish and install new storefront doors and hardware listed below

Specifications:

- Pair of Bone White Medium Stile Midrail Glass RHRA/LHRI Aluminum Storefront Doors with 10" bottom rail
- 4 – 1/4" Clear Tempered Glass Kits
- 2 – Full Mortise Continuous Hinges
- 2 – Standard Pull Handles
- CVR Electrified Panic Device
- CVR Exit Device (Exit Only)
- Power Supply
- Power Transfer
- Perimeter Gasketing
- 72" Aluminum Threshold

Additional Notes: Overhead Concealed Closures ←

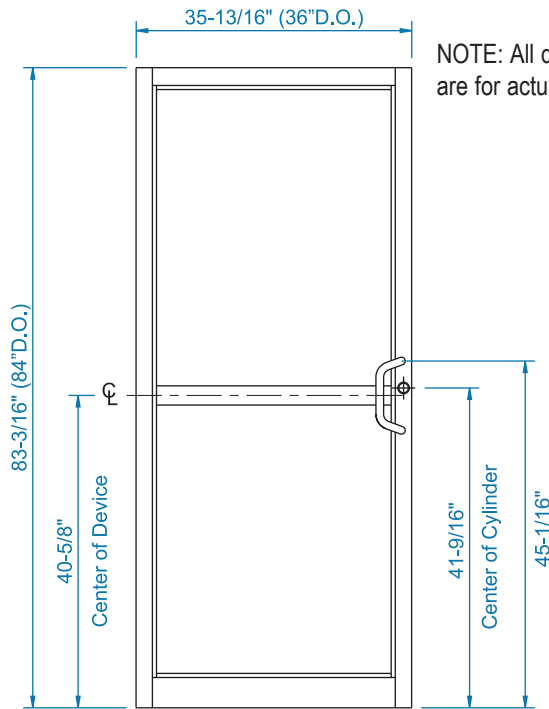
- Power supply to be installed by an electrical contractor

Sincerely,

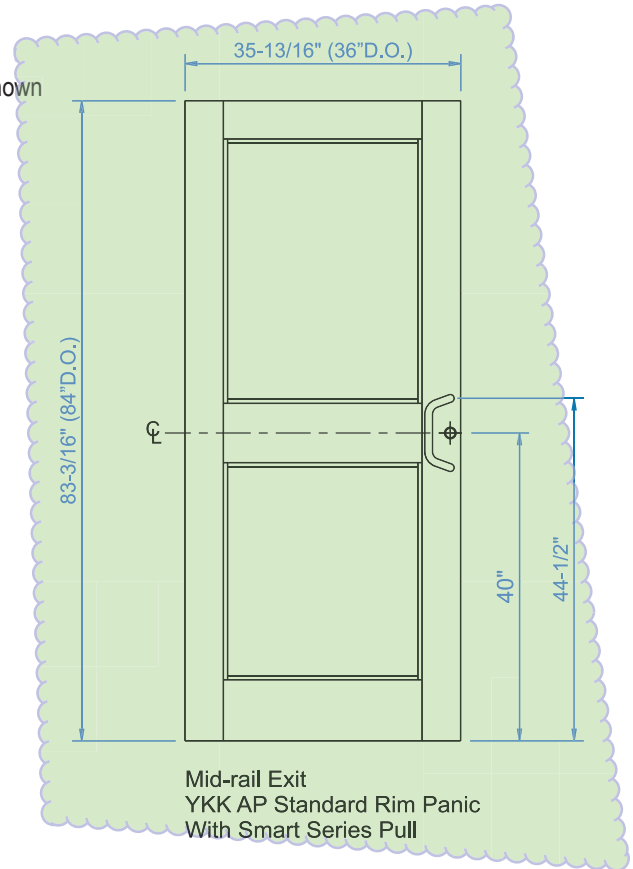
Dana McKinzie

Entrance Hardware

STANDARD ENTRANCE HARDWARE LOCATION



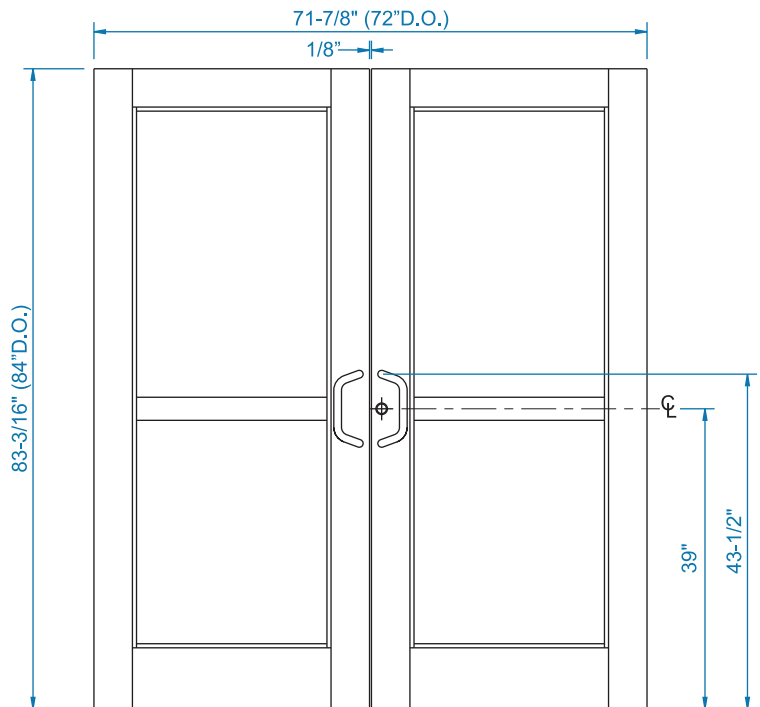
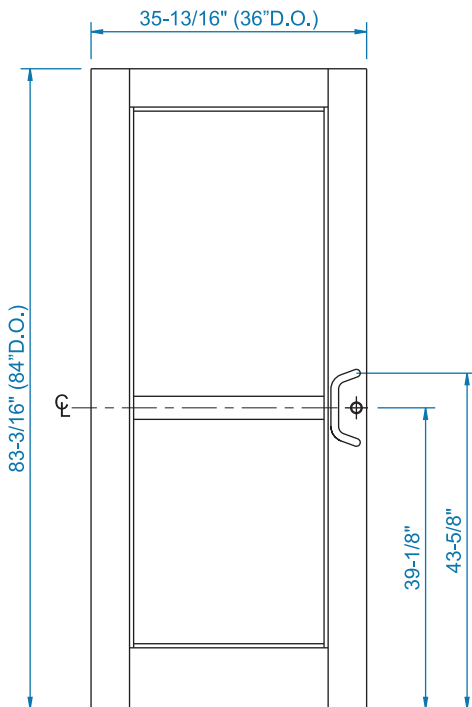
NOTE: All dimensions shown are for actual door leaf.



Standard Exit Devices
YKK AP Standard CVR Panic
With YKK AP Smart Series Pull

Mid-rail Exit
YKK AP Standard Rim Panic
With Smart Series Pull

OPTIONAL ENTRANCE HARDWARE LOCATION



Optional Exit Devices-Single Door
Von Duprin® 33 Series Rim
Von Duprin® 99 Series Rim (50D&50M only)
With Smart Series Pull

Optional Exit Devices-Pair Doors
Von Duprin® 33 Series Rim
Von Duprin® 99 Series Rim (50D&50M only)
With Smart Series Pull



P-26103 Continuous Hinge

HEAVY DUTY – CONTINUOUS HINGE

Description:

1. Select® SL 27HD continuous geared aluminum hinge.
2. Continuous geared hinges use a rotating joint to minimize lateral wear on the hinge while evenly distributing door weight along the full length of the frame.
3. Hinge Stile includes mortised edge to allow standard glass formulas to be used.

Finish:

628 Clear, for clear anodized or painted surfaces or 335 Black, finish for color anodized and/or painted finished.

Application:

1. Hinge Stile includes mortised edge to allow standard glass formulas to be used.

For use with: Model 35H/50H.



P-26014 Continuous Hinge

HEAVY DUTY – CONTINUOUS HINGE

Description:

1. Roton® 780-226HD continuous geared aluminum hinge .
2. Continuous geared hinges use a rotating joint to minimize lateral wear on the hinge while evenly distributing door weight along the full length of the frame.

Finish:

628 Clear, for clear anodized or painted surfaces or 335 Black, finish for color anodized and/or painted finished.

Application:

1. Hinge Stile includes mortised edge to allow standard glass formulas to be used.

For use with: Models 40M/50M and 35H/50H.



H-20100 Continuous Hinge

HEAVY DUTY – CONTINUOUS HINGE

Description:

1. YKK AP Standard H-20100 continuous geared aluminum hinge .
2. Continuous geared hinges use a rotating joint to minimize lateral wear on the hinge while evenly distributing door weight along the full length of the frame.

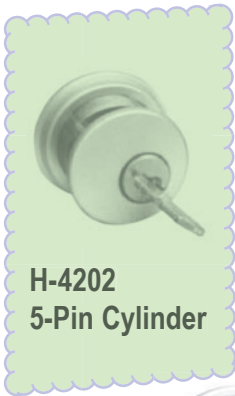
Finish:

628 Clear, for clear anodized or painted surfaces or 335 Black, finish for color anodized and/or painted finished.

Application:

1. Active leg of Hinge Stile wraps door stile for greater strength. Specific glass formulas required.

For use with: Models 20D/35D/50D, and 25FD.



H-4202
5-Pin Cylinder



H-4204
Thumbturn
Cylinder



H-4205
Dummy Cylinder

STANDARD – CYLINDERS

Description:

1. 5 Pin - mortised, 1-5/32" (29.4mm) diameter.
2. Standard cylinders are key operated on the exterior and thumbturn operated on the interior.
3. Blank cylinders available as an option.
4. Keyed alike cylinders are available, when specified.
5. Master keying and special order keying systems are special order; contact factory.

Finish:

Cylinder caps are either 628 Clear, for clear anodized or painted surfaces or 335 Black, finish for color anodized and/or painted finished..

OPTIONAL – CYLINDER GUARD

Description:

1. Adams-Rite® MS 4043 Cylinder Guard; tapered and hardened steel material collar with hardened steel retainer plate.
2. Cylinder guard is collar designed to protect the vulnerable soft brass cylinder. Guard held in place with hardened steel retainer plate for additional security.

Application:

Use with Adams-Rite MS 1850A, MS 1853A-050 or deadlatch series.

For use with: All YKK AP entrances.

H-4206
Cylinder Guard



H-4101
Flushbolt

STANDARD – FLUSHBOLT

Description:

Inactive leaf on door pairs:

1. Top and bottom bolts in inactive leaf provide two lock points allowing active door leaf to lock into inactive leaf.
2. Flush bolts are flush mounted in door stile "edge."

Finish:

Black for color anodized finishes and aluminum color for clear anodized finishes.

For use with: All YKK AP entrances.

STANDARD – PANIC DEVICES

CONCEALED VERTICAL ROD

Description:

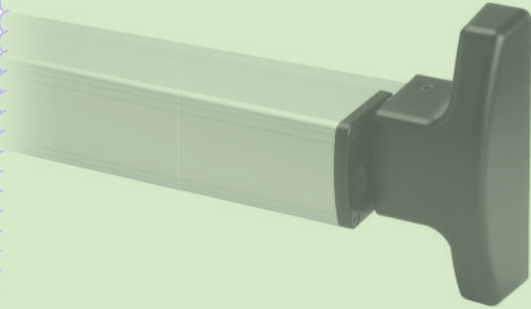
1. Concealed Panic Device has concealed vertical lock rods and top latch mechanism in door stile.
2. Depressing touchpad retracts the bottom rod from threshold and releases top latch from transom bar/header mounted barrel strike.
3. Upon closing, top latch re-engages strike securely and frees bottom bolt to engage threshold. Door is then locked from exterior.
4. Panic device can be deactivated or “dogged” with optional cylinder key or allen key in active housing.
5. Housings are cast aluminum with extruded aluminum touchpad. Rim cylinder diameter of 1-5/32" (29.4mm); cylinder specified above.

Finish: Clear and black; painted housing with anodized aluminum touchpad. Other finishes available on special order; contact factory.

Application:

1. Concealed vertical rod device eliminates removable mullion obstruction on pairs of doors.
2. Device when activated locks entrance on exterior and permits egress from building without the use of key.
3. Touchpad design offers increased building security and reduces the risk of code infringements.

For use with: Models 20D/35D/50D, 40M/50M, 35XT/50XT, 35H/50H, and 35HL/50HL.



P-52497 Concealed Panic Device

OPTIONAL – PANIC DEVICES

CONCEALED VERTICAL ROD

Description:

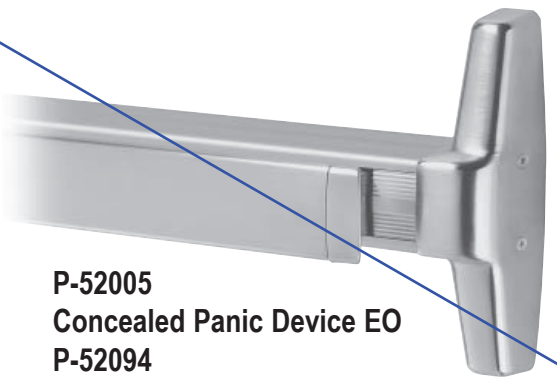
1. Von Duprin® Concealed Panic Devices have concealed vertical lock rods and top latch mechanism in door stile.
2. Depressing touchpad retracts the bottom rod from threshold and releases top latch from transom bar/header mounted barrel strike.
3. Upon closing, top latch re-engages strike securely and frees bottom bolt to engage threshold. Door is then locked from exterior.
4. Panic device can be deactivated or “dogged” with optional cylinder key or allen key in active housing.
5. Housings are cast aluminum with extruded aluminum touchpad. Rim cylinder diameter of 1-5/32" (29.4mm); cylinder specified above.

Finish: Clear and black; anodized aluminum housing and touchpad. Other finishes available on special order; contact factory.

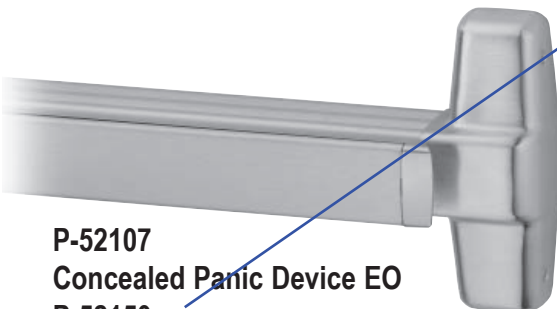
Application:

1. Concealed vertical rod device eliminates removable mullion obstruction on pairs of doors.
2. Device when activated locks entrance on exterior and permits egress from building without the use of key.
3. Touchpad design offers increased building security and reduces the risk of code infringements.

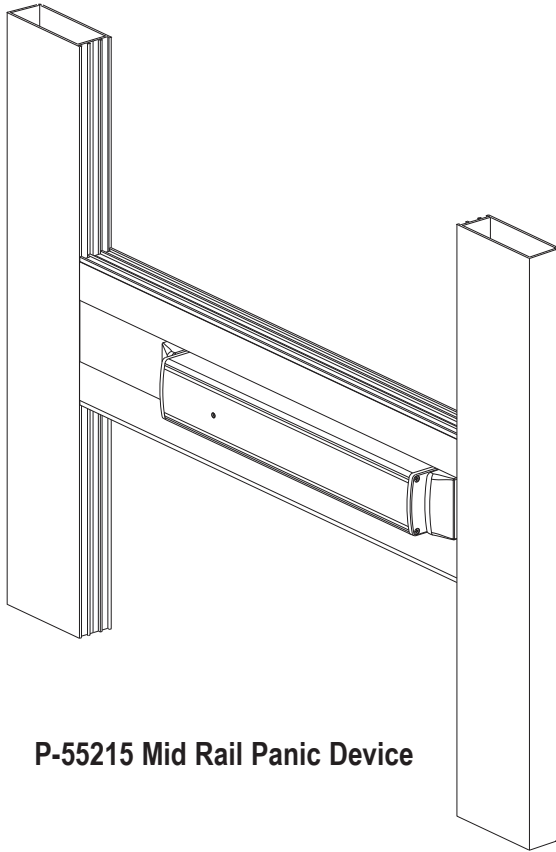
For use with: Models 20D/35D/50D, 40M/50M, 35XT/50XT.



**P-52005
Concealed Panic Device EO
P-52094
Concealed Panic Device NL-OP**



**P-52107
Concealed Panic Device EO
P-52150
Concealed Panic Device NL-OP**



P-55215 Mid Rail Panic Device

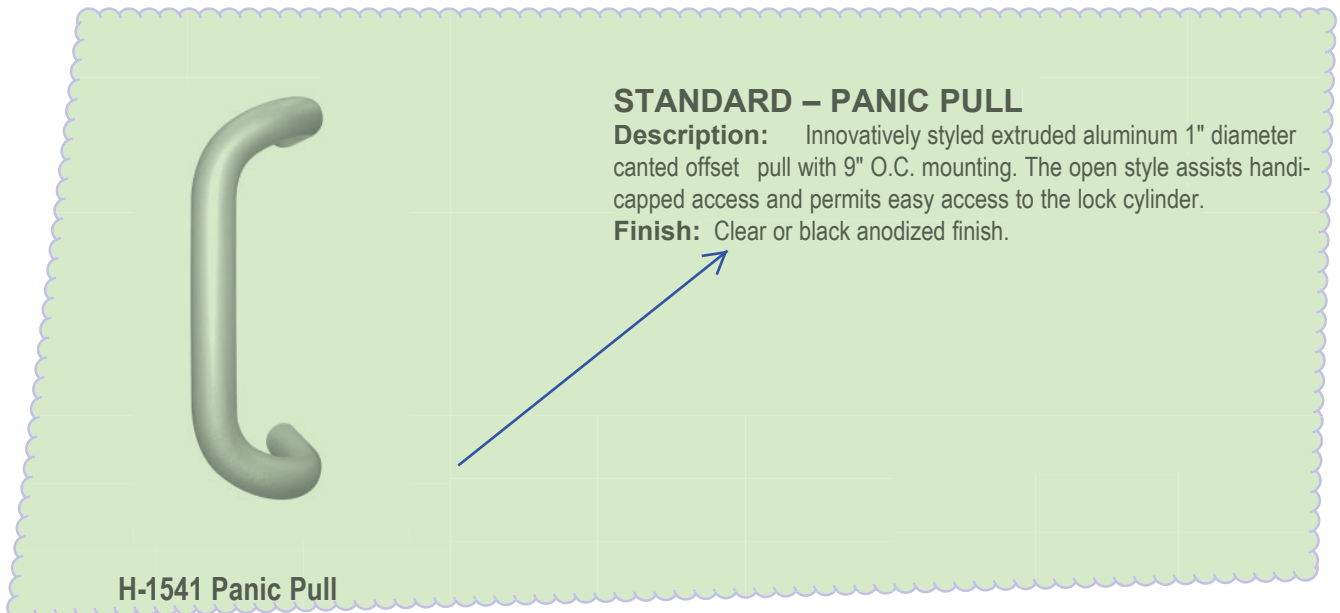
**OPTIONAL – MID RAIL PANIC DEVICE
CONCEALED VERTICAL ROD**

Description:

1. Concealed vertical rod with top and bottom (two point) vertical locking rods concealed in door stiles.
2. Depressing the operating panel at any point retracts the bottom rod from threshold and releases the top latch from the transom bar/header mounted strike.
3. Upon closing, top latch re-engages strike securely and frees the bottom bolt to engage the threshold. Door is then locked from the exterior.
4. Panic device can be de-activated or “dogged” with allen key at the locking stile at the end of the operating panel.
5. Housing is a single aluminum extrusion 8-3/4”(222.3mm) in height including glass stops for 1/4” glass, Rim cylinder diameter is 1-5/32” (29.4mm). Housing is pinned and welded into place for added strength.
6. Projection of operating panel is approximately 1” (25.4mm) in locked position and 1/2” (12.7mm) when “dogged.”
7. Panic mechanism is concealed in door cross rail extrusion.

Finish: Operating panel is clear or black anodized aluminum. Cross rail is finished to match door.

For use with: Model 20D/35D/50D, 40M/50M, and 35H/50H.

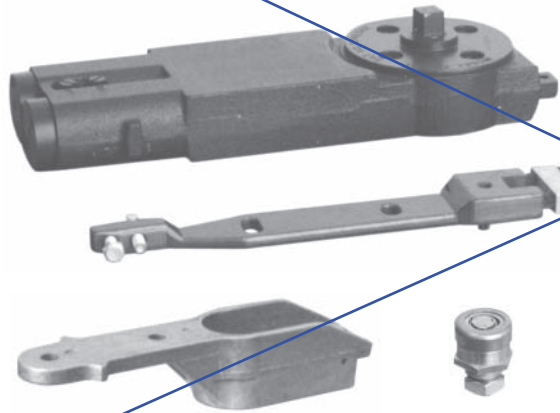


STANDARD – PANIC PULL

Description: Innovatively styled extruded aluminum 1" diameter canted offset pull with 9" O.C. mounting. The open style assists hand-capped access and permits easy access to the lock cylinder.

Finish: Clear or black anodized finish.

H-1541 Panic Pull



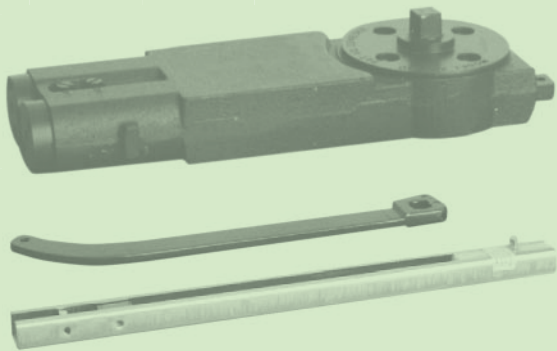
STANDARD – CONCEALED OVERHEAD CLOSERS
Description:

1. Single and double acting non-handed concealed door closer. Closer fits 1-3/4" x 4" (44.5mm by 101.6mm) transom bar or header. Closers have 90 degree or 105 degree back stop with optional hold open device, (specify).
2. Closers are two speed type with factory preset closing speed and adjustable latching speed.
3. Closers are center pivoted type, single or double acting, or offset type for use with standard offset pivots or butt hinges.
4. Available with light and heavy duty spring and also with adjustable spring.

Finish: Available in spray painted finish. Available colors are silver (aluminum) and black.

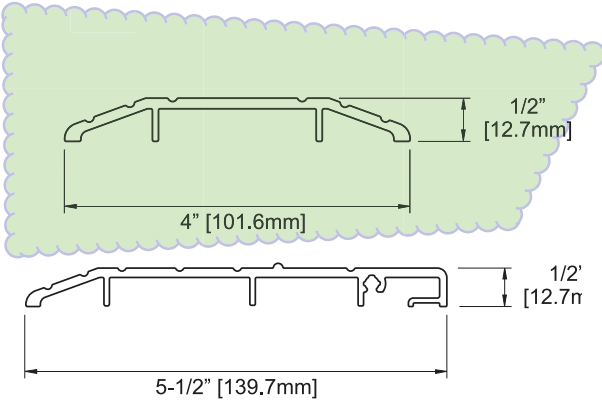
H-6209 thru 6212 Overhead Concealed Closer for Center Pivot

For use with: Models 20D/35D/50D and 40M/50M.



H-6205 thru 6208 Overhead Concealed Closer for Offset Pivot and Butt Hinge

For use with: Model 20D/35D/50D, 40M/50M, 35XT/50XT, and 35H/50H.

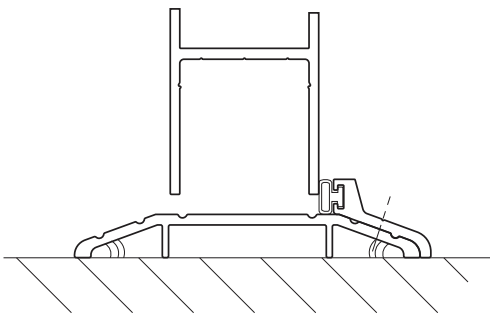


THRESHOLDS

Description:

1. Factory fabricated extruded aluminum; factory prepped for specified hinging and locking hardware; (specify).
2. Standard threshold: 4" (101.6mm) wide x 1/2" (12.7mm) high by width required.

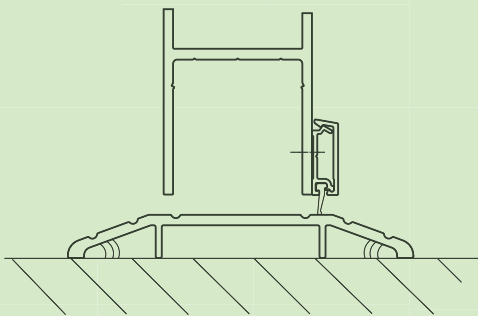
Finish: Mill finish.



THRESHOLD STOP

Description: Surface applied stop. Screw applied with gasket to 1/2" (12.7mm) high threshold.

Finish: Mill finish.



H-7107

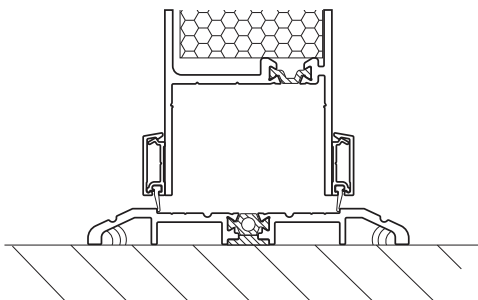
WEATHER-STRIPPING BOTTOM DOOR SWEEPS

Description: Extruded aluminum, surface applied weather-strip with elastomer sweep and concealed fasteners; applied to bottom interior door rail.

Finish: Clear or black anodized finish. Painted finishes available to match door.

Length: 3'-0" to 4'-0"

H-7107 (Finish Code) 0300	3'-0"
H-7107 (Finish Code) 0400	4'-0"



BE9-1535

NOTE: Model 35XT/50XT require sweeps at interior and exterior.
Model 35H/50H requires sweep at exterior for air and water threshold.

3690

SERIES

CONCEALED VERTICAL ROD EXIT DEVICE

GRADE 1 Listed –
ANSI/BHMA 156.3
UL File #SA125901 for UL305
Panic Hardware

Suitable for Narrow
Stile Doors

Standard Door Widths
36", 42", 48"

SPECIFICATIONS

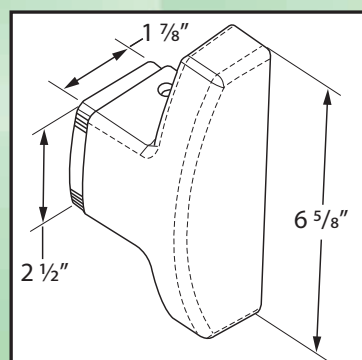
- Exit device shall be 3690 Concealed Vertical Rod Device as manufactured by First Choice Building Products, Inc.
- Exit device shall have UL file #: SA12590 for UL305 and be Grade 1 listed under national standard ANSI/BHMA 156.3.
- Exit device shall be a narrow style model utilizing low profile touch bar projecting 3" from face of door.
- Exit device shall use 3/8" steel vertical rods with steel latch bolts engaging stainless steel strike to lock at two points in the opening.
- Exit device shall be non-handed.
- Exit device shall have the following upgrades available:
 - Electric latch retraction (rated for continuous all day retraction.)
 - Signal switch providing the ability to monitor the push bar position and to provide a n.o./n.c. trigger to any new or existing system.
 - Alarm control providing audible notification of unauthorized egress of the exit device.
 - Interior cylinder dogging providing interior 1/4 turn dogging of the device through the use of a standard type rim cylinder.
- Exit device shall be field sizable.

3690 Series is available with 24vDC 1 Amp Motor Driven Electronic Latch Retraction



OPTIONS

- Electric latch retraction
- Interior cylinder dogging
- With Alarm
- With matching outside lever trim



DIMENSIONS

- 2 1/2" Push Bar Height
- 3" Projection
- 40 5/8" Centerline Height Typical
- Center Case Cover - 6-5/8" Tall by 1-1/4" Wide

3690

S ■ E ■ R ■ I ■ E ■ S

APPLICATIONS

- Schools
- Convention Centers
- Office Buildings
- Churches
- Retail Spaces, Etc.

DOOR/ or OTHER SIZES

- 30" to 48" Standard
- Custom Sizes Available
- Door Stiles Widths as Narrow as 2"

PRODUCT MATERIALS

- Anodized Aluminum Push Bar and Channel
- Die Cast Aluminum End Caps
- Stainless Steel Strikes
- Steel Latch Bolts

PRODUCT WARRANTY

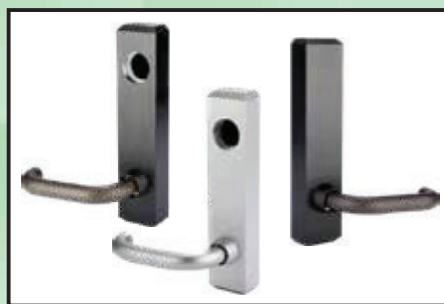
First Choice warrants that the products manufactured by us will be free of defects in material and workmanship for a period of two years from date of invoice.

Series L3 Levers

Utilizing a unique gear system these levers will operate with the 3690 Concealed Vertical Rod Exit Device and are available in anodized finishes

Manual levers can be ordered as Hold Back or Night Latch. All levers are designed for most common mortise cylinders. A security collar is included.

The electric levers are low voltage and can be operated by remote devices such as card readers, code key devices and remote mounted switches. Power requirements are 24v DC with easy hook up at the lever.



ACCESSORIES

Motorized Electric Latch Retraction

MEL is available on First Choice model 3690 Concealed Vertical Rod exit devices. These devices are equipped with a 24vDC 1Amp motor suitable for heavy traffic conditions and capable of extended periods of activation. Also available as a Retro Fit Kit for our 3190, 3790, 8660, 8760 and 8860 Series Exit Devices.



Your Answer for Exit Alarm Requirements

The AL36 Series alarm kits are designed to fit inside the push bars of the Model 3690 Concealed Vertical Rod Exit Device. The mechanism is designed for the rigorous requirements of exit hardware.

A powerful alarm emits a piercing (105 db) notification of unauthorized egress to protect persons and property. Automatic resetting means the door will remain protected at all times.

The sophisticated circuitry of the AL36 provides up to 12 months of standby power of 100 alarm cycles from a standard 9v battery. Battery monitoring is constant and a low charge signal is provided to make it easy to maintain.



Interior Cylinder Dogging

The CD3000 cylinder dogging function is available for the model 3600 CVR exit device and eliminates the need for special hex keys to put the device into hold open mode.

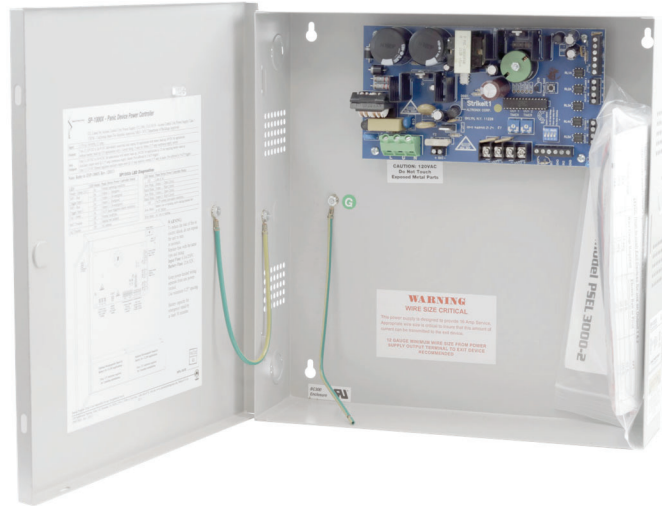
The CD3000 accepts standard Rim Type key cylinders which can be changed in the field. Just a quarter turn by key and the exit device is dogged open for unrestricted access.



Thumb-turn cylinders are also available for keyless dogging.

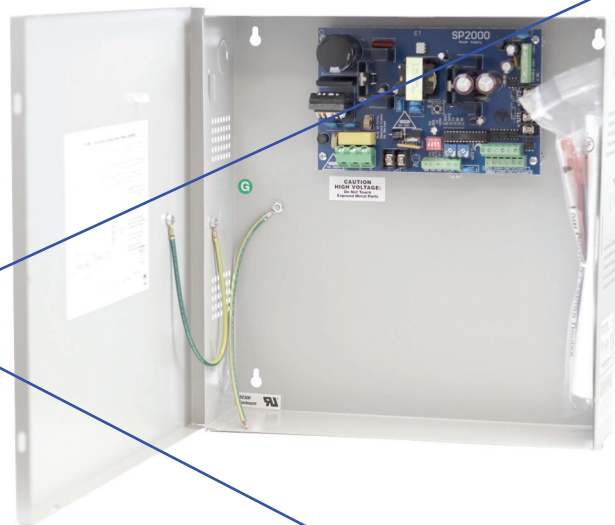
POWER SUPPLY

PSMEL-1500 1 AMP POWER SUPPLY



PSMEL-1500 1 AMP POWER SUPPLY			ADD
PART NUMBER	PSMEL-1500	Input 115VAC 60Hz, 7 amp., 1 NO trigger input., 1 24VDC filtered regulated auxiliary output rated @ .5 amp continuous supply current. Total combined current for 24VDC outputs may not exceed 1 amp., Maximum charge current .3 amp.	

PSMEL-2000 1 AMP POWER SUPPLY



PSMEL-2000 1 AMP POWER SUPPLY			ADD
PART NUMBER	PSMEL-2000	Two Door 1 Amp Power Supply Input 115VAC, 60Hz, 2.5 amps, or 230VAC 1 N.O. Trigger Input, 13"H x 12.5"W x 3.5"D	\$2,165

**MEL Exit Device,
1 Single Door, AL125UL**

NOTES:

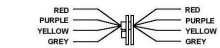
- 1) Verify that each component requiring or supplying power has been configured for proper system voltage before applying power.
- 2) All wires to be 18 awg 100' max unless otherwise noted on drawing. Refer to manufacturers instructions for proper wire gauge on any power supply, electric device or electrified lock hardware. Manufacturers requirements take precedence.
- 3) All line voltage power to be I/A/W local electrical code.
- 4) All low voltage wires to be stranded copper unless superseded by local electrical code or electric device manufacturer.

POWER TRANSFERS

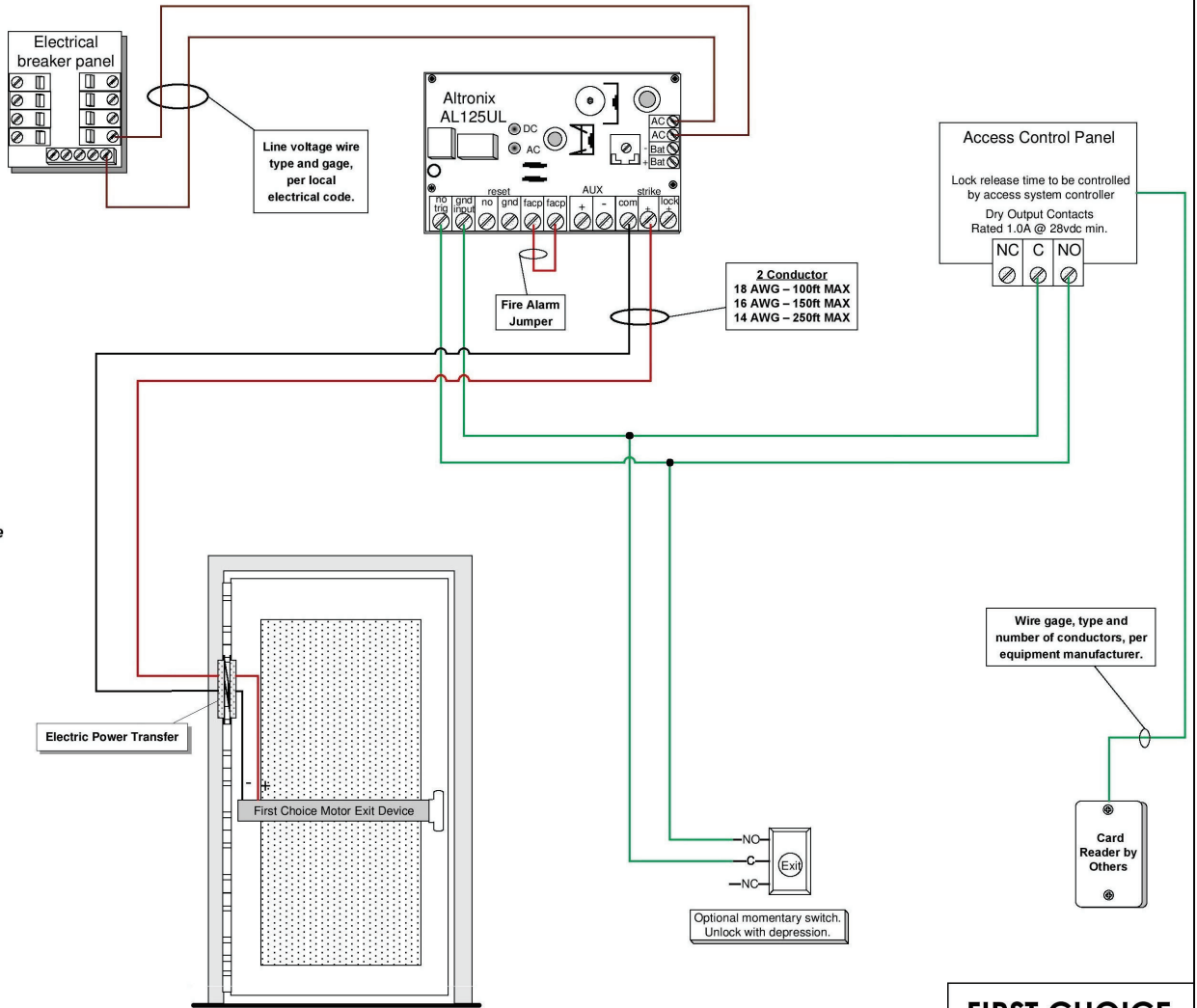
NOTE:

Optional power transfers are available. Please note variations in wire size and maximum run length for these options.

- 18 AWG - 75 ft max
- 16 AWG - 125 ft max
- 14 AWG - 200 ft max



NOTE: Make certain to maintain consistent wire color across the transfer.



Function Statement:

- From exterior - locked condition:** Access by presenting valid card to unlock active leaf.
- From exterior - unlocked condition:** Doors to remain locked unless active leaf held unlocked by access control system.
- From interior - locked condition:** Free egress at all times by means of exit device.
- From interior - unlocked condition:** Free egress at all times by means of exit device.

**FIRST CHOICE
BUILDING PRODUCTS**

REVISED: 2/25/2015

PROPOSAL

CUSTOMER: City of Holly Springs Address: 3235 Holly Springs Pkwy. City: Atlanta State: GA Zip: 30115 Phone: 770-721-7507 Email: dmckinzie@hollyspringsga.us	PROJECT: Public Safety Complex Address 1: Address 2: City: State: Zip:
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Submitted To:	Dana Mckinzie	Proposal Date:	2/11/26	Proposal #:	WM-273459
Submitted By:	Will Meriam	Commercial Sales	404-805-1694	Will.Meriam@Dhpace.com	
Addendums Acknowledged:	NA	Drawings Dated:	NA	Specifications Dated:	NA

Scope of Work:

Furnish and Install

Take down and haul away existing aluminum storefront doors, and existing hardware. Furnish and install new aluminum storefront doors, and hardware as listed:

- 1 each Pair Bone White Medium Stile Midrail Glass RHRA/LHRI Aluminum Storefront Doors w/ 10" BTM Rail.
- 4 each 1/4" Clear Tempered Glass Kits
- 2 each Full Mortise Continuous Hinges
- 2 each Standard Pull Handles
- 1 each CVR Electrified Panic Device
- 1 each CVR Exit Device (Exit only)
- 2 each Surface Mounted Closers
- 1 each Power Supply
- 1 each Power Transfer
- 1 each Perimeter Gasketing
- 1 each 72" Aluminum Threshold

Note: Power supply to be installed by electrical contractor. All access control by others.

Total Sale.....\$11,987.00

Exclusions and Clarifications:

- Pricing expires in 30 days from proposal date.
- Work to be performed during normal business hours (Monday - Friday, 7:00 AM - 5:00 PM), unless otherwise noted.
- Please allow specified lead time from order acceptance, material production release, and approved credit terms or 50% deposit for installation to begin. Balance due upon completion if applicable.
- Order acceptance includes a signed proposal, executed contract or purchase order.
- Material release includes approved drawings or field verification of opening construction, allow at least 1 week for drawing production after order acceptance.
- We have been placed on notice from our supplier partners that the recently announced international trade tariffs may be implemented suddenly and result in material surcharges for all new orders placed in addition to the quoted prices. This proposal is based on current pricing from Seller's suppliers and includes all price increases and surcharges levied by those suppliers and known by Seller as of the date of this proposal. This proposal is valid for acceptance for 30 days. The Seller reserves the right to require an approved change order before the order can be released into production to compensate for any supplier price increases or surcharges announced after the date of this Proposal and prior to the release of materials for fabrication. Seller will provide written documentation of the Supplier increase notice upon request.
- Pricing includes material described above, applicable labor, and use tax. Sales Tax applied upon invoicing.
- This quotation is based upon a visual inspection; it does not consider concealed deficiencies in the substrata. Immediately upon discovery of said deficiencies the customer will be notified of additional cost before corrective work is performed.
- This quote is based on our interpretation of customer supplied information. No specifications were provided for review. DH Pace is not responsible for omissions and/or inaccuracies. Price is subject to change if actual conditions differ from the information provided.

Attachment A: TERMS AND CONDITIONS

Terms. The products ("Products") described in this contract and the labor necessary to install the Products ("Labor") are herein collectively referred to as the "Work".

Condition Precedent. Buyer and Seller agree that if, following Buyer's acceptance hereof, a contract is to be executed by them, Seller's performance hereunder shall be subject to the condition precedent that the terms and conditions of such contract are acceptable to Seller.

Scope of Work. Seller agrees to perform for Buyer the Work at the Project. Buyer acknowledges and agrees that: (i) the prices quoted by Seller for the Products are based upon plans, specifications, verbal information or sketches as indicated herein and the addenda hereto; and (ii) that the Work contemplated under this Proposal is fully and correctly described herein.

Unless included in the description of and prices quoted for Products, glass, glazing, painting and electrical wiring is excluded under this Proposal and will be provided only upon receipt of a supplemental order signed by Buyer.

Proposal Price. Conditional upon Seller's prior approval of Buyer's credit, Buyer will pay Seller the unpaid balance for performance of the Work within 30 days of the date of Seller's invoice. If performance of the Work extends over 30 days, Buyer agrees to pay Seller progress payments under Seller's regular billing terms and if Products have been delivered to the Project or stored in a mutually agreed location, Buyer agrees to pay an amount not to exceed 90% of the Proposal Price in payment of the cost of such Products.

If payment of any sum is not made when and as due under this Proposal, Buyer shall pay interest on such delinquent sums at the rate of 1.50% per month or, the highest contract rate allowed under applicable law.

If following Buyer's default Seller refers this account to an attorney for collection, Buyer agrees to pay all attorneys' fees incurred by Seller whether or not a lawsuit for collection is instituted, and all other costs of collection and litigation.

Contract Time. Installation dates are estimates only and Seller cannot guarantee commencement of Work or completion thereof on any given date. Completion dates cannot be given until Seller has been furnished with complete approved drawings and any additional information it may request. Seller shall not be liable for total or partial failure to complete or for any delay in delivering Products or Labor under this Proposal. Seller shall not be liable in any event for any special or consequential damages on account of failure or delay in performance regardless of cause.

Work Performance. Performance of the Work will be made by Seller in a prompt manner but Seller cannot be responsible for damage or delay due to acts of God, accidents, civil disturbances, delays in transportation by common carrier, strikes, war, unavailability of material or other cause beyond the reasonable control of Seller.

If Products are installed before a finished floor is completed, warranty is limited and Seller assumes no responsibility for fitting the Product to the floor. An additional charge may be made to Buyer for returning to the Project for adjustments to the Product.

Seller assumes no responsibilities for failure of installation of the Product due to structural deficiencies in an existing building. Buyer shall prepare the Project for installation in accordance with requirements of Seller.

If special work, requiring additional material and labor is required to meet conditions other than those specifically described in this Proposal, Buyer agrees to pay an additional charge therefore.

Seller shall be allowed uninterrupted and exclusive access to the Project during performance of the Work.

No Product may be returned without Seller's prior written approval. All Product returned is subject to a minimum of 25% restocking fee.

Cancellation. In the event Buyer cancels this Proposal after the Seller has commenced Work, Buyer shall forfeit the amount of the down payment given to Seller at the time of the execution of this Proposal, and in addition, shall pay to the Seller such proportion of the total Proposal Price as the amount of Work bears to the total amount of Work agreed upon to be furnished under this Proposal, plus a sum equal to 25% of the total Proposal Price as liquidated damages, which amount is to be paid within 30 days from the date of such cancellation.

In the event of Buyer's insolvency this Proposal shall be cancelled and Seller shall have no further obligations to Buyer hereunder.

Insurance. Seller shall carry workmen's compensation and public liability insurance to cover the Work. Seller shall not be liable to indemnify, hold harmless or protect in any way the Buyer, or any other party involved in the Work, whether an employee of Seller or Buyer or any third party, except to the extent of the workmen's compensation and public liability insurance maintained by Seller.

Buyer shall keep the Project adequately insured against any loss to Seller by reason of damage to Seller's Product or Work or Seller's vehicles, equipment and tools by vandalism, fire, water, windstorm and any other occurrence during the course of Work.

Alterations. Any alterations or modifications initiated by Buyer must be agreed upon between the parties and the price fixed by them before work on such alteration or modification shall commence. Payment for such alteration or modification shall be made at the time of the completion of the Work.

Permits and Licenses. Buyer shall be responsible for securing the necessary permits and licenses for the Work at Buyer's own cost and expense.

Warranties. Seller warrants the Product sold to be free from defects in material and workmanship under normal and intended use and service. This warranty extends only to the Buyer and expires one year after the date of delivery or installation of the Product by Seller.

Parts and labor for service work are warranted for the following periods: All replacement parts 90 days; labor-service 30 days. Seller's sole obligation is limited to repairing or replacing any parts which shall be determined by Seller to be defective and is conditioned upon Buyer giving notice of any such defect to Seller within the warranty period. If Seller concludes that repair or replacement is necessary, Seller will commence work within a reasonable time after the decision to repair or replace is made.

This warranty does not apply to any Product which has been altered or repaired by any person not authorized by the Seller or which has been subjected to misuse, neglect or accident.

Seller assumes no liability for incidental or consequential damages. Warranties implied by law are limited to duration to one year period described above.

Wood Products will be guaranteed only if properly protected within 10 days of delivery or installation by Seller with a prime and finish coat of manufacturer's recommended paint.

No warranty will be honored unless the Proposal Price has been paid in full, including any applicable service charges.

Modification of Proposal. Any modification of this Proposal or additional obligation assumed by either party in connection with this Proposal shall be binding only if evidenced in writing signed by each party or an authorized representative of each party.

Governing Law. It is agreed that this Proposal shall be governed by, construed and enforced in accordance with the laws of the state in which the Project is located.



Glass Doctor of Atlanta
 4355 International Blvd NW Suite 130,
 Norcross, GA 30093
 (470) 342-6795
 Commercial@atlgd.com

Estimate 231199652
 Estimate Date 2/4/2026

Billing Address
 HOLLY SPRINGS MUNICIPAL COURT
 3235 Holly Springs Parkway
 Canton, GA 30115 USA

Job Address
 HOLLY SPRINGS MUNICIPAL COURT
 3235 Holly Springs Parkway
 Canton, GA 30115 USA

Description of work

STOREFRONT REPLACEMENT

Service #	Description	Quantity	Your Price	Total
2ManLabor	2 man labor TO REMOVE THE EXISTING STOREFRONT AND INSTALL A NEW COMMERCIAL STOREFRONT	1.00	\$3,000.00	\$3,000.00
CMSFP	Commercial Storefront Parts - NEW COMMERCIAL STOREFRONT PER THE SPECS YOU REQUESTED - INCLUDES ALL NEW METAL, DOORS, HARDWARE, AND GLASS.	1.00	\$26,994.36	\$26,994.36

Sub-Total	\$29,994.36
Tax	\$0.00
Total Due	\$29,994.36
Deposit/Downpayment	\$0.00

Thank you for your business!

This invoice is agreed and acknowledged. Payment is due upon receipt. Past-due balances may be subject to late fees, finance charges, administrative costs, and/or collection expenses as permitted by law. Customer agrees to be responsible for all reasonable costs incurred in the collection of unpaid balances.



1555 Dahlonega Highway
Cumming, GA 30040
770-886-7504 Fax: 770-886-7506

January 30, 2026

Public Safety Complex
3235 Holly Springs Parkway
Holly Springs, GA
Attn. Dana McKinzie

Proposed Cost: \$19,705.00

SCOPE OF WORK Proposed as follows:

DOORS –MEDIUM STILES, CONTINUOUS FULL MORTIS HINGES, STANDARD PULL HANDLES, 4" MID-PANEL ELECTRIFIED CVR PANIC ON ACTIVE DOOR, CVR PANIC ON INACTIVE DOOR, 10" BOTTOM RAIL, POWER SUPPLY, TRANSOM FRAME, WEATHERSTRIP, FLOOR SWEEP & THRESHOLD, CLEAR TEMPERED DOOR GLASS

STOREFRONT WINDOW OPENING SIZES APPROXIMATELY 26 x 95-1/2 ONE AT EACH SIDE OF DOOR OPENING

GLAZING AT (2) Openings
1" LOW-E 366 INSULATED UNIT

LABOR:

Demo of existing doors & storefront
Fabricate and Install (1) Doors, Door Frame & Window Frames
Install Glazing at (8) Window Frames
Install Glazing Gasket at perimeter of each pane of glass.
Caulk Perimeter of entire opening

DOES NOT INCLUDES SALES TAX

Terms: 50% of Proposal is due at time of approval. 40% balance is due at the time of completion. Remaining 10% due no later than 30 days after completion. 3.5% fee will be added to all credit card payments.
Pricing Good for 30 days

Sincerely
Robert Meeks
Meeks Group LLC
Dbas The Glass Guys
770-886-7504

ITEM REPORT

AGENDA ITEM NUMBER: VIII.D.



FROM: Robert H. Logan, City Manager

MEETING DATE: February 19, 2026

AGENDA ITEM: Proposal between Molnar Jordan & Associates, Inc. and the City of Holly Springs to provide Mechanical, Electrical, and Plumbing (MEP) Construction Administration for the Holly Springs Amphitheater project.

EXECUTIVE SUMMARY:

Molnar Jordan & Associates, Inc. will provide Mechanical, Electrical, and Plumbing (MEP) Construction Administration for the Holly Springs Amphitheater project.

The Construction Administration includes:

- A. Scope for this contract is limited to construction administration related to the previous MEP design documents provided by Molnar Jordan & Associates, Inc.
- B. Construction administration includes submittal review, shop drawing review, response to requests for information (RFI's) related to their design, and reviewing change order proposals.

IS THIS A BUDGETED ITEM?

Yes

FUNDING SOURCE:

SPLOST

FISCAL IMPACT:

Services are billed monthly based on the rates below.

Hourly Rates:

Principal	\$200
Associate	\$175
Project Manager	\$165
Engineer	\$150
Designer	\$125
Drafter	\$75
Clerical	\$55

Reimbursables:

Plots	\$12 each
Prints	\$2.50 each
Mileage	Current Standard IRS Rate
Long Distance	At Cost
Couriers	At Cost
Suppliers	At Cost
Travel	At Cost

ATTACHMENTS:

1. Molnar Jordan & Associates, Inc. Proposal

RECOMMENDATION:

The staff recommendation is to approve the proposal.

CONCURRENCES:

City Manager

February 6, 2026

Rob Logan
City of Holly Springs
3237 Holly Springs
Holly Springs, GA 30115

RE: Holly Springs Amphitheater
Construction Administration
Holly Springs, GA

Rob,

We appreciate the opportunity to provide our proposal for Mechanical, Electrical, and Plumbing Engineering Services for this project. This proposal represents our understanding of the scope of work for Basic Services.

SCOPE:

The project will include MEP construction administration services related to our previous MEP design for the Holly Springs Amphitheater project.

Mechanical

No design scope included.
Construction Administration only. See below.

Plumbing

No design scope included.
Construction Administration only. See below.

Electrical

No design scope included.
Construction Administration only. See below.

CLARIFICATIONS:

- 1) Standard of Care: We will perform our services in a manner consistent with the professional skill and care ordinarily provided by professionals practicing in the same or similar locality under the same or similar circumstances. We make no warranties, express or implied, under this agreement or otherwise, in connection with any services performed or furnished.
- 2) We have not included participation in regularly scheduled meetings or calls.
- 3) We have not included preparation of record drawings, as-built drawings, or any other drawing modifications to document instances where the contractor's installation deviated from the permitted design.
- 4) We have not included any cost estimates, value engineering, multiple system evaluations, energy modeling, or energy studies.
- 5) This proposal is valid for thirty (30) days from the date of issuance shown at the top of the proposal.
- 6) Available to begin work immediately upon receipt of a signed proposal.
- 7) Notice to proceed shall be interpreted as acceptance of the terms of this proposal.

CONSTRUCTION ADMINISTRATION:

- A. Scope for this contract is limited to construction administration related to our previous MEP design documents for the Holly Springs Amphitheater
- B. We have included construction administration including submittal review, shop drawing review, response to RFI's related to our design, and review of change order proposals
- C. We have not included review of the means, methods, or procedures of construction.
- D. We have not included review of dimensions. All dimensions shall be verified by the contractor.
- E. We have not included participation in weekly construction meetings or calls.
- F. We have not included review of contractor's pay applications.
- G. We have included one set of responses to comments from the Plan Reviewer(s) related to our design for compliance with code. We have not included any excessive review process to address issues not related to code or not documented by local ordinances.

COMPENSATION:

We will bill hourly for our services at the rates listed below. We will invoice for our work on a monthly basis with terms of net 30 days. Any invoices outstanding beyond 30 days will be subject to interest charges at a rate of 1.5% per month retroactive to the date of the invoice. Failure to make payment within 60 days from invoice date will result in the right to suspend services and take legal action to lien the project. Compensation for basic services shall not be contingent upon receipt of payment from your Client.

ADDITIONAL SERVICES:

Additional Services due to changes in scope as approved by you will be invoiced hourly based on the rate schedule below.

HOURLY RATES:

Principal	\$ 200.00
Associate	\$ 175.00
Project Manager	\$ 165.00
Engineer	\$ 150.00
Designer	\$ 125.00
Drafter	\$ 75.00
Clerical	\$ 55.00

REIMBURSABLES:

Reimbursables will be invoiced at the following rates:

Plots	\$ 12.00 each
Prints	\$ 2.50 each
Mileage	Current Standard IRS Rate
Long Distance	At Cost
Couriers	At Cost
Supplies	At Cost
Travel	At Cost

If this proposal is acceptable to you, please sign in the space below and return a copy to us indicating your approval and providing authorization to proceed with work on this project. We look forward to working with you and thank you again for the opportunity to be involved in this project.

Sincerely,



Anthony J. Salvatore Jr., PE
Principal | Molnar Jordan & Associates, Inc.

Accepted:

City of Holly Springs

Date

ITEM REPORT

AGENDA ITEM NUMBER: VIII.E.



FROM: Robert H. Logan, City Manager

MEETING DATE: February 19, 2026

AGENDA ITEM: Scope of Work Agreement between Cindy Miller Communications and the City of Holly Springs, and ratify the city manager's signature.

EXECUTIVE SUMMARY:

This agreement covers project onboarding, media relations, content creation, and communications services.

IS THIS A BUDGETED ITEM?

No

FUNDING SOURCE:

General Fund

FISCAL IMPACT:

\$5,500 for services provided from February 4, 2026, to March 4, 2026. The agreement may be extended for additional 30-day periods at \$5,500 each, subject to mutual agreement.

ATTACHMENTS:

None

RECOMMENDATION:

The staff recommendation is approval of the Scope of Work Agreement.

CONCURRENCES:

City Manager

ITEM REPORT

AGENDA ITEM NUMBER: VIII.F.



FROM: Karen Norred, Assistant City Manager/City Clerk

MEETING DATE: February 19, 2026

AGENDA ITEM: Proposal 069541 between Solutionz Inc. and the City of Holly Springs, Georgia, to provide the Division 27 Written Specification for the new City Hall, in an amount not to exceed \$18,000.

EXECUTIVE SUMMARY:

On April 21, 2025, City Council approved Proposal 063058 with Solutionz Inc. to deliver a technology engineering package, including design development and consultation, system layout and AV scope, and drafting and documentation. Deliverables included a drawing package with AV (audio-visual) and LV (low-voltage) infrastructure drawings.

This proposal includes the Division 27 written specification, which covers the following typical systems:

- Structured cabling (Cat6/6A, fiber)
- Data networks (LAN backbone cabling)
- Telephone systems /VoIP cabling
- Wireless access point cabling
- Cable management (racks, patch panels)
- AV signal cabling

IS THIS A BUDGETED ITEM?

Yes

FUNDING SOURCE:

SPLOST

FISCAL IMPACT:

\$18,000.

ATTACHMENTS:

1. Solutionz Proposal 069541

RECOMMENDATION:

The staff recommendation is to approve the proposal for the Division 27 Specification.

CONCURRENCES:

City Manager

City of Holly Springs, Georgia

Karen Norred

PO Box 990

Holly Springs, GA 30142

(770)721-7502

knorred@hollyspringsga.us

RE: New City Hall Building DIV 27 SPECIFICATIONS

The following is Solutionz Inc. (Summit Solutionz Inc.) proposal for additional design services for the new City Hall Building located at 130 Timothy Downing Drive, Holly Springs, GA 30115.

Our clients rely on us to support technology initiatives and provide expertise and understanding of the complex requirements of today's communication backbone and technology systems. Solutionz engineering professionals work in partnership with clients using Industry standards.

Thank you for your consideration and the opportunity for Solutionz Inc. to be one of your most valued partners. We look forward to working with you and your team to further explore how we can play an integral part in supporting the current buildout and future technological needs.

Summit Solutionz Inc. is an Active Vendor on the Georgia Statewide Contract # 9999-SPD-SPD0000210-0016

Sincerely,

Heather Kireta, CTS

Senior Account Manager

Solutionz Inc.

Heather.Kireta@Solutionzinc.com

EXECUTIVE SUMMARY OF SOLUTIONZ INC.

Solutionz Inc. (Summit Solutionz Inc) is a full-service communications system integrator and design firm and has been satisfying clients for over 30 years. Our business services range from small to mid-size as well as enterprise level corporate, government and higher education markets. We support our clients on local and international levels.

We provide our clients with streamlined communication and collaboration systems based on our innovative technology solutions and quality service. Our dedicated team members are industry certified, and manufacturer trained. This ensures our ability to provide the highest level of client service.

Our team is made up of seasoned industry personnel. Our experience enables us to strategically guide our company and our clients through the multifaceted communications industry. Consolidating to a single qualified vendor simplifies and increases communications between trades. Our clients are liberated from the need to hire additional personnel for turnkey design build services resulting in true cost savings and increased ROI.

Based on the information received, we understand:

The client, City of Holly Springs, Georgia, is requesting a DIV 27 Written Specification to provide further detail to the awarded General Contractor for an upcoming ITB.

Design Development Scope

Solutionz will conduct two (2) design review meetings with the Client to review construction drawings, evaluate any modifications to the initial technology requirements, and assess the potential impacts of such changes on the technology design specifications.

Solutionz will prepare and provide a written Division 27 Specification, along with any required product data (cut sheets), as requested by the Architect, to supplement and enhance the drawing package.

The basis of design will be developed around a single manufacturer, selected based on Solutionz' professional expertise and the outcomes of the design review meetings. During the subsequent bidding process, any proposed alternates must receive direct approval from the City of Holly Springs. To preserve design intent and maintain consistency throughout the design development process, it is recommended that the City not accept any alternates.

Division 27 Written specifications will be based upon industry standards, following the format below:

- 27 01 20 Operation and Maintenance of Data Communications
- 27 01 40 Operation and Maintenance of Audio-Video Communications
- 27 05 00 Common Work Results for Communications
- 27 05 11 Cameras for Audio-Visual Systems
- 27 05 26 Grounding and Bonding for Communications Systems
- 27 05 28 Pathways for Communications Systems
- 27 05 29 Hangers and Supports for Communications Systems
- 27 05 33 Conduits and Backboxes for Communications Systems
- 27 05 36 Cable Trays for Communications Systems
- 27 05 37 Firestopping for Communications Systems
- 27 05 39 Surface Raceways for Communications Systems

27 05 43 Underground Ducts and Raceways for Communications Systems
27 05 44 Sleeves and Sleeve Seals for Communications Pathways and Cabling

27 10 00 Structured Cabling

27 11 00 Communications Equipment Room Fittings
27 11 13 Communications Entrance Protection
27 11 16 Communication Cabinets, Racks, Frames and Enclosures
27 11 23 Communications Cable Management and Ladder Rack
27 11 26 Communications Rack Mounted Power Protection and Power Strips
27 13 00 Communications Backbone Cabling
27 13 13 Communications Copper Backbone Cabling
27 13 23 Communications Optical Fiber Backbone Cabling
27 13 33 Communications Coaxial Backbone Cabling
27 13 43 Communications Services Cabling

27 15 00 Communications Horizontal Cabling

27 15 01.11 Conductors and Cables for Electronic Safety and Security
27 15 01.15 Access Control Communications Conductors and Cables
27 15 01.16 Voice Communications Horizontal Cabling
27 15 01.23 Audio-Video Communications Horizontal Cabling
27 15 01.46 Paging Communications Horizontal Cabling
27 15 13 Communications Copper Horizontal Cabling
27 15 23 Communications Optical Fiber Horizontal Cabling
27 15 33 Communications Coaxial Horizontal Cabling
27 15 43 Communications Faceplates and Connectors

27 16 00 Communications Connecting Cords, Devices, and Adapters

27 16 19 Communications Patch Cords, Station Cords, and Cross Connect Wire

27 40 00 Audio-Video Communications

27 41 00 Audio-Video Systems

27 41 13 Architecturally Integrated Audio-Video Equipment
27 41 16 Integrated Audio-Video Systems and Equipment
27 41 19 Portable Audio-Video Equipment
27 41 23 Audio Visual Control System
27 41 43 Audio-Video Conferencing

Drafting & Documentation

A Single revision to the previously provided CAD Drawings will be included in this pricing package in the event there is a change made during the review meeting.

**Any Applicable reflected ceiling, floor and elevation drawings will be supplied by the Architect(s)*

Solutionz Inc. will deliver the DIV27 Written Specifications in PDF Format to client via Email.
Any Drawing revisions stated above will be provided in CAD and PDF Formats Only.

Key Personnel for your Project:

Michael Childers – Senior Solutions Consultant

Experience: 26 years working in various fields of IT.

Certifications: Dell, HPE/Aruba, Cisco, Ruckus and Ubiquiti platforms

Design, project manager, install and support: SonicWALL routers, Cisco HPE and Ubiquiti switching, Aruba, Ruckus and Ubiquiti Wireless LAN, Mitel Connect phone systems. Use Air magnet Pro Wi-Fi Planner/Surveyor to create virtual Wi-Fi designs and post installation signal coverage heat Maps. Design Wireless Point to Point bridges.

Barry Lees – Director of Engineering - NSI

Barry has been in the security industry for over 20 years. He has designed and engineered for our highest profile clients across the country.

Certifications:

Low voltage licensed in NC, SC, and TN

Security Manufacturer Certifications: S2, RS2, Open Options, Milestone, Axis

Joe Loughman – AV Engineer- CTS

Industry Experience: Joe has worked on all aspects of the business including Installation, Project Management, Operations Management and the last 12 years designing AV Systems. Overall he has been in the industry 20+ years. He received his CTS in 2009. Some of Joe's client base includes KSU, Spelman, GSU, Comcast, Molson Coors, Smith-Gambrell, GEMA and US Army Corp of Engineers. Joe is CTS Certified, and carries many other manufacturer certifications including but not limited to Crestron, Clear One, Biamp, QSC, Extron and Shure.

PHASES, DELIVERABLES AND FEES

Technology Needs Review– Phase 1

Solutionz Inc. will schedule two review meetings with Client and other company representatives to coordinate project planning activities, establish necessary liaison working and reporting relationships, formalize administration procedures and finalize a schedule for the project.

This phase will consist of:

- Review of IT Department standards and requirements for
 - Structured Wiring (coax, Ethernet, Fiber)
 - MDFs, IDFs, Pathways
 - Security Cameras, Sensors, Doors, Printers and equipment locations
 - AV Technology and Connectivity (HDMI/USBC)
- Review technology related infrastructure issues.
- Determine functionality priorities for specific systems.
- Review technology trends and provide Single Manufacturer recommendations
- Future Considerations; Scalability
- ADA, OSHA and US Rehabilitation Act 508 issues
- Establish Schedule for deliverables

Design Development – Phase 2

Solutionz Inc. will provide the following services as a part of the SD and DD process:

IT Infrastructure

Solutionz Inc. will compile the needs and requirements uncovered for Structured Cabling and translate to written Division 27 Specifications. The package will follow and address the previously delivered LV CAD Drawings.

Wireless System (WAPS)

Solutionz, Inc. will review previously delivered LV CAD Drawings for WAP Locations.

Audio-Visual Systems

Solutionz Inc. will compile the needs and requirements uncovered for the AV Systems and translate to written Division 27 Specifications. The package will follow and address the previously delivered AV CAD Drawings.

TERMS AND CONDITIONS

A. Cost:

The Cost for the services detailed in the preceding pages will be firm for thirty (15) days. Our price does not include management of the bid process, integration support for other firms, etc.

B. Terms of Payment:

1. Project will be billed 50% at the time of signing, and the balance will be due upon completion of the design process. The date of receipt of initial payment will be considered the date of order.
2. Interest of one and one-half percent (1.5%) per month, or the maximum allowable by law, whichever is greater, is due and payable on overdue payments. Solutionz reserves the right to turn any overdue or delinquent account balance over to collection and Client agrees to pay all costs and expenses incurred including, but not limited to, collection fees of 25% of the amount due after 90 days, court costs, and reasonable attorney fees.

C. Project Completion:

Solutionz Inc. will work within the overall team schedule to meet deadlines as required. We will require four weeks as a minimum for written specifications after review meetings are completed.

D. Taxes:

Applicable sales taxes are to be applied to each invoice. All tax-exempt documents are to be provided at the time of contract acceptance or prior to commencement of the project. All tax exemption documents are subject to approval by Solutionz Inc. legal and financial departments.

E. Independent Contractor:

Solutionz Inc. understands and agrees that Solutionz and all its employees and/or subcontractors, are independent contractors for the client, not employees of the client, and that, therefore, neither Solutionz Inc. nor its employees are entitled to benefits normally provided to client employees.

F. Confidential Information:

Except as is required by law, Solutionz Inc. shall treat this Agreement and any information provided to Solutionz Inc. by the Architect, Management Company and/or client, whether orally or in writing, that is not at the time already publicly available, as strictly confidential. Any dissemination or discussion regarding such confidential information or any other information obtained by this Agreement is prohibited with anyone outside of the parties listed above, except as approved strictly for the limited purpose of effecting the Agreement. After the project, Solutionz Inc. agrees to return or destroy, pursuant to instructions given, any confidential information provided to Solutionz Inc. in writing by the parties listed above, or any of its consultants or vendors. Solutionz Inc. obligation not to disclose this Agreement or other confidential information shall survive the termination of this Agreement.

G. Assignment:

Neither party may assign any portion of this Agreement, including without limitation, any rights or obligations hereunder, without the prior written consent of the other party.

H. Entire Agreement / Amendment in Writing:

This Agreement constitutes the entire agreement among the parties about the subject matter of this Agreement and supersedes any prior written or oral understandings or agreements between parties regarding the subject matter of this Agreement. Any changes or amendments made to this Agreement, whether initiated by Solutionz Inc. or by the client, shall be effective only if each party approves of such change or changes in writing.

I. Termination:

Either party may terminate this Agreement by notice in writing, effective upon receipt of such notice by the other party. If the client terminates the Agreement, Solutionz Inc. shall cease work immediately upon receipt of such notice. In such event, the client shall pay Solutionz Inc. for the reasonable costs incurred for all completed work up to the time of termination; provided, however, that the client shall only make such payment upon receipt of an invoice for such work performed.

Contract Cost & Acceptance:

Thank you for the opportunity to provide you with professional technology design services. To commence this design project, please approve and sign in the space provided below and return to Solutionz Inc.

Contract Amount: For Design Services **\$18,000** (excludes any applicable sales tax)

We have accepted Solutionz Inc. dba Solutionz Inc Proposal 069541 as indicated above.

Solutionz, Inc. Terms and Conditions apply.

Agreed to and accepted by:

Client

By Solutionz Inc.

Authorized Signature

Authorized Signature

Name (Please Print)

Heather Kireta
Name

Title Date

SR Account Manager January 23, 2026
Title Date

**This proposal encompasses all work listed herein.
Additional services not listed (if required) are not included in this contract.**

Please address all correspondence to:

Solutionz Inc
4357 Park Drive, Suite E
Norcross, GA 30093

Heather Kireta, CTS
Direct Phone: 678-570-8913
Email: Heather.Kireta@Solutionzinc.com