

**City of Holly Springs
City Council Work Session Minutes
September 25, 2023**

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

Elected Officials Not Present: Councilman Kevin Moore

Staff Present: City Attorney Robert M. Dyer, City Manager Robert H. Logan, Assistant City Clerk/Records Manager Lou Stewart, Finance Director Denise Lamazares, Community Development Director Nancy Moon, Chief Tommy Keheley, Deputy Chief Greg Clyburn and Information Technology Manager/Facilities Manager Ron Carter.

I. Call to Order

Mayor Miller called the Work Session to order.

II. Public Comments

None.

III. New Business

- A. Discussed the Intergovernmental Agreement for the I-575 and Sixes Road Area Transportation Plan
- B. Discussed the declaration of covenants, conditions, restrictions and easements for the City of Holly Springs Town Center City Homes
- C. Discussed the professional interior design and Architect/Engineering support services for a new City Hall
- D. Discussed change order number one (1) from Stonecrest Homes for the Train Depot
- E. Discussed Rule 15c2-12 Certificate of the City of Holly Springs, Georgia under the Securities Exchange Act
- F. Discussed an estimate from Commercial Building & Doors, Inc. for the public works build out
- G. Discussed amendment three to the contract for professional services between the City of Holly Springs and Optech Monette, LLC
- H. Discussed the fourth amendment to the Workforce Innovation and Opportunity Act contract
- I. Discussed the Cherokee County E911 Memorandum of Understanding

- J. Discussed the release of maintenance bonds for Carson Creek, Phases 3, 4, and 5 of The Gardens at Harmony, and The Retreat of Holly Springs subdivisions
- K. Discussed a resolution to accept and authorize streets to become publicly maintained streets in The Retreat at Holly Springs subdivision
- L. Discussed a resolution to accept and authorize streets to become publicly maintained streets in The Gardens of Harmony subdivision, Phases 3, 4 and 5
- M. Discussed the policy revisions for the Holly Springs Police Department Operations Manual Section 11.1 – Use of Force

IV. ADJOURNMENT

Councilwoman Phillips made a motion to adjourn. Councilman Wilbur seconded the motion. Motion carried 4-0.

**City of Holly Springs
City Council Business Meeting Minutes
September 25, 2023**

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

Elected Officials Not Present: Councilman Kevin Moore

Staff Present: City Attorney Robert M. Dyer, City Manager Robert H. Logan, Assistant City Clerk/Records Manager Lou Stewart, Finance Director Denise Lamazares, Community Development Director Nancy Moon, Chief Tommy Keheley, Deputy Chief Greg Clyburn and Information Technology Manager/Facilities Manager Ron Carter.

I. Call to Order

Mayor Steven W. Miller called the Business Meeting to order.

II. Pledge of Allegiance

Mayor Steven W. Miller led the Pledge of Allegiance.

III. Invocation

Mayor Pro Tem Zenchuk gave the invocation.

IV. Presentations

Tree Commission member Mandy Lynn recognized Patrick and Marion Locke for the Yard of the Month.

Councilman Whitaker made a motion to move New Business items A through O to the consent agenda. Councilman Wilbur seconded the motion. Motion carried 5-0.

V. Consent Agenda

A. August 7, 2023 Council Work Session and Special Called Meeting Minutes

B. August 21, 2023 City Council Public Hearing Minutes

C. August 21, 2023 Council Work Session and Council Business Meeting Minutes

D. Awarding the bid for Barrett Memorial and Taylor's Farm/Barrett Springs Parks improvement project to Magnum Contracting, LLC, to include contract approval in an amount not to exceed \$1,210,107

New Business Items

A. The Intergovernmental Agreement for the I-575 and Sixes Road Area Transportation Plan among Cherokee County, Georgia, City of Holly Springs, Georgia, City of Woodstock, Georgia and the Cherokee Office of Economic Development

- B. The declaration of covenants, conditions, restrictions and easements for the City of Holly Springs Town Center City Homes
- C. The professional interior design and Architect/Engineering support services for a new City Hall at Holly Springs Town Center proposal from CPL Architects, Engineers, Landscape Architect and Surveyor D.P.C (P.C) dba CPL
- D. Change order number one (1) from Stonecrest Homes for the Train Depot in an amount not to exceed \$25,094
- E. Rule 15c2-12 Certificate of the City of Holly Springs Georgia under the Securities Exchange Act of 1934 in connection with the offering and sale of the Urban Redevelopment Agency of the City of Holly Springs, Georgia Revenue Bonds Series 2023, and to ratify the Mayor's signature
- F. Estimate # 1654 from Commercial Building & Doors, Inc. for the public works build out in an amount not to exceed \$21,450
- G. Amendment three to the contract for professional services between the City of Holly Springs, Georgia and Optech Monette, LLC
- H. The fourth amendment of Workforce Innovation and Opportunity Act contract number WD2210.4
- I. The Cherokee County E911 Memorandum of Understanding between Cherokee County, Georgia and the City of Holly Springs, Georgia and to ratify the City Manager's signature
- J. Release of Carson Creek Subdivision Tree Maintenance Bond #609203770
- K. Release of The Gardens of Harmony Phase 3, Maintenance Bond #SU1141683, Phase 4, Maintenance Bond #CMS0326332, and Phase 5, Maintenance Bond #K13508963
- L. Release of The Retreat at Holly Springs for Maintenance Bond # US00106121SU21A, Maintenance Paving Bond #US001127472SU21A-M, Curb/Sidewalks Maintenance Bond #US00112743SU21A-M and Landscaping Maintenance Bond #US00112744SU21A-M
- M. A resolution to accept and authorize streets to become publicly maintained streets in The Gardens of Harmony subdivision, Phases 3, 4 and 5, to include Gardens of Harmony Drive, Rosemont Avenue, Rockwood Court and Greenbow Lane
- N. A resolution to accept and authorize streets to become publicly maintained streets in The Retreat at Holly Springs subdivision, to include Chapelcrest Lane and Knowles Place

- O. The policy revisions for the Holly Springs Police Department Operations Manual, Section 11.1- Use of Force

Councilwoman Phillips made a motion to approve the consent agenda. Mayor Pro Tem Zenchuk seconded the motion. Motion carried 4-0.

VI. Unfinished Business Items

- A. Mayor Pro Tem Zenchuk made a motion to approve ordinance MA-11-2023, Ben Lively with Sunward Properties requests rezoning of 1.99 +/- acres located off of Edmondson Lane, Holly Springs, GA, tax parcel 106D of tax plat 15N16, Land Lot 775 of the 15th District of Cherokee County and identified in Exhibits A, Location Map and B, Conceptual Site Plan, from GC, General Commercial, to TND, Traditional Neighborhood Development with staff stipulations as outlined in Rezoning Ordinance MA-11-2023. Councilman Whitaker seconded the motion. Motion carried 4-0.

VII. New Business

Items A through O were moved to the consent agenda.

VIII. Reports

Finance Director Denise Lamazares informed Mayor and Council that the August monthly financial report was included in the packet.

IX. Adjournment

Mayor Pro Tem Zenchuk made a motion to adjourn. Councilwoman Phillips seconded the motion. Motion carried 4-0.

Meeting adjourned.

Respectfully Submitted.

Attest:


Steven W. Miller, Mayor



Karen Norred, City Clerk
(Seal)

