

City of Holly Springs
City Council Work Session Minutes
August 21, 2023

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

Staff Present: City Attorney Bobby Dyer, City Manager Rob Logan, City Clerk/Human Resources Director Karen Norred, Chief Tommy Keheley, Deputy Chief Greg Clyburn, Communications and External Affairs Director Erin Honea and Finance Director Denise Lamazares.

I. Call to Order

Mayor Miller called the Work Session to order.

II. Public Comments

Ms. Heather Upchurch stated concerns for traffic safety on Old Magnolia Way.

III. Presentation

A. Mr. Doug Gebhardt with Davenport & Company, LLC gave a Public Bond Presentation

IV. Old Business

A. Discussed the 2023 Comprehensive Plan Update

V. New Business

A. Discussed the amendments of Chapter 74 – Traffic and Vehicles; Article VII. - Traffic Calming Procedures

B. Discussed amendment number 02 concerning the Holly Springs Town Center Parking Deck Project

C. Discussed the Supplemental Agreement for the Davenport Financial Advisory contract

D. Discussed the Annual Comprehensive Financial Report

E. Discussed the renewal of the DataWorks Plus Contract

F. Discussed a quote from Apex Fence Company

G. Discussed a quote from My Georgia Plumber

VI. Adjournment

Councilwoman Phillips made a motion to adjourn. Councilman Wilbur seconded the motion. Motion carried 5-0.

**City of Holly Springs
City Council Business Meeting Minutes
August 21, 2023**

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

Staff Present: City Attorney Bobby Dyer, City Manager Rob Logan, City Clerk/Human Resources Director Karen Norred, Chief Tommy Keheley, Deputy Chief Greg Clyburn, Communications and External Affairs Director Erin Honea, Finance Director Denise Lamazares, Assistant City Clerk/Records Manager Lou Stewart, Captain Barton, Captain Hales, Sergeant Babar, Sergeant Burns, Sergeant Adams, Corporal Staber, Corporal Snider, Corporal Wood, Officer Wash, Officer Landry and Officer Miller.

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

City Manager Robert H. Logan recognized Karen Norred, City Clerk and Human Resources Director for Twenty Years of Service.

Chief Tommy Keheley recognized Corporal Scott Staber, Corporal Travis Wood and Sergeant Jay Burns for promotion recognitions.

Mayor Miller recognized Bruce and Sharon Van Camp for the Yard of the Month.

Councilman Whitaker made a motion to move all items under Unfinished Business and New Business, with the exception of Items VI-E and VII-A to the consent agenda. Councilman Moore seconded the motion. Motion carried 5-0.

V. Consent Agenda

A. July 3, 2023 Council Work Session and Special Called Meeting Minutes

B. July 17, 2023 Council Work Session and Council Business Meeting Minutes

C. Live Scan System maintenance agreement between Holly Springs Municipal Court and i3-SSI, LLC dba Synergistic Software Integrated and authorize the Court Administrator, Donna Sanders to execute the agreement

- D. A resolution to amend the stormwater service fee rates
- E. A resolution to open a CD and authorize the City Manager and/or Finance Director to manage the Certificate of Deposit (CD)

Unfinished Business Items

- A. Ordinance CUP-04-2023, Gurdev, Inc. dba TNT Package Store requests a conditional use permit for a Liquor Store Establishment for property located off of Holly Springs Parkway, Holly Springs, GA, tax parcel 081A of tax plat 15N15A, with stipulations as outlined in ordinance CUP-04-2023
- B. Ordinance MA-12-2023, Blue River Development Acquisitions, LLC requests rezoning of 3.52 +/- acres located off of Marble Quarry Road, Holly Springs, GA, tax parcel 050C of tax plat 15N14 from TND, Traditional Neighborhood Development, to R-20, Single Family Residential, with stipulations as outlined in ordinance MA-12-2023
- C. Recommendation to submit the 2023 Comprehensive Plan Update to the Atlanta Regional Commission (ARC) and the Georgia Department of Community Affairs (DCA)
- D. A resolution to amend the Municipal Master Fee Schedule with staff recommendations for park rental fees
- F. A quitclaim deed between Terri Norton and the City of Holly Springs, Georgia concerning all that tract or parcel of land lying and being in Land Lot 265 of the 15th District, 2nd Section, Cherokee County, Georgia, containing .20 acres shown as Tract B on a plat of survey prepared for Terri Norton by Wikle Land Surveying P.C. dated April 7, 2022
- G. A quitclaim deed between the City of Holly Springs, Georgia and Terri Norton concerning all that tract or parcel of land lying and being in Land Lot 265 of the 15th District, 2nd Section, Cherokee County, Georgia, containing .20 acres shown as Tract C on a plat of survey prepared for Terri Norton by Wikle Land Surveying P.C. dated April 7, 2022

New Business Items

- B. Amendment number 02 dated August 1, 2023 to the agreement between City of Holly Springs, Georgia and Kimley-Horn and Associates, Inc. dated January 7, 2019 concerning the Holly Springs Town Center Parking Deck Project with a budgetary maximum labor fee in an amount not to exceed \$36,000 and to ratify the City Manager's signature
- C. A Supplemental Agreement for the Financial Advisory Services contract, between Davenport Public Finance and the City of Holly Springs, Georgia dated July 28, 2023, related to the issuance of the URA Series 2023 Bonds

- D. Renewal of the DataWorks Plus Contract for the City of Holly Springs Police Department, in an amount not to exceed \$1,420
- E. A quote from Apex Fence Company for the installation of a security fence and gate at the new Public Works Facility located at 956 Univeter Road in an amount not to exceed \$26,115
- F. A quote from My Georgia Plumber for the dual water fountain replacement and leak repair at J. B. Owens Park

Councilwoman Phillips made a motion to approve the consent agenda. Councilman Wilbur seconded the motion. Motion carried 5-0.

VI. Unfinished Business

- E. Mayor Pro Tem Zenchuk made a motion to approve a resolution naming the park in the Taylors Farm Subdivision to Karen Johnson Barnett Park. Councilman Wilbur seconded the motion. Motion carried 5-0.

VII. New Business

- A. Councilman Whitaker made a motion to approve an ordinance to amend the code of the City of Holly Springs, Georgia, as amended; to amend Chapter 74 – Traffic and Vehicles; Article VII. - Traffic Calming Procedures with revisions to Section 74-145(d) to provide for proof of residency as determined by the City Manager. Councilman Moore seconded the motion. Motion carried 5-0.

VIII. Reports

Finance Director Denise Lamazares informed the July 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 5-0.

Meeting adjourned.

Respectfully Submitted.

Attest:


Steven W. Miller, Mayor


Karen Norred, City Clerk
(Seal)

