

**City of Holly Springs
City Council Work Session Minutes
July 17, 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 Absent: Councilman Kevin Moore.

Staff Present: Jeff Rusbridge from the City Attorney's Office, 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, Community Development Director Nancy Moon, and Information Technology and Facilities Manager Ron Carter.

I. Call to Order

Mayor Miller called the Work Session to order.

II. Public Comments

No public comments were made.

III. Old Business

- A. Discussed MA-08-2023; applicant, Terri S. Norton, requests rezoning of 3.31 +/- acres located off of Twin Lakes Drive, Holly Springs, GA, tax parcel 458 of tax plat 15N20, from R-80, Estate Residential (County), to R- 40, Single Family Residential Estate, and PDR, Planned Development Residential (City)
- B. Discussed MA-10-2023; applicant, the City of Holly Springs, requests rezoning of 0.2 +/- acres located off of Foxhollow Trail, Holly Springs, GA, tax parcel 095A of tax plat 15N20A from PDR, Planned Development Residential (City) to R-40, Single Family Residential Estate (City)

IV. New Business

- A. Discussed an ordinance to amend Chapter 66 – Streets, Sidewalks and Other Public Places of the Official Code of the City of Holly Springs, Georgia to create Article VI – Utility Accommodations
- B. Discussed the adoption of a resolution for an amendment to the Municipal Master Fee Schedule
- C. Discussed the declaration of covenants, conditions, restrictions and easements for COHSTC Town Homes East

V. Adjournment

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

**City of Holly Springs
City Council Business Meeting Minutes
July 17, 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 Absent: Councilman Kevin Moore.

Staff Present: Jeff Rusbridge from the City Attorney's Office, City Manager Robert H. Logan, City Clerk/Human Resources Director Karen Norred, Chief Tommy Keheley, Deputy Chief Greg Clyburn, Capt. Casey Barton, Sgt. Michael Sheehan, Cpl. James Lenahan, Ofc. James Hood, Ofc. Trey Frechette, Information Technology Technician Tyler Gragg, Communications and External Affairs Director Erin Honea, Community Development Director Nancy Moon, and Information Technology and 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

Chief Tommy Keheley recognized Ofc. James Hood, Ofc. Marc Hutchins, and Information Technology Technician Tyler Gragg for One Year of Service.

Chief Tommy Keheley recognized Sgt. Michael Sheehan for Ten Years of Service.

City Manager Robert H. Logan recognized Information Technology and Facilities Manager Ron Carter for Twenty Years of Service.

Mayor Miller recognized Mr. Robert Cathers & Dane Cozens for the Yard of the Month.

Councilman Whitaker made a motion to amend the agenda to add Items A through C under New Business to the consent agenda. Mayor Pro Tem Zenchuk seconded the motion. Motion carried 4-0.

V. Consent Agenda

A. June 5, 2023 Council Work Session and Special Called Meeting Minutes

B. June 19, 2023 Council Work Session and Council Business Meeting Minutes

- C. ORD-04-2023, proposed text amendment to the Holly Springs Zoning Ordinance, Article 2: Interpretations and Definitions to add definitions and Article 5: District Uses and Regulations to amend permitted uses and conditional uses
- D. Pro-rated quote number 78 and quote number 79 for/and the SaaS Services and Subscription Software Agreement between Acta Solutions, Inc. and the City of Holly Springs, Georgia for a seventeen-month term in an amount not to exceed \$6,800
- E. Title VI Nondiscrimination Agreement between the Georgia Department of Transportation and the City of Holly Springs, Georgia
- F. Vertical Earth change order #10 for the Town Center Project in an amount not to exceed \$8,050
- G. Vertical Earth change order #11 for the Town Center Project in an amount not to exceed \$6,485
- H. Douglas Outdoors, LLC Quote #3 for Harmony on the Lakes Sidewalk Repair in an amount not to exceed \$27,605
- I. Douglas Outdoors, LLC Quote #4 for Harmony on the Lakes Sidewalk Repair in an amount not to exceed \$22,855
- J. Twin Oaks Landscape Group, Inc Maintenance Proposal #23370 in an amount not to exceed \$12,120

New Business Items

- A. An ordinance to amend Chapter 66 – Streets, Sidewalks and Other Public Places of the Official Code of the City of Holly Springs, Georgia to create Article VI – Utility Accommodations
- B. The adoption of a resolution for an amendment to the Municipal Master Fee Schedule
- C. The declaration of covenants, conditions, restrictions and easements for COHSTC Town Homes East and to ratify the signature of the Mayor

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

VI. Old Business

- A. Councilman Whitaker made a motion to approve A-05-2023; applicant, Terri S. Norton, requests annexation of 3.31 +/- acres located off of Twin Lakes Drive, Cherokee County, GA, tax parcel 458 of tax plat 15N20. Mayor Pro Tem Zenchuk seconded the motion. Motion carried 4-0.

- B. Councilman Whitaker made a motion to approve MA-08-2023; applicant, Terri S. Norton, requests rezoning of 3.11 +/- acres located off of Twin Lakes Drive, Holly Springs, GA, tax parcel 458 of tax plat 15N20, shown as Tract A on site plan submitted and labeled, "Lot Survey Prepared for & Authorized by Terri Norton," from R-80, Estate Residential (County), to R-40, Single Family Residential Estate(City) and PDR, Planned Development Residential (City) and 0.20+/- acres, shown as Tract B on site plan submitted and labeled, "Lot Survey Prepared for & Authorized by Terri Norton," from R-80, Estate Residential (County) to PDR, Planned Development Residential (City) with staff stipulations. Councilman Wilbur seconded the motion. Motion carried 4-0.
- C. Councilman Whitaker made a motion to approve MA-10-2023; applicant, the City of Holly Springs, requests rezoning of 0.2 +/- acres located off of Foxhollow Trail, Holly Springs, GA, tax parcel 095A (part) of tax plat 15N20A, shown as Tract C on site plan submitted and labeled, "Lot Survey Prepared for & Authorized by Terri Norton, from PDR, Planned Development Residential (City), to R-40, Single Family Residential Estate (City). Councilman Wilbur seconded the motion. Motion carried 4-0.
- D. Councilman Wilbur made a motion to approve A-06-2023; applicant, the City of Holly Springs, requests annexation of 9.98 +/- acres located off of Stringer Road, Cherokee County, GA, tax parcels 017, 017A, and 017C of tax plat 15N26. Mayor Pro Tem Zenchuk seconded the motion. Motion carried 4-0.
- E. Councilman Wilbur made a motion to approve MA-09-2023; applicant, the City of Holly Springs, requests rezoning of 9.98 +/- acres located off of Stringer Road, Holly Springs, GA, tax parcels 017, 017A, and 017C of tax plat 15N26, from AG, Agricultural (County), to GV, Governmental (City). Mayor Pro Tem Zenchuk seconded the motion. Motion carried 4-0.
- F. Mayor Pro Tem Zenchuk made a motion to approve D-02-2023, applicant, Morgan White, requests deannexation of 0.144 +/- acres located in Harmony on the Lakes Subdivision, a portion of 334 Peninsula Pointe, as specifically described as "Tract A" on the Minor Plat for Hensley West & Patricia West, Holly Springs, GA, tax parcel 091 of tax plat 15N19C. Councilwoman Phillips seconded the motion. Motion carried 4-0.
- G. Mayor Pro Tem Zenchuk made a motion to approve Tindall Contract RFB #2023-01, and the addendum dated June 27, 2023 among the City of Holly Springs, Georgia the Downtown Development Authority of Holly Springs and Tindall Corporation, GA Division for the Town Center Pre-Cast Parking Deck project and to ratify the signature of the Mayor. Councilwoman Phillips seconded the motion. Motion carried 4-0.

VII. New Business

Agenda items A through C were moved to the consent agenda.

VIII. Reports

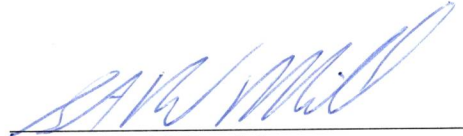
Mayor Pro Tem Zenchuk congratulated Ron Carter on his Twenty Years of Service.

IX. Adjournment

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

Meeting adjourned.

Respectfully submitted.



Steven W. Miller, Mayor

Attest: 

Karen Norred, City Clerk
(Seal)

