

City of Holly Springs
City Council Work Session Minutes
May 15, 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 Robert M. Dyer, City Clerk/Human Resources Director Karen Norred, Assistant City Clerk/Records Manager Lou Stewart, Chief Tommy Keheley, Community Development Director Nancy Moon, Finance Director Denise Lamazares, Accountant Dana McKenzie, Accounting Specialist Becky Bruce, Municipal Court Administrator Donna Sanders, and Information Technology Manager/Facilities Manager Ron Carter.

I. Call to Order

Mayor Miller called the Work Session to order.

II. Public Comments

Mr. Al Clary spoke concerning the rezoning request MA-07-2023 located off of East Cherokee Drive, Holly Springs, Georgia. Mr. Clary voiced concerns about the traffic study and future growth.

III. New Business

- A. Discussed the Holly Springs Depot Renovation Floor Plan and Color Palette Options
- B. Discussed the adoption of a resolution authorizing the execution of various documents related to the issuance of the Holly Springs Parks and Recreation Authority's Revenue Bond, Series 2023, including an Installment Sale Agreement with the Authority
- C. Discussed the renewal of the Cherokee County Cooperation Agreement with Holly Springs, Georgia as part of the U.S. Department of Housing and Urban Development (HUD) designation for Cherokee County for the three-year period beginning January 1, 2024 through December 31, 2026
- D. Discussed the third amendment to the Workforce Innovation and Opportunity Act Contract between the Atlanta Regional Commission and the City of Holly Springs
- E. Discussed a quote from TSF Concrete for the replacement of various broken catch basin tops in an amount not to exceed \$7,050
- F. Discussed a quote from Douglas Outdoors, LLC for Harmony on the Lakes sidewalk repairs and tree removals
- G. Discussed a quote from Interdev for the Barracuda Cloud Gen Firewall Appliance F280 Renewal for a one (1) year term or for a three (3) year term

IV. ADJOURNMENT

Councilwoman Phillips made a motion to adjourn. Mayor Pro Tem Zenchuk seconded. Motion carried 5-0

**City of Holly Springs
City Council Business Meeting Minutes
May 15, 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 Robert M. Dyer, City Clerk/Human Resources Director Karen Norred, Assistant City Clerk/Records Manager Lou Stewart, Chief Tommy Keheley, Deputy Chief Greg Clyburn, Community Development Director Nancy Moon, Finance Director Denise Lamazares, Chief Building Official Jon Page, Stormwater Inspector Justin Dupree, Community Development Coordinator Tracey Chambers, Accountant Dana McKenzie, Accounting Specialist Becky Bruce, Municipal Court Administrator Donna Sanders, Information Technology Manager/Facilities Manager Ron Carter, Cpt. Casey Barton, Cpt. Mike Hales, Cpt. Jeff Lance, Lt. Sam Rentz, Sgt. Travis Palmer, Sgt. Naveed Babar, Cpl. Jay Burns, Cpl. Davis Snider, Det. Travis Wood, Det. Annie Maryska, Det. Estan Holloway, Ofc. Dustin Miller, Ofc. Brendan Creegan, Ofc. Berry Wash, and IT Specialist Tyler Gragg.

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

2022 Employee of the Year – Chief Building Official Jon Page
2022 Officer of the Year – Detective Travis Wood
2022 Distinguished Service Award – Finance Director Denise Lamazares
2022 Bob Fuller Leadership Award – Captain Casey Barton
National Police Week 2023 Proclamation
Yard of the Month – Inder S. Tandon – Saima Islam

Mayor Pro Tem Zenchuk made a motion to amend the agenda to add Items C through G under New Business to the consent agenda. Councilman Whitaker seconded the motion. Motion carried 5-0.

V. Consent Agenda

- A. April 10, 2023 Council Work Session and Special Called Meeting Minutes
- B. April 17, 2023 Public Hearing, Council Work Session and Council Business Meeting Minutes

- C. The adoption of a resolution authorizing the execution of various documents related to the issuance of the Holly Springs Parks and Recreation Authority's Revenue Bond, Series 2023, including an Installment Sale Agreement with the Authority
- D. The renewal of the Cherokee County Cooperation Agreement with Holly Springs, Georgia as part of the U.S. Department of Housing and Urban Development (HUD) designation for Cherokee County for the three-year period beginning January 1, 2024 through December 31, 2026
- E. The third amendment to the Workforce Innovation and Opportunity Act Contract between the Atlanta Regional Commission and the City of Holly Springs
- F. A quote from TSF Concrete for the replacement of various broken catch basin tops in an amount not to exceed \$7,050
- G. A quote from Douglas Outdoors, LLC for Harmony on the Lakes sidewalk repairs and tree removals in the amount not to exceed \$18,290

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

VI. Old Business

- A. Mayor Pro Tem Zenchuk made a motion to approve **A-03-2023**, applicant requests annexation of 16.51 +/- acres located off of Hickory Flat Highway, Cherokee County, GA, tax parcels 197, 198, 199, 200, 200A, 201, 202, and 203 of tax plat 15N19. Councilman Moore seconded the motion. Motion carried 5-0.
- B. Councilwoman Phillips made a motion to approve **MA-04-2023**, applicant requests rezoning of 22.87 +/- acres located off of Hickory Flat Highway, Holly Springs, GA, tax parcels 197, 198, 199, 200, 200A, 201, 202, 203, 223, and 226 of tax plat 15N19, from R-40, Single Family Residential Estate (County), and NC, Neighborhood Commercial (City), to TND, Traditional Neighborhood Development (City) with staff stipulations as described in Ordinance MA-04-2023. Councilman Wilbur seconded the motion. Motion carried 5-0.
- C. Mayor Pro Tem Zenchuk made a motion to approve **A-04-2023**, applicant requests annexation of 0.60 +/- acres located off of East Rope Mill Lane, Cherokee County, GA, tax parcel 074 of tax plat 15N15. Councilman Moore seconded the motion. Motion carried 5-0.
- D. Councilwoman Phillips made a motion to approve **MA-06-2023**, applicant requests rezoning of 0.60 +/- acres located off of East Rope Mill Lane, Holly Springs, GA, tax parcel 074 of tax plat 15N15, from LI, Light Industrial (County), to LI, Light Industrial (City) with staff stipulations as described in Ordinance MA-06-2023. Councilman Wilbur seconded the motion. Motion carried 5-0.

- E. Mayor Pro Tem Zenchuk made a motion to approve **MA-07-2023**, applicant requests rezoning of 20.10 +/- acres located off of East Cherokee Drive, Holly Springs, GA, tax parcels 118, 120, 121, and 124 of tax plat 15N26, from GC, General Commercial, to GC, General Commercial / MXD, Mixed Use with staff stipulations as described in Ordinance MA-07-2023. Councilwoman Phillips seconded the motion. Motion carried 5-0.
- F. Mayor Pro Tem Zenchuk made a motion to approve **CUP-03-2023**, applicant requests a conditional use permit for a Self-Storage Establishment for property located off of East Cherokee Drive, Holly Springs, GA, tax parcels 120 and 124 of tax plat 15N26 with staff stipulations as described in Ordinance CUP-03-2023. Councilwoman Phillips seconded the motion. Motion carried 5-0.
- G. Councilman Whitaker made a motion to table **D-01-2023**, applicant requests deannexation of 1.71 +/- acres located off of Peardon Court, Holly Springs, GA, tax parcel 120A of tax plat 15N20. Mayor Pro Tem Zenchuk seconded the motion. Motion carried 5-0.
- H. Councilman Whitaker made a motion to approve an ordinance to amend the Code of the City of Holly Springs, Georgia, to Amend Chapter 66 – Streets, Sidewalks and Other Public Places, Article IV – Parks and Recreation Facilities; Section 66-121 – Use of Facilities and Section 66-124 – Motor Vehicles. Councilman Moore seconded the motion. Motion carried 5-0.
- I. Councilwoman Phillips made a motion to approve the Professional Services Agreement Addendum No. 9 between Southeastern Engineering, Inc., and the City of Holly Springs for any on-demand engineering consultation services requested by the City of Holly Springs as needed for the Holly Springs Town Center Project. Councilman Moore seconded the motion. Motion carried 5-0.

VII. New Business

- A. Councilman Whitaker made a motion to approve the Holly Springs Depot Renovation Floor Plan as presented by Caldwell-Cline Architects & Designers. Councilman Moore seconded the motion. Motion carried 5-0.
- B. Councilman Whitaker made a motion to approve the Holly Springs Depot Color Palette Option #3. Councilman Moore seconded the motion. Motion carried 5-0.
- C – G. Agenda items C through G were moved to the consent agenda.
- H. Mayor Pro Tem Zenchuk made a motion to approve the three-year term renewal quote from Interdev for the Barracuda Cloud Gen Firewall Appliance F280 Renewal. Councilman Whitaker seconded the motion. Motion carried 5-0.

VIII. Reports

Finance Director Denise Lamazares stated the April financial report was in the packet.

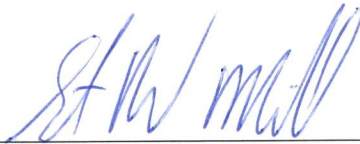
Mayor Pro Tem Zenchuk sent congratulations to all the 2023 graduates.

IX. Adjournment

Mayor Pro Tem Zenchuk made a motion to adjourn. Councilwoman Phillips seconded the motion. Motion carried 5-0.

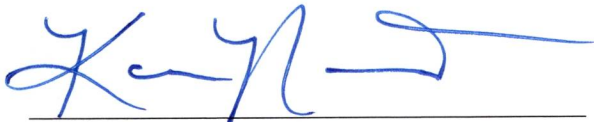
Meeting adjourned.

Respectfully Submitted.



Steven W. Miller, Mayor

Attest:



Karen Norred, City Clerk
(Seal)

