



City of Holly Springs

Date: Thursday, February 22, 2024

Location: 3235 Holly Springs Parkway

**Finance & Administration Committee
Agenda
6:00 p.m., Council Chambers**

- I. CALL TO ORDER
- II. NEW BUSINESS
 - A. Discuss amendments to Chapter 2 – Administration Article II – City Council of the Code of the City of Holly Springs, Georgia
Presented By: Robert M. “Bobby” Dyer, City Attorney
 - B. Discuss City of Holly Springs Mayor and City Council Compensation
Presented By: Mayor Steve Miller
 - C. Approve/deny the July 24, 2023 Finance & Administration Committee Minutes
 - D. Approve/deny the November 20, 2023 Finance & Administration Committee Minutes
- III. ADJOURNMENT

City of Holly Springs
Finance and Administration Committee
Meeting Minutes
July 24, 2023

Committee Members Present: Chair Dee Phillips, Co-Chair Michael Roy Zenchuk II.

Elected Officials Present: Mayor Steven W. Miller.

Staff Present: City Manager Robert H. Logan, City Clerk/Human Resources Director Karen Norred, and Finance Director Denise Lamazares.

I. Call to Order

Chair Phillips called the meeting to order.

II. New Business

A. Discussed amending the stormwater utility service fee

There was a brief discussion regarding amending the residential stormwater utility service fee. The consensus was to increase the residential stormwater utility service fee from \$4 to \$5 monthly for an annual amount of \$60.

There was also a brief discussion regarding collecting stormwater fees from churches. The consensus was to provide a one-time reprieve to pay half of the current amount due.

B. Discussed opening a new Certificate of Deposit

There was a brief discussion regarding opening a new Certificate of Deposit to comply with the budget stabilization reserve requirement. The consensus was to open a new Certificate of Deposit of one million dollars for nine months with an interest rate of 4.75% at South State Bank.

C. Discussed the Town Center funds

There was a brief discussion regarding the Town Center funding option of a bank-qualified loan of \$8,080,000 to complete the Town Center sitework, hardscape, landscape, and parking deck. The proposed loan interest rate is 5.2% with a 15-year amortization and a balloon after seven years.

D. Discussed the Millage Rate

There was a brief discussion regarding the 2024 Millage Rate. The consensus was to move forward with leaving the millage rate at 3.841 mils.

III. Adjournment

Mayor Pro Tem Zenchuk made a motion to adjourn the meeting. Chair Dee Phillips seconded the motion. Meeting adjourned.

Respectfully submitted.

Ms. Dee Phillips, Chair

Attest:

Karen Norred, City Clerk
(Seal)

**City of Holly Springs
Finance and Administration Committee
Meeting Minutes
November 20, 2023**

Committee Members Present: Chair Dee Phillips, Co-Chair Michael Roy Zenchuk II.

Elected Officials Present: Mayor Steven W. Miller and Councilman Jeff Wilbur.

Staff Present: City Manager Robert H. Logan, City Clerk/Human Resources Director Karen Norred, Finance Director Denise Lamazares, Chief Tommy Keheley, Deputy Chief Greg Clyburn and Information Technology Manager/Facilities Manager Ron Carter.

I. Call to Order

Co-Chair Zenchuk called the meeting to order.

II. New Business

A. Discussed the 2024 Budget Appropriation for the Year Ending December 31, 2024

B. Discussed the 2024-2028 Capital Improvement Plan

C. Chair Phillips made a motion to approve the May 15, 2023 Finance & Administration Committee Minutes. Co-Chair Zenchuk seconded the motion. Motion carried 2-0.

D. Discussed O.C.G.A. 35-8-22 for reimbursement of training expenses by subsequent employer for peace officers. It was the consensus of the Committee to place this item on the Council agenda for consideration.

E. Discussed amending the City Code to consistently hold a Work Session at 6:30 p.m. and a Business Meeting at 7:00 p.m. on the first and third Monday of each month. It was the consensus of the Committee to place this item on the Council agenda for consideration.

III. Adjournment

Chair Phillips made a motion to adjourn. Co-Chair Zenchuk seconded the motion. Motion carried 2-0.

Respectfully submitted.

Dee Phillips, Chair

Attest:

Karen Norred, City Clerk
(Seal)