



City of Holly Springs

Date: Monday, December 16, 2019

Location: 3235 Holly Springs Pkwy

City Council Work Session Agenda 6:30 p.m., Council Chambers

- I. CALL TO ORDER
- II. PUBLIC COMMENTS
- III. UNFINISHED BUSINESS
 - A. Discuss the 2020 Meeting Dates and 2020 Meeting Calendar
Presented By: Robert H. Logan, City Manager
 - B. Discuss appointments to the Downtown Development Authority/Urban Redevelopment Agency
Presented By: Robert H. Logan, City Manager
 - C. Discuss appointments to the Holly Springs Parks and Recreation Authority
Presented By: Robert H. Logan, City Manager
 - D. Discuss appointments to the Planning and Zoning Commission
Presented By: Robert H. Logan, City Manager
 - E. Discuss appointments to the Tree Commission
Presented By: Robert H. Logan, City Manager
- IV. NEW BUSINESS
 - F. Discuss an Inmate Housing Agreement between Cherokee County, Georgia and the City of Holly Springs
Presented By: Robert H. Logan, City Manager
 - G. Discuss the renewal of the Alcohol License for ADB Hospitality Corporation d/b/a Sidelines Grille
Presented By: Robert H. Logan, City Manager

- H. Discuss a Second Amendment to Development and Management Agreement among Stonecrest Homes GA, LLC, Holly Springs Downtown Development Authority, and the City of Holly Springs

Presented By: Robert H. Logan, City Manager

- I. Discuss a resolution to set qualifying fees for Municipal Elections

Presented By: Karen Norred, City Clerk

- J. Discuss a Comcast Enterprise Services Sales Order

Presented By: Ron Carter, Facilities/IT Manager

V. ADJOURNMENT

**City Council Meeting
Agenda
7:00 p.m., Council Chambers**

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

“Veterans of U.S. military services may proudly salute the flag while not in uniform based on a change in the governing law on 25 July 2007.”

III. INVOCATION

IV. CONSENT AGENDA

1. November 4, 2019 Council Meeting Minutes
2. November 18, 2019 Council Meeting Minutes
3. Resolution to dissolve the Main Street Board
4. Resolution to appoint the Municipal Court Judge and Municipal Court Judge Pro Tem
5. Resolution to appoint the Municipal Prosecuting Attorney and Assistant Prosecuting Attorneys
6. Agreement for Public Works Contract Operations between Optech Monette, LLC and the City of Holly Springs
7. Resolution for annual appointments for Mayor Pro Tem and Standing Committees of the City Council
8. Compensation Agreement between Arthur J. Gallagher Risk Management Services, Inc. and the City of Holly Springs

9. Georgia Municipal Employees Benefits System (GMEBS) Restated Defined Benefit Retirement Plan Ordinance and Adoption Agreement for the City of Holly Springs
10. Renewal of the Worker's Compensation Insurance with the Georgia Municipal Association Worker's Compensation Self-Insurance Fund
11. A-09-2019, annexation request of 1.00 +/- acre located on Palm Street around the intersection Palm Street and Palm Lake Drive, Cherokee County, GA, tax parcel 074A of tax plat 15N15, R-40, Single Family Residential Estate (County)
12. MA-10-2019, rezoning request of 1.00 +/- acre located on Palm Street around the intersection Palm Street and Palm Lake Drive, Cherokee County, GA, tax parcel 074A of tax plat 15N15, R-40, Single Family Residential Estate (County) to GV, Governmental (City)
13. Release of The Reserve at Harmony on the Lakes Phase 3C-1 and 3C-2-Performance Bond No. 074513

V. UNFINISHED BUSINESS

14. Approve/deny 2020 Meeting Dates
15. Approve/deny 2020 Meeting Calendar
16. Approve/deny a resolution to appoint members to the Downtown Development Authority/Urban Redevelopment Agency
17. Approve/deny a resolution to appoint members to the Holly Springs Parks and Recreation Authority
18. Approve/deny a resolution to appoint members to the Planning and Zoning Commission
19. Approve/deny a resolution to appoint members to the City of Holly Springs Tree Commission

VI. NEW BUSINESS

20. Approve/deny an Inmate Housing Agreement between Cherokee County, Georgia and the City of Holly Springs
21. Approve/deny the renewal of the Alcohol License for ADB Hospitality Corporation d/b/a Sidelines Grille
22. Approve/deny Second Amendment to Development and Management Agreement among Stonecrest Homes GA, LLC, Holly Springs Downtown Development Authority, and the City of Holly Springs

23. Approve/deny a resolution to set qualifying fees for Municipal Elections

24. Approve/deny Comcast Enterprise Services Sales Order, MSA ID# GA-6688060, for Standard Installation in an amount not to exceed \$550, and monthly reoccurring charges in an amount not to exceed \$1,200 for 36 months

VII. EXECUTIVE SESSION

- Litigation

VIII. REPORTS

IX. ADJOURNMENT

2020

Work Sessions		
Date	Holiday	Alternate Date
6-Jan		
3-Feb		
2-Mar		
6-Apr	School Spring Break	13-Apr (Monday)
4-May		
1-Jun		
6-Jul		
3-Aug		
7-Sep	Labor Day	10-Sep (Thursday)
5-Oct		
2-Nov	Conflict with possible election	9-Nov (Monday)
7-Dec		

Council Meeting		
Date	Holiday	Alternate Date
20-Jan	MLK	23-Jan (Thursday)
17-Feb	Presidents' Day/School Winter Break	24-Feb (Monday)
16-Mar		
20-Apr	Conflict with possible election	27-Apr (Monday)
18-May	Conflict with possible election	21-May (Thursday)
15-Jun		
20-Jul	Conflict with possible election	27-Jul (Monday)
17-Aug		
21-Sep	School Fall Break	28-Sept (Monday)
19-Oct		
16-Nov		
21-Dec		

Conflict with possible election dates

Consider changing due to school breaks

2020 Meetings

City Council Work Session Meetings 7:00 p.m.	
January	6
February	3
March	2
April	13
May	4
June	1
July	6
August	3
September	10
October	5
November	9
December	7

City Council Business Meetings 7:00 p.m. *	
January	23
February	24
March	16
April	27
May	21
June	20
July	27
August	17
September	28
October	19
November	16
December	21

Planning & Zoning Commission Meetings 7:00 p.m.	
January	9
February	13
March	12
April	16
May	14
June	11
July	9
August	13
September	17
October	8
November	12
December	10

Downtown Development Authority Meetings 6:30 p.m.	
January	15
February	24
March	18
April	15
May	20
June	17
July	15
August	19
September	16
October	21
November	18
December	16

Tree Commission Meetings 6:00 p.m.	
January	14
February	11
March	10
April	14
May	12
June	9
July	14
August	11
September	8
October	13
November	10
December	8

Municipal Court 9:00 a.m. & 1:00 p.m.	
January	7, 14, 21
February	4, 11, 25
March	3, 17, 31
April	7, 14, 28
May	5, 12, 26
June	2, 16, 23
July	7, 14, 28
August	4, 11, 18
September	1, 15, 29
October	6, 13, 20
November	10, 17
December	8, 15

Court dates in red are trial dates

*A mini work session meeting may be held at 6:30 p.m. prior to the regularly scheduled business meeting.

Meetings are held at the Holly Springs Public Safety Building located at 3235 Holly Springs Pkwy, Holly Springs, GA 30115.

All dates are subject to change.

Conflict with possible election

Changed from the 10 due to conflict with Council meeting

Consider changing due to school breaks

**A RESOLUTION OF THE CITY OF HOLLY SPRINGS
MAYOR AND COUNCIL TO APPOINT MEMBERS TO THE
DOWNTOWN DEVELOPMENT AUTHORITY AND URBAN REDEVELOPMENT
AGENCY; AND FOR OTHER PURPOSES**

WHEREAS, Section 3.02 of the City Charter provides for the creation of Boards, Commissions and Authorities by ordinance to fulfill any investigative, quasi-judicial, or quasi-legislative function the City Council deems necessary and shall by ordinance establish the composition, period of existence, duties and powers thereof; and

WHEREAS, all members of boards, commissions, and authorities of the city shall be appointed by the City Council for such terms of office and in such manner as shall be provided by ordinance, except where other appointing authority, term of office, or manner of appointment is prescribed by the charter or general state law; and

WHEREAS, the City Council by ordinance may provide for the compensation and reimbursement for actual and necessary expenses of the members of any board, commission, or authority; and

WHEREAS, the qualifications required of members of boards, commissions, or authorities shall be as prescribed by the City Council or general state law; and

WHEREAS, any vacancy on a board, commission, or authority of the city shall be filled for the unexpired term in the manner prescribed herein for original appointment, except as otherwise provided by the charter or general state law; and

WHEREAS, the following board members has agreed to be appointed to the Downtown Development Authority and Urban Redevelopment Agency:

Member	Term Beginning	Term Expiration
Joe Brywczyński	January 1, 2020	December 31, 2023
Ollie Evans	January 1, 2020	December 31, 2023
Kyle Whitaker	January 1, 2020	December 31, 2020

NOW THEREFORE, BE IT RESOLVED, by the Mayor and City Council that City of Holly Springs ratifies and appoints the aforementioned Authority and Agency members.

SO RESOLVED THIS 16th DAY OF DECEMBER, 2019.

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

**A RESOLUTION OF THE CITY OF HOLLY SPRINGS
MAYOR AND COUNCIL TO APPOINT MEMBERS TO THE
HOLLY SPRINGS PARKS AND RECREATION AUTHORITY;
AND FOR OTHER PURPOSES**

WHEREAS, Section 3.02 of the City Charter provides for the creation of Boards, Commissions and Authorities by ordinance to fulfill any investigative, quasi-judicial, or quasi-legislative function the city council deems necessary and shall by ordinance establish the composition, period of existence, duties and powers thereof; and

WHEREAS, all members of boards, commissions, and authorities of the city shall be appointed by the city council for such terms of office and in such manner as shall be provided by ordinance, except where other appointing authority, term of office, or manner of appointment is prescribed by the charter or general state law; and

WHEREAS, the qualifications required of members of boards, commissions, or authorities shall be as prescribed by the council.

WHEREAS, any vacancy on a board, commission, or authority of the city shall be filled for the unexpired term in the manner prescribed herein for original appointment, except as otherwise provided by the charter or general state law; and

WHEREAS, pursuant to Act Number 645 (HB1774) approved by the Governor of the State of Georgia on May 17, 2004, the Chairperson of the City of Holly Springs Parks and Recreation Committee shall have a seat on the Board of the Holly Springs Parks and Recreation Authority; and

WHEREAS, the current Chairperson of the Holly Springs Parks and Recreation Committee is Karen Barnett and, therefore, Karen Barnett shall automatically be appointed as a member of the Holly Springs Parks and Recreation Authority Board of Directors; and

WHEREAS, the following board members shall be appointed to the Holly Springs Parks and Recreation Authority:

Member	Appointed by	Board/Commission	Term Expiration
Dee Phillips	Dee Phillips	Holly Springs Parks & Recreation Auth	12/20
Jeremy Smith	Jeremy Smith	Holly Springs Parks & Recreation Auth	12/20
Kyle Whitaker	Kyle Whitaker	Holly Springs Parks & Recreation Auth	12/20
Michael R. Zenchuk II	Michael R. Zenchuk II	Holly Springs Parks & Recreation Auth	12/20

WHEREAS, the term of each board member shall be designated as twelve months from January 1, 2020 until December 31, 2020; and

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council that City of Holly Springs appoints the aforementioned Authority members.

SO RESOLVED THIS 16th DAY OF DECEMBER, 2019.

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

**A RESOLUTION OF THE
CITY OF HOLLY SPRINGS MAYOR AND CITY COUNCIL
TO APPOINT MEMBERS TO THE
PLANNING AND ZONING COMMISSION; AND FOR OTHER PURPOSES**

WHEREAS, Section 3.02 of the City Charter provides for the creation of Boards, Commissions and Authorities by ordinance to fulfill any investigative, quasi-judicial, or quasi-legislative function the city council deems necessary and shall by ordinance establish the composition, period of existence, duties and powers thereof; and

WHEREAS, all members of boards, commissions, and authorities of the city shall be appointed by the city council for such terms of office and in such manner as shall be provided by ordinance, except where other appointing authority, term of office, or manner of appointment is prescribed by the charter or general state law; and

WHEREAS, the city council by ordinance may provide for the compensation and reimbursement for actual and necessary expenses of the members of any board, commission, or authority; and

WHEREAS, the qualifications required of members of boards, commissions, or authorities shall be as prescribed by the council; and

WHEREAS, any vacancy on a board, commission, or authority of the city shall be filled for the unexpired term in the manner prescribed herein for original appointment, except as otherwise provided by the charter or general state law; and

WHEREAS, Section 1.20 of the Holly Springs Zoning Ordinance govern the membership and terms of the Planning and Zoning Commission; and

WHEREAS, the following board and commission nominees have agreed to be appointed to the Planning & Zoning Commission:

Member	Board/Commission	Term Length	Term Expiration
Adrian Dekker	Planning and Zoning Commission	1	12/20
Scott Martineau	Planning and Zoning Commission	1	12/20
Jennifer English	Planning and Zoning Commission	1	12/20
Keith Minick	Planning and Zoning Commission	1	12/20
Eric Rein	Planning and Zoning Commission	1	12/20

WHEREAS, the terms of the members were designated to be one year, unless otherwise noted; and

NOW THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Holly Springs, the aforementioned Planning and Zoning Commission members are hereby appointed.

SO RESOLVED THIS 16th DAY OF DECEMBER, 2019.

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)



BOARD AND COMMUNITY ORGANIZATION APPLICATION

On which Board or Community Group would you like to serve? Please indicate and label your first and second choice.

- ☐ Cherokee County Library Board of Trustees
- ☐ Downtown Development Authority (DDA)/Urban Redevelopment Agency
- ☐ Holly Springs Tree Commission
- ☐ Parks & Recreation Authority
- ☒ Planning & Zoning Commission

Name Keith Minick

Home Address 106 Holly Place

City Canton State GA Zip Code 30115

Cell Phone 404-314-9067 Email keith.minick@aculign.com

Employer Aculign Occupation Owner

Employer's Address 2720 Holly Springs Pkwy

City Canton State GA Zip Code 30115

Business Phone 404-314-9067 Website aculign.com

- 1) Are you a registered voter in the City of Holly Springs? ☒ Yes ☐ No
Cherokee County? ☒ Yes ☐ No
- 2) How did you hear about the Board or Commission to which you are applying?
I was asked by the Mayor.
- 3) Were you recommended or nominated by a sitting Commission/Board/City Council Member, or the Mayor? If so, please indicate who (not mandatory for consideration).
Yes. I was asked by the Mayor
- 4) Please indicate any information (experience, education, community activities, organizations, etc.) that you think should be considered for your appointment to a Board or Commission. Use additional paper and include a resume.
My wife and I both own businesses in Holly Springs. I have lived here since 2005 and was raised in this area. I haven't updated my resume since starting my business. Please see the link below.
<https://documentcloud.adobe.com/link/track?uri=urn:aaid:scds:US:085aafb1-bdad-48a1-81e2-5a4be405d6a4>
- 5) Are there any reasons you may have a conflict of interest if you were appointed to Board or Commission listed above? Use additional paper in necessary. If yes, please explain.

No conflict. Just a note...My business is currently providing some video for the City as well.

Signature Keith R. Minick Date 12/3/2019

**A RESOLUTION OF THE
CITY OF HOLLY SPRINGS MAYOR AND CITY COUNCIL
TO APPOINT MEMBERS TO THE
CITY OF HOLLY SPRINGS TREE COMMISSION; AND FOR OTHER PURPOSES**

WHEREAS, section 3.02 of the City Charter provides for the creation of Boards, Commissions and Authorities by ordinance to fulfill any investigative, quasi-judicial, or quasi-legislative function the city council deems necessary and shall by ordinance establish the composition, period of existence, duties and powers thereof; and

WHEREAS, all members of boards, commissions, and authorities of the city shall be appointed by the city council for such terms of office and in such manner as shall be provided by ordinance, except where other appointing authority, term of office, or manner of appointment is prescribed by the charter or general state law; and

WHEREAS, the city council by ordinance may provide for the compensation and reimbursement for actual and necessary expenses of the members of any board, commission, or authority; and

WHEREAS, the qualifications required of members of boards, commissions, or authorities shall be as prescribed by the council; and

WHEREAS, any vacancy on a board, commission, or authority of the city shall be filled for the unexpired term in the manner prescribed herein for original appointment, except as otherwise provided by the charter or general state law; and

WHEREAS, the following board and commission nominees have agreed to be appointed to the Main Street Board:

Member	Board/Commission	Term Length	Term Expiration
Michael Carswell	Tree Commission	1	12/20
Brandi Hackett	Tree Commission	1	12/20
Colleen Konwick	Tree Commission	1	12/20
Marc Tefteau	Tree Commission	1	12/20
Jennifer Wade	Tree Commission	1	12/20

WHEREAS, the terms of the members were designated to be one year, unless otherwise noted; and

NOW THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Holly Springs, the aforementioned Main Street Board members are hereby appointed.

SO RESOLVED THIS 16th DAY OF DECEMBER, 2019.

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

INMATE HOUSING AGREEMENT

STATE OF GEORGIA
COUNTY OF CHEROKEE

This INMATE HOUSING AGREEMENT (hereinafter “Agreement”) is entered into this ____ day of _____, 20____ by and between CHEROKEE COUNTY, GEORGIA, a political subdivision of the State of Georgia, acting by and through its governing authority, the Cherokee County Board of Commissioners (hereinafter “County”), and the CITY OF HOLLY SPRINGS, GEORGIA, a municipal corporation, acting by and through its governing authority, the Mayor and the Holly Springs City Council (hereinafter “City”), with both said entities existing under the laws of the State of Georgia (with each entity collectively being referred as “the Parties”). Such Agreement is hereby consented to by FRANK REYNOLDS in his capacity as the duly elected Sheriff of Cherokee County, Georgia.

WHEREAS, the County operates a jail facility in accordance with Federal, State, and local laws, standards, policies, and procedures for the detention of persons charged with violations of statutes of the State of Georgia and County Ordinances; and

WHEREAS, the Sheriff is recognized by law as the jailer of Cherokee County, and such duties include overseeing the inmates housed in said jail; and

WHEREAS, the City has no facility limited for the detention of persons arrested for violations of municipal ordinances and the City is desirous of entering into a contract with the County for the detention of persons charged with or convicted of violating a municipal ordinance and over such other matters as are by general law made subject to the jurisdiction of municipal courts; and

WHEREAS, the City has adopted and adheres to the “Jail Construction and Staffing Act” requirements as presented in O.C.G.A. § 15-21-90 and recognize that ten percent (10%) of all fines shall be paid to the County for the maintenance of the County Jail; and

NOW, THEREFORE, in consideration of the foregoing recitals, the mutual covenants, promises, agreements, representations and warranties contained in this Agreement, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto do hereby covenant, promise, agree, represent and warrant as follows:

1. Housing of Inmate on Behalf of City. It is in the intent of this Agreement that, in pursuance of law enforcement in and for City and County, the County and the Sheriff will accept, book, and house Inmates for the City, subject to the terms of this Agreement.
2. Definitions.
 - (a) “Book” shall mean to (1) complete NCIC/GCIC fingerprinting and submit to the appropriate jurisdiction(s); (2) to complete and submit Offender Based Tracking System; and (3) to complete intake booking procedures.
 - (b) “The County” shall mean Cherokee County.
 - (c) “The City” shall mean the City of Holly Springs.
 - (d) The “County Commission” shall mean the Board of Commissioners of Cherokee County, Georgia.
 - (e) “County Manager” shall mean the County Manager of Cherokee County, Georgia as appointed by the Cherokee County Board of Commissioners.
 - (f) “City Manager” shall mean the administrative head of the city government, appointed by the Holly Springs City Council.
 - (g) The “City Council” shall mean the Holly Springs City Council.
 - (h) “Inmate” means a person who is detained in the Jail by reason of being charged by the municipality with or convicted of a municipal offense or any other offense over which the Municipal Court has jurisdiction and such person remains in the jail solely because of the municipal charge(s).
 - (i) “Inmate Day” means any part of one (1) calendar day beginning at 12:00 a.m. midnight and ending at 11:59 p.m
 - (j) “Jail” shall mean the Cherokee County Adult Detention Center located at 498 Chattin Drive, Canton, Georgia 30115.
 - (k) “Jail Officer in Charge” means the Sheriff of Cherokee County, Georgia, or the person designated by him to have supervision of the Jail.
 - (l) “Sheriff” is the Jailer of Cherokee County, Georgia.
3. Term. This Agreement shall commence on _____, _____, 20____ at 12:00 a.m. and shall continue in full force and effect for a term of one (1) year. This

Agreement shall automatically renew for additional terms of one (1) year unless terminated as specified herein. Continuation of the Agreement shall be on the same terms and conditions as set forth in this original agreement.

4. Obligations of County and Sheriff. The County will accept into the Jail such Inmates as the City may request at the sole discretion of the Sheriff. The Sheriff shall accept the Inmates into the Jail and provide for the secure custody, care, and safekeeping of such Inmates in accordance with state and local laws, standards, policies and procedures applicable to the operation of the Jail. In addition to the usual information obtained and records maintained with respect to Inmates detained by Cherokee County, the Sheriff shall keep a record of the Inmates committed to the Jail, which record shall contain:

- (a) the name of the person committed;
- (b) the person's age, sex and race;
- (c) the process under which the person was committed;
- (d) the date of commitment to the Jail;
- (e) under what order discharged.

5. Obligations of City. The City agrees to transport the Inmates to the Jail and release them to the custody of the Jail Officer in Charge. The Jail has the right to refuse an Inmate for processing who first needs or requires medical attention in the sole discretion of the Jail Officer in Charge. In the event of overcrowding or other situations that require the Jail Officer in Charge to refuse an Inmate from the City, City shall be responsible for transporting the Inmate to another suitable facility and shall bear the costs involved with such actions. City shall also be responsible for transporting such Inmates to and from the Jail to any Municipal Court proceedings for which said Inmate shall attend. Removal and return of the same Inmate, on the same charges, in a twenty-four (24) hour period by the City shall not constitute a new admission.

6. Supervision by Sheriff. All Inmates delivered to the Jail by the City shall be under the direct supervision and control of the Sheriff. The County agrees to release City Inmates to City Police Officers designated by the City Police Chief on a time served basis. The

City authorizes its Police Chief to designate to the Sheriff an early release date for any City Inmate based upon the then prevailing conditions and circumstances. Furthermore, the Judge of Municipal Court may terminate the sentence of any City Inmate upon transmittal of a written order.

7. Sheriff's Rules. All rules and regulations legally and constitutionally adopted and promulgated by the Sheriff for the operation of the Jail shall be applicable to Inmates and the Sheriff is granted the authority to enforce same, including the right to work Inmates within and without the confines of the Jail and allow Inmates to serve as trustees. The Sheriff agrees to release prisoners to the City to serve as trustees upon request of the City Police Chief and if otherwise available at Sheriff's discretion.
8. Expense Reimbursement by City. The Sheriff shall maintain physical custody of the Inmates and the County and the Sheriff shall furnish them food and clothing. All health care expenses, including transportation (ambulance), medical, dental, and/or prescription expenses incurred by the Inmate while at the Jail shall be billed to the City. Should a City Inmate housed at the County Jail need outside medical attention, it will be the responsibility of the City to transport the Inmate to a medical facility and maintain security on that Inmate until such time Inmate is medically cleared to return to the County Jail. The decision of when medical care shall be provided, as well as where medical care shall be provided outside of the County Jail, if necessary, shall be at the sole discretion of the Sheriff's representative (medical staff), provided however that if the City is transferring an inmate for nonemergency medical care, the City shall be able to choose where the medical care to such inmate will be provided.
9. Payment by City. The City shall compensate the County at a rate of thirty-five dollars (\$35.00) per inmate per day, however, the first twenty-four (24) hours that the inmate is in the County Jail shall not be chargeable, and the aforementioned per day rate shall begin to accumulate thereafter. The County shall bill the City for each Inmate Day provided on a monthly basis. Monthly billing shall list each City Inmate, the specific dates of confinement for each, and the total Inmate Days to be reimbursed. The invoice

shall be submitted to the City and shall be due and payable within thirty (30) days. All additional charges which the County shall incur on behalf of City Inmates, including any medical expenses, transportation charges, or other charges as applicable in accordance with Section 8 of this Agreement, shall be billed to the City and shall be due and payable on or before thirty (30) days after the date of said bill. All bills not paid within thirty (30) days shall automatically bear a late charge in the amount of one percent (1%) per month for each delinquent month.

10. Jail Construction and Staffing Act. The City has adopted and adheres to the “Jail Construction and Staffing Act” requirements as presented in O.C.G.A. § 15-21-90 *et. seq.* and recognize that ten percent (10%) of all fines received by the City shall be paid to the County for the maintenance of the County Jail. Such obligation shall not be affected or altered under this Agreement. This fee shall be payable as collected to Cherokee County on the first day of each month and deposited in the County Jail Fund.
11. Transition from City Inmate Status. It is understood and agreed that Inmates shall be chargeable to the City unless released or booked for violation of State misdemeanor or felony charges, or bound over by the Municipal Court to the State or Superior Court of Cherokee County.
12. Termination of Agreement. This Agreement may be terminated by either Party, with or without cause, at any time upon sixty (60) days’ notice in writing delivered by certified mail to the proper official(s) identified herein.
13. Amendments. This Agreement may be amended at any time by the written, signed consent of all the Parties.
14. Full Force and Effect. The Parties and the undersigned individual officers shall cause to be done all things necessary to execute this contract and give it full force and effect.

15. Severability. Should any part of this Agreement be invalidated or otherwise rendered null and void, the remainder of this Agreement shall remain in full force and effect.
16. Notice. All notices, request, demands, and other communications provided for in this Agreement shall be in writing and shall be sent either by first class United States certified mail, return receipt requested, delivered by overnight carrier, or personally delivered to the applicable party at the following addresses:

For County:

Cherokee County, Georgia
ATTN: County Manager
1030 Bluffs Parkway
Canton, Georgia 30114

and

Cherokee County Sheriff's Office
ATTN: Sheriff
498 Chattin Drive
Canton, Georgia 30114

For City:

City of Holly Springs
ATTN: City Manager
P.O. Box 990
Holly Springs, Georgia 30142

and

City of Holly Springs Police Department
ATTN: Chief of Police
3235 Holly Springs Parkway
Holly Springs, Georgia 30142

17. Execution Powers. The undersigned officials are authorized to execute this Agreement on behalf of the Parties, and hereby confirm that such execution has been authorized by resolution or motion of the governing body of the respective Party.
18. Entire Agreement. The Parties acknowledge that this Agreement sets forth the entire agreement and understanding between the County and City. The Parties affirm that the only consideration for their agreement to execute, and their execution of the Agreement, are the terms as stated herein, and that there are no other promises or agreement of any kind which have caused them to execute this Agreement. This Agreement and the covenants and conditions contained herein shall be binding upon and in use to the benefit of each of the Parties hereto and their respective successors, assigns and successors in title. The Parties further acknowledge that they fully understand the meaning and intent of this Agreement, including but not limited to its binding effect. The Parties

acknowledge that they have had the benefit of consulting an attorney before executing this Agreement. The Parties acknowledge that this Agreement shall supersede any and all previous agreements in place regarding the same subject matter.

19. Descriptive Headings. The titles, captions and paragraph headings are inserted for convenience only and are in no way intended to interpret, define, or limit the scope or content of this Agreement or any provision hereof.
20. Waiver. One party's waiver of the other party's breach of any provision, term, or condition contained in this Agreement, shall not be deemed to be a waiver of such provision, term, or condition or any subsequent breach of the same or any other provision contained in this Agreement unless it is in writing. No waiver or waivers shall serve to establish a course of performance between the Parties contradictory to the terms of this agreement.
21. Force Majeure. Neither Party shall be liable for any loss or damage suffered by the other Party, directly or indirectly, as a result of the first Party's failure to perform, or delay in performing, any of its obligations contained in this Agreement (except any obligations to make payments hereunder), where such failure or delay is caused by circumstances beyond the first Party's control or which makes performance commercially impracticable, including but not limited to fire, flood, storm or other natural disaster, explosion, accident, war, riot, civil disorder, government regulations or restrictions of any kind or any acts of any government, judicial action, power failure, acts of God or other natural circumstances.
22. Choice of Law/Venue. This Agreement shall be governed by the laws of the State of Georgia. The Parties agree that jurisdiction and venue for any dispute arising under this Agreement shall be in any court of competent jurisdiction located in Cherokee County, Georgia. Should any provision of this Agreement require judicial interpretation, it is agreed and stipulated by and among the Parties that the court interpreting or construing the same shall not apply a presumption that the terms, conditions and provisions hereof

shall be more strictly construed against one party by reason of the rule of construction that an instrument is to be construed more strictly against the party who prepared the same.

23. Assignability. Neither Party shall assign any of the obligations or benefits of this Agreement.

IN WITNESS WHEREOF, the Parties have caused their duly authorized officers to hereunto set their hands and affix their respective seals as of the day and year first above written.

APPROVED by the Cherokee County Board of Commissioners
this ____ day of _____, 20__.

Signed On Behalf of Cherokee County, Georgia:

By: _____
HARRY B. JOHNSTON, Chairman Date _____

Attest: _____
CHRISTY BLACK, County Clerk Date _____

APPROVED by the City Council of Holly Springs
this ____ day of _____, 20__.

Signed On Behalf of City of Holly Springs, Georgia:

By: _____
STEVEN W. MILLER, Mayor Date _____

Attest: _____
KAREN NORRED, City Clerk Date _____

CONSENTED TO BY:

FRANK REYNOLDS Date _____
Sheriff, Cherokee County, Georgia

**SECOND AMENDMENT TO
DEVELOPMENT AND MANAGEMENT AGREEMENT**

THIS SECOND AMENDMENT TO DEVELOPMENT AND MANAGEMENT AGREEMENT (this “Second Amendment”) is made and entered into this ____ day of _____, 2019 by and between City of Holly Springs and Holly Springs Downtown Development Authority, hereinafter collectively called “**Owner**“, and Stonecrest Homes GA, LLC, a Georgia limited liability company, hereinafter called “**Project Manager**“.

W I T N E S S E T H:

WHEREAS, Owner and Project Manager entered into that certain Development and Management Agreement, dated November 15, 2017 (hereinafter referred to as the “Agreement”); and

WHEREAS, the Parties are desirous of amending certain terms and provisions of the Agreement, as hereinafter provided; and

NOW, THEREFORE, for and in consideration of the mutual covenants set forth herein and the sum of Ten and No/100 Dollars (\$10.00) in hand paid by Owner to Project Manager, the receipt and sufficiency of which is hereby acknowledged, Owner and Project Manager hereby amend the Agreement as follows:

1. Recitals. The recitals set forth above are incorporated herein by reference as part of this Amendment.
2. Defined Terms. All capitalized terms used herein shall have the meanings ascribed to those terms in the Agreement, unless otherwise specified herein.
3. Conflicting Provisions. Where conflicting, the terms and provisions of this Second Amendment shall supersede and control over those set forth in the Agreement.
4. Article IV, Section G of the Agreement is amended by striking same in its entirety and substituting the following therefor:

G. Insurance.

1. **Owner’s Insurance:** Owner shall obtain and maintain, on its behalf and at its expense, the following insurance to the extent such insurance is available upon commercially reasonable terms:

(a) Insurance against loss by fire, lightning and risks to the City Hall and other completed improvements customarily covered by a standard extended coverage endorsement, together with an all perils endorsement and insurance against such other risks as are customarily insured against by owners of like properties in the locality in which the Project is located, all in amounts equal to the full replacement cost of all such completed improvements without provision for co-insurance (and the policy

evidencing such insurance shall provide that all the insurance proceeds arising therefrom shall be made available for restoration of the improvements);

(b) If the Project is in a flood zone pursuant to any U.S. Department of Housing and Urban Development Flood Insurance Boundary Map or a special flood hazard area map published by the Federal Emergency Management Agency (“**FEMA**”), federal flood insurance in the maximum amount obtainable up to the replacement value of the Project (with improvements);

(c) Commercial General Public Liability Insurance and Excess Liability Insurance-Umbrella Form, naming as insured the Owner in such amounts as are customary for prudent owners of businesses comparable to the Project, provided that in no event shall the amount of such General Liability Insurance have a bodily injury limit of less than One Million and 00/100 Dollars (\$1,000,000.00) per occurrence and in the aggregate or a property damage limit of less than One Million and 00/100 Dollars (\$1,000,000.00) per occurrence and in the aggregate nor shall such Excess Liability Insurance be in an amount less than Four Million and 00/100 Dollars (\$4,000,000.00); and

(d) During the construction of the City Hall or other improvements, builder’s risk, completed value reporting form of “all risk” coverage for the full insurable value of the Property and Project (including without limitation portions of City Hall or other improvements completed to date and materials stored on or off the Property), and worker’s compensation insurance covering all persons engaged in making such alterations and improvements.

On all policies of liability insurance and builder’s risk, Owner and Project Manager shall be named insureds. Owner shall be the named insured on all policies of property insurance and Project Manager shall be an additional insured. Such insurance shall be evidenced by certified coverage summaries and certificates of insurance. Owner shall pay the cost of such insurance. Owner shall immediately upon issuance deliver all policies or certified copies thereof to Project Manager. Project Manager shall manage the insurance claims process; provided that Project Manager may not settle any individual claims in excess of Twenty-Five Thousand Dollars (\$25,000.00) without the prior written consent of Owner. In addition, Project Manager is responsible for the following:

- (i) Project Manager shall notify Owner in writing as soon as practicable after notice of an injury or claim is received;
- (ii) Project Manager shall cooperate completely with Owner and/or its insurers in the defense of such injury or claim; and
- (iii) Project Manager shall take no steps (such as admission of liability) that will prejudice the defense or otherwise prevent Owner from protecting itself.

2. **Project Manager’s Insurance:** During the term of this Agreement, Project Manager shall maintain in effect, at the Project Manager’s cost, commercial liability, workers compensation and employers liability insurance and, upon Owner’s request, professional liability and comprehensive crime/fidelity coverage, all in amounts reasonably acceptable to Owner (collectively, the “**Project Manager’s Insurance**”). Upon Owner’s request, Project Manager shall submit evidence of Project Manager’s Insurance coverage in form acceptable to Owner. Owner shall be named as loss payee on the comprehensive crime/fidelity coverage, which compliance of crime/fidelity coverage shall be an amount not less than Five Hundred Thousand and 00/100 Dollars (\$500,000.00).

3. **Trade Contractor's Insurance:** With respect to contractors hired, it will be Project Manager's responsibility to see that such contractors provide and maintain insurance in accordance with the insurance requirements specified on Exhibit "D" attached hereto, and that Owner and Project Manager and their members, parent corporations and respective officers, directors and employees are named as Additional Insureds. Project Manager shall obtain and deliver to Owner certificates of insurance addressed to Owner evidencing such coverage.

4. **Project's Insurance:** At the time of permitting for each vertical structure within the Project, Owner shall obtain and maintain, at its expense, the following insurance for each such vertical structure separately to the extent such insurance is available upon commercially reasonable terms:

(a) Insurance against loss by fire, lightning and risks to the vertical structure and other related improvements customarily covered by a standard extended coverage endorsement, together with an all perils endorsement and insurance against such other risks as are customarily insured against by owners of like properties in the locality in which the Project is located, all in amounts equal to the full replacement cost of such vertical structure and other related improvements without provision for co-insurance (and the policy evidencing such insurance shall provide that all the insurance proceeds arising therefrom shall be made available for restoration of the improvements);

(b) If the vertical structure and other related improvements are in a flood zone pursuant to any U.S. Department of Housing and Urban Development Flood Insurance Boundary Map or a special flood hazard area map published by the Federal Emergency Management Agency ("**FEMA**"), federal flood insurance in the maximum amount obtainable up to the replacement value of the vertical structure and other related improvements;

(c) Commercial General Public Liability Insurance and Excess Liability Insurance-Umbrella Form, naming as insured the Owner in such amounts as are customary for prudent owners of businesses comparable to the Project, provided that in no event shall the amount of such General Liability Insurance have a bodily injury limit of less than One Million and 00/100 Dollars (\$1,000,000.00) per occurrence and in the aggregate or a property damage limit of less than One Million and 00/100 Dollars (\$1,000,000.00) per occurrence and in the aggregate nor shall such Excess Liability Insurance be in an amount less than Four Million and 00/100 Dollars (\$4,000,000.00); and

(d) Builder's risk, completed value reporting form of "all risk" coverage for the full insurable value of the vertical structure and other related improvements, and worker's compensation insurance covering all persons engaged in making such alterations and improvements.

On all policies of liability insurance, Owner and Project Manager shall be named insureds and the vertical structure and other related improvements shall be listed. Owner shall be the named insured on all policies of property insurance, Project Manager shall be an additional insured, and the vertical structure and other related improvements shall be listed. Such insurance shall be evidenced by certified coverage summaries and certificates of insurance. Owner shall pay the cost of such insurance. Owner shall immediately upon issuance deliver all policies or certified copies thereof to Project Manager. Project Manager shall manage the insurance claims process; provided that Project Manager may not settle any individual claims in excess of Twenty-Five Thousand Dollars (\$25,000.00) without the prior written consent of Owner. In addition, Project Manager is responsible for the following:

- (i) Project Manager shall notify Owner in writing as soon as practicable after notice of an injury or claim is received;
- (ii) Project Manager shall cooperate completely with Owner and/or its insurers in the defense of such injury or claim; and
- (iii) Project Manager shall take no steps (such as admission of liability) that will prejudice the defense or otherwise prevent Owner from protecting itself.

5. Successors. The provisions set forth in this Amendment shall be binding on the Parties hereto and their respective successors and assigns. All other provisions of the Agreement not hereby amended shall remain in full force and effect.

6. Counterparts. The parties agree to accept this Second Amendment as fully executed upon receipt of counterpart signatures via facsimile or electronic mail. This Second Amendment, and any amendment hereto, may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which shall, together, constitute one and the same instrument.

7. All other terms and conditions of the Agreement will remain the same and unchanged. By execution of this Second Amendment, the Owner and Project Manager affirm that the Agreement is in full force and effect.

[SIGNATURES COMMENCE ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the day and year first above written.

OWNER:

City of Holly Springs

By: _____

Name: Steven W. Miller

Title: Mayor

City of Holly Springs Downtown Development Authority

By: _____

Name: Kevin Moore

Title: Chair

PROJECT MANAGER:

Stonecrest Homes GA, LLC

By: _____

Name: Charles D. Heiser, Jr.

Title: Manager

EXHIBIT D

TRADE CONTRACTOR'S INSURANCE REQUIREMENTS

The Contractor shall procure and maintain for the duration of this project insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors. The cost of such insurance shall be paid by the Contractor. Insurance shall meet or exceed the following unless otherwise approved by the City:

A. Minimum Insurance

1. Commercial General Liability coverage with limits not less than \$1,000,000 per occurrence \$1,000,000 annual aggregate,
2. Auto Liability coverage with limits not less than \$1,000,000 per occurrence \$1,000,000 annual aggregate,
3. Excess Liability coverage with limits not less than \$4,000,000,
4. Employers Liability coverage with limits not less than \$1,000,000 per accident/incident,
5. Workers' Compensation coverage as required by the Industrial Insurance Laws of the State of Georgia.

B. Self-Insured Retentions

Self-insured retentions must be declared and approved by the City.

C. Other Provisions

Commercial General Liability policies shall be endorsed to:

1. Provide that such insurance shall be primary in respect to any insurance or self-insurance maintained by the City,
2. Each insurance policy shall provide that coverage shall not be canceled except after thirty (30) days' written notice has been given to the City,
3. Description of Operations/Locations/Vehicles shall state "Construction, development, and management of the Holly Springs Town Center Project as described in Exhibit A".

D. Acceptability of Insurers

Insurance shall be placed with insurers with a rating acceptable to the City.

E. Verification of Coverage

Project Manager shall obtain and deliver to the City certificates of insurance required by the provisions contained herein, which shall show any self-insured retention and/or deductibles and the amounts thereof. The certificates are to be received and approved by the City before work commences. The City reserves the right to require complete, certified copies of all required insurance policies at any time.

F. Subcontractors

The prime contractor, if a contract is awarded, shall be responsible, in total, for all work of any subcontractors. All subcontractors, if any, must be listed in the proposal. The City reserves the right to approve all subcontractors. The Contractor shall be responsible to the City for the acts and omissions of all subcontractors or agents and of persons directly or indirectly employed by such subcontractors, and for the acts and omissions of persons employed directly by the Contractor. Further, nothing contained within this document or any contract documents created as a result of any contract awards derived from this RFP shall create any contractual relationships between any subcontractor and the City.

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF HOLLY SPRINGS, GEORGIA TO SET QUALIFYING FEES FOR MUNICIPAL ELECTIONS

WHEREAS, effective January 1, 1999, the Georgia Municipal and Georgia Election Codes were combined into one known as the Georgia Election Code; and

WHEREAS, such Code provides at § 21-2-131 (a)(1)(A) that qualifying fees shall be fixed and published not later than February 1st of any year in which a general election is to be held; and

WHEREAS, such Code provides at § 21-2-131 (a)(1)(A) fees shall be three percent (3%) of the total gross salary of the office paid in the preceding year, if a salaried office; and

WHEREAS, the City of Holly Springs will be holding elections for the Mayor's Seat and Council Seats from Ward 3, and Ward 5 in 2020; and

WHEREAS, the Mayor and Council of the City of Holly Springs, Georgia, pursuant to their authority do hereby adopt by Resolution the following qualifying fees which shall apply to candidates seeking municipal office in the election to be held November 3, 2020

Mayor	\$360
Councilmember	\$180

WHEREAS, the qualifying fees shall be published in the legal organ no later than February 1, 2020; and

RESOLVED, this 16th day of December 2019.

CITY OF HOLLY SPRINGS

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

MSA ID#: GA-6688060-Tzach

SO ID#: GA-6688060-TZach-15736390

Account Name: City of Holly Springs

CUSTOMER INFORMATION (for notices)

Primary Contact: Steven Miller

Billing Account Name: City of Holly Springs / Attn: Ron Carter

INVOICE ADDRESS

Title: Mayor

Billing Name
(3rd Party Accounts)

Address 1: PO Box 990

Address 1: 3235 Holly Springs Parkway

Billing Contact: Ron Carter

Address 2:

Address 2:

Title: Facilities & IT Manager

City: Holly Springs

City: Canton

Phone: 770-721-7505

State: GA

State: GA

Cell:

Zip Code: 30142

Zip: 30115

Fax:

Tax Exempt: Yes

Phone: 770-345-5536

Email: rcarter@hollyspringsga.us

* If Yes, please provide and attach all
applicable tax exemption certificates

Cell:

Fax:

Email: smiller@hollyspringsga.us

SUMMARY OF CHARGES (Details on following pages)

Service Term (Months): 36

SUMMARY OF SERVICE CHARGES*

Current Monthly Recurring Charges:	\$1,098.00
Current Trunk Services Monthly Recurring Charges:	\$0.00
Total Current Monthly Recurring Charges (all Services):	\$1,098.00

Change Monthly Recurring Charges:	\$102.00
Change Trunk Services Monthly Recurring Charges:	\$0.00
Change Monthly Recurring Charges (all Services):	\$102.00

Total Monthly Recurring Charges:	\$1,200.00
Total Trunk Services Monthly Recurring Charges:	\$0.00
Total Monthly Recurring Charges (all Services):	\$1,200.00

SUMMARY OF STANDARD INSTALLATION FEES*

Total Standard Installation Fees:	\$550.00
Total Trunk Services Standard Installation Fees:	\$0.00
Total Standard Installation Fees (all Services):	\$550.00

SUMMARY OF CUSTOM INSTALLATION FEES*

Total Custom Installation Fee:	\$0.00
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SUMMARY OF MONTHLY EQUIPMENT FEES

Current Ethernet Services Equipment Fee Monthly Recurring Charges:	\$0.00
Current Trunk Services Equipment Fee Monthly Recurring Charges:	\$0.00
Current Equipment Fee Monthly Recurring Charges (All Services):	\$0.00

Change Ethernet Services Equipment Fee Monthly Recurring Charges:	\$0.00
Change Trunk Services Equipment Fee Monthly Recurring Charges:	\$0.00
Change Equipment Fee Monthly Recurring Charges (All Services):	\$0.00

Total Ethernet Service Equipment Fee Monthly Recurring Charges	\$0.00
Total Trunk Service Equipment Fee Monthly Recurring Charges	\$0.00
Total Equipment Fee Monthly Recurring Charges (All Services)	\$0.00

*Note: Charges identified in the Sales Order are exclusive of maintenance and repair charges, and applicable federal, state, and local taxes, fees, surcharges and recoupments (however designated). Please refer to your Comcast Enterprise Services Master Services Agreement (MSA) for specific detail regarding such charges. Customer shall pay Comcast one hundred percent (100%) of the non-amortized Custom Installation Fees prior to the installation of Service. The existence of Hazardous Materials at the Service Location or a change in installation due to an Engineering Review may result in changes to the Custom and/or Standard Installation Fees payable by Customer.

GENERAL COMMENTS

AGREEMENT

This Comcast Enterprise Services Sales Order Form ("Sales Order") shall be effective upon acceptance by Comcast. This Sales Order is made a part of the Comcast Enterprise Services Master Services Agreement, entered between Comcast and the undersigned and is subject to the Product Specific Attachment for the Service(s) ordered herein, located at <http://business.comcast.com/terms-conditions-ent>, (the "Agreement"). Unless otherwise indicated herein, capitalized words shall have the same meaning as in the Agreement.

By signing below, Customer acknowledges, agrees to and accepts the terms and conditions of this Sales Order.

CUSTOMER USE ONLY (by authorized representative)		COMCAST USE ONLY (by authorized representative)	
Signature:	Signature:	Sales Rep:	Scott Mason
Name:	Name:	Sales Rep E-Mail:	scott_mason@comcast.com
Title:	Title:	Region:	Big South
Date:	Date:	Division:	Central



COMCAST ENTERPRISE SERVICES SALES ORDER FORM

SERVICES AND PRICING

Account Name: **City of Holly Springs**

Date: **11/29/2019**

MSA ID#: **GA-6688060-Tzach**

SO ID#: **GA-6688060-TZach-15736390**

Short Description of Service:

Customer requesting to upgrade current 100 Meg EDI to 500M Meg EDI with Managed Router. Current 100 Meg MRC \$1,098.00 New 500 Meg MRC \$1,065.00 per month wth managed router @\$135.00 per month. Total NEW MRC \$1,200.00 / NRC \$550.00

Service Term: **36 MONTHS**

PAGE 2 of X

Solution Charges

Line	Request	Action	Service(s)	Description	Service Location A*	Service Location Z*	Tax Jurisdiction	Qty	Monthly	One-Time
001	Renew	Remove	EDI - Bandwidth	100 Mbps	City Hall / 3235 Holly Springs Park	-	Interstate	1	(\$1,098.00)	\$0.00
002	Renew	Remove	EDI - Network Interface - 10 / 100	Port	City Hall / 3235 Holly Springs Park	-	Interstate	1	\$0.00	\$0.00
003	Renew	Add	EDI - Bandwidth	500 Mbps	City Hall / 3235 Holly Springs Park	-	Interstate	1	\$1,065.00	\$0.00
004	Renew	Add	EDI - Network Interface - Gig E	Port	City Hall / 3235 Holly Springs Park	-	Interstate	1	\$0.00	\$0.00
005	Renew	Add	Mid Mkt Mgd Svcs - Mgd Router	Service	City Hall / 3235 Holly Springs Park	-	Interstate	1	\$45.00	\$0.00
006	Renew	Add	Mid Mkt Mgd Svcs - Mgd Router Config Fee	Setup	City Hall / 3235 Holly Springs Park	-	Interstate	1	\$0.00	\$0.00
007	Renew	Add	ActiveCore Equipment - Medium	Service	City Hall / 3235 Holly Springs Park	-	Interstate	1	\$30.00	\$0.00
008	Renew	Add	ActiveCore Installation Fee	Setup	City Hall / 3235 Holly Springs Park	-	Interstate	1	\$0.00	\$550.00
009	Renew	Add	SD-Router	Service	City Hall / 3235 Holly Springs Park	-	Interstate	1	\$60.00	\$0.00
010	Renew	Add	SD-Router Activation Fee	Setup	City Hall / 3235 Holly Springs Park	-	Interstate	1	\$0.00	\$0.00
011	-	-	-	-	-	-	-	-	\$0.00	\$0.00
012	-	-	-	-	-	-	-	-	\$0.00	\$0.00
013	-	-	-	-	-	-	-	-	\$0.00	\$0.00
014	-	-	-	-	-	-	-	-	\$0.00	\$0.00
015	-	-	-	-	-	-	-	-	\$0.00	\$0.00
016	-	-	-	-	-	-	-	-	\$0.00	\$0.00
017	-	-	-	-	-	-	-	-	\$0.00	\$0.00
018	-	-	-	-	-	-	-	-	\$0.00	\$0.00
019	-	-	-	-	-	-	-	-	\$0.00	\$0.00
020	-	-	-	-	-	-	-	-	\$0.00	\$0.00
021	-	-	-	-	-	-	-	-	\$0.00	\$0.00
022	-	-	-	-	-	-	-	-	\$0.00	\$0.00
023	-	-	-	-	-	-	-	-	\$0.00	\$0.00
024	-	-	-	-	-	-	-	-	\$0.00	\$0.00
025	-	-	-	-	-	-	-	-	\$0.00	\$0.00
026	-	-	-	-	-	-	-	-	\$0.00	\$0.00
027	-	-	-	-	-	-	-	-	\$0.00	\$0.00
028	-	-	-	-	-	-	-	-	\$0.00	\$0.00
029	-	-	-	-	-	-	-	-	\$0.00	\$0.00
030	-	-	-	-	-	-	-	-	\$0.00	\$0.00
031	-	-	-	-	-	-	-	-	\$0.00	\$0.00
032	-	-	-	-	-	-	-	-	\$0.00	\$0.00
033	-	-	-	-	-	-	-	-	\$0.00	\$0.00
034	-	-	-	-	-	-	-	-	\$0.00	\$0.00
035	-	-	-	-	-	-	-	-	\$0.00	\$0.00
036	-	-	-	-	-	-	-	-	\$0.00	\$0.00
037	-	-	-	-	-	-	-	-	\$0.00	\$0.00
038	-	-	-	-	-	-	-	-	\$0.00	\$0.00
039	-	-	-	-	-	-	-	-	\$0.00	\$0.00
040	-	-	-	-	-	-	-	-	\$0.00	\$0.00
041	-	-	-	-	-	-	-	-	\$0.00	\$0.00
042	-	-	-	-	-	-	-	-	\$0.00	\$0.00
043	-	-	-	-	-	-	-	-	\$0.00	\$0.00
044	-	-	-	-	-	-	-	-	\$0.00	\$0.00
045	-	-	-	-	-	-	-	-	\$0.00	\$0.00
046	-	-	-	-	-	-	-	-	\$0.00	\$0.00
047	-	-	-	-	-	-	-	-	\$0.00	\$0.00
048	-	-	-	-	-	-	-	-	\$0.00	\$0.00
049	-	-	-	-	-	-	-	-	\$0.00	\$0.00
050	-	-	-	-	-	-	-	-	\$0.00	\$0.00

* Services Location Details attached

Charges are Exclusive of Equipment Fees

PAGE 2 SUBTOTAL:

\$102.00

\$550.00



Account Name: City of Holly Springs

Date: 11/29/2019

MSA ID#: GA-6688060-Tzach

SO ID#: GA-6688060-TZach-15736390

Solution Charges

Line	Request	Action	Service(s)	Description	Service Location A*	Service Location Z*	Tax Jurisdiction	Qty	Charges	
									Monthly	One-Time
051	-	-	-	-	-	-			\$0.00	\$0.00
052	-	-	-	-	-	-			\$0.00	\$0.00
053	-	-	-	-	-	-			\$0.00	\$0.00
054	-	-	-	-	-	-			\$0.00	\$0.00
055	-	-	-	-	-	-			\$0.00	\$0.00
056	-	-	-	-	-	-			\$0.00	\$0.00
057	-	-	-	-	-	-			\$0.00	\$0.00
058	-	-	-	-	-	-			\$0.00	\$0.00
059	-	-	-	-	-	-			\$0.00	\$0.00
060	-	-	-	-	-	-			\$0.00	\$0.00
061	-	-	-	-	-	-			\$0.00	\$0.00
062	-	-	-	-	-	-			\$0.00	\$0.00
063	-	-	-	-	-	-			\$0.00	\$0.00
064	-	-	-	-	-	-			\$0.00	\$0.00
065	-	-	-	-	-	-			\$0.00	\$0.00
066	-	-	-	-	-	-			\$0.00	\$0.00
067	-	-	-	-	-	-			\$0.00	\$0.00
068	-	-	-	-	-	-			\$0.00	\$0.00
069	-	-	-	-	-	-			\$0.00	\$0.00
070	-	-	-	-	-	-			\$0.00	\$0.00
071	-	-	-	-	-	-			\$0.00	\$0.00
072	-	-	-	-	-	-			\$0.00	\$0.00
073	-	-	-	-	-	-			\$0.00	\$0.00
074	-	-	-	-	-	-			\$0.00	\$0.00
075	-	-	-	-	-	-			\$0.00	\$0.00
076	-	-	-	-	-	-			\$0.00	\$0.00
077	-	-	-	-	-	-			\$0.00	\$0.00
078	-	-	-	-	-	-			\$0.00	\$0.00
079	-	-	-	-	-	-			\$0.00	\$0.00
080	-	-	-	-	-	-			\$0.00	\$0.00
081	-	-	-	-	-	-			\$0.00	\$0.00
082	-	-	-	-	-	-			\$0.00	\$0.00
083	-	-	-	-	-	-			\$0.00	\$0.00
084	-	-	-	-	-	-			\$0.00	\$0.00
085	-	-	-	-	-	-			\$0.00	\$0.00
086	-	-	-	-	-	-			\$0.00	\$0.00
087	-	-	-	-	-	-			\$0.00	\$0.00
088	-	-	-	-	-	-			\$0.00	\$0.00
089	-	-	-	-	-	-			\$0.00	\$0.00
090	-	-	-	-	-	-			\$0.00	\$0.00
091	-	-	-	-	-	-			\$0.00	\$0.00
092	-	-	-	-	-	-			\$0.00	\$0.00
093	-	-	-	-	-	-			\$0.00	\$0.00
094	-	-	-	-	-	-			\$0.00	\$0.00
095	-	-	-	-	-	-			\$0.00	\$0.00
096	-	-	-	-	-	-			\$0.00	\$0.00
097	-	-	-	-	-	-			\$0.00	\$0.00
098	-	-	-	-	-	-			\$0.00	\$0.00
099	-	-	-	-	-	-			\$0.00	\$0.00
100	-	-	-	-	-	-			\$0.00	\$0.00
101	-	-	-	-	-	-			\$0.00	\$0.00
102	-	-	-	-	-	-			\$0.00	\$0.00
* Services Location Details attached Charges are Exclusive of Equipment Fees PAGE 3 SUBTOTAL:									\$0.00	\$0.00



COMCAST ENTERPRISE SERVICES SALES ORDER FORM

SERVICES AND PRICING

Account Name: City of Holly Springs

Date: 11/29/2019

MSA ID#: GA-6688060-Tzach

SO ID#: GA-6688060-TZach-15736390

PAGE 4 of X

Line	Request	Action	Service(s)	Description	Service Location A*	Service Location Z*	Tax Jurisdiction	Qty	Solution Charges	
									Monthly	One-Time
103	-	-	-	-	-	-	-	-	\$0.00	\$0.00
104	-	-	-	-	-	-	-	-	\$0.00	\$0.00
105	-	-	-	-	-	-	-	-	\$0.00	\$0.00
106	-	-	-	-	-	-	-	-	\$0.00	\$0.00
107	-	-	-	-	-	-	-	-	\$0.00	\$0.00
108	-	-	-	-	-	-	-	-	\$0.00	\$0.00
109	-	-	-	-	-	-	-	-	\$0.00	\$0.00
110	-	-	-	-	-	-	-	-	\$0.00	\$0.00
111	-	-	-	-	-	-	-	-	\$0.00	\$0.00
112	-	-	-	-	-	-	-	-	\$0.00	\$0.00
113	-	-	-	-	-	-	-	-	\$0.00	\$0.00
114	-	-	-	-	-	-	-	-	\$0.00	\$0.00
115	-	-	-	-	-	-	-	-	\$0.00	\$0.00
116	-	-	-	-	-	-	-	-	\$0.00	\$0.00
117	-	-	-	-	-	-	-	-	\$0.00	\$0.00
118	-	-	-	-	-	-	-	-	\$0.00	\$0.00
119	-	-	-	-	-	-	-	-	\$0.00	\$0.00
120	-	-	-	-	-	-	-	-	\$0.00	\$0.00
121	-	-	-	-	-	-	-	-	\$0.00	\$0.00
122	-	-	-	-	-	-	-	-	\$0.00	\$0.00
123	-	-	-	-	-	-	-	-	\$0.00	\$0.00
124	-	-	-	-	-	-	-	-	\$0.00	\$0.00
125	-	-	-	-	-	-	-	-	\$0.00	\$0.00
126	-	-	-	-	-	-	-	-	\$0.00	\$0.00
127	-	-	-	-	-	-	-	-	\$0.00	\$0.00
128	-	-	-	-	-	-	-	-	\$0.00	\$0.00
129	-	-	-	-	-	-	-	-	\$0.00	\$0.00
130	-	-	-	-	-	-	-	-	\$0.00	\$0.00
131	-	-	-	-	-	-	-	-	\$0.00	\$0.00
132	-	-	-	-	-	-	-	-	\$0.00	\$0.00
133	-	-	-	-	-	-	-	-	\$0.00	\$0.00
134	-	-	-	-	-	-	-	-	\$0.00	\$0.00
135	-	-	-	-	-	-	-	-	\$0.00	\$0.00
136	-	-	-	-	-	-	-	-	\$0.00	\$0.00
137	-	-	-	-	-	-	-	-	\$0.00	\$0.00
138	-	-	-	-	-	-	-	-	\$0.00	\$0.00
139	-	-	-	-	-	-	-	-	\$0.00	\$0.00
140	-	-	-	-	-	-	-	-	\$0.00	\$0.00
141	-	-	-	-	-	-	-	-	\$0.00	\$0.00
142	-	-	-	-	-	-	-	-	\$0.00	\$0.00
143	-	-	-	-	-	-	-	-	\$0.00	\$0.00
144	-	-	-	-	-	-	-	-	\$0.00	\$0.00
145	-	-	-	-	-	-	-	-	\$0.00	\$0.00
146	-	-	-	-	-	-	-	-	\$0.00	\$0.00
147	-	-	-	-	-	-	-	-	\$0.00	\$0.00
148	-	-	-	-	-	-	-	-	\$0.00	\$0.00
149	-	-	-	-	-	-	-	-	\$0.00	\$0.00
150	-	-	-	-	-	-	-	-	\$0.00	\$0.00
151	-	-	-	-	-	-	-	-	\$0.00	\$0.00
152	-	-	-	-	-	-	-	-	\$0.00	\$0.00
153	-	-	-	-	-	-	-	-	\$0.00	\$0.00
PAGE 4 SUBTOTAL:									\$0.00	\$0.00

* Services Location Details attached

Charges are Exclusive of Equipment Fees

**COMCAST ENTERPRISE SERVICES SALES ORDER FORM**

SERVICE LOCATION DETAIL INFORMATION

Date: 11/29/2019

MSA ID#: GA-6688060-Tzach

SO ID#: GA-6688060-TZach-15736390

Account Name: City of Holly Springs

PAGE 6 of X

[illegible]



COMCAST TRUNK SERVICES SALES ORDER FORM

SUMMARY OF TRUNK SERVICES AND PRICING

Date: 11/29/2019

MSA ID#: GA-6688060-Tzach

SO ID#: GA-6688060-TZach-15736390

Account Name: City of Holly Springs

Service Term: 36 MONTHS

PAGE 7 of X

Site	Location Name/Site ID	# Full PRI	# Fractional PRI	# Additional Channels PORT 1	# Additional Channels PORT 2	# Additional Channels PORT 3	# Additional Channels PORT 4	# Additional Channels PORT 5	# Additional Channels PORT 6	# Additional Channels PORT 7	# Additional Channels PORT 8	SIP Trunk CCS	# of 20 TN Blocks	# of 100 TN Blocks	# of 200 TN Blocks	# of 500 TN Blocks	# of 1000 TN Blocks	# of RCF TNs	# of Toll Free #s	# of Trunk Groups	# of Trunk Groups with DNIS	Monthly Call Detail Record	Existing Customer	Existing Customer MRC	Existing Customer Equip Fee MRC	Total Customer MRC	Solution Charges		
																											Incremental Monthly Equipment Fee	Incremental Monthly Recurring Charges	Standard Installation Fees
1																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
10																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
12																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
13																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
14																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
15																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
16																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
17																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
18																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
19																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
20																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
21																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
22																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
23																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
24																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
25																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
26																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
27																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
28																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
29																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
30																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
31																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
32																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
33																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
34																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
35																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
36																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
37																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Page 7 Total:																								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

City of Holly Springs
City Council Public Hearing
November 4, 2019

Elected Officials Present: Mayor Steven W. Miller, Mayor Pro Tem Michael Roy Zenchuk II, Councilwoman Karen Barnett, Councilwoman Dee Phillips, Councilman Jeremy Smith, and Councilman Kyle Whitaker.

Staff Present: City Attorney Robert M. Dyer, City Manager Robert H. Logan, City Clerk Karen Norred, Community Development Director Nancy Moon, Chief Michael Carswell, Information Technology Manager Ron Carter, Lt. Greg Clyburn, and Sgt. Jeffrey Lance.

Mayor Miller called the Public Hearing to order.

City Manager Robert H. Logan presented the 2020 Budget Appropriations for the Year Ending December 31, 2020.

No Public Comments

No action taken.

Councilwoman Phillips motioned to adjourn. Councilwoman Barnett seconded the motion. Motion carried 4-0.

City of Holly Springs
City Council Work Session Meeting Minutes
November 4, 2019

Elected Officials Present: Mayor Steven W. Miller, Mayor Pro Tem Michael Roy Zenchuk II, Councilwoman Karen Barnett, Councilwoman Dee Phillips, Councilman Jeremy Smith, and Councilman Kyle Whitaker.

Staff Present: City Attorney Robert M. Dyer, City Manager Robert H. Logan, City Clerk Karen Norred, Community Development Director Nancy Moon, Chief Michael Carswell, Information Technology Manager Ron Carter, Lt. Greg Clyburn, and Sgt. Jeffrey Lance.

Mayor Miller called the Work Session to order.

Mayor Miller led the Pledge of Allegiance. Councilman Smith gave the invocation.

No action taken.

Mayor Pro Tem Zenchuk made a motion to enter into Executive Session for the purpose of Litigation. Councilman Whitaker seconded the motion. Motion carried 5-0.

Councilwoman Phillips made a motion to return from Executive Session. Councilman Whitaker seconded the motion. Motion carried 5-0.

Reports

Mayor Pro Tem Zenchuk recognized Chief Carswell for serving as the District 11 Elected Representative of the Georgia Association of Chiefs of Police.

Mayor Pro Tem Zenchuk moved 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)

City of Holly Springs
City Council Work Session Meeting Minutes
November 18, 2019

Elected Officials Present: Mayor Steven W. Miller, Councilwoman Karen Barnett, Councilwoman Dee Phillips, Councilman Jeremy Smith, Councilman Kyle Whitaker and Mayor Pro Tem Michael Roy Zenchuk II.

Staff Present: City Attorney Robert M. Dyer, City Manager Robert H. Logan, City Clerk Karen Norred, Community Development Director Nancy Moon, IT/Facilities Manager Ron Carter, and Chief Michael Carswell.

Mayor Miller called the Work Session to order.

Deanna Morrell, Holly Springs resident, spoke regarding the conversion of Riverside Parkway at Serenity Lane/Serenity Way to a 4-Way Stop.

Mayor Pro Tem Zenchuk made a motion to enter into Executive Session for the purpose of Litigation. Councilwoman Barnett seconded the motion. Motion carried 5-0.

Councilwoman Phillips made a motion to return from Executive Session. Councilman Smith seconded the motion. Motion carried 3-0. Mayor Pro Tem Zenchuk and Councilman Whitaker were absent.

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

Meeting adjourned.

City of Holly Springs
City Council Business Meeting Minutes
November 18, 2019

Elected Officials Present: Mayor Steven W. Miller, Councilwoman Karen Barnett, Councilwoman Dee Phillips, Councilman Jeremy Smith, Councilman Kyle Whitaker and Mayor Pro Tem Michael Roy Zenchuk II.

Staff Present: City Attorney Robert M. Dyer, City Manager Robert H. Logan, City Clerk Karen Norred, Community Development Director Nancy Moon, IT/Facilities Manager Ron Carter, and Chief Michael Carswell.

Mayor Miller called meeting to order. Councilman Smith gave the invocation.

Consent Agenda:

1. October 7, 2019 Council Meeting Minutes
2. October 21, 2019 Council Meeting Minutes
3. Preferred Maintenance Agreement Proposal Number 102819-197 between R and D Mechanical and the City of Holly Springs
4. Resolution to revise the City of Holly Springs job classification and compensation plan for employees of the City of Holly Springs, Georgia
5. Resolution regarding the re-adoption of the Georgia Certified City of Ethics Program of the Georgia Municipal Association
6. Ordinance to amend Chapter 6 – Alcoholic Beverages; Article I-In General, Section 6-1, Definitions and Article III-Prohibitions and Restrictions, Section 6-103, Patio Sales/Outdoor Sales of the Code of the City of Holly Springs, Georgia
7. An Ordinance of the City of Holly Springs approving budget amendments for the Fiscal Year 2019 budget for the General Fund, Operating Grant Fund, Parks & Recreation Fund, Hotel/Motel Tax Fund, Special Purpose Local Option Sales Tax (SPLOST) III Fund, SPLOST IV Fund, SPLOST V Fund, Town Center Fund, Debt Service Fund, Stormwater Fund, and Urban Redevelopment Agency

Mayor Pro Tem Zenchuk made a motion to approve the November 18, 2019 Consent Agenda. Councilwoman Phillips seconded the motion. Motion carried 5-0.

Unfinished Business:

Councilman Smith made a motion to approve an Ordinance of the City of Holly Springs approving appropriations for the Fiscal Year 2020 General Fund, Operating Grant Fund, Parks & Recreation Fund, Hotel/Motel Tax Fund, Special Purpose Local Option Sales Tax (SPLOST) III Fund, SPLOST IV Fund, SPLOST V Fund, Town Center Fund, Debt Service Fund, Urban Redevelopment Agency and

Stormwater Fund. Councilwoman Phillips seconded the motion. Motion carried 4-1. Councilman Whitaker abstained.

Councilman Whitaker made a motion to approve an Ordinance of the City of Holly Springs approving appropriations for the Five-Year Capital Improvement Plan (CIP) 2020-2024. Councilwoman Phillips seconded the motion. Motion carried 5-0.

New Business

Councilwoman Phillips made a motion to approve a resolution to open a Debt Service Fund checking account and to authorize the City Manager and City Clerk to manage said checking account. Councilwoman Barnett seconded the motion. Motion carried 5-0.

Councilwoman Phillips made a motion to approve the conversion of Riverside Parkway at Serenity Lane/Serenity Way to a 4-Way Stop. Councilwoman Barnett seconded the motion. Motion carried 5-0.

Councilwoman Phillips made a motion to approve a quote for the conversion of Riverside Parkway at Serenity Lane/Serenity Way to a 4-Way stop from Highway Services, Inc. Councilwoman Barnett seconded the motion. Motion carried 5-0.

Councilwoman Phillips made a motion to approve a Statewide Mutual Aid and Assistance Agreement between the Georgia Emergency Management and Homeland Security Agency (GEMA/HS) and the City of Holly Springs, Georgia. Mayor Pro Tem Zenchuk seconded the motion. Motion carried 5-0.

Mayor Pro Tem Zenchuk made a motion to approve Change Order Number 4 from Georgia Development Partners for installation of 455 linear feet of Schedule 80 conduit and 455 linear feet of Schedule 40 conduit in an amount not to exceed \$23,955.75. Councilman Smith seconded the motion. Motion carried 5-0.

Councilman Whitaker made a motion to approve Change Order Number 6 from Georgia Development Partners for Hickory Road Rip Rap Ditch in an amount not to exceed \$13,998.40. Councilwoman Phillips seconded the motion. Motion carried 5-0.

Councilman Whitaker made a motion to approve a resolution of the City of Holly Springs, Georgia, authorizing health insurance; Anthem BlueCross and BlueShield for the medical coverage and to elect Anthem Blue Open Access POS OAP5 2500/0%/3750 AE plan as the base plan, and to elect Anthem Blue Open Access POS OAP5 1000/0%/2500 AE plan as a buy up option, Anthem BlueCross and BlueShield to administer the COBRA benefits, Anthem BlueCross and BlueShield for the dental coverage, Anthem BlueCross and BlueShield for vision coverage, the Standard Insurance Company for life insurance, short-term disability and long-term disability coverage, MedCom for the Health Reimbursement Account (HRA) and Flexible Spending Account (FSA), and authorize the City Clerk to act in all matters pertaining to the City of Holly Springs' Health Insurance Benefit Elections. Mayor Pro Tem Zenchuk seconded the motion. Motion carried 5-0.

City Manager Robert H. Logan announced the October financial report was in the agenda packet.

Chief Carswell announced that the Holly Springs Police Department (HSPD) was recognized as the Agency of the Year by the Georgia Governor's Office of Highway Safety (GOHS) for the Appalachian Trail Traffic Enforcement Network (ATTEN) District.

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

Meeting adjourned.

Respectfully Submitted.

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

DRAFT

**A RESOLUTION OF THE
CITY OF HOLLY SPRINGS MAYOR AND CITY COUNCIL
TO DISSOLVE THE MAIN STREET BOARD**

WHEREAS, section 3.02 of the City Charter provides for the creation of Boards, Commissions and Authorities by ordinance to fulfill any investigative, quasi-judicial, or quasi-legislative function the city council deems necessary and shall by ordinance establish the composition, period of existence, duties and powers thereof; and

WHEREAS, the City of Holly Springs has established a Main Street Board; and

WHEREAS, it has now been determined that the scope of work of said Board is no longer necessary; and

NOW THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Holly Springs, the Main Street Board be, and is hereby, dissolved effective January 1, 2020.

SO RESOLVED THIS 16th DAY OF DECEMBER, 2019.

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

**A RESOLUTION OF THE
CITY OF HOLLY SPRINGS MAYOR AND CITY COUNCIL
TO APPOINT MUNICIPAL COURT JUDGE
AND MUNICIPAL COURT JUDGE PRO TEM; AND FOR OTHER PURPOSES**

WHEREAS, Section 4.02 of the City Charter provides for the appointment of a Municipal Court Judge and a Municipal Court Judge Pro Tem; and

WHEREAS, all judges shall be appointed by the city council for such terms of office and in such manner as shall be provided by ordinance, except where other appointing authority, term of office, or manner of appointment is prescribed by the charter or general state law; and

WHEREAS, all judges must be at least 21 years of age and shall be a member of the State Bar of Georgia and shall possess all qualifications required by law to meet the qualifications required to serve as a judge; and

WHEREAS, Municipal Court Judges may be removed from office on the grounds set forth in and following the procedures set forth in O.C.G.A. Section 32-32-2.2, as may be amended; and

WHEREAS, the following have agreed to be appointed as Municipal Court Judges:

Name	Position	Term Length	Term Expiration
Darrell Caudill	Municipal Court Judge	1	12/20
Thomas Roach Jr.	Municipal Court Judge Pro Tem	1	12/20

WHEREAS, the terms of the members were designated to be one year; and

NOW THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Holly Springs, the aforementioned Municipal Court Judges are hereby appointed.

SO RESOLVED THIS 16th DAY OF DECEMBER, 2019.

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

**A RESOLUTION OF THE CITY OF HOLLY SPRINGS
MAYOR AND COUNCIL TO APPOINT THE MUNICIPAL PROSECUTING ATTORNEY
AND ASSISTANT PROSECUTING ATTORNEYS; AND FOR OTHER PURPOSES**

WHEREAS, Section 4.01 of the City Charter provides for the creation of Municipal Court to have jurisdiction and authority to try offenses against the laws and ordinances of the City of Holly Springs and to punish for a violation of the same; and

WHEREAS, the court shall have the power and authority to enforce its judgments by the imposition of such penalties as may be provided by law; to punish witnesses for nonattendance; to punish any person who may counsel or advise, aid, encourage, or persuade another whose testimony is desired or material in any proceeding before said court to go or move beyond the reach of the process of the court; and

WHEREAS, the court shall have to try all offenses within the territorial limits of city constituting traffic cases which under the laws of Georgia are placed with the jurisdiction of municipal or police court to the extent of and in accordance with the provisions of such laws and all laws subsequently enacted amendatory thereof; and

WHEREAS, in accordance to Senate Bill 352 the governing authority of a municipality shall be authorized to create the office of prosecuting attorney of the municipal court; and

WHEREAS, the prosecuting attorney shall serve a term of office to be determined by the governing authority; and

WHEREAS, a copy of the resolution creating the office of prosecuting attorney of the municipal court shall be provided to the Prosecuting Attorneys' Council of the State of Georgia; and

WHEREAS, any person appointed as the prosecuting attorney of a municipal court shall be a member in good standing of the State Bar of Georgia and admitted to practice before the appellate courts of this state; and

WHEREAS, the following have agreed to be appointed:

Name	Position	Term Expires
Jeff Rusbridge	Municipal Prosecuting Attorney	12/31/2020
Alicia Argo	Assistant Municipal Prosecuting Attorney	12/31/2020
Audrey Conley	Assistant Municipal Prosecuting Attorney	12/31/2020
Laura Rollins	Assistant Municipal Prosecuting Attorney	12/31/2020

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council that City of Holly Springs appoints the aforementioned prosecuting attorneys.

SO RESOLVED THIS 16th DAY OF DECEMBER 2019.

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

AGREEMENT
for
PUBLIC WORKS CONTRACT OPERATION
for the City of Holly Springs, Georgia

This AGREEMENT is made on this 16th day of December 2019, between the City of Holly Springs, Georgia, (hereinafter "City"), whose address for any formal notice is City Hall, 3237 Holly Springs Pkwy, Holly Springs, Georgia 30115 and Optech Monette, LLC, (hereinafter "Optech") with corporate offices at 2150 Brandon Trail, Alpharetta, Georgia 30004.

City and Optech agree:

ARTICLE 1. GENERAL

- 1.1 All definitions of words or phrases used in this Agreement are contained in Appendix A.
- 1.2 All facilities, grounds and equipment now owned by the City shall remain the property of the City.
- 1.3 This Agreement shall be governed by and interpreted in accordance with the laws of the State of Georgia. This Agreement shall be binding upon the successors of each of the parties and that Assignment, will not be unreasonably withheld.
- 1.4 All notices shall be in writing and transmitted by certified mail or personal delivery to the addresses listed above.
- 1.5 This Agreement, including Appendices, is the entire Agreement of both parties and may only be modified by mutually agreed written amendments signed by both parties. Wherever used, the terms "City" and "Optech" shall include the respective officers, directors, elected or appointed officials and employees.

ARTICLE 2. SCOPE OF SERVICES: OPTECH

As a general statement of responsibilities assigned under this contract:

Provide public works management, including all current operations and maintenance services of the Holly Springs Public Works Operations, which broadly and currently consists of the following activities: Street and Drainage, Parks and Grounds Maintenance, Landscaping of medians, Solid Waste (yard debris and non-household refuse-not garbage). Optech shall also be responsible for insuring maintenance of equipment, vehicles, and facilities existing within the present property boundaries being used to operate all Departments within the City's Public Works operations.

More specifically, Optech shall:

- 2.1 Hire, train and employ a sufficient number of employees to staff and operate the Project to provide continuing efficient and timely service in the operation of the Public Works on behalf of the City. Optech shall assume responsibility for the cost of employing the Project workforce to manage, operate and maintain the City's Public Works facilities. Where applicable, Project staff will meet certification requirements of the State of Georgia.
- 2.2 Optech shall offer employment to all current City employees within the Public Works Department, upon their successful passing of a drug physical and background screening for insurance purposes. Employees currently charged with operational responsibility for City vehicles must possess a current license and be of acceptable risk to Optech's insurance provider. Upon successful passing of these requirements for hiring, employees shall be offered employment at a rate of pay consistent with their current compensation and Optech shall provide a competitive medical, dental and life insurance plan, reasonably consistent with the current City plan for its staff.
- 2.3 Maintain City Rights of Way.
- 2.4 Provide landscaping of City median areas as directed.
- 2.5 Provide maintenance and upkeep of the City's streets and drainage systems.
- 2.6 Maintain the City's storm drains and open ditches.
- 2.7 Maintain the City's vehicles, equipment and other assets utilized by Optech staff in a manner consistent with current practice. It is understood the City will be responsible for the cost of all maintenance and repair parts.
- 2.8 Pickup of routine solid waste (non-household refuse). City will be responsible for the associated landfill costs.
- 2.9 Maintenance of City Parks and Baseball fields.
- 2.10 Provide dead animal pickup as needed within the City.
- 2.11 Provide traffic sign repair and maintenance within the City. City will be responsible for the cost of all signs required.
- 2.12 Provide a computerized maintenance management system for the City. This shall include the reasonable and necessary software and training of the staff. The cost of this is included in Optech's price proposal.

This system will document all maintenance activities and completed work orders for the Project. City representatives shall have the right to inspect these records during normal business hours.

- 2.13 Perform work planning and scheduling for the staff utilizing the maintenance management system and document the completion of those work tasks and work orders. These reports shall be provided to the City Manager monthly.
- 2.14 Perform other Public Works services, including construction of major expansions of the system if directed by the City. Such services must be authorized by the City prior to work being performed and the cost of those services will also be negotiated between the City and Optech prior to any work being performed.
- 2.15 Current purchasing policies and procedures of the City of Holly Springs will remain in place. In addition, Optech shall update the City monthly on the cost-to-date of repair parts versus the City's annual budget amount for "Utility System Maintenance and Repair" for the Public Works Department.
- 2.16 If there is an emergency requiring Optech to purchase a repair part and incur an expense on behalf of the City which exceeds \$ 500, Optech will be responsible to document and immediately notify the City's representative of the occurrence. Any repair parts purchased on behalf of the City under an emergency condition will be reimbursed to Optech upon presentation of a proper receipt or copy of an invoice with appropriate justification of the purchase.
- 2.17 During any public works or utilities rehabilitation project, Optech shall use its best efforts to comply with all State and Federal Permit requirements.
- 2.18 Perform other professional management services that are incidental to the Scope of Services as directed by the City. Such service must be preauthorized by the City and additional compensation will be mutually negotiated between the parties.
- 2.19 Provide capital planning and assistance to the City, if desired, for Public Works. Recommendations shall be submitted annually to the City during the term of this Agreement.
- 2.20 If there is an annexation by the City or a significant change in the scope of work which necessitates a change in the staffing requirements, then the Operator will develop the budget for this added work which will include the staff, vehicles and equipment needed and then will negotiate in good faith with the City to adjust the cost of services accordingly.

ARTICLE 3. SCOPE OF SERVICE: CITY

Under terms of this Agreement the City shall have responsibility for the following:

- 3.1 Maintain all existing Project easements, warranties and licenses that have been granted to the City. Secure new easements and rights-of-way as required to enable Optech to perform the Scope of Work under the contract.
- 3.2 Pay all franchise, property or other normal taxes associated with the Project.
- 3.3 Provide for Optech's use any equipment presently in use at the City's current Public Works Department. The City shall continue to provide fuel and maintenance repairs of all equipment, vehicles and assets owned by the City and operated by Optech's staff under performance of this contract.
- 3.4 Future replacement responsibilities for any vehicles and equipment may be assumed by Optech, if requested by the City. Such assignment of responsibility for vehicle and equipment replacement will require the City and Optech to negotiate a fair adjustment to the contract price for services under this Agreement.
- 3.5 Provide auto tags for any vehicles and equipment owned by the City, but operated by Optech staff.
- 3.6 Continue to pay for all utilities, Landfill disposal fees, chemicals, limestone, asphalt, gravel, cement, water meters and all repair parts required for proper operation of the Public Works Department, consistent with current practice and also within current City budgeting practices. Specific line items for work to be performed by Optech in performance of this contract are presented in Appendix D of this contract.
- 3.6 Continue to provide and pay for all required Capital Expenditures relating to the Public Works Department operations of the City.

ARTICLE 4. COST OF WORK

- 4.1 City shall pay to Optech as compensation for services performed under this Agreement a base fee of \$ 418,176 for the base term. The base term shall run from January 1, 2020 to December 31, 2020.

Subsequent annual fees for the four-year term of this Agreement will be:

<u>Term Year</u>	<u>Effective Date</u>	<u>Contract Fee</u>
Year Two	January 1, 2021	\$ 426,540
Year Three	January 1, 2022	\$ 435,070
Year Four	January 1, 2023	\$ 443,772

- 4.2 Subsequent year's fees shall be limited to an annual increase for adjustment of 2.0% per year for cost of living increases, unless there is a change in scope resulting in an increase in manpower. The Scope of Work and/or resulting cost of work may reflect an increase in manpower staffing or added vehicle and equipment needs required, with mutual agreement of both parties.
- 4.3 In the event that a change in the scope of services occurs or if there is an increase in the labor force required by Optech, the City and Optech will negotiate a commensurate adjustment in the annual base fee.

ARTICLE 5. PAYMENT OF COMPENSATION

- 5.1 One-twelfth (1/12) of the base fee for the current year shall be due and payable on the last day of the month for each month that services are provided and will be paid by the City on the next appropriate docket.
- 5.2 All other compensation, including any pass-thru expenses, billed by Optech is due upon receipt of the invoice and is payable on the appropriate docket.

ARTICLE 6. CHANGE IN THE WORK

- 6.1 The City may make changes in the work, provided the changes are reasonably within the scope of this Agreement, and Optech shall expeditiously perform the changes as directed.
- 6.2 Public Works expansions which result in a recognized need and City approved increase in staffing constitute a change in the work. A commensurate adjustment in the contract will be negotiated in good faith between the City and Optech.
- 6.3 If the City experiences a natural disaster; flooding, torrential rains, windstorms, tornadoes, snow or ice storms, etc., and Optech then experiences a significant expense relating to overtime for the assistance in the cleanup and restoration of the City's Public Works infrastructure, then Optech shall be reimbursed for the added cost of the overtime and any added equipment costs associated with the disaster cleanup. Optech will also assist the City in seeking reimbursement from the appropriate State and Federal agencies.

ARTICLE 7. ACCOUNTING RECORDS

- 7.1 Optech shall keep full and detailed records and books of account as of the effective date of this Agreement recording the direct costs associated with the Project, under the provisions of this Agreement.
- 7.2 The City shall also be afforded reasonable access to Optech's other records, and books related to the Project performance.

- 7.3 Optech shall preserve financial documents and other records to which City has access rights without additional compensation for a period of 3 years, or longer period required by law, after final payment.

ARTICLE 8 . INDEMNITY, LIABILITY AND INSURANCE

- 8.1 Optech shall hold City harmless from any liability or damages including compensatory and punitive damages, which may arise from Optech's negligence, carelessness of Optech's staff or Optech's failure to perform responsibly under the terms of this Agreement.
- 8.2 City shall be responsible for negligence of its staff and officers.
- 8.3 Optech's liability to City under this Agreement excludes all indirect, consequential or compensatory and punitive damages arising from the normal operation, maintenance and management of the Project other than the compensatory and punitive damages arising directly from Optech's negligence or Optech's failure to perform responsibly under the terms of this Agreement.
- 8.4 Optech shall obtain insurance coverage of a type and in the amounts described in Appendix C. Nothing herein shall be construed as any waiver of immunity available to the City by Georgia or Federal law.
- 8.5 Optech is responsible to the City for fines incurred and levied by any governmental regulatory agency as a result of negligent operations, carelessness and a failure to perform responsibly under the terms of this Agreement by Optech staff.

ARTICLE 9. TERM AND TERMINATION

- 9.1 The initial term of this Agreement shall commence on January 1, 2016 and extend until December 31, 2019. Thereafter, this Agreement may be renewed and renegotiated for four additional terms of four (4) years, if desired by the City. Subsequent extensions of this contract beyond that period may be negotiated between the City and Optech, if so desired by the City.
- 9.2 Either party may terminate this Agreement for a material breach of the Agreement by the other party after giving written notice of breach and allowing the other party thirty (30) days to correct the breach. If the offending party fails to correct the breach then the Agreement may be terminated within thirty (30) days. Further, three material breaches in any one calendar year shall be sufficient grounds for termination of this Agreement.
- 9.3 Upon notice of termination by City, Optech shall assist City in an orderly transition of the staff and a resumption of operation of the Project by the City

ARTICLE 10. LABOR DISPUTES; FORCE MAJEURE

- 10.1 In the event activities by City's employee groups or unions cause a disruption in Optech's ability to perform at the Project, City or Optech may seek appropriate injunctive court orders. Optech will continue to operate the Project on a best-efforts basis until any such disruptions cease.
- 10.2 Neither party shall be liable for its failure to perform its obligations under this Agreement if performance is made impractical, impossible or abnormally costly due to any unforeseen occurrence beyond its reasonable control. The party invoking Force Majeure shall notify the other party within ten (10) working days after its occurrence.
- 10.3 If, during the term of this Agreement, a Collective Bargaining Unit is formed by the employees, Optech will abide with current labor laws in negotiating with the Union for continuation of services under this Agreement. The City will be asked to designate a representative to participate in the negotiations and review any proposed labor agreements prior to their acceptance by Optech. If there is a price increase as a result of a labor agreement, then the City and Optech will negotiate in good faith an appropriate price change which is fair to both parties.

The City warrants this agreement has been approved by the Mayor and Council in an open meeting and that the Mayor has been authorized to sign on its behalf. Optech warrants that it is a valid corporation created under the laws of the State of Georgia, that it is an active corporation and that its President has the power and authority to execute this agreement. Therefore, both parties indicate their approval of this Agreement by their respective officers' signatures below:

Both parties indicate their approval of this Agreement by their signatures below:

Authorized Signatures:

City of Holly Springs, Georgia
(City)
by _____
Steven W. Miller,

Title: MAYOR

Date December 16, 2019

Optech Monette, LLC
(Optech)
by Robert W. Monette, P.E.
Robert W. Monette, P.E.

Title: President and CEO

Date: _____

APPENDIX A

DEFINITIONS OF TERMS

1. The "Project" means all equipment, vehicles, grounds and facilities described in Appendix B and where appropriate, the management, operations and maintenance of such by the Contractor on behalf of the City.
2. "Capital Expenditures" means any expenditure for the purchase of new equipment; or facility items or utility system repairs which significantly extend facility life and or expenditures that are planned, non-routine or budgeted by the City.
3. "Labor and benefits" cost is defined as salaries, group insurance, dental insurance, workmen's compensation, retirement and social security for employees.
4. "Administrative" cost is defined as audit and accounting fees, insurance, interest expense, depreciation, state fees, recycling fees, curbside fees, landfill fees, ad valorem tax, purchase of natural gas and electric current for resale to the public, fund transfers and PCB testing.
5. "Direct Costs" is defined as supplies cost for gas, oil, lubrication, advertising, non-specific engineering cost, postage, computers and software, training, telephone service, travel expenses of employees and uniform expense.
6. "Maintenance" means the cost of routine and/or repetitive activities required or recommended by the equipment or facility manufacturer or Optech as required to maximize the service life of equipment, vehicles and any assets of the City.
7. "Repairs" means the cost of those activities required for operational continuity, safety, and performance generally due to failure or to avert a failure of the equipment , vehicles or facilities or a component thereof.
8. "Emergency" is defined as any situation or in which Optech staff must respond quickly to protect the health and well-being of the Public. Its intent is clearly in an effort to protect the interests of the people in the event of a natural disaster, hurricane, tornado or other unusual occurrence.

APPENDIX B

LOCATION OF PROJECT

Optech agrees to provide Public Works and Public Utilities management, operations and maintenance services of the following:

- a. All equipment, vehicles and facilities used to operate the Holly Springs Public Works Department and currently owned by the City.
- b. Operations for the City consisting of the following Departments: Street and Drainage, Parks and Grounds Maintenance and Solid Waste (yard debris and refuse)
- c. Other services as described in Article 2 of this Contract Agreement.

APPENDIX C

INSURANCE COVERAGE

Optech shall maintain:

1. Statutory worker's compensation for all of Optech's employees at the project as required by the State of Georgia.
2. Comprehensive general liability insurance in an amount not less than \$ 3,000,000 combined single limits for bodily injury and/or property damage.
3. Vehicle and equipment liability insurance coverage for the operation of City owned equipment. This insurance coverage will cover personal injury and vehicle repair or replacement for the injured parties and the City, should an Optech staff person operating the vehicle be at fault through negligent operation of the vehicle.

APPENDIX D

PROJECT COSTS

Optech's price includes all costs associated with a "labor services" contract which normally include the following budget categories:

- * Salaries
- * Overtime (does not include disaster cleanup)
- * Federal and State Unemployment
- * Social Security
- * Medical and Dental Insurance
- * Worker's Compensation Insurance
- * General Liability Insurance
- * Uniforms and Boots
- * Computer and Project Software
- * Training Costs (State certification schools as required)
- * Corporate Operations Support

The City of Holly Springs Costs shall include the following:

It is mutually understood the City of Holly Springs will provide and pay for utilities, fuel, landfill costs chemicals, car tags, insurance for City owned assets, asphalt, gravel, limestone and cement required, supplies, capital improvements or rehabilitation of the City's facilities, consistent with current practice. Further, the City will pay for maintenance and system repair parts purchased on behalf of the Public Works Department consistent with current practices of the Department.



COUNCIL AGENDA REPORT

FROM: Prepared by: Karen Norred

CC: City Clerk
Public Information

SUBJECT: Mayor Pro Tem and Standing Committees of the City Council

DATE: November 27, 2018

COUNCIL MEETING DATE: December 2, 2019

RECOMMENDATION

REPORT-IN-BRIEF

The following are the current appointments for Mayor Pro Tem and Standing Committees of the City Council:

Mayor Pro Tem:	Michael R. Zenchuk, II	
Finance & administration:	Chair	Michael R. Zenchuk, II
	Co-Chair	Dee Phillips
Parks and recreation:	Chair	Karen Barnett
	Co-Chair	Kyle Whitaker
Planning and zoning:	Chair	Kyle Whitaker
	Co-Chair	Jeremy Smith
Police:	Chair	Dee Phillips
	Co-Chair	Jeremy Smith
Public works:	Chair	Michael R. Zenchuk, II
	Co-Chair	Karen Barnett

The terms of the members are designated to be one year, unless otherwise noted.

DISCUSSION

Appoint Mayor Pro Tem and Standing Committees of the City Council for 2020.

CONCURRENCES

FISCAL IMPACT

N/A

ALTERNATIVES

ATTACHMENTS

Compensation Agreement

City of Holly Springs & Arthur J. Gallagher Risk Management Services, Inc.

THIS COMPENSATION AGREEMENT is made and entered into and effective the 1st day of January, 2020 ("Effective Date") by and between CITY OF HOLLY SPRINGS, a Georgia Municipality ("Client"), and ARTHUR J. GALLAGHER RISK MANAGEMENT SERVICES, INC., an Illinois corporation ("Gallagher").

I. TERM AND TERMINATION

This Agreement shall commence on the Effective Date for a term of one (1) year and shall automatically renew on the first anniversary of the Effective Date and annually thereafter for additional one- (1) year terms but may be terminated by either party at any time upon thirty (30) days prior written notice.

II. OBLIGATIONS OF GALLAGHER

Gallagher will provide the services set out on Exhibit A attached hereto (collectively, the "Services") to Client: Workers' Compensation. If the Services include the placement of insurance coverages, Gallagher will use its commercial best efforts to secure such insurance coverages on Client's behalf. In the event an insurance company cancels or refuses to place the listed insurance, Gallagher will use its best commercial efforts to obtain the coverage from another insurance company. Gallagher will also provide the following Services: (1) risk identification; (2) loss measurement; (3) gathering and analysis of loss information; (5) setting of risk retention levels; (6) development of retention financing plans; (7) development of insurance specifications; (8) negotiation with insurers regarding coverages, costs and payment options; (9) implementation of retained and transferred risk programs; (10) monitoring of annual program; and (11) insurance audit Services.]

III. OBLIGATIONS OF CLIENT

Client shall remunerate Gallagher \$0 its usual and customary brokerage commission for the Services. In addition to or in lieu of commission, Client shall pay Gallagher an annual fee of \$5,000 for the Services, which such fee may be revised at the time of renewal of this Agreement by the execution of an amendment to this Agreement signed by the parties hereto. Such Service(s) is additional and ancillary, which Gallagher is providing to Client as a licensed counselor. In receiving the fee stated herein, Gallagher will not be receiving any compensation from any other source on or relating to the same transaction. If work is required to be performed in addition to the Services, Client agrees to compensate Gallagher for such additional work at its usual and customary rates.

IV. DISCLOSURES

A. In addition to such fees and commissions provided herein, Gallagher may also receive investment income on fiduciary funds temporarily held by it, such as premiums or return premiums. Other parties, such as excess and surplus lines brokers, wholesalers, reinsurance intermediaries, underwriting managers, captive managers and similar parties, some of which may be owned in whole or in part by Gallagher's corporate parent, may earn and retain usual and customary commissions and fees in the course of providing insurance products to clients. Gallagher may also participate in contingent and supplemental commission arrangements with insurance companies. Contingent commission arrangements provide for additional contingent compensation if underwriting, profitability, volume or retention goals are achieved. Such goals are typically based on the total amount of certain insurance coverages placed by Gallagher with the insurance company, not on an individual policy basis. Supplemental commissions, unlike contingents,

are known at the effective date of the policy, but are typically paid later and apart from when usual and customary commission is paid. Any such fees or commission will not constitute compensation to Gallagher under Section III. above.

- B. Gallagher's fees under this Agreement shall be earned on the Effective Date (and any renewal thereof), and payable on invoicing. Client is responsible for payment of premiums for all insurance placed by Gallagher on its behalf. If any amount is not paid in full when due, including premium payments to insurance companies, that nonpayment will constitute a material breach of this Agreement that will allow Gallagher to immediately terminate this Agreement, at its option, without notice to Client. In addition, and not in lieu of the right to terminate, Gallagher reserves the right to apply return premiums or any other payment up to \$5,000 received by Gallagher on Client's behalf to any amounts owed by Client to Gallagher unless such return premiums or other payments are disputed by Client.
- C. Where applicable, insurance coverage placements which Gallagher makes on Client's behalf, may require the payment of federal excise taxes, surplus lines taxes, stamping or other fees, to the Internal Revenue Service (federal), various state(s) departments of revenue, state regulators, boards or associations. In such cases, Client is responsible for the payment of such taxes and/or fees, which will be identified separately by Gallagher on invoices covering these placements. Under no circumstances will these taxes or other related fees or charges be offset against the amount of Gallagher's brokerage fees or commissions referred to herein.
- D. Gallagher will not be operating in a fiduciary capacity, but only as Client's broker, obtaining a variety of coverage terms and conditions to protect the risks of Client's enterprise. Gallagher will seek to bind those coverages based upon Client's authorization, however, Gallagher can make no warranties in respect to policy limits or coverage considerations of the carrier. Actual coverage is determined by policy language, so read all policies carefully. Contact Gallagher with questions on these or any other issues of concern.

V. LIMITATION OF LIABILITY

Gallagher's liability to Client, arising from any negligent acts or omissions of Gallagher, whether related to the Services provided hereunder or not, shall not exceed \$20 million in the aggregate. Without limiting the foregoing, Gallagher shall only be liable for actual damages incurred by Client, and shall not be liable for any indirect, consequential or punitive damages.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the date first written above.

ARTHUR J. GALLAGHER RISK
MANAGEMENT SERVICES, INC.

CITY OF HOLLY SPRINGS

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____



November 5, 2019

RISK MANAGEMENT AND
EMPLOYEE BENEFIT SERVICES
BOARD OF TRUSTEES

Chairman

W. D. Palmer, III
Councilmember, Camilla

Vice Chairman

Rebecca L. Tydings
City Attorney, Centerville

Secretary-Treasurer

Larry H. Hanson
Executive Director

Trustees:

Boyd Austin
Mayor, Dallas

Linda Blechinger
Mayor, Auburn

Ronald Feldner
City Manager, Garden City

Marcia Hampton
City Manager, Douglasville

Meg Kelsey
City Manager, LaGrange

Evie McNiece
Commissioner, Rome

Sam Norton
Mayor, Dahlonega

David Nunn
City Manager, Madison

James F. Palmer
Mayor, Calhoun

Kenneth L. Usry
Mayor, Thomson

Clemontine Washington
Mayor Pro Tem, Midway

Vince Williams
Mayor, Union City

MEMORANDUM VIA E-MAIL

(knorred@hollyspringsga.us)

TO: Karen Norred
Pension Committee Secretary, City of Holly Springs

FROM: Gwin Hall, Senior Associate General Counsel

**SUBJECT: Action Required; Georgia Municipal Employees Benefit System ("GMEBS");
Restated Defined Benefit Retirement Plan**

The City of Holly Springs previously adopted the Georgia Municipal Employees Benefit System ("GMEBS") Defined Benefit Retirement Plan ("Plan"), which is comprised of the Master Plan document ("Master Plan") and Adoption Agreement. GMEBS recently restated the Plan and received a favorable determination letter from the Internal Revenue Service ("IRS"). An employer providing retirement benefits through the GMEBS Plan has the assurance that GMEBS is maintaining a qualified pension benefit program that allows employees to accrue benefits tax-free until retirement benefits are distributed to them.

To ensure continued tax-favored treatment for GMEBS member plans, the IRS requires that all GMEBS member employers adopt the restated Plan documents. Due to their collective size, we are sending a copy of the Master Plan and Amendment 1 via email only. We have enclosed a Summary of Key Amendments that have been made to the Plan since it was last approved by the IRS in 2010, as well as a draft restated Adoption Agreement reflecting the benefit design currently in place under your plan.

The draft Adoption Agreement will take effect on their date of approval by the City. If the Adoption Agreement is acceptable as drafted, please sign and date the Adoption Agreement where indicated, and return it **no later than December 31, 2019** to:

Ms. Gina Gresham
Legal Assistant
Georgia Municipal Association
P.O. Box 105377
Atlanta, Georgia 30348

We will return the fully executed Adoption Agreement to you for your files. **Please note that per O.C.G.A § 47-5-40, the Adoption Agreement has been drafted in the form of an ordinance and should be adopted and codified according to the requirements of your City's Charter and state law.** The City does not need to adopt the Master Plan.

Please contact Gina Gresham at 678-686-6258 or rgresham@gacities.com with any questions.

Encl.

C: Robert Dyer, City Attorney, City of Holly Springs (w/ encl.)
Michelle Warner, Director, Retirement Field Services and DC Program (w/o encl.)

**SUMMARY OF KEY AMENDMENTS
TO THE RESTATED
GEORGIA MUNICIPAL EMPLOYEES BENEFIT SYSTEM
DEFINED BENEFIT RETIREMENT PLAN**

I. GENERAL OVERVIEW

On March 30, 2018, the IRS issued a favorable advisory letter for the restated Georgia Municipal Employees Benefit System Volume Submitter Defined Benefit Retirement Plan ("DB Plan" or "Plan"). The DB Plan, as approved, incorporates required federal law updates, as well as administrative updates adopted by the Board of Trustees of GMEBS over the last several years. The IRS requires that each Adopting Employer sign an updated DB Plan Adoption Agreement (and Addendum, if applicable).

II. SUMMARY OF KEY CHANGES TO THE MASTER PLAN DOCUMENT

Because all federal law and substantive amendments to the DB Plan were previously adopted by the Board of Trustees, participating employers have already been apprised of the amendments. However, the following information is a reminder of certain key provisions that were added to the Plan or significantly amended since the Plan was last restated in 2010.

- ❖ **Final Average Earnings and Federal Law Compensation Limits** - Final Average Earnings is defined as a set number of consecutive months of service credit (not to exceed 60 months) in which the participant's earnings were the highest. To comply with federal law, monthly earnings in excess of 1/12 of the federal annual compensation for the year in which the monthly salary was earned will not be used to compute a participant's Final Average Earnings. The monthly limit for salary earned (including payouts for unused leave, if applicable) for 2018 is \$22,916.66. Unless the Plan says otherwise, Final Average Earnings excludes severance pay.
- ❖ **Mandatory Participation; Opt Out Through Written Agreement with Employer** - Unless an employer's Adoption Agreement says participation in the Plan is optional for one or more classes of eligible employees, all eligible employees must participate in the Plan. However, if, within 120 days of becoming employed or taking office, an eligible employee (or elected official, if elected officials are permitted to participate in an employer's Plan) enters into a written agreement or employment contract agreeing not to participate in the DB Plan, the employee will be ineligible to participate in the Plan. The employer must notify GMEBS if an otherwise eligible employee has entered into such an agreement. The employee may not become a participant in the employer's Plan in the future unless the employer amends its Adoption Agreement to specifically require participation by the employee.
- ❖ **Immediate Participation for all Eligible Employees** - Effective January 1, 2015, eligible employees become participants in the Plan on the date on which they become employed. If a plan is contributory, employee contributions must begin when an eligible employee begins work. A participant must still be

SUMMARY OF KEY AMENDMENTS

employed with an employer for a minimum of one (1) year in order for his or her service to count for portability or actuarial reserve death benefit purposes.

- ❖ **Repayment of Withdrawn Employee Contributions; Interest and Timing** - If a participant who has terminated employment and withdrawn employee contributions returns to service with the employer, he or she may repay the employee contributions to restore forfeited service credit. The withdrawn funds must be repaid no later than six (6) months following reemployment, in a lump sum with interest, compounded annually from the date of withdrawal to the date of repayment.
- ❖ **No Employee Contributions While Receiving In-Service Distribution** - Participants in plans that require employee contributions and allow in-service distribution of benefits will not be required or allowed to make contributions under the plan while receiving an in-service distribution.
- ❖ **In-Service Distribution** - As a general rule, employees or elected officials may not draw retirement benefits while employed. If a plan allows in-service distribution, a participant must be at least age 62 to receive retirement benefits while employed. If a plan allows in-service distribution and has an alternative normal retirement provision with a minimum age of at least 50 specifically for public safety employees, public safety employees who are eligible for the alternative normal retirement may receive an in-service distribution even if they are younger than age 62. “In-service distribution” means a distribution of normal or alternative normal retirement benefits without a bona fide separation from service. A “bona fide separation from service” is a separation from service of at least six months with no expectation of returning to service. (For a few plans with grandfathered in-service distribution provisions, other minimum age limits may apply.)
- ❖ **Auto A Terminated Vested Death Benefits as Default** - The Auto A terminated vested death benefit applies to all vested participants who terminate employment on or after October 1, 2016, and who were not already covered by a terminated vested death benefit under the employer’s GMEBS retirement plan.
- ❖ **Default Death Beneficiaries** - Effective July 1, 2015, if a participant who is eligible for pre-retirement death benefits dies before retirement and does not have a designated pre-retirement beneficiary, his or her surviving spouse, if any, will be considered the pre-retirement beneficiary. If there is no surviving spouse, the participant’s pre-retirement death benefits will be paid in a lump sum to the participant’s estate. With the exception of the payment of the actuarial reserve in-service death benefit to the estate (which already provided for payment of death benefits to the participant’s estate in the absence of a designated pre-retirement beneficiary or surviving spouse), the amount of the pre-retirement death benefit payment to a participant’s estate will be 50% of the actuarial equivalent of the participant's vested accrued benefit.
- ❖ **Application for Disability Benefits** – The rules for retroactive disability benefits depend on when the participant terminated employment due to disability. **For a**

SUMMARY OF KEY AMENDMENTS

participant who terminates due to disability on or after April 1, 2015, to receive both retroactive and prospective GMEBS disability benefits, the participant must apply for disability benefits with the Social Security Administration (“SSA”), or with the Pension Committee, as applicable, within one year of termination. Within six months of receipt of the SSA award letter, the participant must submit a GMEBS retirement application and the SSA disability award letter (or Pension Committee determination of disability, if applicable) to the Pension Committee Secretary. Participants who do not meet these timing requirements but are otherwise eligible for disability benefits under the Plan can receive prospective benefits following submission of a retirement application and SSA disability award letter to GMEBS.

For a participant who terminated due to disability on or after July 1, 2011, but before April 1, 2015, to receive both retroactive and prospective disability benefits, the participant must have both submitted a GMEBS retirement application to the Pension Committee Secretary and applied for disability benefits with the SSA (or with the Pension Committee, as applicable) within one year of termination, and submitted the SSA disability award letter (or Pension Committee determination of disability, if applicable) to GMEBS within six months of receiving it. Participants who failed to meet these timing requirements but were otherwise eligible for disability benefits under the Plan could receive prospective benefits after submitting a GMEBS retirement application and SSA disability award letter to GMEBS.

- ❖ **Employer Indemnification of GMEBS; GMEBS Reliance on Information Provided by Employer and Participant; Payment of Benefits Conditioned on Receipt of Information** - By participating in the Plan, employers agree to indemnify and hold GMEBS harmless for any failure to pay benefits, any delay in paying benefits, or any other errors in processing benefits due to the employer’s failure to perform its obligations under the Plan or provide accurate data to GMEBS. The Plan states that GMEBS is entitled to rely on information provided to it by employers, participants and beneficiaries. Payment of benefits under the Plan is conditioned on each payee providing GMEBS accurate information.
- ❖ **Correction of Overpayments to Deceased Individual** - If a participant or beneficiary dies and GMEBS makes excess payments due to not knowing the payee has died, GMEBS will make reasonable efforts (not including litigation or collections processes) to recover the overpayment for a period of 60 days. If, after 60 days following notice of the participant’s or beneficiary’s death, GMEBS has not been able to recover the overpayment, the loss associated with overpayment will be charged against employer’s trust fund. The employer will be required to make a separate payment to the trust fund to make up for the loss. The employer may continue to try to recover the overpayment.
- ❖ **Correction of Underpayments to Deceased Individual** - With respect to underpayments corrected on or after January 1, 2017, if the corrective payment is owed to a deceased party, the corrective payment will be paid to the deceased party’s surviving spouse. If there is no surviving spouse, the benefit will be paid to the deceased party’s estate.

City of Holly Springs
Workers' Compensation Comparison
January 1, 2020 to January 1, 2021

		GMA - Expiring (1/1/19 - 1/1/20)	GMA - Renewal (1/1/20 - 1/1/21)	% Change
Classification	Rate	Payroll	Payroll	
7520 - Water Utility	\$7.27	\$180,715	\$124,075	-31.34%
7720 - Police Officers & Drivers	\$5.66	\$1,818,589	\$2,104,071	15.70%
8742 - City Administrator	\$0.54	\$165,773	\$205,120	23.74%
8810 - Clerical Office Employees NOC	\$0.32	\$451,018	\$653,275	44.84%
9402 - Street Cleaning & Drivers	\$12.81	\$37,751	\$55,702	47.55%
9410 - Municipal, Township, County NOC	\$2.22	\$220,813	\$164,266	-25.61%
TOTAL		\$2,874,659	\$3,306,509	15.02%

Rating			
Misc. Mod	0.70	0.70	0.00%
Experience Mod	1.1	1.15	4.55%
Deductible Discount	0.92	0.92	0.00%
Deductible	\$2,500	\$2,500	-

Cost Summary			% Change
Manual Premium	\$128,146	\$142,090	10.88%
Premium	\$90,779	\$105,232	15.92%
AJG WC Fee	\$5,000	\$5,000	0.00%
Total Cost	\$95,779	\$110,232	15.09%

Notes:

Rates are the same for both policy periods



COUNCIL AGENDA REPORT

FROM: Nancy Moon

CC: City Clerk
Public Information

SUBJECT: **A-09-2019**, applicant requests annexation of 1.00 +/- acre located on Palm Street around the intersection of Palm Street and Palm Lake Drive, Cherokee County, GA, tax parcel 074A of tax plat 15N15

MA-10-2019, applicant requests rezoning of 1.00 +/- acre located on Palm Street around the intersection of Palm Street and Palm Lake Drive, Cherokee County, GA, tax parcel 074A of tax plat 15N15, R-40, Single Family Residential Estate (County) to GV, Governmental (City)

DATE: November 26, 2019

COUNCIL MEETING DATE: December 2, 2019

Applicant, City of Holly Springs, has requested annexation of approximately 1.0+/- acres located off of Palm Street, tax parcel 074A of tax plat 15N15. The property is located between Palm Street and the railroad. The City recently purchased this property for the purpose of completing a drainage project along Palm Street. The property will become City right-of-way. Until this project is completed, the City is requesting that this property be rezoned to GV, Governmental.

Planning Commission

Planning Commission conducted a public hearing on November 14, 2019. One resident in the area was concerned how the stormwater would be directed and if it would impact his property. No other comments were made. Planning Commission voted (3-0) to **APPROVE** the **Annexation** and **Rezoning** requests.

Cherokee County Comments

Cherokee County met on November 19th and had no concerns or objections (see attached letter).

Staff Recommendation

Annexation

Staff recommends **APPROVAL** to annex the 1.0+/- acres.

Rezoning

Staff recommends **APPROVAL** to rezone 1.0 acres+/- acres to **GV, Governmental**

CONCURRENCES

Planning Commission

FISCAL IMPACT

N/A

ALTERNATIVES

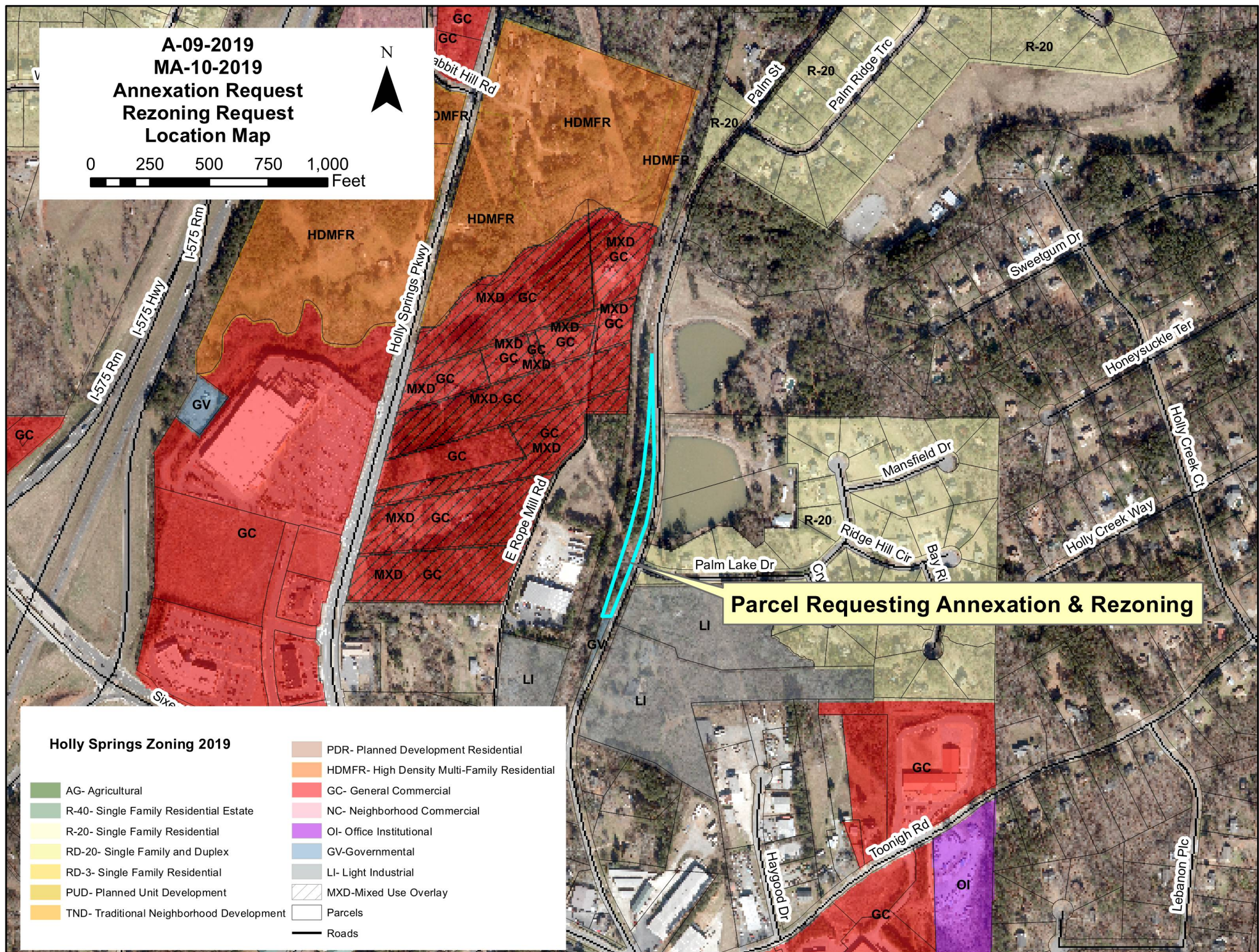
Denial

ATTACHMENTS

Application

**A-09-2019
MA-10-2019
Annexation Request
Rezoning Request
Location Map**

0 250 500 750 1,000 Feet



A-09-2019



City of Holly Springs, Georgia

Petition for Annexation

100% Method

Please complete one petition per parcel; duplicate this form as needed. Please print or type.

APPLICANT INFORMATION

Date: 10-24-19

Applicant's Name: City of Holly Springs / Robert H. Logan

Corporation Name: City of Holly Springs

Mailing Address: PO Box 990 Holly Springs, GA 30142

Phone: 770-345-5536

Email: r.logan@hollyspringga.us

PROPERTY OWNER INFORMATION

Property Owner(s): Same as applicant

Mailing Address: _____

Phone: _____

Email: _____

PROPERTY INFORMATION

Tax Map #: 15N15 Parcel #: 074A

Land Lot(s)/District: 592

Physical Address: Palm Street

Property Location Description: A vacant tract located along Palm Street
Around the intersection of Palm Street and Palm Lake Drive

Current Zoning: R-40 Single Family Res. Estate Cherokee County

(Attach additional sheets, if necessary)

Has an application for rezoning, special use, or variance been applied for in the County within the past five (5) years? No If "yes," please provide complete explanation and details in the space below:

(attach additional sheets, if necessary)

Describe the proposed development for the property in question should the annexation be approved, including the appropriate City zoning classification desired. (NOTE: Any annexation request requiring a rezoning in the City will need to be made on the appropriate rezoning request forms for the City of Holly Springs. This annexation petition does not complete the requirements for making a rezoning request).

Stormwater infrastructure project

(attach additional sheets, if necessary)

SUBMITTAL CHECKLIST

The following exhibits must be attached to this Annexation Petition:

- ☒ A copy of the most recent warranty deed or equivalent conveyance of ownership for the property to be annexed;
- ☒ A copy of the Cherokee County Tax Plat, illustrating the property to be annexed;
- ☒ Complete the Applicant & Property Owner(s) Signature Sections, following page;
- ☒ Any additional information requested by City Officials.

APPLICANT & PROPERTY OWNERS SIGNATURE SECTION

Robert H Logan
Applicant Name (Please Print)

City of Holly Springs
Corporation Name (Please Print)

City Manager
Title (Please Print)

Robert H Logan
Applicant Signature

10-24-2019
Date

ALL PROPERTY OWNERS (GRANTEES) MUST SIGN BELOW AS INCLUDED ON THE ATTACHED DEED OR CONVEYANCE.

City of Holly Springs / Robert H. Logan
Property Owner Name (Please Print)

Robert H Logan
Property Owner Signature

10-24-2019
Date

Property Owner Name (Please Print)

Property Owner Signature

Date

Property Owner Name (Please Print)

Property Owner Signature

Date

Tracey Puckett Chambers
Notary (form must be notarized)



Received by: Nancy Moon
City of Holly Springs, Georgia

Date: 10/25/2019



City of Holly Springs

SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS (SAVE)

Affidavit of Compliance with O.C.G.A. 50-36-1 "Verification of Lawful Presence within the United States."

O.C.G.A. 50-36-1 requires that applicants applying for such things as licenses for public benefits complete a signed and sworn affidavit verifying the applicant's lawful presence in the United States. Therefore, the applicant must answer the following questions:

The applicant is a U. S. citizen or legal permanent resident at least eighteen (18) years old.
☒ YES ☐ NO or IF NOT:

The applicant is a qualified alien or nonimmigrant under the federal Immigration and Nationality Act, Title 8 U.S.C., as amended, at least eighteen (18) years old, and is lawfully present in the United States. *A photo static copy of the applicant's alien card issued by the Department of Homeland Security or other federal immigration agency must be included with this document.**

O.C.G.A. 50-36-1 states that "Any person who knowingly and willfully makes a false, fictitious, or fraudulent statement of representation in an affidavit executed pursuant to this Code section shall be guilty of a violation of Code Section 16-10-20."

I declare, under penalty of law, that this affidavit has been completed by me and is true and correct.

Signature

Robert H Logan

Date

10-24-2019

Title

City Manager

Legal Company Name

City of Holly Springs

Company Address

P.O. Box 990, Holly Springs, GA 30142

(Must be signed by applicant. If the applicant is a corporation, must be signed by an officer of the corporation. A STAMPED SIGNATURE IS NOT ACCEPTABLE.)

I hereby certify that *Robert H. Logan* is personally known, or verified by me, that the applicant signed this application after stating to me his or her personal knowledge and understanding of all statements and, under oath actually administered by me, has sworn that the statements and answers contained in this affidavit are true.

SUBSCRIBED AND SWORN BEFORE ME ON THIS

24 DAY OF *October*, 201*9*

Jacey Puckett Chambers
Notary Public



*All applicants must attach a copy of a secure and verifiable document as defined in O.C.G.A. 50-36-2.



MAP AMENDMENT (REZONING) AND CONDITIONAL USE PERMIT APPLICATION

Adopted by Mayor and Council on February 23, 2006

For Application Procedures, See p. 8



APPLICATION MA- 10-2019

APPLICATION CUP- _____

HEARING DATE 11-14-2019

DATE OF APPLICATION 10-24-2019

APPLICANT City of Holly Springs

OWNER _____
(If other than applicant)

ADDRESS 3237 Holly Springs Parkway

ADDRESS _____

ZIP CODE 30115 PHONE 770-345-5536

ZIP CODE _____ PHONE _____

EMAIL rlogan@hollyspringsga.us

SIGNATURE Robert H Logan

SIGNATURE _____

APPLICANT OR REPRESENTATIVE MUST ATTEND MEETING OR APPLICATION WILL NOT BE CONSIDERED

PRESENT ZONING DISTRICT(S) R-40

REQUESTED ZONING DISTRICT GV

REQUESTED CONDITIONAL USE(S) None

PROPERTY LOCATION/ADDRESS Palm Street

MAP NUMBER 15 N 15

PARCEL NUMBER(S) 074A

LAND LOT(S) 592

DISTRICT(S) 15 SECTION(S) _____

ACREAGE 1.0000 SEWAGE DISPOSAL TYPE _____ UTILITIES AVAILABLE _____

DESCRIPTION OF PROPOSED DEVELOPMENT AND/OR CONDITIONAL USE REQUEST: _____

Palm Street Drainage Improvement Project

(COMPLETE ON ATTACHED PAPER IF NECESSARY)

The following information must be provided with completed application:

- ___ WARRANTY DEED
- ___ TAX DOCUMENTATION
- ___ SURVEY PLAT BY REGISTERED SURVEYOR
- ___ 10 COPIES OF SITE DEVELOPMENT PLAN BY REGISTERED SURVEYOR
- ___ INDIVIDUAL FOLDED TO 8.5"x11" (SEE p.7 FOR REQUIREMENTS)
- ___ CAMPAIGN CONTRIBUTION DISCLOSURE STATEMENT (ATTACHMENT A)
- ___ FOR CONDITIONAL USE REQUESTS, COMPLIANCE WITH SECTION 5.4
- ___ FOR CONDITIONAL USE REQUESTS, COMPLETE ATTACHMENT B
- ___ FILING FEES\$ _____ RECEIPT# _____ CHECK# _____

(APPLICANT DO NOT WRITE BELOW THIS LINE)

PLANNING COMMISSION RECOMMENDATION:

APPROVED _____ STIPULATIONS _____

DISAPPROVED _____ TABLED _____

CITY COUNCIL DECISION:

APPROVED _____ STIPULATIONS _____

DISAPPROVED _____ TABLED _____

Application Information

Please print or type answers, using additional paper or a separate sheet of paper, if necessary.

(1) Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property? yes

(2) Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property? No

(3) Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned? No

(4) Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, public safety, or schools? No

(5) Whether the zoning proposal is in conformity with the policy and intent of the adopted Future Development Map (FDM) and Future Land Use Map (FLUM)? Yes

(6) Whether the zoning proposal is in conformity with the policies, objectives, and vision set forth by the Community Agenda (Comprehensive Plan) and other adopted policy documents? Yes

(7) Whether an impact is expected on the environment, including, but not limited to, drainage, soil erosion, and sedimentation, flooding, air quality, and water quality and quantity?

YES - improved water quality & SW management

(8) Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal? _____

No

Per 14.5-7 of the City of Holly Springs Zoning Ordinance, **Applicant Report for Rezoning and Conditional Use Permit Requests**, as relevant and determined by the Zoning Administrator, all applicants must submit the following in addition to any standing requirements for requests for zoning changes*:

1. A plan of the general location of the proposed buildings by reference to a plan or drawing and an indication of the use to be made of each and every building;
2. Architectural, façade and materials to be utilized as compared to the zoning requirements for the current and proposed zoning district;
3. The percentage of development maintained as open space and/or recreation areas and impervious surfaces;
4. If application exceeds 150 residential units and/or exceeds 100,000 square feet of commercial area, the applicant is required to submit a transportation impact study to be designed by an appropriate transportation professional;
5. Preliminary tree protection plan and buffer standards;
6. Preliminary storm water retention plan.

*Per 14.5-8 of the City of Holly Springs Zoning Ordinance, **Application Submittal Requirements Waived**, When determined by the Community Development Director to be unnecessary or irrelevant to the application submitted, the requirements listed in this section may be waived; however, if determined to be of significant importance to the decision process at any time after the application has been accepted, the Community Development Director, Planning Commission, or City Council may request the submission of these items or other information as deemed relevant during the decision making process.

Complete the following section, if applicable.

Residential

NIA

Minimum house size: _____ sq. ft.

Exterior façade: _____

Maximum number of units: _____

Anticipated start date: _____

Anticipated completion date: _____

Commercial

NIA

Number of buildings: _____

Maximum square footage: _____ sq. ft.

Number of stories: _____

Total number of employees: _____

Exterior façade: _____

Anticipated start date: _____

Anticipated completion date: _____

ATTACHMENT A

DISCLOSURE

Please answer the following questions. If the answer to any of the following questions is "yes", you may be required under O.C.G.A. 36-67A, to provide further information.

A.) Are you, or anyone else with a property interest in the property, a member of the City of Holly Springs Planning and Zoning Commission or City of Holly Springs Council?

_____ YES X _____ NO

B.) Does an official of such public bodies have any financial interest in any business entity, which has a property interest in the subject property?

_____ YES X _____ NO

C.) Does a member of the family of such official have an interest in the subject property as described in (A) and (B)?

_____ YES X _____ NO

D.) Within two (2) years immediately preceding this application, have you made campaign contribution (s) or given gifts to public officials aggregating \$250.00 or more?

_____ YES X _____ NO

10-24-19
DATE

Robert H. Logan
APPLICANT NAME PRINTED

Robert H. Logan
APPLICANT SIGNATURE

Tracey Puckett Chambers
NOTARY

Seal:





City of Holly Springs

SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS (SAVE)

Affidavit of Compliance with O.C.G.A. 50-36-1 "Verification of Lawful Presence within the United States."

O.C.G.A. 50-36-1 requires that applicants applying for such things as licenses for public benefits complete a signed and sworn affidavit verifying the applicant's lawful presence in the United States. Therefore, the applicant must answer the following questions:

The applicant is a U. S. citizen or legal permanent resident at least eighteen (18) years old.
☒ YES ☐ NO or IF NOT:

The applicant is a qualified alien or nonimmigrant under the federal Immigration and Nationality Act, Title 8 U.S.C., as amended, at least eighteen (18) years old, and is lawfully present in the United States. *A photo static copy of the applicant's alien card issued by the Department of Homeland Security or other federal immigration agency must be included with this document. **

O.C.G.A. 50-36-1 states that "Any person who knowingly and willfully makes a false, fictitious, or fraudulent statement of representation in an affidavit executed pursuant to this Code section shall be guilty of a violation of Code Section 16-10-20."

I declare, under penalty of law, that this affidavit has been completed by me and is true and correct.

Robert H. Logan
Signature

10/24/2019
Date

City Manager
Title

City of Holly Springs
Legal Company Name

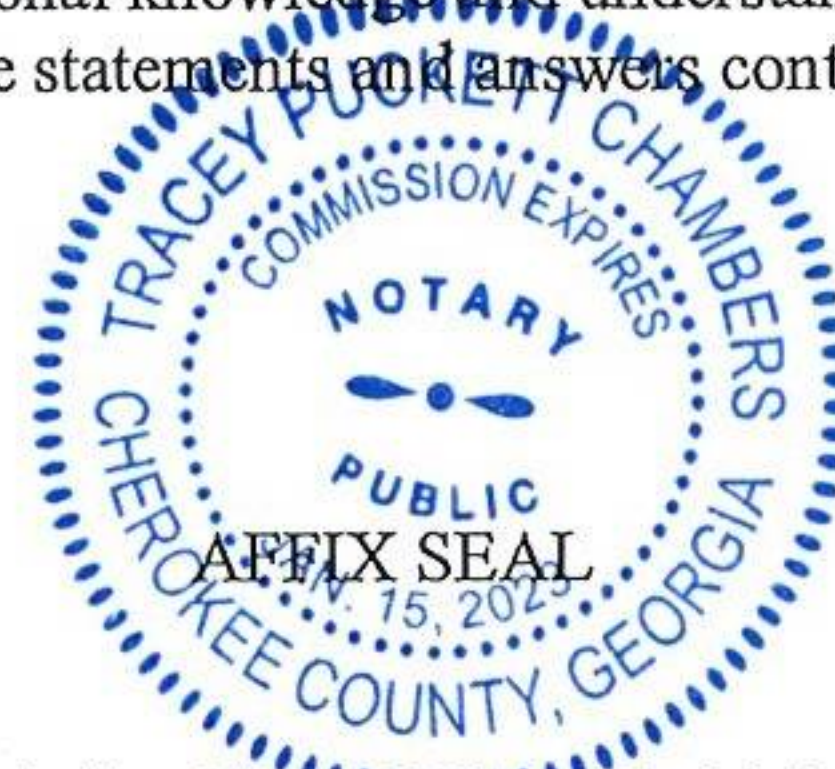
P.O. Box 990, Holly Springs, GA 30142
Company Address

(Must be signed by applicant. If the applicant is a corporation, must be signed by an officer of the corporation. A STAMPED SIGNATURE IS NOT ACCEPTABLE.)

I hereby certify that Robert H. Logan is personally known, or verified by me, that the applicant signed this application after stating to me his or her personal knowledge and understanding of all statements and, under oath actually administered by me, has sworn that the statements and answers contained in this affidavit are true.

SUBSCRIBED AND SWORN BEFORE ME ON THIS
24 DAY OF October, 2019

Tracey Puckett Chambers
Notary Public



*All applicants must attach a copy of a secure and verifiable document as defined in O.C.G.A. 50-36-2.

Dyer & Rusbridge, PC
291 E. Main St.
Canton, GA 30114

DEED BOOK:14396 PG:1978
Filed: 09/23/2019 09:32 AM CFN: 28-2019-033043
Rec: \$24.00 TRANSFER TAX \$0.00

Patty Baker, Clerk of Superior Court Cherokee Cty, GA

CITY OF HOLLY SPRINGS
RIGHT OF WAY DEED
3237 Holly Springs Parkway
Holly Springs, GA. 30115

GEORGIA, CHEROKEE COUNTY
PROJECT NO.: Palm Street Drainage Improvements

THIS CONVEYANCE made and executed the 20 day of September, 20 19.

WITNESSETH that **JUDIE S. MULKEY, VIRGINIA BOBO, KENNETH SMITH, RANDY SMITH, and MODELL PENDERGRASS**, being all the heirs of **NELLIE MAE TEMPLE, deceased**, the undersigned, (hereinafter referred to as 'Grantor'), is the owner of a tract of land in CHEROKEE County through which the Palm Street Drainage Improvements project, has been laid out by the City of Holly Springs being more particularly described in a map and drawing of said road in the office of the City of Holly Springs, 3237 Holly Springs Parkway, Holly springs, Georgia 30115, to which reference is hereby made.

NOW, THEREFORE, in consideration of the benefit to said property by the construction and maintenance of said road, and in consideration of ONE DOLLAR (\$1.00), in hand paid, the receipt whereof is hereby acknowledged, Grantor does hereby grant, sell and convey to the **City of Holly Springs**, and their successors in office so much land as to make a right of way for said road as surveyed, being more particularly described as follows:

All that tract or parcel of land lying and being in Land Lot 592 of the 15th Land District, 2nd Section of Cherokee County, Georgia, and being more particularly described on Exhibit "A" attached hereto and made a part hereto by this reference.

Said right of way is hereby conveyed, consisting of 1.074 acres, more or less, as shown on the plat of the property prepared by the city of Holly Springs, last revised August 14, 2019, said plat attached hereto and made a part of this deed as Exhibit "B".

TO HAVE AND TO HOLD the said conveyed premises in fee simple and any rights Grantor has or may have in and to existing public rights of way are hereby quitclaimed and conveyed unto the City of Holly Springs. Grantor hereby warrants that Grantor has the right to sell and convey said land and bind himself, his heirs, executors and administrators forever to defend by virtue of these presents.

GRANTOR further asserts that there have been no applications for year's support in the estate listed above, all debts of the estate have been paid, and federal estate taxes cannot result in a lien against the property conveyed herein.

IN WITNESSETH WHEREOF, Grantor has hereunto set his hand and seal the day above written.

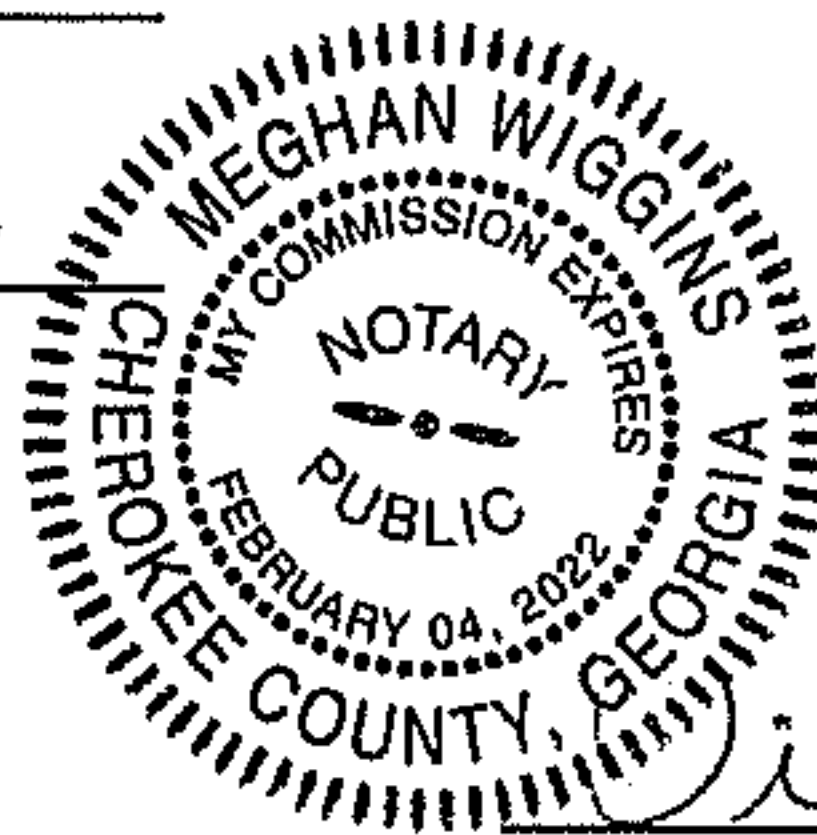
Signed, Sealed and Delivered

this 19 day of September,
20 19, in the presence of:

Kelly Cooney
Witness

Meghan Wiggins
Notary Public

Judie S. Mulkey (L.S.)
JUDIE S. MULKEY



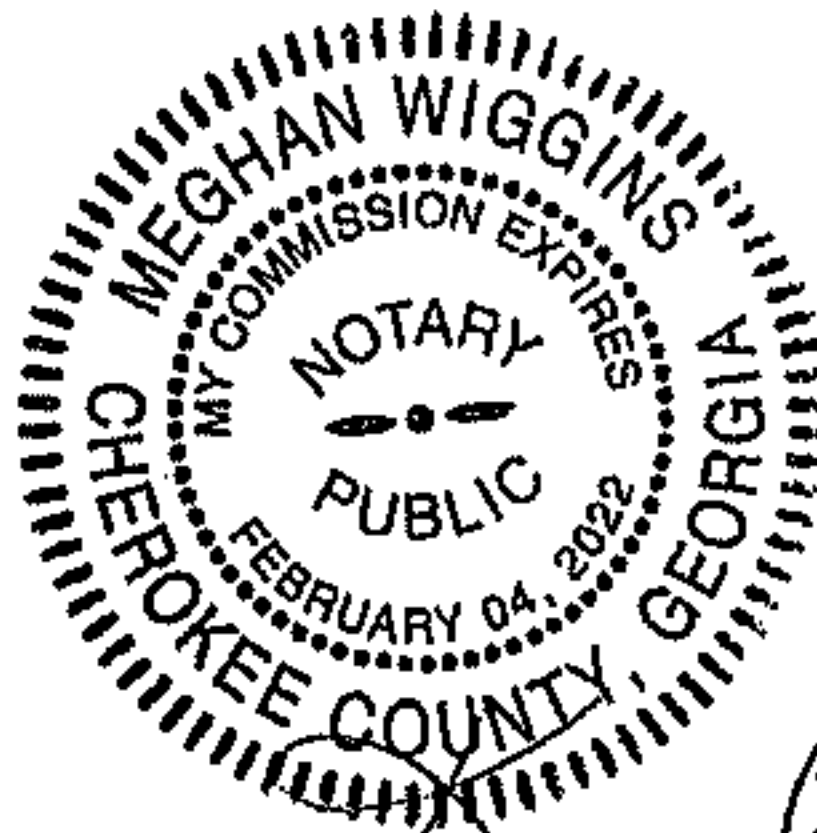
Signed, Sealed and Delivered

this 19 day of September,
20 19, in the presence of:

Kelly Cooney
Witness

Meghan Wiggins
Notary Public

Virginia Bobo (L.S.)
VIRGINIA BOBO



Signed, Sealed and Delivered

this 19 day of September,
20 19, in the presence of:

Kelly Cooney
Witness

Meghan Wiggins
Notary Public

Kenneth Smith (L.S.)
KENNETH SMITH

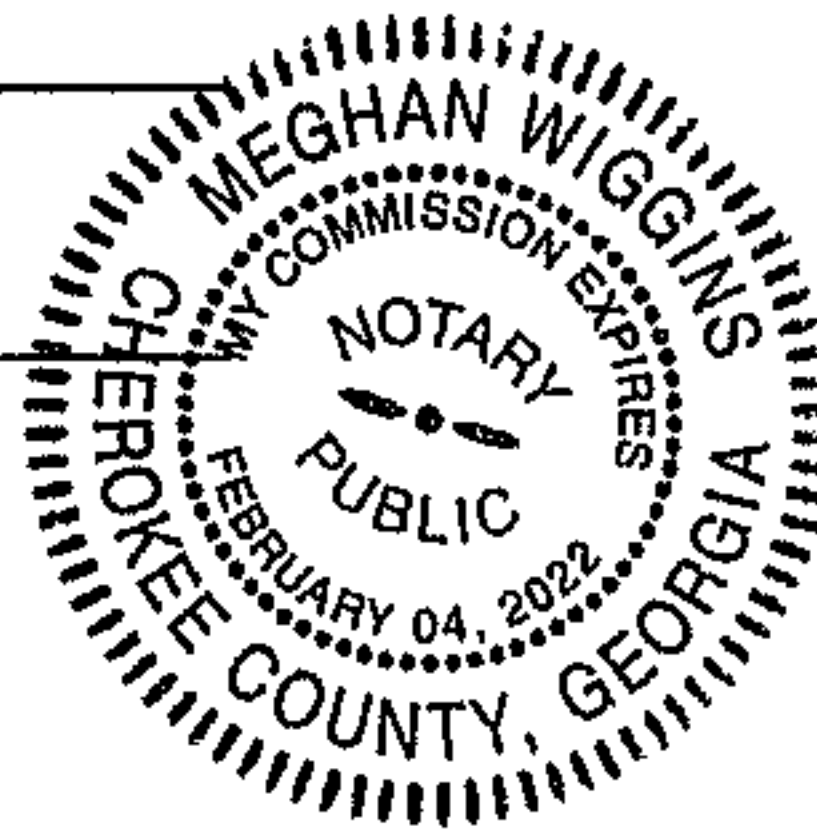


EXHIBIT "A"

PROJECT NO.: PALM STREET DRAINAGE IMPROVEMENTS CHEROKEE COUNTY
PARCEL NO.: 1
REVISION DATE: August 14, 2019

All that tract or parcel of land lying and being in Land Lot 592 of the 15th Land District, 2nd Section of Cherokee County, Georgia, being more particularly described as follows:

Beginning at an iron stake located on the westerly edge of Old Lebanon-Holly Springs Road, said iron stake is located a distance of 350 feet in a northerly direction from the south land lot line of Land Lot No. 592; thence in a northerly direction along the westerly edge of the aforesaid old road to an iron stake located on the North land lot line of Land Lot no. 592; thence west along the original line to an iron pin located on the easterly right of way of the L & N Railroad, thence in a southerly direction along the East edge of said right of way to an iron stake, said iron stake is located a distance of 350 feet North of the South land lot line of Land Lot No. 592, thence East to point of beginning.

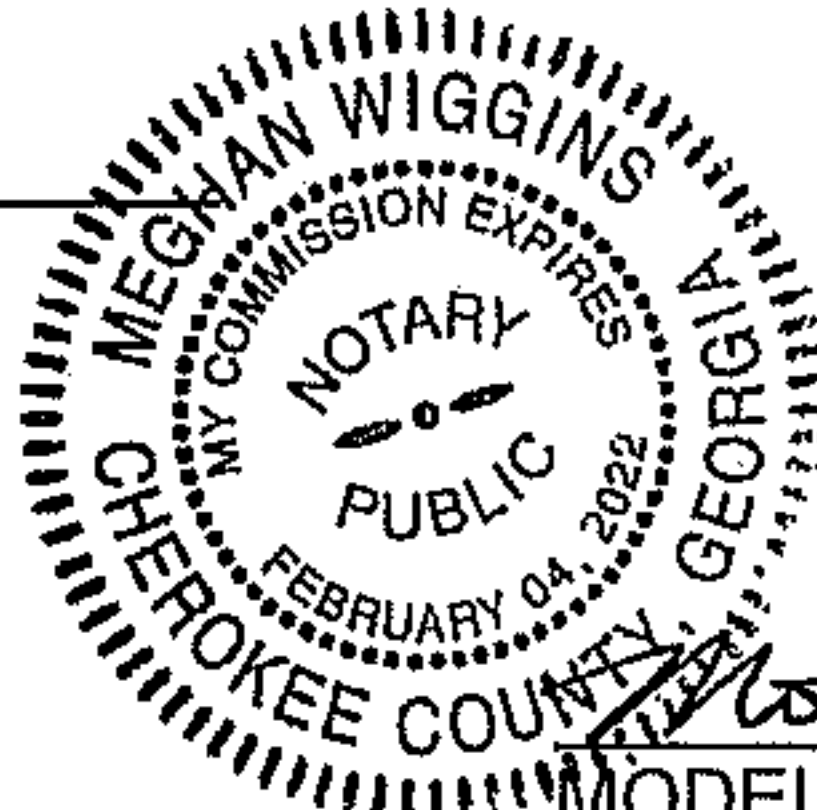
Containing 1.074 acres more or less.

Signed, Sealed and Delivered

this 19 day of September,
20 19, in the presence of:

Kelly Conley
Witness

Meghan Wiggins
Notary Public



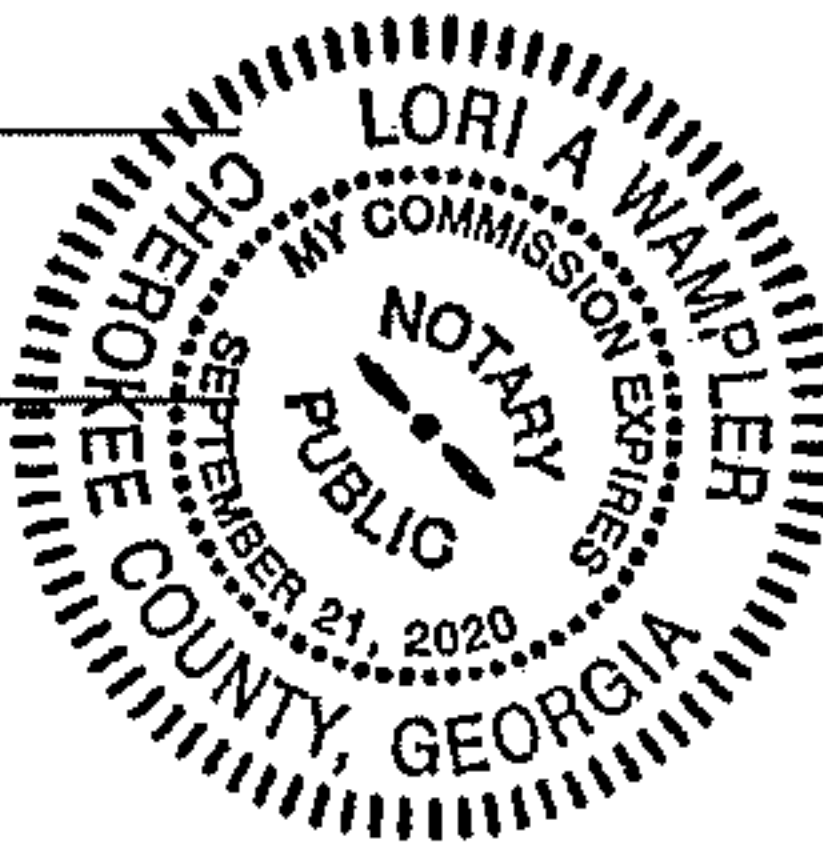
Randy Smith (L.S.)
RANDY SMITH

Signed, Sealed and Delivered

this 18 day of Sept,
20 19, in the presence of:

Jessica Hunt
Witness

Lori A Wampler
Notary Public



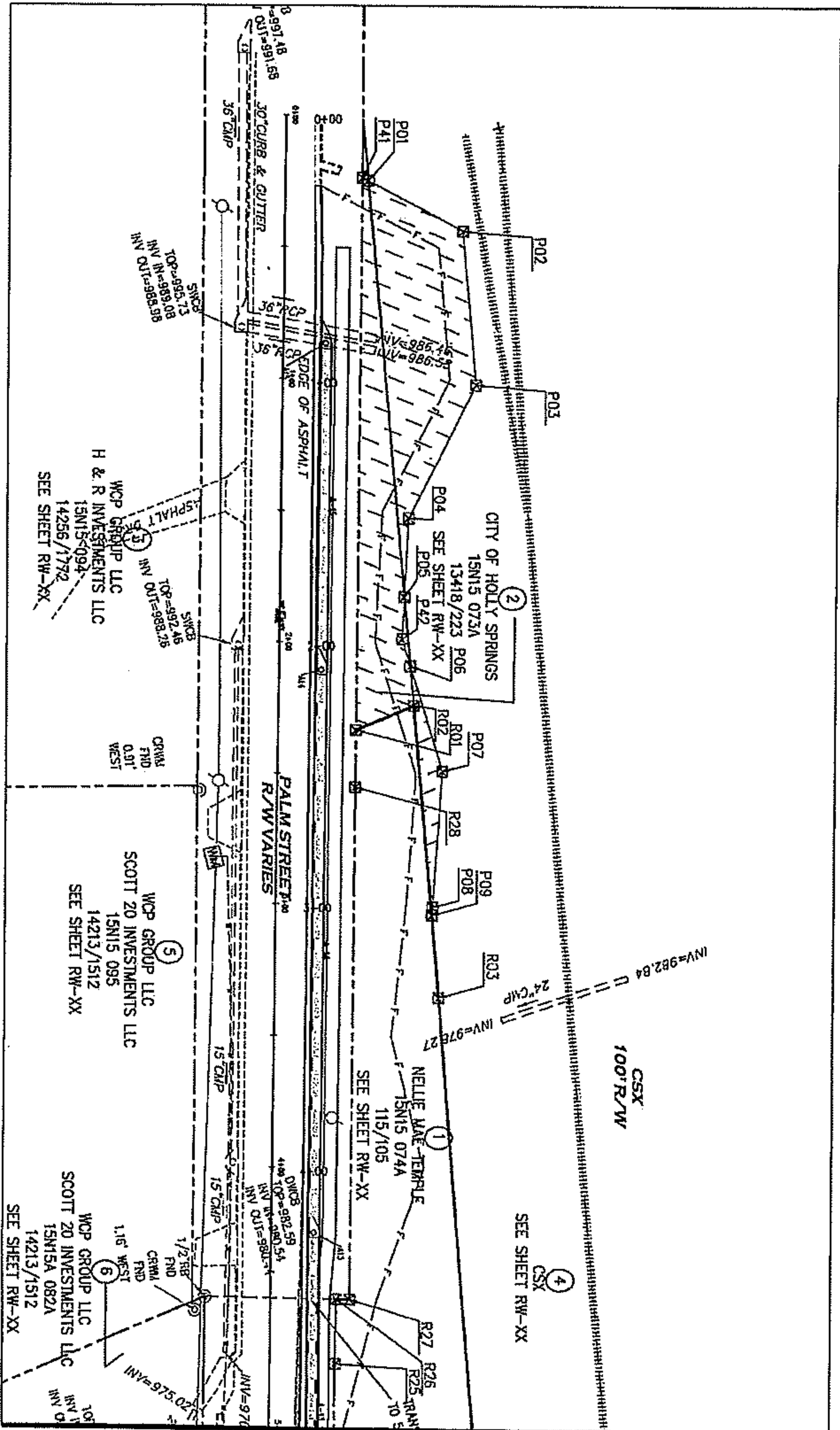
Modell Pendergrass (L.S.)
MODELL PENDERGRASS



Know what's below.
Call before you dig.
Dial 811
Or Call 800-282-7411



COUNT	PROJECT NUMBER	SHEET NO.	TOTAL SHEETS



REPORT NO. 02-01-01
REVISION NO. 01
CONSTRUCTION LINES
DRAINAGE IMPROVEMENT PROJECT
DRAWN BY: RW-02

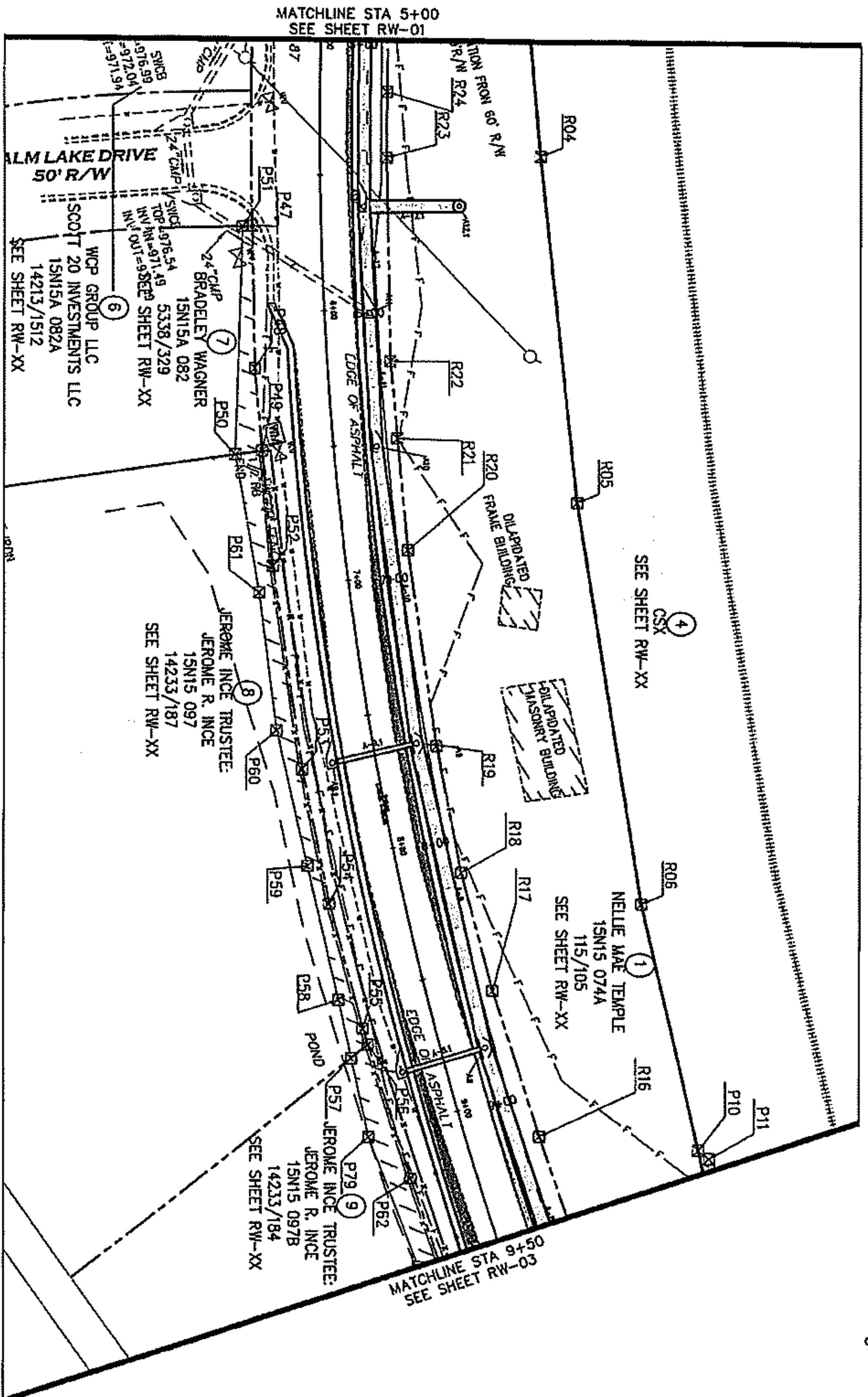


BWK
CONSTRUCTION
& ENGINEERING
P.O. BOX 878
HOLLY SPRINGS, AL 36050
TEL: 205-336-4300
FAX: 205-336-4301



REVISION DATES	BY	DATE
1	02/10/10	02/10/10
2	02/10/10	02/10/10
3	02/10/10	02/10/10
4	02/10/10	02/10/10
5	02/10/10	02/10/10
6	02/10/10	02/10/10
7	02/10/10	02/10/10
8	02/10/10	02/10/10
9	02/10/10	02/10/10
10	02/10/10	02/10/10

CITY OF HOLLY SPRINGS
RIGHT OF WAY PLAN
PALM STREET
DRAINAGE IMPROVEMENT PROJECT
DRAWN BY: RW-02



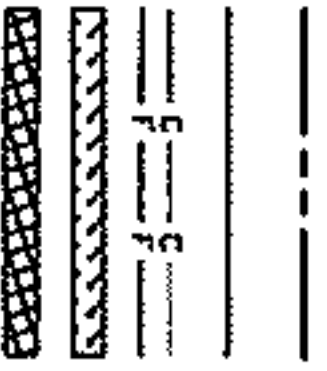
PROFITABILITY AND IZ KYS LINE

RECEIVED A/11 JAN

POSTGRADUATE JESUIT

CAUTION: FOR CONSTRUCTION OF SLOPS

EXCERPT FROM CASE, OF MARY



BW&K
CONSTRUCTION
& ENGINEERING

PO BOX 978
MADISON, IN 47707
PHONE: 765-444-2297
FAX: 765-444-0073



REMISSION DATES	
3/23/78	BO ST
4/24/78	MOH-CF-WAY REWARDS

CITY OF HOLLY SPRINGS

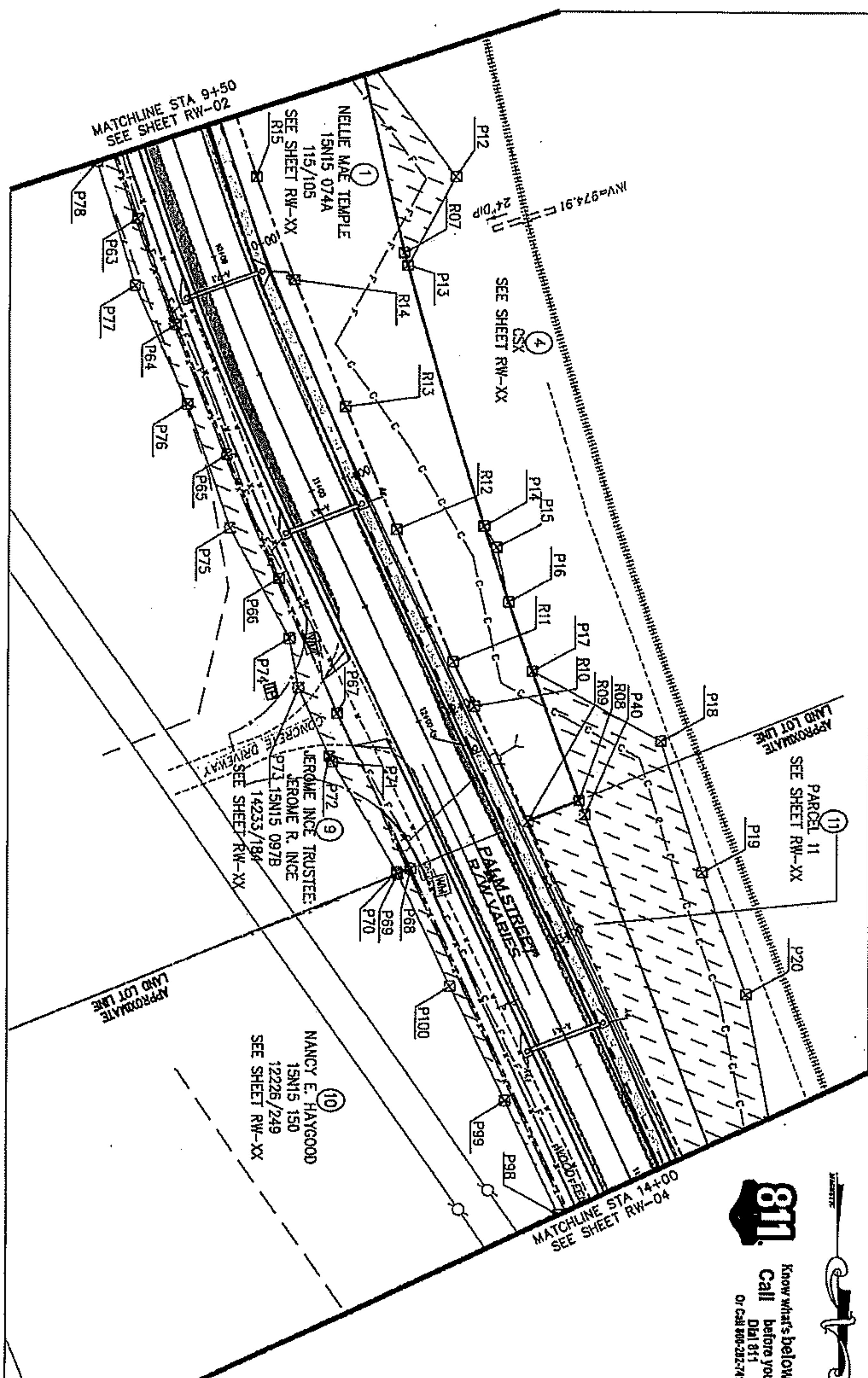
RIGHT OF WAY PLAN

**PALM STREET
DRAINAGE IMPROVEMENT PROJECT**

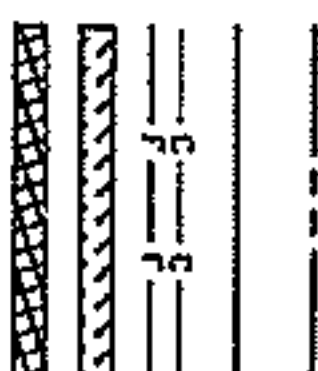
DATAWZC NO.
RW-03

§

**Know what's below.
Call before you dig.
Dial 811
Or Call 800-282-7411**



FORWARDED FOR INFORMATION ON 2/27/74



GRAPHIC SCALE



BVK
CONSTRUCTION
& ENGINEERING

BRADLEY, TOM, CIA 2003?
 861-706-550 706-804-0214
 FAX: 706-824-4617



REVISION DATES	
5/5/78	DD SET
8/11/78	INSTR - SHOT RECORDS

RIGHT OF WAY PLAN

DRAINAGE IMPROVEMENT PROJECT

DRAWING NO.
RW-04

2019 Property Tax Statement

Sonya Little
Cherokee County Tax Commissioner
2780 Marietta Hwy
Canton, GA 30114

Bill No.	Due Date	TOTAL DUE
2019-107069	11/15/2019	143.22

Map: 15N15 074 A
Location: PALM ST

Payment Good Through: 11/15/2019
Printed: 08/16/2019

MAKE CHECK OR MONEY ORDER PAYABLE TO:
Cherokee County Tax Commissioner

If you have sold this property, fax a copy of the settlement statement to 678-493-6423.

If you have an escrow forward tax bill to your mortgage company as soon as possible.

Interest will accrue at the rate prescribed by law starting November 16th and the 16th of each month until paid. The penalty will accrue at the rate prescribed by law.

** Pay online at www.cherokeega.com **
Please note: There is a 3% Merchant Fee charged.
(This fee is not collected by Cherokee County.)



*****AUTO**5-DIGIT 30188 280 227 67363 1 AV 0.383

TEMPLE, NELLIE MAE
P.O. BOX 1308
WOODSTOCK, GA 30188



RETURN THIS PORTION WITH PAYMENT

(Interest will be added monthly if not paid by due date)

Sonya Little
Cherokee County Tax Commissioner
2780 Marietta Hwy
Canton, GA 30114



Phone: (678) 493-6400 Fax: (678) 493-6423

Tax Payer: TEMPLE, NELLIE MAE
Map Code: 15N15 074 A REAL
Description: LL 592 DIST 15
Location: PALM ST
Bill No: 2019-107069
District: 001 CHEROKEE COUNTY AT LARGE 001

Building Value	Land Value	Acres	Fair Market Value	Due Date			Payment Good Through	Exemptions	
0	12,600	1.0000	12,600	11/15/2019			11/15/2019		
Entity		Adjusted FMV	Net Assessment	Exemptions	Taxable Value	Millage Rate	Gross Tax	Credit	Net Tax
COUNTY M&O		12,600.00	5,040.00	0.00	5,040.00	5.216	26.29	0.00	26.29
SCHOOL M&O		12,600.00	5,040.00	0.00	5,040.00	18.450	92.99	0.00	92.99
SCHOOL BOND		12,600.00	5,040.00	0.00	5,040.00	1.000	5.04	0.00	5.04
PARKS BOND		12,600.00	5,040.00	0.00	5,040.00	.480	2.42	0.00	2.42
COUNTY WIDE FIRE DIST		12,600.00	5,040.00	0.00	5,040.00	3.269	16.48	0.00	16.48
TOTALS						28.415	143.22	0.00	143.22



BILL NUMBER BARCODE

If you need to - change your mailing address / are a new resident / person 62 or older and/or disabled you should call the Tax Assessors office at 678-493-6120 to find out about qualifications for exemptions. April 1 of each year is the deadline to apply with The Tax Assessors Office for any exemptions. If you feel your property value is too high, you should file a return with the Tax Assessor's Office no later than April 1st.

Bill No:2019-107069	
Current Due	143.22
Penalty	0.00
Interest	0.00
Other Fees	0.00
Previous Payment	0.00
Back Taxes	0.00
TOTAL DUE	143.22



PLANNING AND ZONING DEPARTMENT

November 21, 2019

Nancy Moon
Community Development Director
City of Holly Springs
3237 Holly Springs Parkway
Holly Springs, GA 30115

RE: A-09-2019 City of Holly Springs

Dear Nancy:

The annexation case A-09-2019 City of Holly Springs was on the agenda of the regular meeting of the Cherokee County Board of Commissioners on November 19, 2019. The case involves parcel 15N15 074 A (1.0 acres) located near the intersection of Palm Street and Palm Lake Drive. The property is currently zoned Single-Family Residential (R-40). In the annexation application, the City described plans to annex and rezone the property to GV (Governmental) for the purpose of implementing a drainage/sidewalk improvement project along this section of Palm Street.

Based on the staff review and discussion at the commission meeting, the Board of Commissioners voted (5-0) to direct staff to express in writing that the Commissioners have no concerns or objections with this annexation. I have included our staff comments so they can be relayed to the Holly Springs City Council.

Feel free to reach out to me if you have any questions.

Sincerely,

Margaret Stallings, AIA, AICP
Principal Planner

CC: Christy Black, County Clerk
Jerry Cooper, County Manager
Rob Logan, City Manager
Jeff Watkins, Director of Planning and Zoning



COUNCIL AGENDA REPORT

FROM: Nancy Moon

CC: City Clerk
Public Information

SUBJECT: Release of Bond: The Reserve at Harmony on the Lakes Phase 3C-1 and 3C-2-Performance Bond

DATE: November 18, 2019

COUNCIL MEETING DATE: December 2, 2019

RECOMMENDATION

STAFF ANALYSIS

The following bond has been requested for release:

Subdivision/Project	Bond Type	Bond Number	Amount
The Reserve Phase 3C-1 and 3C-2	Performance	0740513	\$86,625.00

The City Engineer has inspected the project and approved the release of the bond.

CONCURRENCES

City Engineer

FISCAL IMPACT

N/A

ALTERNATIVES

Denial

ATTACHMENTS

NA

PLAT BOOK:118 PG:368 Filed: 01/06/2017 01:33 PM Clerk File Number: 28-2017-000013

Rec: 58.00

Patty Baker, Clerk of Superior Court - Cherokee County, GA

Book 118 Page 368

WATER AND SEWER CERTIFICATE

CERTIFICATE OF CHEROKEE COUNTY WATER AND SEWERAGE AUTHORITY PURSUANT TO ALL REQUIREMENTS OF THE CHEROKEE WATER AND SEWERAGE AUTHORITY HAVING BEEN FULFILLED, THIS FINAL PLAT IS APPROVED FOR RECORDING.

Wm. Payne 1-4-17
CHEROKEE COUNTY WATER AND SEWERAGE AUTHORITY DATE



BARTON SURVEYING INC.
P.O. BOX 640
LEBANON, GEORGIA 30146
(706) 342-2810
(LICENSE NO. LSP 000151)

**FINAL PLAT OF
THE RESERVE PHASE 3C AT
HARMONY ON THE LAKES, UNIT 1**
LOCATED IN LAND LOT 171
15th DISTRICT, CITY OF HOLLY SPRINGS
CHEROKEE COUNTY, GEORGIA
OCTOBER 5, 2016



SHEET 3 OF 3

Plat
Recorded 6/15/2018 12:15 PM
Patty Baker
Clerk of Superior Court
Cherokee County, GA
Book 118 Page 1452
Participant IDs: 6657451494

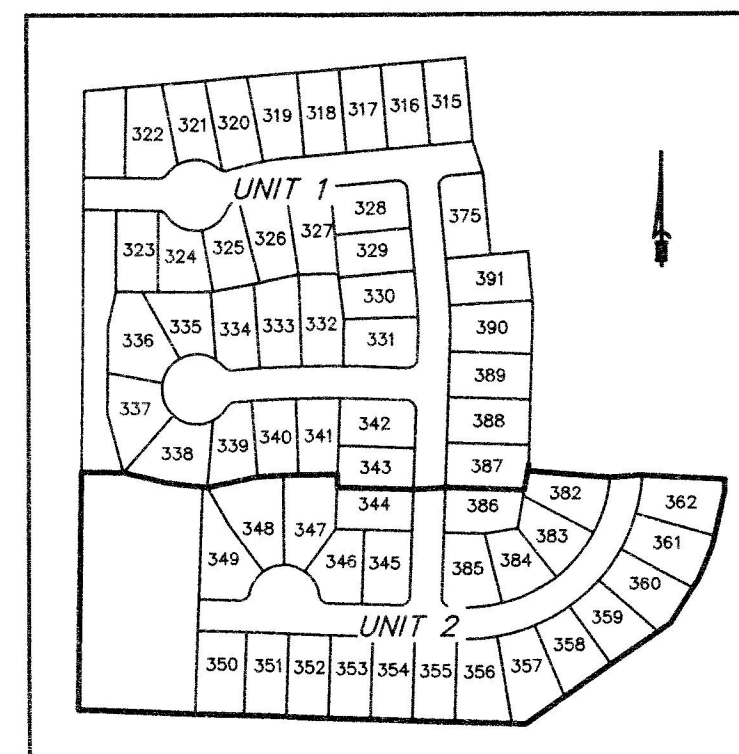


Addresses Assigned By:
Cherokee County GIS
04/03/2018 8:12:35 AM
Ph: (678) 493-6050
Email: kjhecksel@cherokeega.com

WATER AND SEWER CERTIFICATE

CERTIFICATE OF CHEROKEE COUNTY WATER AND SEWERAGE AUTHORITY
PURSUANT TO ALL REQUIREMENTS OF THE CHEROKEE WATER AND
SEWERAGE AUTHORITY HAVING BEEN FULFILLED, THIS FINAL PLAT IS
APPROVED FOR RECORDING.

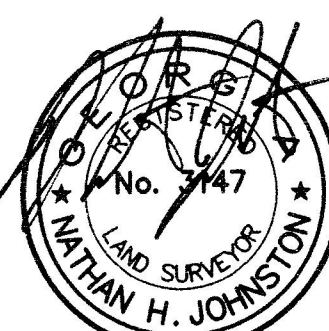
William R. Payne 5-30-18
CHEROKEE COUNTY WATER AND SEWERAGE AUTHORITY DATE



BARTON SURVEYING
INC.
P.O. BOX 640
LEBANON, GEORGIA 30146
(770) 345-2810
(LICENSE No. LSF 000151)

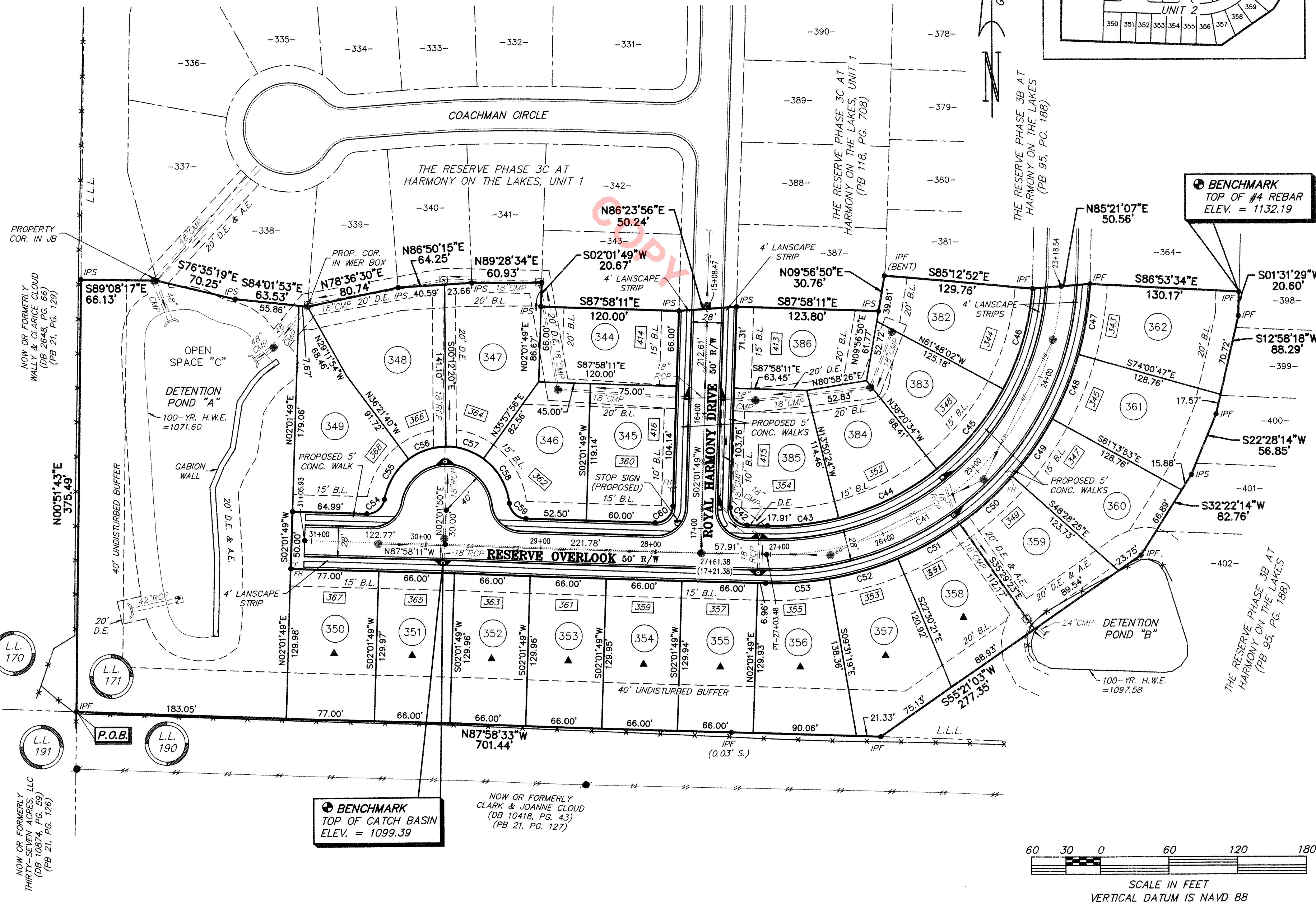
FINAL PLAT OF THE RESERVE PHASE 3C AT HARMONY ON THE LAKES, UNIT 2

LOCATED IN LAND LOT 171
15th DISTRICT, CITY OF HOLLY SPRINGS
CHEROKEE COUNTY, GEORGIA
MARCH 29, 2018



5-9-18

SHEET 3 OF 3





FINANCIAL HIGHLIGHTS
November 30, 2019



Budget Summary
91% of year lapsed

	Audited		Unaudited	
	2018 Year End Actual	2019 Annual Amended Budget	2019 Year to Date	% Annual Budget
REVENUES BY FUND				
General Fund	8,731,338	11,500,000	5,269,872	45.82%
Operating Grant Fund	172,926	228,500	186,861	81.78%
Parks & Recreation Fund	372,029	500,000	354,514	70.90%
Hotel/Motel Tax Fund	5,663	4,500	4,041	89.80%
SPLOST III Fund	27,270	15,325	15,284	99.73%
SPLOST IV Fund	1,294,404	71,500	12,477	17.45%
SPLOST V Fund	1,338,207	4,728,895	2,139,812	45.25%
Town Center Fund	521	2,635,103	2,107,454	79.98%
Debt Service Fund	358,736	2,179,368	2,179,368	100.00%
Stormwater Utility Fund	791,715	335,000	122,740	36.64%
TOTAL REVENUES - ALL FUNDS	\$ 13,092,809	\$ 22,198,191	\$ 12,392,423	55.83%
EXPENDITURES/EXPENSES BY FUND				
General Fund	6,805,265	11,500,000	10,658,733	92.68%
Operating Grant Fund	172,892	228,500	173,071	75.74%
Parks & Recreation Fund	112,298	500,000	478,355	95.67%
Hotel/Motel Tax Fund	4,693	4,500	7,580	168.44%
SPLOST III Fund	-	15,325	-	0.00%
SPLOST IV Fund	1,038,969	71,500	-	0.00%
SPLOST V Fund	2,286,241	4,728,895	4,194,293	88.69%
Town Center Fund	497,917	2,635,103	1,440,485	100.00%
Debt Service Fund	358,736	2,179,368	179,368	8.23%
Stormwater Utility Fund	282,311	335,000	240,256	71.72%
TOTAL EXPENDITURES/ EXPENSES - ALL FUNDS	\$ 11,559,322	\$ 22,198,191	\$ 17,372,141	78.26%



**Comparison to Prior Year
91% of year lapsed**

	11/30/18 Actual	2018 Annual Budget	% of Annual Budget	11/30/19 Actual	2019 Annual Budget	% of Annual Budget
REVENUES BY FUND						
General Fund	6,351,233	6,800,000	93.40%	5,269,872	11,500,000	45.82%
Operating Grant Fund	145,083	225,000	64.48%	186,861	228,500	81.78%
Parks & Recreation Fund	336,788	476,000	70.75%	354,514	500,000	70.90%
Hotel/Motel Tax Fund	5,452	6,500	83.87%	4,041	4,500	89.80%
SPLOST III Fund	27,226	200,000	13.61%	15,284	15,325	99.73%
SPLOST IV Fund	1,555,576	1,945,000	79.98%	12,477	71,500	17.45%
SPLOST V Fund	865,398	1,000,000	0.00%	2,139,812	4,728,895	45.25%
Town Center Fund	511	514,989	0.10%	2,107,454	2,635,103	79.98%
Debt Service Fund	179,368	358,736	50.00%	2,179,368	2,179,368	100.00%
Stormwater Utility Fund	130,385	325,000	40.12%	122,740	335,000	36.64%
TOTAL REVENUES - ALL FUNDS	\$ 9,597,019	\$ 11,851,225	104.57%	\$ 12,392,423	\$ 22,198,191	55.83%

EXPENDITURES/EXPENSES BY FUND

General Fund	6,772,928	6,800,000	99.60%	10,658,733	11,500,000	92.68%
Operating Grant Fund	157,815	225,000	70.14%	173,071	228,500	75.74%
Parks & Recreation Fund	289,747	476,000	60.87%	478,355	500,000	95.67%
Hotel/Motel Tax Fund	4,343	6,500	66.82%	7,580	4,500	168.44%
SPLOST III Fund	-	200,000	0.00%	-	15,325	0.00%
SPLOST IV Fund	1,038,617	1,945,000	53.40%	-	71,500	0.00%
SPLOST V Fund	2,013,278	1,000,000	0.00%	4,194,293	4,728,895	88.69%
Town Center Fund	456,567	514,989	88.66%	1,440,485	2,635,103	54.67%
Debt Service Fund	179,368	358,736	50.00%	179,368	2,179,368	8.23%
Stormwater Utility Fund	169,386	325,000	52.12%	240,256	335,000	71.72%
TOTAL EXPENDITURES/ EXPENSES - ALL FUNDS	\$ 11,082,051	\$ 11,851,225	146.59%	\$ 17,372,141	\$ 22,198,191	78.26%



**Changes in Fund Balance/Net Position
As of November 30, 2019**

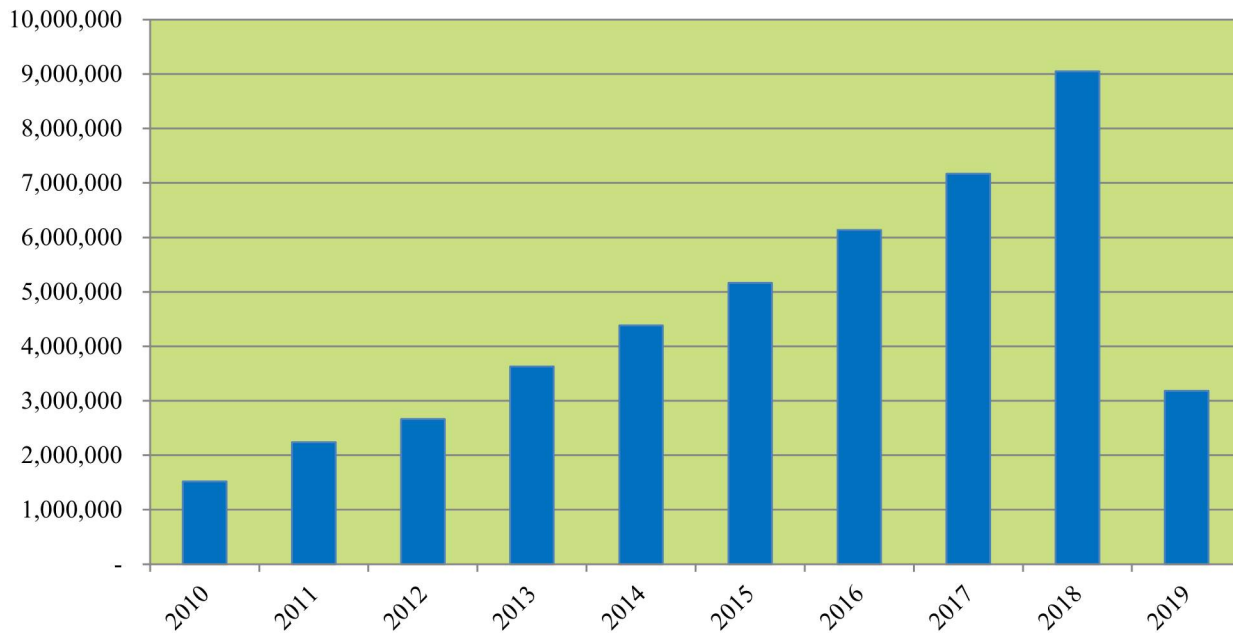
Audited

Unaudited

Fund	Balance as of 1/1/19	Revenues	Expenditures/ Expenses	Balance as of 11/30/19	Net Increase/ (Decrease)
General Fund	8,574,335	5,269,872	10,658,733	3,185,474	(5,388,861)
Operating Grant Fund	37,083	186,861	173,071	50,873	13,790
Parks & Recreation Fund	246,679	354,514	478,355	122,839	(123,840)
Hotel/ Motel Tax Fund	10,173	4,041	7,580	6,634	(3,539)
SPLOST III Fund	258,683	15,284	-	273,967	15,284
SPLOST IV Fund	59,481	12,477	-	71,958	12,477
SPLOST V Fund	(948,034)	2,139,812	4,194,293	(3,002,515)	(2,054,481)
Town Center Fund	17,593	2,107,454	1,440,485	684,562	666,969
Debt Service Fund	-	2,179,368	179,368	2,000,000	2,000,000
Stormwater Utility Fund	4,011,855	122,740	240,256	3,894,339	(117,516)
	\$ 12,267,848	\$ 12,392,423	\$ 17,372,141	\$ 7,288,130	\$ (4,979,718)

General Fund - History of Fund Balance

GENERAL FUND FUND BALANCE

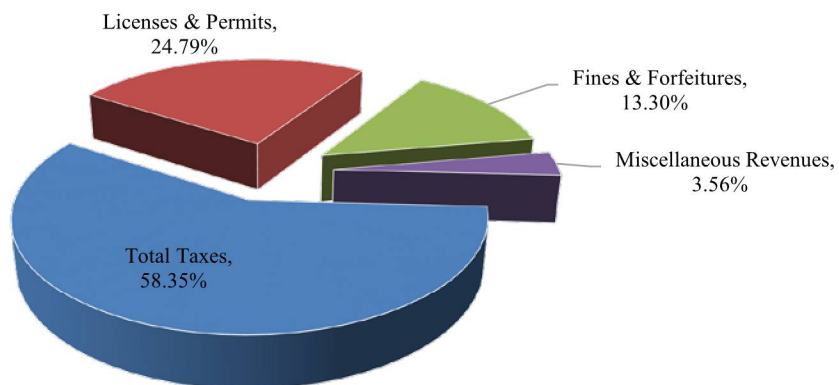




Budget Comparison Report - General Fund
91% of year lapsed

REVENUES	November 2019 Transactions	2019 Annual Budget	YTD Transactions	% of Annual Budget
Property Taxes	484,883	3,755,000	889,136	23.68%
Motor Vehicle Taxes	9,023	65,000	70,260	108.09%
Motor Vehicle Title Ad Valorem Tax	40,077	350,000	381,052	108.87%
Mobile Home Tax	-	150	134	89.65%
Recording Intangible Taxes	10,775	80,000	88,479	110.60%
Penalties & Interest	4,091	15,000	21,565	143.77%
Fifa Fees	195	1,600	2,055	128.44%
Franchise Tax	-	410,000	410,498	100.12%
Railroad Equipment Car Tax	-	700	704	100.51%
Real Estate Transfer Tax	2,625	16,000	17,862	111.64%
Business & Occupation Tax	20,575	120,000	90,171	75.14%
Financial Institutions Tax	-	3,500	3,569	101.97%
Insurance Premium Tax	-	705,000	705,617	100.09%
Total Taxes	<u>572,252</u>	<u>6,010,450</u>	<u>2,957,156</u>	<u>49.20%</u>
Licenses & Permits	87,973	1,285,050	1,256,501	97.78%
Fines & Forfeitures	61,642	620,110	674,292	108.74%
Miscellaneous Revenues	2,526	3,303,143	99,141	3.00%
Interest Income	1,895	50,000	51,717	103.43%
Proceeds from the Sale of Conf Assets	-	250	257	102.60%
Proceeds from the Sale of Assets	-	4,500	4,562	101.37%
Donation from Private Sources	-	25,000	24,750	99.00%
TOTAL GENERAL FUND REVENUES	<u>\$ 726,288</u>	<u>\$ 11,298,503</u>	<u>\$ 5,068,375</u>	<u>44.86%</u>

Revenues by Source



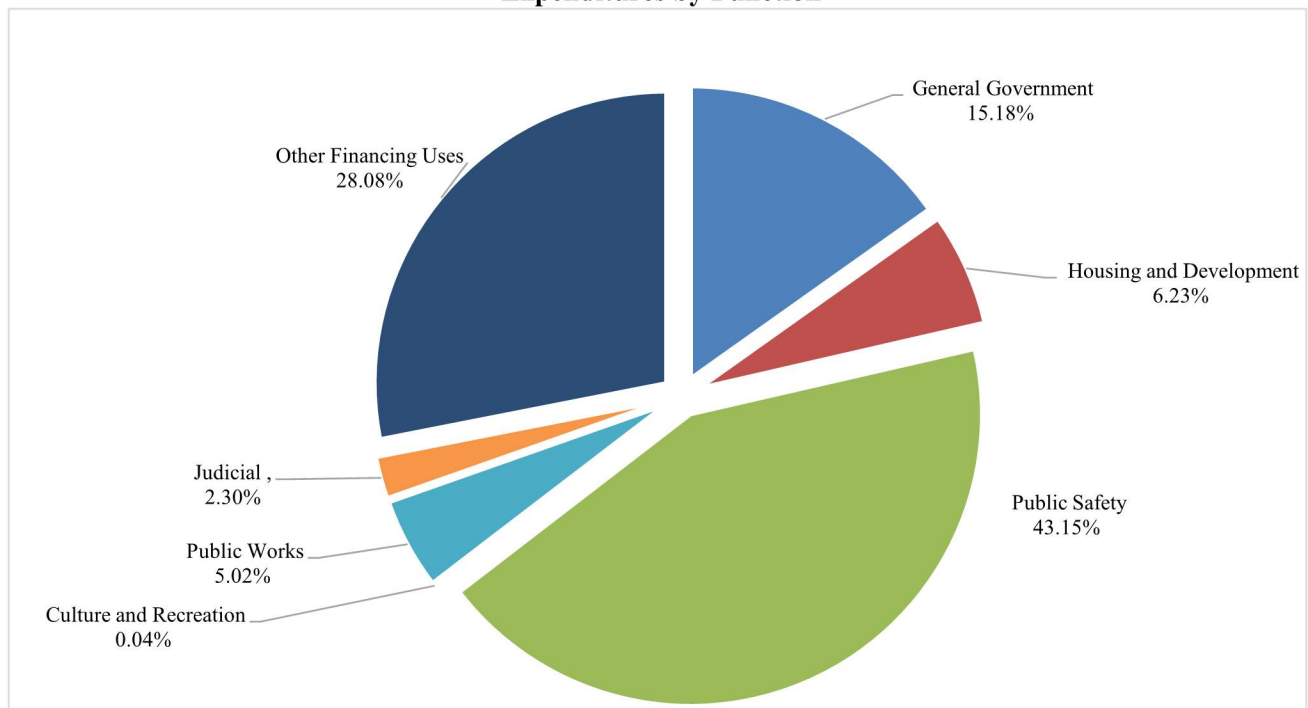


Budget Comparison Report - General Fund

91% of year lapsed

EXPENDITURES	November 2019 Transactions	2019 Annual Budget	YTD Transactions	% of Annual Budget
General Government	67,061	1,829,016	1,617,474	88.43%
Housing and Development	59,120	779,928	664,407	85.19%
Public Safety	235,679	5,010,080	4,599,659	91.81%
Culture and Recreation	-	4,000	4,000	100.00%
Public Works	49,930	609,476	534,893	87.76%
Judicial	22,620	267,500	245,526	91.79%
Other Financing Uses	-	500,000	2,992,775	598.56%
TOTAL GENERAL FUND EXPENDITURES	\$ 434,410	\$ 9,000,000	\$ 10,658,733	118.43%

Expenditures by Function





Budget Comparison Report - All Funds
91% of year lapsed

	Audited		Unaudited	
	2018 Year End Actuals	2019 Annual Budget	Year to Date	% 2019 Annual Budget
<u>GENERAL FUND</u>				
Revenues:	8,731,338	11,500,000	5,269,872	45.82%
Expenditures:	6,805,265	11,500,000	10,658,733	92.68%
Excess Revenues over (under) Expenditures	1,926,073	-	(5,388,861)	
<u>OPERATING GRANT FUND</u>				
Revenues:	172,926	228,500	186,861	81.78%
Expenditures:	172,892	228,500	173,071	75.74%
Excess Revenues over (under) Expenditures	34	-	13,790	
<u>PARKS & RECREATION FUND</u>				
Revenues:	372,029	500,000	354,514	70.90%
Expenditures:	112,298	500,000	478,355	95.67%
Excess Revenues over (under) Expenditures	259,731	-	(123,840)	
<u>HOTEL/MOTEL TAX FUND</u>				
Revenues:	5,663	4,500	4,041	89.80%
Expenditures:	4,693	4,500	7,580	168.44%
Excess Revenues over (under) Expenditures	970	-	(3,539)	
<u>SPLOST III FUND</u>				
Revenues:	27,270	15,325	15,284	99.73%
Expenditures:	-	15,325	-	0.00%
Excess Revenues over (under) Expenditures	27,270	-	15,284	
<u>SPLOST IV FUND</u>				
Revenues:	1,294,404	71,500	12,477	17.45%
Expenditures:	1,038,969	71,500	-	0.00%
Excess Revenues over (under) Expenditures	255,435	-	12,477	
<u>SPLOST V FUND</u>				
Revenues:	-	4,728,895	2,139,812	45.25%
Expenditures:	-	4,728,895	4,194,293	88.69%
Excess Revenues over (under) Expenditures	-	-	(2,054,481)	



Budget Comparison Report - All Funds
91% of year lapsed

	Audited		Unaudited	
	2018 Year End Actuals	2019 Annual Budget	Year to Date	% 2019 Annual Budget
<u>TOWN CENTER FUND</u>				
Revenues:	521	2,635,103	2,107,454	79.98%
Expenditures:	497,917	2,635,103	1,440,485	54.67%
Excess Revenues over (under) Expenditures	(497,396)	-	666,969	
<u>DEBT SERVICE FUND</u>				
Revenues:	358,736	2,179,368	2,179,368	100.00%
Expenditures:	358,736	2,179,368	179,368	8.23%
Excess Revenues over (under) Expenditures	-	-	2,000,000	
<u>STORMWATER UTILITY FUND</u>				
Revenues:	791,715	335,000	122,740	36.64%
Expenses:	282,311	335,000	240,256	71.72%
Excess Revenues over (under) Expenses	509,404	-	(117,516)	



Investments
As of November 30, 2019

Ameris Bank

Downtown Development Authority - CD .75% 35,864

Subtotal Ameris Bank	\$	35,864
-----------------------------	-----------	---------------

Bank United	250,000
First Choice Bank	250,992
First Foundation Bank	250,000
First National Bank	29,109
Goldman Sachs Bank	250,000
Old National Bank	250,937
State Bank of Lizton	250,992
TBK Bank SSB	12,000

Subtotal South State Investment Services	\$	1,544,029
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Total Investments	\$	1,579,893
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Cash
As of November 30, 2019

Ameris Bank

Downtown Development Authority - Checking 87,790

Subtotal Ameris Bank	\$	87,790
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South State Bank

General Fund		1,225,658
Main Street Board		46,392
Parks & Recreation Fund		95,648
Hotel Motel Tax Fund		6,292
Money Market Account		442,247
Municipal Court Fund		176,595
Operating Grant Fund		24,999
Police Forfeiture Account		6,526
Police Seized Asset Account		9,632
SPLOST III		27,366
SPLOST IV		61,498
SPLOST IV/Grant Revenue		2,066
SPLOST V		14,121
Town Center Fund		741,317
Debt Service Fund		2,000,000
Stormwater Utility Fund		624,373
Tree Replacement Fund		8,679

Subtotal South State Bank	\$	5,513,408
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BB&T

Savings Account 7,550

Subtotal BB&T	\$	7,550
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South State Investment Services

Budget Stabilization Cash Account 5,659

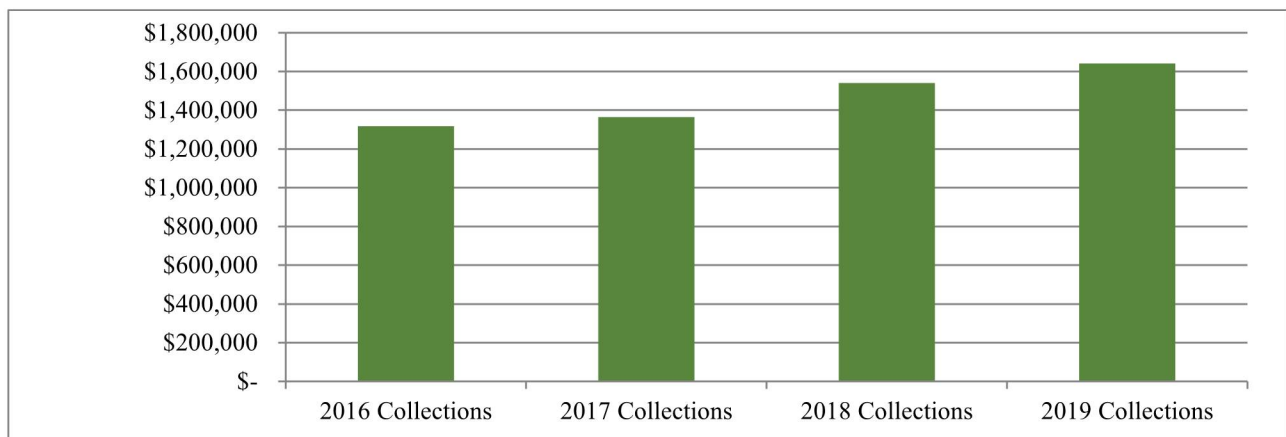
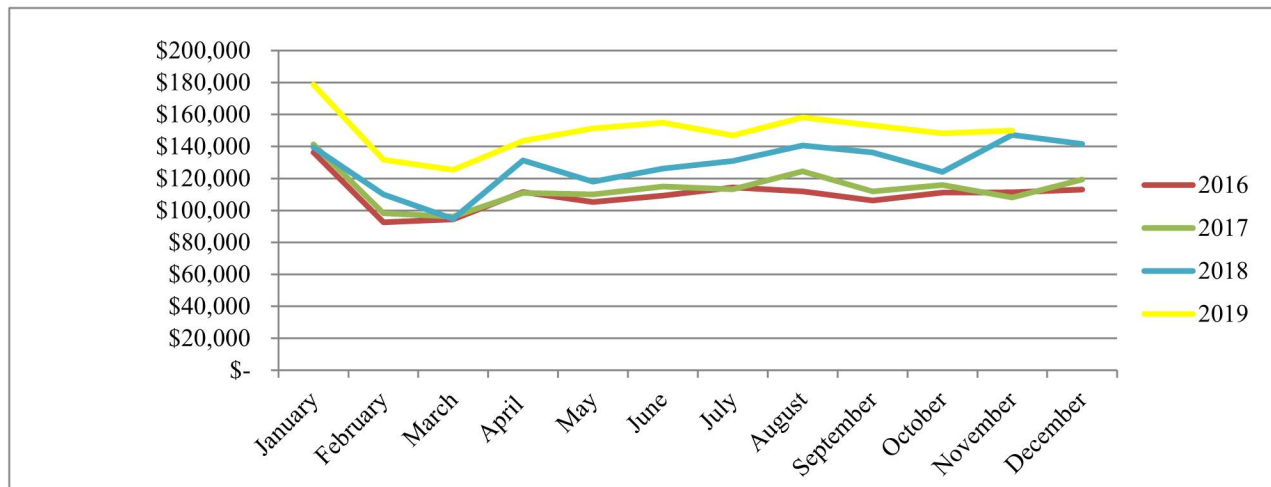
Subtotal South State Investment Services	\$	5,659
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Total Cash	\$	5,614,407
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Special Purpose Local Option Sales Tax Collections **As of November 30, 2019**

	2016 Collections	2017 Collections	2018 Collections	2019 Collections	% Change from Prior Year
January	\$ 136,321	\$ 141,344	\$ 139,474	\$ 178,754	28.16%
February	92,605	98,189	109,987	131,700	19.74%
March	94,455	96,130	94,765	125,375	32.30%
April	111,527	111,048	131,392	143,535	9.24%
May	105,169	110,063	117,981	151,269	28.21%
June	109,300	114,965	126,193	154,922	22.77%
July	114,305	113,172	131,005	146,946	12.17%
August	112,004	124,429	140,651	158,066	12.38%
September	106,169	111,901	136,184	153,139	12.45%
October	111,138	115,857	124,067	148,285	19.52%
November	111,396	108,048	147,256	149,921	1.81%
December	112,996	119,270	141,583	-	0.00%
	\$ 1,317,384	\$ 1,364,416	\$ 1,540,538	\$ 1,641,912	





**Downtown Development Authority
As of November 30, 2019**

Revenues	November 2019 Transactions	2019 Annual Budget	YTD Transactions	% of Annual Budget
Prior Year Fund Balance	-	4,900	-	0.00%
Interest Revenue	-	100	-	0.00%
TOTAL REVENUES	\$ -	\$ 5,000	\$ -	0.00%

Expenditures				
Dues & Fees	-	500	290	58.00%
Training	-	250	-	0.00%
Other Expenditures	-	250	19	7.50%
Stormwater Fees	-	2,500	-	0.00%
Sponsorships	-	1,500	1,500	100.00%
TOTAL EXPENDITURES	\$ -	\$ 5,000	\$ 1,809	36.17%



GENERAL FUND REVENUE DETAIL
As of November 30, 2019

	November 2019 Transactions	2019 Annual Amended Budget	YTD Transactions	% of Annual Budget
Real Property Tax	484,883	3,755,000	889,136	23.68%
Real Property Tax - Public Utility	-	55,000	-	0.00%
Personal Property Tax	-	175,000	-	0.00%
Motor Vehicle Tax	9,023	65,000	70,260	108.09%
Motor Vehicle Title Ad Valorem Tax	40,077	350,000	381,052	108.87%
Apportioned Vehicles (AAVT)	-	2,500	2,346	93.84%
Mobile Home Tax	-	150	134	89.65%
Intangible Tax	10,775	80,000	88,479	110.60%
Railroad Equipment Car Tax	-	700	704	100.51%
Real Estate Transfer Tax	2,625	16,000	17,862	111.64%
Franchise Tax - Electric	-	410,000	410,498	100.12%
Franchise Tax - Gas	-	55,000	53,583	97.42%
Franchise Tax - Cable	-	195,000	212,883	109.17%
Franchise Tax - Telephone	9	6,000	7,242	120.71%
Business & Occupational Tax	20,575	120,000	90,171	75.14%
Insurance Premium Tax	-	705,000	705,617	100.09%
Financial Institutions Tax	-	3,500	3,569	101.97%
Penalties & Interest	4,091	15,000	21,565	143.77%
FiFa Fees	195	1,600	2,055	128.44%
Total Taxes	572,252	6,010,450	2,957,156	49.20%
Alcoholic Beverage Licenses	25,000	71,500	32,000	44.76%
Alcohol Pouring Permit	370	2,500	2,865	114.60%
Zoning and Land Use Permits	827	15,000	15,256	101.71%
Planning and Development Fees	-	15,000	12,244	81.63%
Sign Permit Fees	360	3,500	3,692	105.48%
Special Event Permits	-	250	150	60.00%
Vacant Lot Registration	-	100	105	105.00%
Personal Transportation Veh Permit	-	50	30	60.00%
Other Licenses and Permits	-	1,250	1,040	83.20%
Building Permit Revenue	48,452	900,000	912,170	101.35%
Certificate of Occupancy Fees	8,000	175,000	176,750	101.00%
Building Permit - Reinspection Fees	1,475	25,000	24,425	97.70%
Building Permit-Sub Fee	3,390	50,000	52,702	100.00%
Occupational Tax Late Fees	-	900	855	95.00%
Plan Review Fees	100	25,000	22,217	88.87%
Total Licenses and Permits	87,973	1,285,050	1,256,501	97.78%
Municipal Court Fines	61,582	600,000	656,087	109.35%
Forfeitures	-	500	-	0.00%
Court Costs	-	7,500	6,324	100.00%
Drug Testing Fees	60	35	95	271.43%
Expungements	-	50	-	0.00%
Tree Recompense Revenue	-	5,025	5,025	100.00%
Other Fines & Forfeitures-Code	-	750	500	66.67%
Other Forfeitures	-	6,250	6,262	100.00%
Total Fines and Forfeitures	61,642	620,110	674,292	108.74%
Grant Revenue	-	1,000	810	81.00%
Probation Fees	2,108	20,000	20,881	104.41%
Printing and Duplicating Service Fees	-	750	825	110.00%
Election and Qualifying Fees	-	-	-	0.00%
Advertising Fees	-	7,250	7,128	98.32%
Accident/Incident Reports	335	2,500	2,400	96.00%
Wrecker Service Contract	-	16,500	16,500	100.00%
Background Checks	80	1,000	1,010	101.00%
Bad Check Fees	-	100	25	25.00%
Miscellaneous Revenue	3	3,209,793	5,633	0.18%
Rents and Royalties	-	6,250	6,240	99.84%
Reimbursement for Damaged Property	-	38,000	37,690	99.18%
Total Miscellaneous Income	2,526	3,303,143	99,141	3.00%



GENERAL FUND REVENUE DETAIL
As of November 30, 2019

	November 2019 Transactions	2019 Annual Amended Budget	YTD Transactions	% of Annual Budget
Interest Revenue	1,895	50,000	51,717	103.43%
Total Investment Income	1,895	50,000	51,717	103.43%
Proceeds from Sale of Conf Assets	-	250	257	102.60%
Proceeds from Sale of Assets	-	4,500	4,562	101.37%
Donations from Private Sources	-	25,000	24,750	99.00%
Transfer from Other Funds	-	201,497	201,497	100.00%
Total Other Financing Sources	-	231,247	231,065	99.92%
TOTAL GENERAL FUND REVENUES	\$ 726,288	\$ 11,500,000	\$ 5,269,872	45.82%



**General Fund Expenditures
As of November 30, 2019**

	November 2019 Transactions	2019 Annual Amended Budget	YTD Transactions	% of Annual Budget
Governing Body				
Salaries & Wages-Council	3,500	42,000	38,500	91.67%
Employee Benefits-Medical	5,736	80,000	69,734	87.17%
Employee Benefits-Dental	182	2,000	2,199	109.97%
Employee Benefits-ADD Life	74	882	882	100.00%
FICA	153	2,604	1,685	64.71%
Medicare	36	609	394	64.70%
Employee Benefits-Retirement	252	3,150	2,769	87.92%
Unemployment	8	144	96	66.83%
Workers Comp Insurance	-	1,075	1,076	100.12%
Total Salaries and Benefits	<u>9,940</u>	<u>132,464</u>	<u>117,337</u>	<u>88.58%</u>
Communications	42	500	481	96.22%
Travel	-	250	248	99.13%
Dues and Fees	-	600	525	87.53%
Education and Training	-	2,075	2,075	100.00%
Other Expenditures	-	250	233	100.00%
General Supplies and Materials	-	1,000	838	83.81%
Small Equipment	465	-	1,182	100.00%
Total Operations	<u>507</u>	<u>4,675</u>	<u>5,582</u>	<u>119.40%</u>
City Manager				
Salaries & Wages	9,922	121,500	110,900	91.28%
Employee Benefits-Medical	732	9,291	8,839	95.13%
Employee Benefits-Dental	77	377	603	160.03%
Employee Benefits-ADD Life	12	147	147	100.00%
Employee Benefits-Disability	78	920	939	102.04%
FICA	614	7,527	6,864	91.19%
Medicare	144	1,762	1,605	91.10%
Employee Benefits-Retirement	683	8,200	7,516	91.66%
Unemployment	-	38	27	70.00%
Workers' Comp. Insurance	-	512	512	100.03%
Total Salaries and Benefits	<u>12,262</u>	<u>150,274</u>	<u>137,952</u>	<u>91.80%</u>
Communications	47	600	555	92.44%
Travel	-	600	576	100.00%
Dues and Fees	-	2,050	2,030	99.04%
Education and Training	100	1,500	1,069	71.27%
Other Expenditures	-	500	392	78.42%
General Supplies and Materials	-	500	239	47.79%
Total Operations	<u>147</u>	<u>5,750</u>	<u>4,861</u>	<u>84.54%</u>
City Clerk				
Salaries & Wages	9,565	134,760	110,636	82.10%
Employee Benefits-Medical	2,086	32,473	26,876	82.76%
Employee Benefits-Dental	108	1,297	1,220	94.10%
Employee Benefits-ADD Life	25	294	282	95.83%
Employee Benefits-Disability	78	977	944	96.59%
FICA	578	8,355	6,643	79.51%
Medicare	135	1,954	1,554	79.51%
Employee Benefits-Retirement	725	8,736	7,976	91.30%
Unemployment	-	76	53	70.12%
Workers' Comp. Insurance	-	610	352	57.63%
Total Salaries and Benefits	<u>13,301</u>	<u>189,532</u>	<u>156,536</u>	<u>82.59%</u>



General Fund Expenditures
As of November 30, 2019

	November 2019 Transactions	2019 Annual Amended Budget	YTD Transactions	% of Annual Budget
Communications	47	1,000	746	74.64%
Advertising	-	750	702	93.60%
Travel	-	3,000	2,137	71.25%
Dues and Fees	50	6,500	5,427	83.50%
Education and Training	-	1,000	870	87.00%
Other Expenditures	-	1,000	616	61.58%
General Supplies and Materials	-	5,000	2,273	45.46%
Software	819	-	819	100.00%
Total Operations	<u>916</u>	<u>18,250</u>	<u>13,592</u>	<u>74.47%</u>
 Elections				
Advertising	-	-	-	#DIV/0!
Intergovernmental - Elections	-	-	-	0.00%
Total Operations	<u>-</u>	<u>-</u>	<u>-</u>	<u>#DIV/0!</u>
 Contingency				
Contingency	-	86,000	-	0.00%
Total Operations	<u>-</u>	<u>86,000</u>	<u>-</u>	<u>0.00%</u>
 Financial Administration				
Salaries & Wages	6,637	84,483	78,132	92.48%
Employee Benefits-Medical	3,664	46,364	44,360	95.68%
Employee Benefits-Dental	153	1,840	1,840	99.98%
Employee Benefits-ADD Life	25	294	294	100.00%
Employee Benefits-Disability	58	627	692	110.30%
FICA	368	5,238	4,325	82.57%
Medicare	86	1,225	1,012	82.57%
Employee Benefits-Retirement	506	4,749	5,571	117.30%
Unemployment	-	76	54	70.51%
Workers' Comp. Insurance	-	216	224	103.86%
Total Salaries and Benefits	<u>11,497</u>	<u>145,112</u>	<u>136,503</u>	<u>94.07%</u>
 Professional Services	-	5,000	2,821	56.43%
Professional Services - Audit	-	25,000	18,500	74.00%
Advertising/Promotions	445	2,500	1,531	61.23%
Printing and Binding	-	750	637	84.93%
Dues and Fees-Bank Service Fees	281	5,500	5,399	98.17%
Education and Training	-	500	-	0.00%
Other Expenditures	-	100	36	100.00%
General Supplies and Materials	82	2,543	2,160	84.92%
General Supplies-Postage	1,105	7,500	7,404	98.72%
Gasoline/Diesel	-	100	50	100.00%
Small Equipment	-	1,500	2,078	138.50%
Software	375	-	375	100.00%
Total Operations	<u>2,288</u>	<u>50,993</u>	<u>40,991</u>	<u>80.39%</u>



**General Fund Expenditures
As of November 30, 2019**

	November 2019 Transactions	2019 Annual Amended Budget	YTD Transactions	% of Annual Budget
Legal				
Professional Services - Legal	585	35,000	30,137	86.11%
Total Operations	<u>585</u>	<u>35,000</u>	<u>30,137</u>	<u>86.11%</u>
Salaries & Wages	4,024	52,319	48,312	92.34%
Employee Benefits-Medical	1,250	23,182	14,912	64.33%
Employee Benefits-Dental	77	920	920	99.98%
Employee Benefits-ADD Life	12	147	147	100.00%
Employee Benefits-Disability	36	423	431	101.84%
FICA	229	3,244	2,749	84.74%
Medicare	54	759	643	84.69%
Employee Benefits-Retirement	314	3,779	3,450	91.29%
Unemployment	-	38	27	70.05%
Workers' Comp. Insurance	-	134	139	104.08%
Total Salaries and Benefits	<u>5,995</u>	<u>84,945</u>	<u>71,729</u>	<u>84.44%</u>
Communications	47	1,000	620	61.96%
Dues and Fees	-	1,750	1,694	96.79%
Other Expenditures	-	100	34	100.00%
General Supplies and Materials	114	3,500	2,027	57.93%
Small Equipment	510	7,500	6,842	91.22%
Software	1,155	100,000	98,090	98.09%
Total Operations	<u>1,826</u>	<u>113,850</u>	<u>109,306</u>	<u>96.01%</u>
Risk Management				
Professional Services	-	5,000	5,000	100.00%
Liability Insurance	-	105,000	103,168	98.26%
Total Operations	<u>-</u>	<u>110,000</u>	<u>108,168</u>	<u>98.33%</u>
General Government Building				
Salaries & Wages	2,797	37,384	33,692	90.12%
Employee Benefits-Medical	732	9,291	8,839	95.13%
Employee Benefits-Dental	31	377	377	100.07%
Employee Benefits-ADD Life	12	147	147	100.00%
Employee Benefits-Disability	25	294	300	101.88%
FICA	172	2,318	2,077	89.60%
Medicare	40	542	486	89.62%
Employee Benefits-Retirement	224	2,699	2,465	91.33%
Unemployment	-	38	27	70.00%
Workers' Comp. Insurance	-	3,831	3,988	104.10%
Total Salaries and Benefits	<u>4,034</u>	<u>56,921</u>	<u>52,397</u>	<u>92.05%</u>
Disposal - Garbage	30	500	323	64.53%
Pest Control	180	3,500	3,054	87.26%
Repairs and Maintenance	148	10,000	6,874	68.74%
Repairs and Maintenance - Vehicles	-	5,000	4,261	85.22%
Rental of Equipment	793	5,000	4,154	83.07%
Communications	902	10,000	9,935	99.35%



**General Fund Expenditures
As of November 30, 2019**

	November 2019 Transactions	2019 Annual Amended Budget	YTD Transactions	% of Annual Budget
Dues and Fees	25	500	498	99.61%
Other Expenditures	-	500	103	20.64%
General Supplies and Materials	365	7,500	5,751	76.68%
Water and Sewer	64	1,500	736	49.04%
Natural Gas	37	500	392	78.39%
Electricity	867	12,500	10,964	87.71%
Gasoline and Diesel	163	1,500	1,540	102.66%
Small Equipment	150	1,500	1,313	87.54%
Software	40	5,000	3,390	67.79%
Capital Outlay - Sites	-	400,250	400,156	100.00%
Capital Outlay - Buildings	-	180,000	178,941	100.00%
Total Operations & Capital	<u>3,765</u>	<u>645,250</u>	<u>632,383</u>	<u>98.01%</u>
TOTAL GENERAL GOVERNMENT	\$ 67,061	\$ 1,829,016	\$ 1,617,474	88.43%
Municipal Court				
Salaries & Wages	8,641	98,500	90,301	91.68%
Salaries & Wages - Overtime	290	3,500	3,237	92.50%
Employee Benefits-Medical	2,585	30,178	21,888	72.53%
Employee Benefits-Dental	153	1,840	1,519	82.57%
Employee Benefits-ADD Life	25	294	270	91.67%
Employee Benefits-Disability	51	696	563	80.91%
FICA	452	6,324	4,849	76.67%
Medicare	106	1,479	1,134	76.67%
Employee Benefits-Retirement	577	6,951	6,346	91.30%
Unemployment	1	114	78	68.65%
Workers' Compensation	-	249	259	104.09%
Total Salaries and Benefits	<u>12,882</u>	<u>150,125</u>	<u>130,444</u>	<u>86.89%</u>
Professional Services - Public Defender	540	7,500	6,083	81.10%
Professional Services - Solicitor/Judge	6,500	65,000	67,000	103.08%
Repairs & Maintenance	-	1,000	880	88.02%
Rental of Equipment	145	1,750	1,569	89.68%
Communications	-	500	41	8.28%
Advertising	-	100	-	0.00%
Printing & Binding	-	1,000	976	100.00%
Travel	218	2,500	2,738	109.53%
Dues and Fees	8	500	483	96.60%
Education and Training	-	1,300	1,259	96.85%
Other Expenditures	-	1,750	1,602	91.52%
General Supplies and Materials	129	4,000	3,919	97.98%
General Supplies and Materials Postage	-	100	99	100.00%
Gasoline/Diesel	-	75	51	100.00%
Food Supplies	411	3,000	2,750	91.68%
Books and Periodicals-Code Books	-	50	-	0.00%
Small Equipment	-	7,000	6,977	99.68%
Software	1,787	20,000	18,408	92.04%
Other Supplies - Uniforms	-	250	245	98.15%
Total Operations	<u>9,138</u>	<u>111,375</u>	<u>112,082</u>	<u>98.02%</u>
TOTAL JUDICIAL	\$ 22,620	\$ 267,500	\$ 245,526	91.79%



**General Fund Expenditures
As of November 30, 2019**

	November 2019 Transactions	2019 Annual Amended Budget	YTD Transactions	% of Annual Budget
<i>Police Administration</i>				
Salaries & Wages	29,689	383,795	348,779	90.88%
Salaries & Wages-Overtime	-	1,000	501	50.10%
Employee Benefits-Medical	6,604	73,373	75,459	102.84%
Employee Benefits-Dental	401	4,434	4,654	104.96%
Employee Benefits-ADD Life	80	882	882	100.01%
Employee Benefits-Disability	280	2,942	3,217	109.35%
FICA	1,769	23,857	20,781	87.11%
Medicare	414	5,580	4,860	87.10%
Employee Benefits-Retirement	2,211	26,640	24,322	91.30%
Unemployment	-	228	160	69.99%
Workers' Compensation	-	16,050	16,044	99.96%
<i>Total Salaries and Benefits</i>	<u>41,446</u>	<u>538,781</u>	<u>499,660</u>	<u>92.74%</u>
Professional Services	-	5,000	4,186	83.72%
Repair & Maintenance-Vehicle	1,772	3,000	4,151	138.38%
Rental of Equipment	481	5,000	4,096	81.91%
Communications	298	3,750	3,394	90.51%
Advertising	-	965	801	83.05%
Printing and Binding	-	250	112	44.80%
Travel	-	5,000	4,725	94.49%
Dues and Fees	37	6,500	5,578	85.82%
Education and Training	-	2,500	2,105	84.20%
Other Expenditures	101	2,500	1,869	74.77%
General Supplies and Materials	32	6,000	4,773	79.55%
General Supplies - Postage	-	75	43	57.99%
Gasoline/Diesel	1,123	9,000	9,316	103.52%
Small Equipment	-	7,500	6,503	86.71%
Software	216	4,000	3,259	81.47%
Other Supplies - Uniforms	-	2,500	1,811	72.43%
<i>Total Operations and Capital</i>	<u>4,061</u>	<u>63,540</u>	<u>56,723</u>	<u>89.27%</u>
<i>Criminal Investigation Division</i>				
Salaries & Wages	19,767	234,125	214,092	91.44%
Salaries & Wages-Overtime	482	6,180	6,145	99.44%
Employee Benefits-Medical	5,167	51,056	53,729	105.24%
Employee Benefits-Dental	261	3,137	2,738	87.29%
Employee Benefits-ADD Life	49	588	576	97.92%
Employee Benefits-Disability	130	1,489	1,531	102.79%
FICA	1,214	14,899	13,235	88.83%
Medicare	284	3,484	3,095	88.84%
Employee Benefits-Retirement	1,291	15,549	14,197	91.31%
Unemployment	-	152	106	70.01%
Workers' Compensation	-	10,105	10,104	99.99%
<i>Total Salaries and Benefits</i>	<u>28,645</u>	<u>340,764</u>	<u>319,548</u>	<u>93.77%</u>



**General Fund Expenditures
As of November 30, 2019**

	November 2019 Transactions	2019 Annual Amended Budget	YTD Transactions	% of Annual Budget
Repair & Maintenance-Vehicle	-	6,000	5,066	84.44%
Communications	126	2,000	1,873	93.63%
Printing and Binding	-	250	56	22.40%
Travel	-	1,000	657	65.70%
Dues and Fees	-	1,000	786	78.64%
Education and Training	975	1,000	1,827	182.70%
General Supplies and Materials	-	1,000	300	29.99%
General Supplies and Materials-Postage	-	50	15	100.00%
Gasoline and Diesel	654	7,000	7,303	104.34%
Small Equipment	-	1,500	1,103	73.51%
Software	2,395	500	2,395	479.00%
Other Supplies - Uniforms	-	1,500	1,110	74.00%
Total Operations and Capital	4,149	22,800	22,491	98.64%
Vice				
Salaries & Wages	3,774	51,634	45,188	87.52%
Salaries & Wages-Overtime	-	2,060	852	41.34%
Employee Benefits-Medical	1,308	16,848	16,079	95.44%
Employee Benefits-Dental	77	920	920	99.98%
Employee Benefits-ADD Life	12	147	147	100.00%
Employee Benefits-Disability	31	369	375	101.76%
FICA	215	3,329	2,634	79.11%
Medicare	50	779	616	79.07%
Employee Benefits-Retirement	301	3,620	3,306	91.31%
Unemployment	-	38	27	70.03%
Workers' Compensation	-	2,458	2,457	99.97%
Total Salaries and Benefits	5,768	82,202	72,600	88.32%
Repairs & Maintenance Vehicles				
Communications	-	250	196	100.00%
Dues and Fees	-	100	-	100.00%
Gasoline	-	150	51	34.21%
Small Equipment	-	100	-	0.00%
Total Operations and Capital	-	1,750	1,594	100.00%
Patrol				
Salaries & Wages	77,407	1,130,810	909,078	80.39%
Salaries & Wages-Overtime	6,564	65,210	60,687	93.06%
Employee Benefits-Medical	25,480	300,956	293,858	97.64%
Employee Benefits-Dental	1,189	13,395	13,459	100.48%
Employee Benefits-ADD Life	269	3,528	3,172	89.92%
Employee Benefits-Disability	646	8,351	7,542	90.32%
FICA	5,037	74,153	58,303	78.63%
Medicare	1,178	17,343	13,635	78.62%
Employee Benefits-Retirement	6,581	79,289	72,391	91.30%
Unemployment	24	950	673	70.85%
Workers' Compensation	15	55,691	55,706	100.03%
Total Salaries and Benefits	124,391	1,749,676	1,488,506	85.07%



**General Fund Expenditures
As of November 30, 2019**

	November 2019 Transactions	2019 Annual Amended Budget	YTD Transactions	% of Annual Budget
Professional Services	-	250	172	68.92%
Repair & Maintenance	-	1,000	505	50.50%
Repair & Maintenance-Vehicle	3,633	52,500	49,135	93.59%
Communications	1,417	15,000	12,702	84.68%
Printing and Binding	-	250	120	48.00%
Travel	-	1,250	936	100.00%
Dues and Fees	32	1,500	1,434	95.61%
Education & Training	40	3,000	2,595	86.51%
Contract Labor	-	1,000	1,000	100.00%
Other Expenditures	130	8,000	6,761	84.52%
General Supplies and Materials	106	5,000	2,846	56.93%
Weapons Supplies & Ammunition	-	30,000	18,776	62.59%
Gasoline and Diesel	7,843	70,000	72,498	103.57%
Small Equipment	-	27,500	23,875	86.82%
Software	-	15,000	12,361	82.41%
Other Supplies - Uniforms	917	20,000	13,433	67.16%
Total Operations and Capital	14,117	251,250	219,150	87.22%
Police Training				
Salaries & Wages	4,557	53,938	48,575	90.06%
Salaries & Wages-Overtime	-	2,060	1,456	70.68%
Employee Benefits-Medical	-	-	-	#DIV/0!
Employee Benefits-Dental	-	-	-	#DIV/0!
Employee Benefits-ADD Life	-	147	61	41.67%
Employee Benefits-Disability	31	368	375	102.03%
FICA	283	3,472	3,102	89.34%
Medicare	66	812	725	89.34%
Employee Benefits-Retirement	314	3,782	3,453	91.30%
Unemployment	-	38	27	70.03%
Workers' Compensation	-	2,564	2,564	99.98%
Total Salaries and Benefits	5,251	67,181	60,338	89.81%
Repair & Maintenance	-	500	245	48.91%
Repair & Maintenance-Vehicle	-	500	182	36.37%
Communications	54	750	558	74.44%
Travel	-	2,500	1,886	75.44%
Dues and Fees	-	500	259	51.83%
Education and Training	-	7,500	4,970	66.27%
General Supplies and Materials	-	1,000	1,444	144.35%
Weapons Supplies & Ammunition	-	30,000	21,942	73.14%
Gasoline and Diesel	167	1,750	1,687	96.38%
Small Equipment	-	1,500	1,160	77.32%
Other Supplies - Uniforms	-	300	137	45.78%
Intergovernmental	-	5,000	5,000	100.00%
Total Operations and Capital	221	51,800	39,469	76.19%



**General Fund Expenditures
As of November 30, 2019**

	November 2019 Transactions	2019 Annual Amended Budget	YTD Transactions	% of Annual Budget
Police Stations and Buildings				
Disposal-Garbage/Recycle	90	1,500	968	64.53%
Pest Control	45	1,000	717	71.70%
Repairs and Maintenance	390	25,000	22,001	88.00%
Communications	861	10,500	9,454	90.04%
General Supplies and Materials	-	4,500	3,564	79.21%
Water/Sewer	437	5,000	4,702	94.03%
Electricity	867	15,000	10,964	73.09%
Small Equipment	-	500	125	25.00%
Software	91	5,000	3,207	64.15%
Total Operations	<u>2,781</u>	<u>68,000</u>	<u>55,702</u>	<u>81.91%</u>
Probation				
Salaries & Wages	3,672	50,110	45,261	90.32%
Employee Benefits-Medical	-	15,929	13,221	83.00%
Employee Benefits-Dental	-	920	767	83.32%
Employee Benefits-ADD Life	-	147	208	141.67%
Employee Benefits-Disability	(31)	369	313	84.88%
FICA	227	3,107	2,481	79.87%
Medicare	53	727	580	79.83%
Employee Benefits-Retirement	274	3,296	3,009	91.30%
Unemployment	-	38	27	70.03%
Workers' Compensation	-	2,151	2,151	99.99%
Total Salaries and Benefits	<u>4,194</u>	<u>76,794</u>	<u>68,018</u>	<u>88.57%</u>
Communications	42	500	481	96.27%
Travel	-	1,250	1,130	90.37%
Dues and Fees	8	300	302	100.76%
General Supplies and Materials	-	500	177	35.36%
Small Equipment	297	1,500	1,372	91.45%
Software	250	-	1,500	100.00%
Other Supplies - Uniforms	58	300	58	19.19%
Total Operations and Capital	<u>655</u>	<u>4,350</u>	<u>5,019</u>	<u>115.39%</u>
Fire Services				
Intergovernmental-Fire Services	-	1,690,592	1,690,592	100.00%
Total Fire Services	<u>-</u>	<u>1,690,592</u>	<u>1,690,592</u>	<u>100.00%</u>
TOTAL PUBLIC SAFETY	<u>\$ 235,679</u>	<u>\$ 5,010,080</u>	<u>\$ 4,599,659</u>	<u>91.81%</u>
Highways and Streets				
Professional Services-Engineering	-	7,500	5,500	73.33%
Disposal-Garbage/Recycling	95	1,250	1,029	82.31%
Lawn Care	-	1,000	591	59.10%
Pest Control	54	500	324	64.80%
Repairs & Maintenance	5,071	40,000	38,019	95.05%
Repairs & Maintenance-Vehicles	-	6,000	4,414	73.56%
Rental of Equipment	101	2,500	2,275	90.98%
Communications	-	-	-	#DIV/0!
Contract Labor	34,765	409,976	375,741	91.65%
Other Expenditures	-	250	-	0.00%
General Supplies and Materials	-	4,000	2,697	67.44%
Electricity	246	5,000	2,803	56.07%
Gasoline/Diesel	371	5,000	4,642	92.84%
Small Equipment	-	2,500	200	8.00%
Total Operations	<u>40,702</u>	<u>485,476</u>	<u>438,235</u>	<u>90.27%</u>



**General Fund Expenditures
As of November 30, 2019**

	November 2019 Transactions	2019 Annual Amended Budget	YTD Transactions	% of Annual Budget
<i>Street Lights</i>				
Electricity-Street Lights	9,054	96,500	94,589	98.02%
Total Street Lights	<u>9,054</u>	<u>96,500</u>	<u>94,589</u>	<u>98.02%</u>
<i>Traffic Lights</i>				
Electricity-Traffic Lights	175	2,500	1,389	55.55%
Total Traffic Lights	<u>175</u>	<u>2,500</u>	<u>1,389</u>	<u>55.55%</u>
<i>Tree Commission</i>				
Repairs & Maintenance	-	21,500	-	0.00%
Travel	-	750	-	0.00%
Dues and Fees	-	500	175	35.00%
Education and Training	-	1,000	70	7.00%
General Supplies & Materials	-	750	421	56.18%
Books and Periodicals	-	500	14	2.78%
Total Operations	<u>-</u>	<u>25,000</u>	<u>680</u>	<u>2.72%</u>
TOTAL PUBLIC WORKS	<u>\$ 49,930</u>	<u>\$ 609,476</u>	<u>\$ 534,893</u>	<u>87.76%</u>
<i>Culture and Recreation</i>				
Intergovernmental-Sequoyah Regional	-	4,000	4,000	100.00%
TOTAL CULTURE AND RECREATION	<u>\$ -</u>	<u>\$ 4,000</u>	<u>\$ 4,000</u>	<u>100.00%</u>
<i>Building Inspections</i>				
Salaries & Wages	10,690	217,155	166,040	76.46%
Overtime	-	1,500	144	9.61%
Employee Benefits-Medical	3,912	66,964	61,224	91.43%
Employee Benefits-Dental	262	3,514	3,507	99.80%
Employee Benefits-ADD Life	41	735	551	74.96%
Employee Benefits-Disability	129	1,763	1,600	90.73%
FICA	636	13,557	9,765	72.03%
Medicare	148	3,170	2,282	71.98%
Employee Benefits-Retirement	1,508	17,595	16,545	94.03%
Unemployment	4	190	162	85.03%
Workers' Compensation	(223)	1,673	1,895	113.29%
Total Salaries and Benefits	<u>17,106</u>	<u>327,816</u>	<u>263,714</u>	<u>80.45%</u>



**General Fund Expenditures
As of November 30, 2019**

	November 2019 Transactions	2019 Annual Amended Budget	YTD Transactions	% of Annual Budget
Professional Services-Engineering	8,192	50,000	46,219	92.44%
Professional Services-Legal	870	7,500	7,230	96.40%
Technical Services - Planning	-	25,000	18,801	75.20%
Repairs & Maintenance	-	2,500	355	14.19%
Repairs & Maintenance - Vehicles	34	5,000	2,104	42.08%
Communications	276	5,000	3,875	77.51%
Advertising -Promotions	94	2,000	1,226	61.32%
Printing & Binding	-	500	-	0.00%
Travel	-	1,000	865	86.54%
Dues and Fees	304	7,500	5,440	72.53%
Education and Training	-	1,000	533	53.35%
Contract Labor	2,790	10,000	4,770	47.70%
Other Expenditures	79	1,000	724	72.39%
General Supplies and Materials	172	1,000	988	98.85%
General Supplies - Postage	-	250	-	0.00%
Gasoline/Diesel	338	5,000	3,605	72.11%
Books and Periodicals-Code Books	949	500	956	191.10%
Small Equipment	-	2,000	2,354	117.71%
Software	188	-	188	100.00%
Other Supplies - Uniforms	-	250	-	0.00%
Total Operations	14,286	127,000	100,234	78.92%
Planning and Zoning				
Salaries & Wages	12,135	129,500	120,143	92.77%
Employee Benefits-Medical	1,467	18,582	17,717	95.34%
Employee Benefits-Dental	31	755	377	49.97%
Employee Benefits-ADD Life	25	294	303	103.06%
Employee Benefits-Disability	73	865	877	101.38%
FICA	719	8,029	7,192	89.58%
Medicare	168	1,878	1,682	89.57%
Employee Benefits-Retirement	638	7,690	7,021	91.30%
Unemployment	-	76	54	71.64%
Workers' Compensation	-	5,667	5,667	99.99%
Total Salaries and Benefits	15,256	173,336	161,033	92.90%
Professional Services	-	1,000	-	0.00%
Professional Services-Legal	-	1,000	-	0.00%
Technical Services - Planning	-	5,000	-	0.00%
Repairs & Maintenance	-	500	-	0.00%
Other Services - Map Updates	-	1,000	-	0.00%
Communications	47	1,750	1,375	78.58%
Advertising	3,106	15,000	16,996	113.31%
Printing & Binding	-	250	(50)	-20.00%
Travel	-	500	64	12.74%
Dues and Fees	-	2,500	1,501	60.06%
Education and Training	-	1,500	1,300	86.67%
Planning & Zoning Meeting Fees	147	2,500	2,401	96.04%
Other Expenditures	-	500	114	100.00%
General Supplies and Materials	-	1,000	275	27.52%
Gasoline & Diesel	-	500	34	6.80%
Small Equipment	-	1,500	1,058	100.00%
Software	188	-	188	100.00%
Total Operations	3,487	36,000	25,256	70.15%



**General Fund Expenditures
As of November 30, 2019**

	November 2019 Transactions	2019 Annual Amended Budget	YTD Transactions	% of Annual Budget
<i>Main Street Program</i>				
Salaries and Wages	5,320	49,177	54,668	111.17%
Overtime	-	1,000	262	26.19%
Employee Benefits - Medical	1,256	15,629	15,179	97.12%
Employee Benefits - Dental	31	376	377	100.34%
Employee Benefits - Add Life	12	147	147	100.00%
Employee Benefits - Disability	34	397	405	101.98%
FICA	319	3,111	3,272	105.18%
Medicare	75	728	765	105.13%
Employee Benefits - Retirement	295	3,552	3,243	91.29%
Unemployment	-	38	27	69.97%
Workers Comp Insurance	-	226	226	99.95%
<i>Total Salaries and Benefits</i>	7,342	74,381	78,571	105.63%
Communications	42	750	481	64.15%
Advertising	-	500	125	25.00%
Travel	-	500	12	2.40%
Dues and Fees	-	1,750	1,545	88.31%
Education and Training	-	500	225	45.00%
Contract Labor	1,440	7,500	5,842	77.89%
Supplies - Special Events	161	15,000	12,868	85.79%
Software	-	395	-	0.00%
Payments to Other Agencies	-	1,500	1,500	100.00%
<i>Total Operations</i>	1,642	28,395	22,598	79.59%
<i>Intergovernmental</i>				
Intergovernmental - COED	-	13,000	13,000	100.00%
Total Intergovernmental	-	13,000	13,000	100.00%
TOTAL HOUSING AND DEVELOPMENT	\$ 59,120	\$ 779,928	\$ 664,407	85.19%
<i>Other Financing Uses</i>				
Transfer to Other Funds	2,500,000	3,000,000	2,992,775	99.76%
TOTAL OTHER FINANCING USES	\$ 2,500,000	\$ 3,000,000	\$ 2,992,775	99.76%
TOTAL GENERAL FUND EXPENDITURES	\$ 2,934,410	\$ 11,500,000	\$ 10,658,733	92.68%



Operating Grant Fund
As of November 30, 2019

	November 2019 Transactions	2019 Annual Budget	YTD Transactions	% of Annual Budget
REVENUES:				
Atlanta Regional Commission Grant	24,482	228,455	186,821	81.78%
Interest Revenue	1	45	40	89.78%
TOTAL REVENUES	\$ 24,483	\$ 228,500	\$ 186,861	81.78%
EXPENDITURES:				
Payments to Other Agencies-FOCUS	12,126	228,500	173,071	75.74%
TOTAL EXPENDITURES	\$ 12,126	\$ 228,500	\$ 173,071	75.74%



Parks & Recreation Fund
As of November 30, 2019

REVENUES:	November 2019 Transactions	2019 Annual Amended Budget	YTD Transactions	% of Annual Budget
Alcoholic Bev Excise Tax Beer & Wine	21,035	240,000	221,034	92.10%
Alcoholic Bev Excise Tax Liquor	5,916	85,000	77,067	90.67%
Local Option Mixed Drink Tax	4,044	45,000	41,089	91.31%
Penalties and Interest	-	250	-	0.00%
Bad Check Fees	-	25	25	100.00%
Interest Revenue	4	350	290	82.80%
Rents and Royalties	603	15,000	15,010	100.07%
Prior Year Fund Balance	-	114,375	-	0.00%
TOTAL REVENUES	\$ 31,602	\$ 500,000	\$ 354,514	70.90%
EXPENDITURES:				
Disposal - Garbage Depot	51	750	562	75.00%
Pest Control - Depot	45	600	531	88.50%
Repairs & Maintenance - Depot	47	2,500	1,861	74.43%
Communications	3	1,750	1,560	89.16%
General Supplies - Depot	-	1,532	32	2.08%
Water/Sewer - Depot	10	1,000	697	69.74%
Natural Gas - Depot	140	1,750	1,469	83.96%
Electricity - Depot	175	5,000	3,944	78.88%
Small Equipment - Depot	-	500	-	0.00%
Professional Services	2,500	-	2,500	100.00%
Disposal - Garbage Parks	51	750	562	75.00%
Lawn Care	523	7,000	5,863	83.76%
Pest Control - Parks	45	1,500	1,334	88.91%
Repairs & Maintenance - Parks	9,755	20,000	25,672	128.36%
Rental - Equipment & Land	450	500	450	90.00%
Dues and Fees	-	500	357	71.40%
Contract Labor	5,663	40,000	40,388	100.97%
General Supplies and Materials - Parks	98	1,500	842	56.13%
Water/Sewer - Parks	457	6,500	5,274	81.14%
Electricity - Parks	82	1,500	905	60.33%
Small Equipment - Parks	-	500	-	0.00%
Capital Outlay - Site Improvements	-	225,000	204,183	100.00%
Transfers to Other Funds	-	179,368	179,368	100.00%
TOTAL EXPENDITURES	\$ 20,094	\$ 500,000	\$ 478,355	95.67%



Hotel/Motel Tax Fund
As of November 30, 2019

	November 2019	2019 Annual	YTD	% of Annual
REVENUES:	Transactions	Budget	Transactions	Budget
Hotel/Motel Taxes	252	4,490	4,030	89.76%
Interest Revenue	0	10	11	110.10%
TOTAL REVENUES	\$ 252	\$ 4,500	\$ 4,041	89.80%
EXPENDITURES:				
Advertising/Promotions	-	4,500	7,580	168.44%
TOTAL EXPENDITURES	\$ -	\$ 4,500	\$ 7,580	168.44%



SPLOST III Fund
As of November 30, 2019

	November 2019	2019 Annual	YTD	% of Annual
REVENUES:	Transactions	Budget	Transactions	Budget
Special Assessments - Crestmont	-	14,910	14,910	100.00%
Prior Year Fund Balance	-	-	-	#DIV/0!
Interest Revenue	11	415	374	90.00%
TOTAL REVENUES	\$ 11	\$ 15,325	\$ 15,284	99.73%
EXPENDITURES:				
Capital Outlay-Infrastructure	-	15,325	-	0.00%
TOTAL EXPENDITURES	\$ -	\$ 15,325	\$ -	0.00%



SPLOST IV Fund
As of November 30, 2019

	November 2019	2019 Annual	YTD	% of Annual
REVENUES:	Transactions	Budget	Transactions	Budget
SPLOST IV Revenue	-	8,394	8,394	100.00%
Special Assessments	-	3,970	3,970	100.00%
Interest Revenue	3	130	113	86.66%
Prior Year Fund Balance		59,006	-	0.00%
TOTAL REVENUES	\$ 3	\$ 71,500	\$ 12,477	17.45%
EXPENDITURES:				
Capital Outlay-Infrastructure	-	71,500	-	0.00%
TOTAL EXPENDITURES	\$ -	\$ 71,500	\$ -	0.00%



SPLOST V Fund
As of November 30, 2019

	November 2019	2019 Annual	YTD	% of Annual
REVENUES:	Transactions	Amended Budget	Transactions	Budget
SPLOST V Revenue	149,921	1,750,000	1,641,912	93.82%
Grant Revenue-LMIG	-	135,000	-	0.00%
Grant Revenue-LCI Phase II	-	600,000	497,503	82.92%
Special Assessments	-	1,824,548	-	0.00%
Bond Proceeds	-	418,897	-	0.00%
Interest Revenue	10	450	397	88.14%
TOTAL REVENUES	\$ 149,931	\$ 4,728,895	\$ 2,139,812	45.25%
EXPENDITURES:				
Capital Outlay-Public Safety Equipment	4,689	400,000	336,730	84.18%
Capital Outlay-Police Cars	118,854	199,650	255,263	127.86%
Capital Outlay-Infrastructure	126,175	1,805,350	1,198,817	66.40%
Capital Outlay-HOTL Pedestrian	-	250,500	250,369	99.95%
Capital Outlay-HS Pkwy	16,152	1,145,000	1,160,618	101.36%
Capital Outlay-TCP Road Net	61,889	128,395	190,283	148.20%
Capital Outlay-LCI Phase II	2,024	800,000	802,214	100.28%
TOTAL EXPENDITURES	\$ 329,782	\$ 4,728,895	\$ 4,194,293	88.69%



Town Center Fund
As of November 30, 2019

Revenues	November 2019 Transactions	2019 Annual Amended Budget	YTD Transactions	% of Annual Budget
Interest Revenue	11	100	125	124.72%
Donations from Private Source	-	-	5,000	100.00%
Prior Year Fund Balance	-	124,900	-	0.00%
Transfer from General Fund	744,463	1,000,000	2,102,329	210.23%
Transfer from URA	-	1,510,103	-	0.00%
TOTAL REVENUES	\$ 744,474	\$ 2,635,103	\$ 2,107,454	79.98%
Expenditures				
Advertising	125	-	125	100.00%
Professional Services	280	350,000	94,879	27.11%
Capital Outlay - Sites	6,220	-	6,220	100.00%
Capital Outlay - Site Improvements	31,054	750,000	506,865	67.58%
Capital Outlay - TCP Road Network	-	1,333,606	630,900	100.00%
Transfer to Other Funds	-	201,497	201,497	100.00%
TOTAL EXPENDITURES	\$ 37,678	\$ 2,635,103	\$ 1,440,485	54.67%



Debt Service Fund
As of November 30, 2019

Revenues	November 2019 Transactions	2019 Annual Budget	YTD Transactions	% of Annual Budget
Transfers from Parks & Rec Fund	-	179,368	179,368	100.00%
Transfer from General Fund	2,000,000	2,000,000	2,000,000	100.00%
TOTAL REVENUES	\$ 2,000,000	\$ 2,179,368	\$ 2,179,368	100.00%
Expenditures				
Other Expenditures	-	1,819,896	-	0.00%
Debt Service - Bond Principal HSPRA	-	305,095	151,586	49.68%
Debt Service - Bond Interest HSPRA	-	54,377	27,782	51.09%
TOTAL EXPENDITURES	\$ -	\$ 2,179,368	\$ 179,368	8.23%



**Stormwater Utility Fund
As of November 30, 2019**

REVENUES:	November 2019 Transactions	2019 Annual Budget	YTD Transactions	% of Annual Budget
Stormwater Utility Fees	69,116	334,500	121,931	36.45%
Interest Revenue	23	500	809	161.85%
TOTAL REVENUES	\$ 69,139	\$ 335,000	\$ 122,740	36.64%
EXPENSES:				
Salaries & Wages	3,834	56,500	43,029	76.16%
Overtime	-	2,000	-	0.00%
Employee Benefits - Medical Insurance	774	13,952	10,459	74.96%
Employee Benefits - Dental Insurance	31	377	341	90.45%
Employee Benefits - Disability	22	380	292	76.84%
Employee Benefits - ADD Life	12	147	132	89.80%
FICA	238	3,627	2,668	73.56%
Medicare	56	848	626	73.82%
Employee Benefits - Retirement	216	3,178	2,421	76.18%
Unemployment	3	76	33	43.42%
Workers Comp Insurance	223	2,726	2,503	91.82%
Legal & Professional	113	4,000	482	12.04%
Regional Stormwater	-	2,500	-	0.00%
Pollution Prevention	-	1,500	51	3.39%
Watershed Planning	-	500	-	0.00%
Maintenance & Cleaning	7,783	111,239	89,206	80.19%
Structural Upgrades	-	95,000	78,192	82.31%
Rental of Equipment	-	7,500	-	0.00%
Communications	-	2,750	930	33.80%
Advertising	-	250	-	0.00%
Dues and Fees	188	6,500	6,688	102.88%
Training	-	2,000	222	11.10%
Contract Labor	-	500	-	0.00%
General Supplies & Materials	285	1,500	285	19.00%
Postage	-	100	17	17.35%
Water/Sewer	-	5,000	336	6.73%
Gasoline & Diesel	112	4,500	839	18.64%
Small Equipment	-	1,500	-	0.00%
Office Supplies	282	1,000	505	50.54%
Contingency	-	3,350	-	0.00%
			-	
TOTAL EXPENSES	\$ 14,170	\$ 335,000	\$ 240,256	71.72%



**Main Street Board
Budget To Actual Comparison Report
As of November 30, 2019**

Revenues	November 2019 Transactions	2019 Annual Budget	YTD Transactions
Business & Occupation Licenses	-	41,401	45,909
Alcohol Beverage Licenses	18,000	25,000	25,000
Alcohol Pouring Permits	425	5,000	2,865
Donations From Private Sources	-	20,000	24,750
Miscellaneous/Registrations/Booth Fees	-	8,825	5,079
Rents and Royalties	-	2,500	2,500
Interest Revenue	1	50	68
TOTAL REVENUES	\$ 18,426	\$ 102,776	\$ 106,171

Expenditures			
Salaries & Wages	7,980	49,177	57,328
Overtime	-	1,000	262
Employee Benefits - Medical	1,263	15,629	15,185
Employee Benefits- Dental	31	376	377
Employee Benefits-Add Life	12	147	147
Employee Benefits-Disability	34	397	405
FICA	479	3,111	3,432
Medicare	112	728	803
Employee Benefits-Retirement	590	3,552	3,537
Unemployment	-	38	27
Workers Comp Insurance	-	226	226
Communications	42	750	481
Advertising	-	500	125
Travel	-	500	12
Dues and Fees	-	1,750	1,545
Education and Training	-	500	225
Contract Labor	1,740	7,500	6,142
Supplies-Special Events	161	15,000	12,868
Software	-	395	-
Payments to Other Agencies	-	1,500	1,500
TOTAL EXPENDITURES	\$ 12,443	\$ 102,776	\$ 104,628

**% of Annual
Budget**

110.89%
100.00%
57.30%
123.75%
57.55%
100.00%
136.88%

103.30%

116.58%
26.19%
97.16%
100.34%
100.00%
101.98%
110.31%
110.26%
99.59%
69.97%
99.95%
64.15%
25.00%
2.40%
88.31%
45.00%
81.89%
85.79%
0.00%
100.00%

101.80%



**Holly Springs Tree Commission
Budget to Actual Comparison Report
As of November 30, 2019**

Revenues	November 2019 Transactions	2019 Annual Budget	YTD Transactions	% Variance
Development Fees/Recompense	-	24,950.00	5,025.00	20.14%
Interest Revenue	0.07	50.00	3.86	7.72%
TOTAL REVENUES	\$ 0.07	\$ 25,000.00	\$ 5,028.86	20.12%
Expenditures				
Landscaping/Tree Planting & Care	-	8,000.00	-	0.00%
Tree Maintenance	-	8,000.00	-	0.00%
Tree Removal	-	5,500.00	-	0.00%
Travel	-	750.00	-	0.00%
Dues and Fees	-	500.00	175.00	35.00%
Education and Training	-	1,000.00	70.00	7.00%
Tree Seedlings	-	500.00	330.00	66.00%
Banners & Shirts	-	250.00	91.36	36.54%
Books and Periodicals	-	500.00	13.90	2.78%
TOTAL EXPENDITURES	\$ -	\$ 25,000.00	\$ 680.26	2.72%

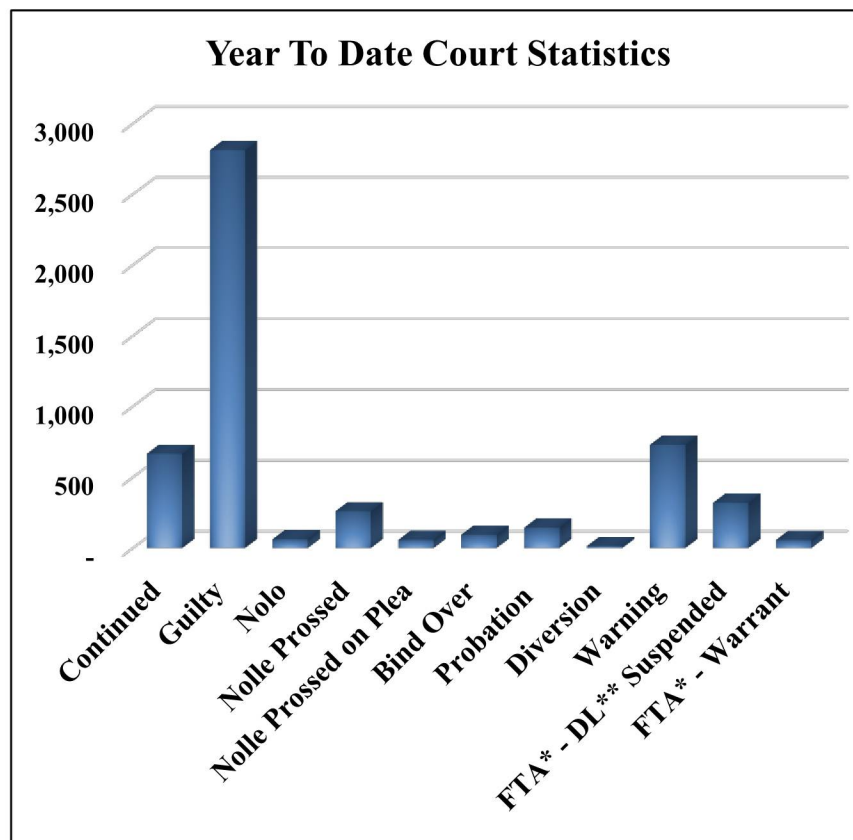


City of Holly Springs Court Statistics 2019 Year to Date

	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Continued	0	131	148	184	70	106	36	118	49	77	57	-	976
Guilty	0	104	131	347	84	36	474	449	305	328	454	-	2,712
Nolo	0	12	0	9	8	11	12	9	7	7	4	-	79
Nolle Prossed	0	6	1	25	18	36	20	32	32	46	73	-	289
Nolle Prossed on Plea	0	24	0	25	-	-	-	-	-	-	-	-	49
Bind Over	0	5	3	8	6	14	24	16	10	12	9	-	107
Probation	0	9	6	10	10	11	7	10	14	49	34	-	160
Diversion	0	2	0	2	3	1	-	-	-	4	2	-	14
Warning	0	4	0	32	27	108	157	102	125	65	100	-	720
FTA* - DL** Suspended	0	23	32	14	52	147	9	32	36	88	22	-	455
FTA* - Warrant	0	10	8	14	15	20	-	11	17	-	-	-	95
	-	330	329	670	293	490	739	779	595	676	755	-	5,656

* Failure to Appear

** Driver's License



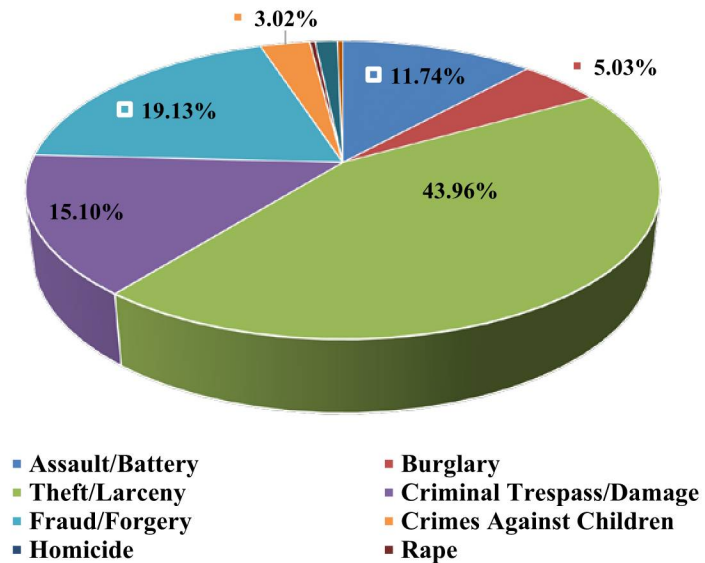


City of Holly Springs Police Statistics 2019 Year to Date

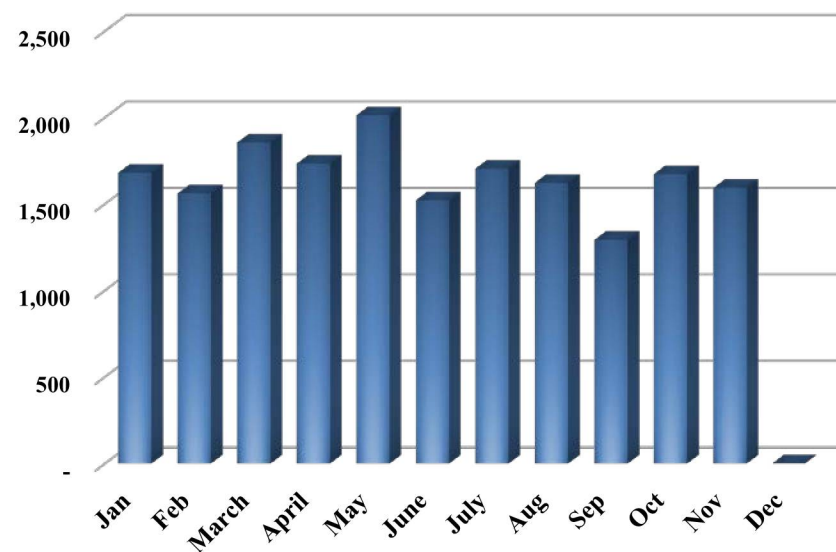
	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Assault/Battery	4	3	3	2	5	3	2	6	2	5	-	-	35
Burglary	3	2	2	-	-	-	2	1	1	3	1	-	15
Theft/Larceny	24	5	17	15	9	7	14	12	8	8	12	-	131
Criminal Trespass/Damage	3	2	3	5	5	10	4	6	4	3	-	-	45
Fraud/Forgery	4	5	5	5	9	6	1	7	7	4	4	-	57
Crimes Against Children	1	1	-	2	-	-	-	2	1	-	2	-	9
Homicide	-	-	-	-	-	-	-	-	-	-	-	-	-
Rape	-	-	-	-	1	-	-	-	-	-	-	-	1
Robbery	-	-	-	-	-	-	-	-	-	-	-	-	-
Arson	-	-	-	-	-	-	-	-	-	-	-	-	-
Motor Vehicle Theft	-	-	-	1	1	-	-	-	-	1	1	-	4
Sex Crimes	-	-	-	-	-	-	1	-	-	-	-	-	1
	39	18	30	30	30	26	24	34	23	24	20	-	298

Calls for Service	1,679	1,560	1,854	1,732	2,011	1,520	1,703	1,621	1,291	1,672	1,592	-	18,235
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Year To Date Police Statistics



Year To Date Calls for Service



**City of Holly Springs
Police Statistics
as of January 2019**

Description	Jan-19
Assault/Battery	4
Burglary	3
Theft/Larceny	24
Criminal Trespass/Damage	3
Fraud/Forgery	4
Crimes against children	1
Homicide	0
Rape	0
Robbery	0
Arson	0
Motor Vehicle Theft	0
Sex Crimes	0
Monthly Totals	39

Calls for service	1,679
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**City of Holly Springs
Police Statistics
as of February 2019**

Description	Feb-19
Assault/Battery	3
Burglary	2
Theft/Larceny	5
Criminal Trespass/Damage	2
Fraud/Forgery	5
Crimes against children	1
Homicide	0
Rape	0
Robbery	0
Arson	0
Motor Vehicle Theft	0
Sex Crimes	0
Monthly Totals	18

Calls for service	1,560
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**City of Holly Springs
Police Statistics
as of March 2019**

Description	Mar-19
Assault/Battery	3
Burglary	2
Theft/Larceny	17
Criminal Trespass/Damage	3
Fraud/Forgery	5
Crimes against children	0
Homicide	0
Rape	0
Robbery	0
Arson	0
Motor Vehicle Theft	0
Sex Crimes	0
Monthly Totals	30

Calls for service	1,854
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**City of Holly Springs
Police Statistics
as of April 2019**

Description	Apr-19
Assault/Battery	2
Burglary	0
Theft/Larceny	15
Criminal Trespass/Damage	5
Fraud/Forgery	5
Crimes against children	2
Homicide	0
Rape	0
Robbery	0
Arson	0
Motor Vehicle Theft	1
Sex Crimes	0
Monthly Totals	30

Calls for service	1,732
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**City of Holly Springs
Police Statistics
as of May 2019**

Description	May-19
Assault/Battery	5
Burglary	0
Theft/Larceny	9
Criminal Trespass/Damage	5
Fraud/Forgery	9
Crimes against children	0
Homicide	0
Rape	1
Robbery	0
Arson	0
Motor Vehicle Theft	1
Sex Crimes	0
Monthly Totals	30

Calls for service	2,011
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**City of Holly Springs
Police Statistics
as of June 2019**

Description	Jun-19
Assault/Battery	3
Burglary	0
Theft/Larceny	7
Criminal Trespass/Damage	10
Fraud/Forgery	6
Crimes against children	0
Homicide	0
Rape	0
Robbery	0
Arson	0
Motor Vehicle Theft	0
Sex Crimes	0
Monthly Totals	26

Calls for service	1,520
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**City of Holly Springs
Police Statistics
as of July 2019**

Description	Jul-19
Assault/Battery	2
Burglary	2
Theft/Larceny	14
Criminal Trespass/Damage	4
Fraud/Forgery	1
Crimes against children	0
Homicide	0
Rape	0
Robbery	0
Arson	0
Motor Vehicle Theft	0
Sex Crimes	1
Monthly Totals	24

Calls for service	1,703
--------------------------	--------------

**City of Holly Springs
Police Statistics
as of August 2019**

Description	Aug-19
Assault/Battery	6
Burglary	1
Theft/Larceny	12
Criminal Trespass/Damage	6
Fraud/Forgery	7
Crimes against children	2
Homicide	0
Rape	0
Robbery	0
Arson	0
Motor Vehicle Theft	0
Sex Crimes	0
Monthly Totals	34

Calls for service	1,621
--------------------------	--------------

**City of Holly Springs
Police Statistics
as of September 2019**

Description	Sep-19
Assault/Battery	2
Burglary	1
Theft/Larceny	8
Criminal Trespass/Damage	4
Fraud/Forgery	7
Crimes against children	1
Homicide	0
Rape	0
Robbery	0
Arson	0
Motor Vehicle Theft	0
Sex Crimes	0
Monthly Totals	23

Calls for service	1,291
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**City of Holly Springs
Police Statistics
as of October 2019**

Description	Oct-19
Assault/Battery	5
Burglary	3
Theft/Larceny	8
Criminal Trespass/Damage	3
Fraud/Forgery	4
Crimes against children	0
Homicide	0
Rape	0
Robbery	0
Arson	0
Motor Vehicle Theft	1
Sex Crimes	0
Monthly Totals	24

Calls for service	1,672
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**City of Holly Springs
Police Statistics
as of November 2019**

Description	Nov-19
Assault/Battery	0
Burglary	1
Theft/Larceny	12
Criminal Trespass/Damage	0
Fraud/Forgery	4
Crimes against children	2
Homicide	0
Rape	0
Robbery	0
Arson	0
Motor Vehicle Theft	1
Sex Crimes	0
Monthly Totals	20

Calls for service	1,592
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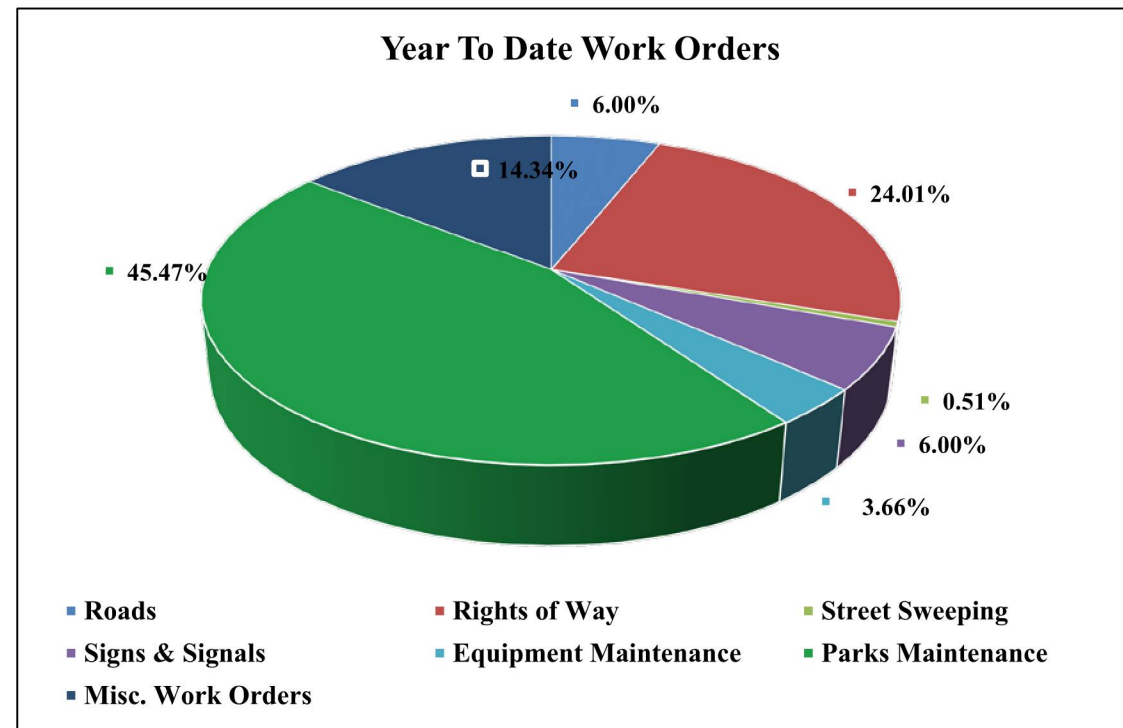
**City of Holly Springs
Police Statistics
as of December 2019**

Description	Dec-19
Assault/Battery	
Burglary	
Theft/Larceny	
Criminal Trespass/Damage	
Fraud/Forgery	
Crimes against children	
Homicide	
Rape	
Robbery	
Arson	
Motor Vehicle Theft	
Sex Crimes	
Monthly Totals	0

Calls for service	
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**City of Holly Springs
Work Orders
2019 Year to Date**

	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Roads	8	1	4	5	6	6	4	2	1	10	12	-	59
Rights of Way	3	-	12	25	46	31	35	36	15	17	16	-	236
Street Sweeping	3	1	-	-	-	-	-	-	-	-	1	-	5
Signs & Signals	5	9	3	4	6	8	8	5	3	4	4	-	59
Equipment Maintenance	3	6	4	2	3	2	5	3	3	4	1	-	36
Parks Maintenance	52	51	37	53	28	29	38	51	44	32	32	-	447
Misc. Work Orders	23	16	19	14	8	7	13	11	12	9	9	-	141
	97	84	79	103	97	83	103	108	78	76	75	-	983





**City of Holly Springs
Monthly Operation Report
Executive Summary**

Description	Jan-19	
Pot Hole Repair	0	roads
Tree Service Work	2	row
ROW Mowing	1	row
Dead Animal Pick Up	2	roads
Street Sweeping	3	street sweeping
Road Salting	6	roads
Sign Maintenance	3	signs
Traffic Signals	2	signs
Equipment Maintenance	3	equipment maintenance
Misc. Work Orders	23	misc
PARKS		
J.B. Owens	14	parks
Barrett Park	14	parks
J.C. Mullins	24	parks
Monthly Totals	97	

Notes:

- 1) First month with the City. Started the work order process.
- 2) Used this month to become familiar with City and Equipment
- 3) Serviced most of the City equipment.
- 4) Weather caused call outs for road salting.
- 5) Continuing to work with staff to ensure proper work order documentation.
- 6)



**City of Holly Springs
Monthly Operation Report
Executive Summary**

Description	Feb-19	
Pot Hole Repair	0	roads
Tree Service Work	0	row
ROW Mowing	0	row
Dead Animal Pick Up	1	roads
Street Sweeping	1	street sweeping
Road Salting	0	roads
Sign Maintenance	7	signs
Traffic Signals	2	signs
Equipment Maintenance	6	equipment maintenance
Misc. Work Orders	16	misc
PARKS		
J.B. Owens	15	parks
Barrett Park	14	parks
J.C. Mullins	22	parks
Monthly Totals	84	

Notes:

- 1) First month with the City. Started the work order process.
- 2) Used this month to become familiar with City and Equipment
- 3) Serviced most of the City equipment.
- 4) Weather caused call outs for road salting.
- 5) Continuing to work with staff to ensure proper work order documentation.
- 6)



City of Holly Springs **Monthly Operation Report** **Executive Summary**

Description	Mar-19	
Pot Hole Repair	4	roads
Tree Service Work	1	row
ROW Mowing	11	row
Dead Animal Pick Up	0	roads
Street Sweeping	0	street sweeping
Road Salting	0	roads
Sign Maintenance	2	signs
Traffic Signals	1	signs
Equipment Maintenance	4	equipment maintenance
Misc. Work Orders	19	misc
PARKS		
J.B. Owens	14	parks
Barrett Park	9	parks
J.C. Mullins	14	parks
Monthly Totals	79	

Notes:

- 1) First month with the City. Started the work order process.
- 2) Used this month to become familiar with City and Equipment
- 3) Serviced most of the City equipment.
- 4) Weather caused call outs for road salting.
- 5) Continuing to work with staff to ensure proper work order documentation.
- 6)



**City of Holly Springs
Monthly Operation Report
Executive Summary**

Description	Apr-19	
Pot Hole Repair	1	roads
Tree Service Work	0	row
ROW Mowing	25	row
Dead Animal Pick Up	4	roads
Street Sweeping	0	street sweeping
Road Salting	0	roads
Sign Maintenance	3	signs
Traffic Signals	1	signs
Equipment Maintenance	2	equipment maintenance
Misc. Work Orders	14	misc
PARKS		
J.B. Owens	16	parks
Barrett Park	18	parks
J.C. Mullins	19	parks
Monthly Totals	103	

Notes:

- 1) Summer in full effect, landscaping duties are taking up much of our time.
- 2) This past month, we spent a lot of time prepping for the Easter Egg Hunt.
- 3) Serviced most of the City's mowing equipment.
- 4) We've been continuously working on edge of pavement repair along Holly St. and Hickc
- 5) Continuing to work with staff to ensure proper safety measures are being taken when pi



City of Holly Springs **Monthly Operation Report** **Executive Summary**

Description	May-19	
Pot Hole Repair	2	roads
Tree Service Work	0	row
ROW Mowing	46	row
Dead Animal Pick Up	4	roads
Street Sweeping	0	street sweeping
Road Salting	0	roads
Sign Maintenance	5	signs
Traffic Signals	1	signs
Equipment Maintenance	3	equipment maintenance
Misc. Work Orders	8	misc
PARKS		
J.B. Owens	13	parks
Barrett Park	7	parks
J.C. Mullins	8	parks
Monthly Totals	97	

Notes:

Summer duties are still in full effect, the crew is doing a lot of grass cutting and trimming back of vegetation. This past month we had our 5K event and I feel as if the event went very smoothly and that we prepped the course well. Foot traffic is at a high at our parks so staying on top of the maintenance is something that is important to our crew. We look forward to the remaining summer months and the impact the Optech crew can on the City.



**City of Holly Springs
Monthly Operation Report
Executive Summary**

Description	Jun-19	
Pot Hole Repair	3	roads
Tree Service Work	12	row
ROW Mowing	19	row
Dead Animal Pick Up	3	roads
Street Sweeping	0	street sweeping
Road Salting	0	roads
Sign Maintenance	4	signs
Traffic Signals	4	signs
Equipment Maintenance	2	equipment maintenance
Misc. Work Orders	7	misc
PARKS		
J.B. Owens	11	parks
Barrett Park	10	parks
J.C. Mullins	8	parks
Monthly Totals	83	



**City of Holly Springs
Monthly Operation Report
Executive Summary**

Description	Jul-19
Pot Hole Repair	1
Tree Service Work	5
ROW Mowing	30
Dead Animal Pick Up	3
Street Sweeping	0
Road Salting	0
Sign Maintenance	4
Traffic Signals	4
Equipment Maintenance	5
Misc. Work Orders	13
PARKS	
J.B. Owens	18
Barrett Park	8
J.C. Mullins	12
Monthly Totals	103



**City of Holly Springs
Monthly Operation Report
Executive Summary**

Description	Aug-19	
Pot Hole Repair	0	roads
Tree Service Work	3	row
ROW Mowing	33	row
Dead Animal Pick Up	2	roads
Street Sweeping	0	street sweeping
Road Salting	0	roads
Sign Maintenance	1	signs
Traffic Signals	4	signs
Equipment Maintenance	3	equipment maintenance
Misc. Work Orders	11	misc
PARKS		
J.B. Owens	20	parks
Barrett Park	15	parks
J.C. Mullins	16	parks
Monthly Totals	108	

Notes:

- 1) Summer grass season is coming to an end, transition into leaf season.
- 2) We look forward to taking on the projects as our schedule will allow.
- 3) Edge of pavement repairs, vegetation cutbacks, pothole repairs, mulching at parks, Etc.
- 4) Autumn fest prep is in full effect
- 5)
- 6)



**City of Holly Springs
Monthly Operation Report
Executive Summary**

Description	Sep-19	
Pot Hole Repair	1	roads
Tree Service Work	2	row
ROW Mowing	13	row
Dead Animal Pick Up	0	roads
Street Sweeping	0	street sweeping
Road Salting	0	roads
Sign Maintenance	3	signs
Traffic Signals	0	signs
Equipment Maintenance	3	equipment maintenance
Misc. Work Orders	12	misc
PARKS		
J.B. Owens	16	parks
Barrett Park	15	parks
J.C. Mullins	13	parks
Monthly Totals	78	

Notes:

- 1) Grass cutting season is coming to an end
- 2) Fall leaf season is about to be in full effect.
- 3) This past month consisted with a lot of Autumnfest prep
- 4) Aquired 3 new employees, much time was spent training.
- 5) Will be able to get to more concrete repair jobs.
- 6)



**City of Holly Springs
Monthly Operation Report
Executive Summary**

Description	Oct-19	
Pot Hole Repair	6	roads
Tree Service Work	7	row
ROW Mowing	10	row
Dead Animal Pick Up	4	roads
Street Sweeping	0	street sweeping
Road Salting	0	roads
Sign Maintenance	1	signs
Traffic Signals	3	signs
Equipment Maintenance	4	equipment maintenance
Misc. Work Orders	9	misc
PARKS		
J.B. Owens	10	parks
Barrett Park	12	parks
J.C. Mullins	10	parks
Monthly Totals	76	

Notes:

- 1) Leaf cleanup season is in full effect
- 2) Serviced all lawn equipment "end of season cleanup"
- 3) Worked with James on Harden House Landscaping



**City of Holly Springs
Monthly Operation Report
Executive Summary**

Description	Nov-19	
Pot Hole Repair	9	roads
Tree Service Work	13	row
ROW Mowing	3	row
Dead Animal Pick Up	3	roads
Street Sweeping	1	street sweeping
Road Salting	0	roads
Sign Maintenance	3	signs
Traffic Signals	1	signs
Equipment Maintenance	1	equipment maintenance
Misc. Work Orders	9	misc
PARKS		
J.B. Owens	12	parks
Barrett Park	11	parks
J.C. Mullins	9	parks
Monthly Totals	75	

Notes:

- 1) Leaf cleanup at the parks.
- 2) Thanksgiving prep
- 3) Tree lighting & Parade prep
- 4) Crepe Myrtle install
- 5)
- 6)



**City of Holly Springs
Monthly Operation Report
Executive Summary**

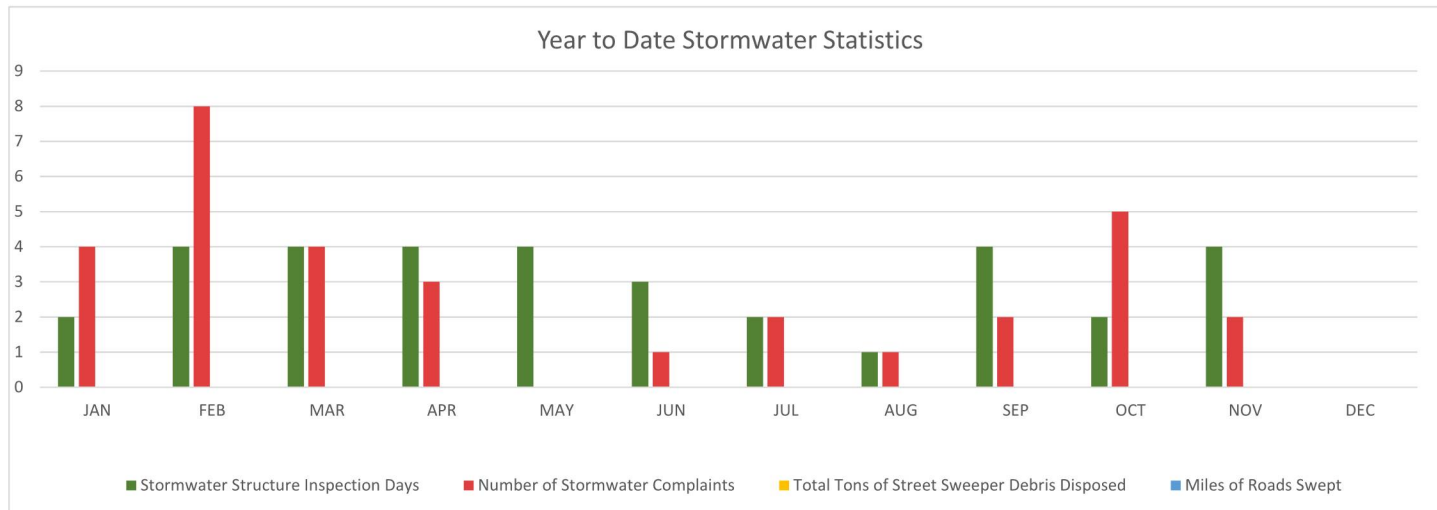
Description	Dec-19	
Pot Hole Repair		roads
Tree Service Work		row
ROW Mowing		row
Dead Animal Pick Up		roads
Street Sweeping		street sweeping
Road Salting		roads
Sign Maintenance		signs
Traffic Signals		signs
Equipment Maintenance		equipment maintenance
Misc. Work Orders		misc
PARKS		
J.B. Owens		parks
Barrett Park		parks
J.C. Mullins		parks
Monthly Totals	0	

Notes:

- 1) First month with the City. Started the work order process.
- 2) Used this month to become familiar with City and Equipment
- 3) Serviced most of the City equipment.
- 4) Weather caused call outs for road salting.
- 5) Continuing to work with staff to ensure proper work order documentation.
- 6)

**City of Holly Springs
Stormwater Statistics
2019 Year to Date**

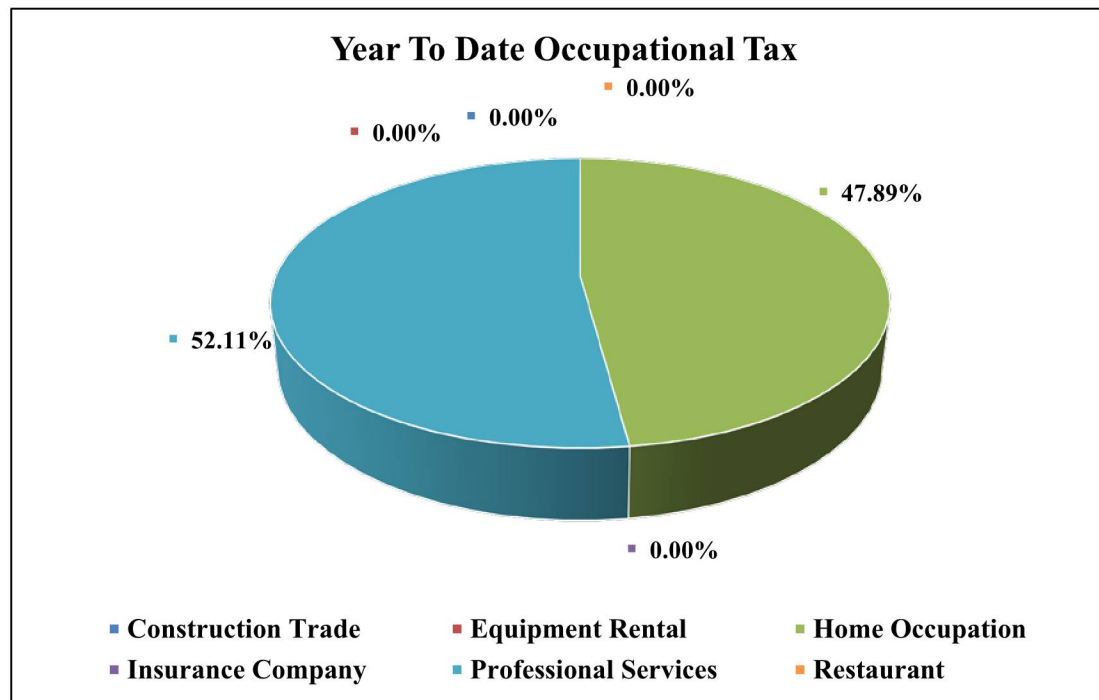
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Stormwater Structure Inspection Days		2	4	4	4	4	3	2	1	4	2	4	34
Number of Stormwater Complaints		4	8	4	3	0	1	2	1	2	5	2	32
Total Tons of Street Sweeper Debris Disposed		0	0	0	0	0	0	0	0	0	0	0	0
Miles of Roads Swept		0	0	0	0	0	0	0	0	0	0	0	0





City of Holly Springs Occupational Tax Summary 2019 Year to Date

	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total
Construction Trade	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Rental	-	-	-	-	-	-	-	-	-	-	-	-	-
Home Occupation	1	3	1	5	5	2	4	5	5	-	3	-	34
Insurance Company	-	-	-	-	-	-	-	-	-	-	-	-	-
Professional Services	10	6	1	4	4	1	-	6	2	3	-	-	37
Restaurant	-	-	-	-	-	-	-	-	-	-	-	-	-
	11	9	2	9	9	3	4	11	7	3	3	-	71

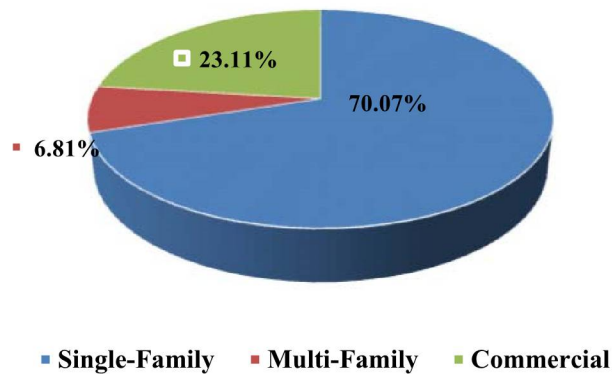




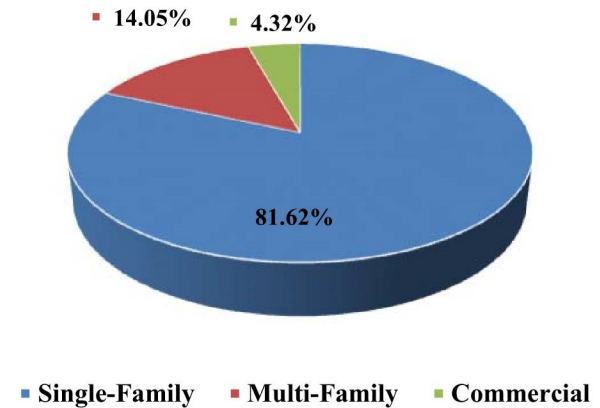
City of Holly Springs Building Permits and Certificates of Occupancy 2016 Year to Date

	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Single-Family													
Houses	11	7	15	22	16	18	27	25	11	10	21	7	190
Accessory Structures		2				3							5
Additions	1		6	5	1		1	2	1	2	4	1	24
Basement Buildouts			2				1	1	2	3	1	1	11
Miscellaneous	4	3	8	4	6	6	6	3	3	5	9	1	58
Certificates of Occupancy	11		12	14	9	11	18	18	10	13	16	19	151
Multi-Family													
Townhomes						5	8				12		25
Apartments	3												3
Misc-Multi Family													0
Certificates of Occupancy	4		2	5	8						1	6	26
Commercial													
New Structures				2	1		1	1	4	3			12
Addition-C							1						1
Tenant Build Outs		1	2				1	1	1	1	3		10
Accessory Structures				1				2				2	5
Misc-C	1	6	3	4	2	5	7	14	6	7	6	6	67
Certificates of Occupancy	1				1				3			3	8

Year To Date Permits Issued



Year To Date Certificates of Occupancy Issued



City of Holly Springs Work Session Meeting

Speaker Sign In Sheet

December 16, 2019

Meeting Date: _____

Name	Address	City Resident Y/N	Topic of Comment
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			

Note: City Council meetings are public meetings but are not public hearings. It is at the Chief Elected Official's discretion if public comment is taken.

