



City of Holly Springs

Date: Monday, December 7, 2020

Location: 3235 Holly Springs Pkwy.

City Council Work Session 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. SPECIAL PRESENTATION

- Investigator of the Year, Canton Moose Family Center – Detective Travis Wood

V. PUBLIC COMMENTS

VI. NEW BUSINESS

- A. Discuss accepting a donation of K-9 Officer Lexi
Presented By: Chief Michael Carswell
- B. Discuss an assessment from the Harmony on the Lakes Property Owners Association for 270 Crown Avenue, Holly Springs, Georgia 30115
Presented By: Robert M. Dyer, City Attorney
- C. Discuss a resolution appointing Mayor Pro Tem and Standing Committees of the City Council
Presented By: Mayor Steven W. Miller

- D. Discuss the 2021 appointments to the Holly Springs Parks and Recreation Authority
Presented By: Robert H. Logan, City Manager
- E. Discuss the 2021 appointments to the Planning and Zoning Commission
Presented By: Robert H. Logan, City Manager
- F. Discuss the 2021 appointments to the Holly Springs Tree Commission
Presented By: Robert H. Logan, City Manager
- G. Discuss a resolution to appoint the Municipal Court Judge and Municipal Court Judge Pro Tem
Presented By: Robert H. Logan, City Manager
- H. Discuss a resolution to appoint the Municipal Prosecuting Attorney and Assistant Prosecuting Attorneys
Presented By: Robert H. Logan, City Manager
- I. Discuss an ordinance to amend the Code of the City of Holly Springs, Georgia, Article II – Municipal Court – of Chapter 30 to create Section 30-41 – Appearance Before the Court of Persons Served with Charges; Failure to Appear
Presented By: Robert H. Logan, City Manager
- J. Discuss an amendment to the Holly Springs Municipal Services Master Fee Schedule
Presented By: Robert H. Logan, City Manager
- K. Discuss the renewal of the Alcohol License for ADB Hospitality Corporation d/b/a Sidelines Grille
Presented By: Robert H. Logan, City Manager
- L. Discuss a Memorandum of Understanding between Cherokee County, Georgia and the City of Holly Springs, Georgia for Transportation Facility Improvements, Hickory Road and Stringer Road Sidewalks – Fill-in the Gaps Project
Presented By: Robert H. Logan, City Manager
- M. Discuss an addendum to the Memorandum of Agreement with the Systematic Alien Verification Entitlements (SAVE) program
Presented By: Karen Norred, City Clerk/Human Resources Director
- N. Discuss the renewal of the Worker’s Compensation Insurance with the Georgia Municipal Association Worker’s Compensation Self-Insurance Fund
Presented By: Karen Norred, City Clerk/Human Resources Director

VII. REPORTS

VIII. ADJOURNMENT

City Council Special Called Meeting Agenda *Immediately following the Work Session*

I. CALL TO ORDER

II. NEW BUSINESS

1. Approve/deny accepting a donation of K-9 Officer Lexi
2. Approve/deny the renewal of the Alcohol License for ADB Hospitality Corporation d/b/a Sidelines Grille
3. Approve/deny an addendum to the Memorandum of Agreement with the Systematic Alien Verification Entitlements (SAVE) program
4. Approve/deny the renewal of the Worker's Compensation Insurance with the Georgia Municipal Association Worker's Compensation Self-Insurance Fund

III. ADJOURNMENT

EXECUTIVE SESSION IMMEDIATELY FOLLOWING

- Litigation

Harmony on the Lakes POA
c/o Sixes Management Group
1007 Towne Lake Hills E
Woodstock, GA 30189

Phone: 770-720-0210

Account Number:	Statement Date
39297	11/30/2020
Due Date	Amount Due:
01/01/21	1,276.73

Make checks payable to your association

Send payment To:

City of Holly Springs
PO Box 990
Holly Springs, GA 30142

Harmony on the Lakes Community Association
1007 Towne Lake Hills East
Woodstock, GA 30189

DATE	TRANSACTION	AMOUNT	BALANCE	MEMO
		Balance Forward:	0.00	
1/1/2021	2021 North Commercial Village	1,276.73	1,276.73	

Pay This Amount: \$1,276.73

Please send all correspondence or any inquiries on your invoice to:

Sixes Management Group
1007 Towne Lake Hills E
Woodstock, GA 30189

A 10% late fee will be assessed if payment is received after March 1st, 2021.

Pay online at propertypay.cit.com (eCheck is free, card payments have an additional convenience fee)

Management ID: 0514

Association ID: 0528

Previous balances are due upon receipt and subject to continued interest charges until paid in full. Past due balances may not reflect legal fees.

FOLD ON PERFORATIONS, DETACH COUPON, AND RETURN IT WITH YOUR PAYMENT

Date Paid: _____

Check #: _____

City of Holly Springs
PO Box 990
Holly Springs, GA 30142

Make checks payable to your association
Detach and return this portion with your remittance

Account Number:	Payment Due By:
39297	01/01/21
Amount Due:	Amount Enclosed:
1,276.73	

Property: 270 Crown Avenue
Canton, GA 30115

Harmony on the Lakes Community Association
1007 Towne Lake Hills East
Woodstock, GA 30189

In accordance with the rules of the National Automated Clearing House, information from the check sent with this payment may be used to create an electronic debit to your account. The electronic debit on your statement is valid as proof of payment.

0514 000528 0000000000039297 CITY00F0H0LL 127673 0

Harmony on the Lakes at Holly Springs Community Association, Inc.
c/o Sixes Management Group
1007 Towne Lake Hills East
Woodstock, GA 30189

November 30, 2020

Dear North Village Commercial Property Owner,

The Harmony on the Lakes at Holly Springs Community Association, Inc. ("Association") was not successful in receiving the votes necessary on the proposed amendment to restructure the North Commercial Village Association, intended to remove residential homeowners and restructure the financial obligations to reduce the costs allocated to commercial owners and increase the Harmony on the Lakes at Holly Springs Community Association contribution. With the amendment not having been approved, please find enclosed the 2021 budget for the North Village Commercial.

The assessment for the Cost Sharing of Shared Areas is due on January 1, 2021 and will be considered late as of March 1, 2021. Late payments will be subject to a 10% late charge. There are three payment options available: (1) you may pay by check (2) ACH debit, or (3) credit card (a convenience fee is charged by the processing bank for all credit card payments). Online payment instructions are included at the bottom of this letter and may be made at www.propertypay.cit.com.

The Declaration of Easements and Restrictions for the North Village Commercial were recorded on March 2, 2005 in the Cherokee County land records Book 7738, Page 480, with two subsequent Amendments in Book 7869, Page 202 and Book 14231, Page 1434. Article 5 of the Declaration outlines "Cost Sharing of Shared Areas" which assigns responsibility of the maintenance, repair, replacement, insurance and upkeep of the Shared area to the Association and assigns 50% of the costs to the Association and 50% of the costs to the North Commercial Village owners. Per Exhibit B of the Declaration, the Shared Areas include (plats are included with this letter):

1. That certain area designated as "Park" containing .47 acres
2. That certain medium located on Harmony Lake Drive which lies between Parcel 2 and Parcel 5; and
3. That certain greenspace, if any, which lies between the paved portion of Hickory Flat Highway (SR 140) and the boundary line of Parcel 1, Parcel 2, Parcel 5 and Parcel 6

In addition to the Cost sharing of Shared Areas, the Declaration also provides for a capitalization fee payable to the Association upon the sale or conveyance of any North Commercial Village Parcel.

As you will note in the attached plats, certain Parcels included in this Declaration were not in fact developed as Commercial parcels and were instead subdivided and sold as residential units or used as private alleyways. The Association would like to meet with the North Commercial Village parcel owners to discuss a possible amendment to restructure the North Commercial Village to consider the removal of the residential units from this agreement and revisit the Cost Sharing and Capitalization Fee levels in the event the residential units are excluded.

The Association looks forward to working cooperatively with the North Village Commercial owners to continue to pass an amendment to the existing Declaration to more accurately align with the manner in

which the parcels were developed. Please be aware that the Reserve Contribution for 2021 reflects the fact that no funds were historically set aside for necessary repair and replacement projects, and the Association expects that future Reserve contributions will be lower once an adequate Reserve balance is established.

Additionally, the proposed amendment is included with this letter and we ask that you please sign and return as soon as possible. If you specific questions, please feel free to contact Sixes Management Group at james.haslam@sixesmanagement.com or (770) 575-0943.

Respectfully,

The Board of Directors
Harmony on the Lakes at Holly Springs
Community Association, Inc.

Online Payment Instructions for Assessments

Payment website:	https://propertypay.cit.com/
Management Co ID:	0514
Association ID:	0528
Property Account #	Located on enclosed statement

Harmony on the Lakes at Holly Springs Community Association, Inc.
North Commercial Village: Shared Areas
2021 Budget

	<u>2021</u>
<u>Revenues</u>	
Contribution: Harmony on the Lakes (50%)	6,975
Assessments: North Village Commercial Owners (50%)	6,975
Total Revenues	<u>\$13,950</u>
<u>Expenses</u>	
Insurance	350
Landscaping Contract Service	5,100
Repairs and Maintenance: Landscaping	500
Repairs and Maintenance: Structures	500
Reserve Contribution	7,500
Total Expenses	<u>\$13,950</u>
Excess Revenue / (Expense)	<u><u>\$0</u></u>

Parcel Assessments

Parcel Owners (50%)	6,975.00	<u>Acres</u>
Parcel 1	1,679.91	1.750
Parcel 2	969.55	1.010
Parcel 3		1.090
<i>Lot 1 (130 Harmony Lake Drive)</i>	<i>184.31</i>	<i>0.192</i>
<i>Lot 2 (132 Harmony Lake Drive)</i>	<i>184.31</i>	<i>0.192</i>
<i>Lot 3 (134 Harmony Lake Drive)</i>	<i>251.51</i>	<i>0.262</i>
<i>Lot 4 (136 Harmony Lake Drive)</i>	<i>203.51</i>	<i>0.212</i>
<i>Tract 1a (Alley, Association)</i>	<i>222.71</i>	<i>0.232</i>
Parcel 4		1.000
<i>Lot 5 (140 Harmony Lake Drive)</i>	<i>184.79</i>	<i>0.193</i>
<i>Lot 6 (142 Harmony Lake Drive)</i>	<i>232.79</i>	<i>0.243</i>
<i>Lot 7 (144 Harmony Lake Drive)</i>	<i>271.19</i>	<i>0.283</i>
<i>Tract 2a (Alley, Association)</i>	<i>271.19</i>	<i>0.283</i>
Parcel 5A	399.34	0.416
Parcel 5B	1,276.73	1.330
Parcel 6	643.17	0.670
	<u>6,975.00</u>	<u>7.266</u>

Upon recording please return to:
Amy H. Bray, Esq.
Coulter & Sierra, LLC
2800 Century Parkway, Suite 275
Atlanta, Georgia 30345
1061.01

Cross Reference Deed Book: 7738
Page: 480

STATE OF GEORGIA
COUNTY OF CHEROKEE

AMENDMENT TO DECLARATION OF EASEMENTS AND RESTRICTIONS
(North Village Commercial)

THIS AMENDMENT is made as of the ____ day of _____, 2020 by Harmony on the Lakes at Holly Springs Community Association, Inc., a Georgia nonprofit corporation (the "Association") and the undersigned Owners of Parcels. All capitalized terms used herein shall be given the meanings used in the Declaration.

RECITALS:

WHEREAS, Holly Springs Macauley One, LLC signed and recorded that certain Declaration of Easements and Restrictions (North Village Commercial) on March 2, 2005, in Deed Book 7738, Page 480, *et seq.* in the Office of the Clerk of the Superior Court of Cherokee County, Georgia; as amended by that certain Amendment to Declaration of Easements and Restrictions (North Village Commercial), recorded on April 27, 2005, in Deed Book 7869, Page 202, *et seq.* in the Office of the Clerk of the Superior Court of Cherokee County, Georgia; as further amended by that certain Amendment to Declaration of Easements and Restrictions for North Village Commercial, recorded on December 4, 2017, in Deed Book 142131, Page 1434, *et seq.* in the Office of the Clerk of the Superior Court of Cherokee County, Georgia (the "Declaration"); and

WHEREAS, pursuant to the terms of Section 10(i) of the Declaration, the Declaration may be amended at any time by an instrument in writing, executed and acknowledged by the Association and all Owners of Parcels comprising the Property and recorded in the public records in which the Declaration is recorded; and

WHEREAS, the Association desires to amend the Declaration to withdraw Parcels from the Declaration and to adjust the cost sharing percentages between the parties; and

WHEREAS, the Owner of Parcel 1, KEC Land Development, LLC, has acknowledged and executed this Amendment as evidenced by their signatures below; and

WHEREAS, the Owner of Parcel 2, Brothers Properties Harmony, LLC, has acknowledged and executed this Amendment as evidenced by their signatures below; and

WHEREAS, the Owners of Parcel 3 (portions of such Parcel also being known as 130 Harmony Lake Drive, 132 Harmony Lake Drive, 134 Harmony Lake Drive, and 136 Harmony Lake Drive), Justin

Freer, Kristin Freer, Timothy Minter, Jenny Minter, Ronald Doane, Amanda Doane, Bruno Pirrello, and Pamela Pirrello, have acknowledged and executed this Amendment as evidenced by their signatures below; and

WHEREAS, the Owners of Parcel 4 (portions of such Parcel also being known as 140 Harmony Lake Drive, 142 Harmony Lake Drive, and 144 Harmony Lake Drive), Mathew Chastain, Randy Dozier, Lonna Dozier, Paul Blevins, and Michelle Allen-Blevins, have acknowledged and executed this Amendment as evidenced by their signatures below; and

WHEREAS, the Owner of Parcel 5a, Premier Healthcare Services, LLC, has acknowledged and executed this Amendment as evidenced by their signatures below; and

WHEREAS, the Owner of Parcel 5b, City of Holly Springs, has acknowledged and executed this Amendment as evidenced by their signatures below; and

WHEREAS, the Owner of Parcel 6, Olde Cherokee Properties, LLC, has acknowledged and executed this Amendment as evidenced by their signatures below; and

NOW, THEREFORE, pursuant to the powers vested in the Association and the acknowledgement of the Owners of the Parcels, the provisions of the Declaration as modified by this Amendment shall be binding upon the Owners of the Parcels within the Properties and upon the Association in accordance with the terms of the Declaration.

1.

Section 5(c) of the Declaration is hereby modified by deleting it in its entirety and replacing it with the following new Section 5(c) of the Declaration:

c. The cost of performing the maintenance, repair, replacement, insurance and upkeep of the Shared Areas ("Shared Costs") shall be allocated sixty-six point seven percent (66.7%) to the Association and thirty-three point three percent (33.3%) to the Owners. The Owners shall allocate their thirty-three point three percent (33.3%) of the Shared Costs amongst the Owners based on each Owner's prorated share of the total acreage of the Property (to the nearest thousandth).

The obligation to pay this amount shall be mandatory, regardless of whether an Owner agrees with or is satisfied with the manner and extent of the performance by the Association. No diminution or abatement of assessments or set-off shall be claimed or allowed for any alleged failure of the Association to take some action or perform some function required of it; provided the Association may seek to enforce the provisions of this Declaration by pursuing all other legal and equitable remedies available.

2.

The Parcels described in Exhibit "A" attached hereto and made a part hereof, being Parcel 3 and Parcel 4, which includes the Shared Areas identified as the access easement adjacent to Parcel 3 and the

access easement adjacent to Parcel 4 are hereby withdrawn from the terms of this Declaration, and this Declaration shall have no further force or effect as to such properties from the date of recording this Amendment in the public records.

3.

In all other respects, the Declaration shall remain unmodified and in full effect.

IN WITNESS WHEREOF, the undersigned Association and Owners have executed this Amendment.

ASSOCIATION:

**Harmony on the Lakes at Holly Springs
Community Association, Inc.,
a Georgia nonprofit corporation**

Signed, sealed and delivered,
The ____ day of _____, 20____
In the presence of:

By: _____(SEAL)
President

Unofficial Witness

Attest: _____(SEAL)
Secretary

Notary Public
[NOTARIAL SEAL]

Acknowledged and agreed to by the Owner of Parcel ____, signed and sealed as of the ____ day of _____, 20____.

Parcel Owner:

Signed, sealed and delivered,
The ____ day of _____, 20____
In the presence of:

By: _____(SEAL)
Its: _____

Unofficial Witness

Notary Public
[NOTARIAL SEAL]



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 16, 2020

COUNCIL MEETING DATE: December 7, 2020

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 Jeff Wilbur
Police:	Chair Dee Phillips Co-Chair Jeff Wilbur
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 2021.

CONCURRENCES

FISCAL IMPACT

N/A

ALTERNATIVES

ATTACHMENTS

**A RESOLUTION OF THE CITY OF HOLLY SPRINGS MAYOR AND COUNCIL TO
APPOINT THE MAYOR PRO TEM; TO APPOINT THE STANDING COMMITTEES
OF THE CITY COUNCIL; AND FOR OTHER PURPOSES**

WHEREAS, Section 2.10 of the City Charter provides during the absence or disability of the mayor for any cause, the mayor pro tem or, in his absence or disability for any cause, one of the councilmembers chosen by the council shall be clothed with all the rights and privileges of the mayor so long as such absence or disability shall continue; and

WHEREAS, section 2-41 of Chapter 2 – Administration provides the following shall be standing committees of the city council.

1. Parks and recreation
2. Planning and zoning
3. Finance and administration
4. Police
5. Public works; and

WHEREAS, each committee shall be composed of two council members, who shall review all matters brought before the council concerning his subject area; and

WHEREAS, the mayor shall propose committee assignments which shall then be approved by the city council; and

WHEREAS, the following have agreed to be appointed to said Mayor Pro Tem and Staning 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	Jeff Wilbur
Police:	Chair	Dee Phillips
	Co-Chair	Jeff Wilbur
Public works:	Chair	Michael R. Zenchuk, II
	Co-Chair	Karen Barnett

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 are hereby appointed.

SO RESOLVED THIS 21ST DAY OF DECEMBER 2020.

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	12/21
Kyle Whitaker	Kyle Whitaker	Holly Springs Parks & Recreation Auth	12/21
Jeff Wilbur	Jeff Wilbur	Holly Springs Parks & Recreation Auth	12/21
Michael R. Zenchuk II	Michael R. Zenchuk II	Holly Springs Parks & Recreation Auth	12/21

WHEREAS, the term of each board member shall be designated as twelve months from January 1, 2021 until December 31, 2021; and

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

SO RESOLVED THIS 21st DAY OF DECEMBER, 2020.

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)



COUNCIL AGENDA REPORT

FROM: Prepared by: Robert H. Logan, City Manager

CC: City Clerk
Public Information

SUBJECT: 2021 Planning & Zoning Commission appointments

DATE: December 2, 2020

COUNCIL MEETING DATE: December 7, 2020

REPORT-IN-BRIEF

Scott Martineau submitted his resignation from the Planning & Zoning Commission effective December 31, 2020. Council needs to appoint a new member to fill the vacancy left by Mr. Martineau.

DISCUSSION

The following are the current appointments for the Planning & Zoning Commission:

Adrian Dekker (Chairman)
Jennifer English
Keith Minick
Eric Rein (Vice Chairman)

Scott Martineau informed Community Development Director Nancy Moon that he would be moving out of the City effective January 2021, leaving a vacancy.

The terms of the members are designated to be one year.

Community Board Applications have been submitted by Mike Greyeski and Roger McIver.

FISCAL IMPACT

N/A

ALTERNATIVES

N/A

ATTACHMENTS

Community Board Application – Mike Greyeski
Community Board Application – Roger McIver



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.

- Any where needed to help serve the community*
- ☐ Cherokee County Library Board of Trustees
 - ☐ Downtown Development Authority/Urban Redevelopment Agency
 - ☐ Holly Springs Tree Commission
 - ☐ Parks & Recreation Authority
 - ☐ Planning & Zoning Commission

Name Mike Grayeski

Home Address 1584 Rock Springs Lane

City Woodstock State GA Zip Code 30188

Home Phone NA Unlisted? ☐ Yes ☐ No
Cell Phone [REDACTED] Email grayeski@SERVICEWISEElectrical.com

Employer SERVICE WISE Electric Occupation Owner

Employer's Address

2845 Hollysprings Pkwy State GA Zip Code 30115

Business Phone 404 704 4903 Website SERVICEWISEElectrical.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?

Business is in Hollysprings / Dr Ollie.

- 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).

NO

- 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.

Construction Board of Appeals City of Woodstock 2014

- 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

Signature

Date

11/12/2020



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/Urban Redevelopment Agency
- ☐ Holly Springs Tree Commission
- ☐ Parks & Recreation Authority
- ☒ Planning & Zoning Commission

Name Roger McIver

Home Address 317 Peninsula Pointe

City Holly Springs State GA Zip Code 30115

Home Phone Unlisted? ☐ Yes ☐ No

Cell Phone Email

Employer retired Occupation home builder

Employer's Address

City State Zip Code

Business Phone Website

- 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?
Previously served on PZC
- 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). No
- 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. Veteran, home builder,
Community Advocate.
- 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.
None

Signature [Signature] Date 9/9/2020

**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	12/21
Brandi Hackett	Tree Commission	1	12/21
Colleen Konwick	Tree Commission	1	12/21
Marc Tefteau	Tree Commission	1	12/21
	Tree Commission	1	12/21

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 Tree Commission members are hereby appointed.

SO RESOLVED THIS 21st DAY OF DECEMBER, 2020

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	12/21
Thomas Roach Jr.	Municipal Court Judge Pro Tem	1	12/21

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 21st DAY OF DECEMBER, 2020.

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	12/31/2021
Alicia Argo	Assistant Municipal Prosecuting Attorney	12/31/2021
Audrey Conley	Assistant Municipal Prosecuting Attorney	12/31/2021
Laura Rollins	Assistant Municipal Prosecuting Attorney	12/31/2021

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

SO RESOLVED THIS 21st DAY OF DECEMBER 2020.

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF HOLLY SPRINGS, GEORGIA, AS AMENDED, TO AMEND, ARTICLE II – MUNICIPAL COURT – OF CHAPTER 30; TO CREATE SECTION 30-41 – APPEARANCE BEFORE THE COURT OF PERSONS SERVED WITH CHARGES; FAILURE TO APPEAR; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES

The Council of the City of Holly Springs hereby ordains that:

Section 1. That Article II – Municipal Court - of Chapter 30 of the Official Code of the City of Holly Springs, Georgia, is hereby amended to create the following section:

Section 30-41. Appearance before the court of persons served with charges; failure to appear.

(a) In any case where any person is charged with the violation of any of the provisions of this code or any other ordinances of the city or any offenses the municipal court has been granted jurisdiction to try and dispose and a copy of charges or other citations or notices is delivered to the person requiring an appearance before the municipal court of the city at a specified time and place, it shall be the duty of that person to appear at the time and place set out in the charges or citations or notices.

(b) Any person failing to appear at the time and place set out in the charges or citations or notices shall be guilty of failure to appear, punishable by a fine, per violation, of \$100.00 or as set forth in the City's applicable fine schedule, whichever is greater.^[K1]

Section 2. If any Section, sub-section, sentence, clause, phrase or any portion of this Ordinance be declared invalid or unconstitutional by any court or competent jurisdiction or if the provisions of any part of this Ordinance as applied to any particular situation or set of circumstances shall be declared invalid or unconstitutional, such invalidity shall not be construed to affect the portions of this Ordinance not so held to be invalid. It is hereby declared to be the intent of the City Council to provide for separable and divisible parts and does hereby adopt any and all parts hereof as may not be held invalid for any reason.

Section 3. This Ordinance shall become effective immediately upon approval by the Mayor and City Council.

SO ORDAINED, this 21st day of December, 2020.

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF HOLLY SPRINGS, GEORGIA, TO AMEND THE ADOPTED MUNICIPAL SERVICES MASTER FEE SCHEDULE; TO AMEND MUNICIPAL COURT FEES; TO PROVIDE FOR THE HEALTH, SAFETY, AND WELFARE OF THE GENERAL PUBLIC; TO ESTABLISH THE EFFECTIVE DATE; AND FOR OTHER PURPOSES

WHEREAS, the Mayor and City Council of the City of Holly Springs, Georgia, seek to provide for the health, safety, and welfare of the general public; and

WHEREAS, the Mayor and City Council of the City of Holly Springs, Georgia amend the fee schedule from time to time; and

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the Mayor and City Council of the City of Holly Springs, Georgia, do hereby adopt the amended Municipal Services Master Fee Schedule as attached hereto as Exhibit "A."

IT IS HEREBY FURTHER RESOLVED, by the Mayor and City Council of the City of Holly Springs, Georgia, that the amended Municipal Services Master Fee Schedule attached hereto as Exhibit "A," shall be effective immediately.

This Resolution is adopted this 21st day of December 2020.

CITY OF HOLLY SPRINGS

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

EXHIBIT A**-AMENDED-
CITY OF HOLLY SPRINGS MUNICIPAL SERVICES MASTER FEE SCHEDULE****Municipal Court Fees*****ADD THE FOLLOWING FEE***

Local Legal Code	Category	Local Violation Description	Fee Amount
30-41(b)	City Ordinance	Failure to Appear	\$100

MEMORANDUM OF UNDERSTANDING BETWEEN
CITY OF HOLLY SPRINGS, GEORGIA
AND
CHEROKEE COUNTY, GEORGIA
FOR
TRANSPORTATION FACILITY IMPROVEMENTS

This Memorandum of Understanding (“MOU”) is made and entered into this ____ day of _____, 2020, by and between the CITY OF HOLLY SPRINGS, GEORGIA, a municipal corporation of the State of Georgia, acting by and through its Mayor and City Council, hereinafter called the "CITY," and CHEROKEE COUNTY, Georgia, a political subdivision of the State of Georgia, hereinafter called the “COUNTY”, CITY and COUNTY may be collectively referred to as the “Parties” or individually as a “Party”.

WITNESSETH:

WHEREAS, the COUNTY and CITY are interested in making pedestrian improvements along Hickory Road, between East Cherokee Drive and New Light Road and along a portion of Stringer Road. This project is identified as the “Hickory Road & Stringer Road Sidewalks – Fill-in the Gaps Project” is hereinafter referred to as the "PROJECT"; and

WHEREAS, the COUNTY approved a Memorandum of Understanding on _____, 2020. The CITY approved a Memorandum of Understanding on _____, 2020. The PROJECT has the support of both the Cherokee County Board of Commissioners and the City of Holly Springs City Council and is considered a joint initiative and as such, both are interested in establishing a framework for cooperation to further the construction of the PROJECT; and

WHEREAS, the COUNTY will pay a portion of the cost of the PROJECT equivalent to the distance of proposed sidewalk located along the COUNTY maintained portions of Hickory

Road and Stringer Road; and the CITY will pay a portion of the cost of the project equivalent to the distance of proposed sidewalk located along the CITY maintained portion of Hickory Road; and

NOW THEREFORE, in consideration of the mutual promises made and of the benefits to flow from one to the other, the receipt and sufficiency of which is hereby acknowledged, the COUNTY and the CITY hereby agree each with the other as follows:

1. The COUNTY agrees to solicit proposals for the design of the project. The design is to be 100% funded by the COUNTY;
2. The COUNTY will manage the design, right-of-way acquisition and construction phases of the PROJECT and shall coordinate with the CITY on a monthly basis with PROJECT updates for all phases of the PROJECT;
3. The COUNTY agrees to include a CITY designee on the PROJECT team to enhance coordination and communication;
4. The CITY agrees to reimburse the COUNTY for all right-of-way and easement costs for the portion of the PROJECT located along the CITY maintained portion of Hickory Road;
5. The CITY agrees to reimburse the COUNTY for all construction costs for the portion of the PROJECT located along the CITY maintained portion of Hickory Road. The COUNTY will provide a monthly invoice to the CITY and present copies of monthly contractor pay applications to the CITY for backup documentation of construction costs for the PROJECT. The CITY will reimburse the COUNTY within 30 days of receipt of an invoice.
6. The COUNTY will provide Construction Engineering and Testing for the entire PROJECT.
7. All Primary Consultant firms and Construction contractors will be hired through the COUNTY's procurement process. The COUNTY will manage the PROJECT.

8. This MOU is made and entered into in CHEROKEE COUNTY, GEORGIA, and shall be governed and construed under the laws of the State of Georgia. Exclusive venue for any actions brought in relation to this MOU shall be brought in a court of competent jurisdiction located in Cherokee County, Georgia.

9. Portions of the PROJECT will be performed by independent contractors. Each party shall require all contractors to indemnify and insure the COUNTY for any claims, damages, actions, judgments, costs, penalties, liabilities, demands, request for payments, loss and/or expenses caused by any contractor's negligent acts or omissions, or willful misconduct in the design, construction, or other services related to the PROJECT.

10. This MOU constitutes the entire understanding between the parties, and as of its Effective Date, supersedes all prior oral or written understandings between the parties concerning the subject matter of this MOU.

11. All notices and other communications required or permitted under this MOU shall be in writing and shall be sent by certified mail, return receipt requested with postage and fees prepaid to the addresses set forth below, and shall be deemed to be effective when actually received or refused. Either party may change the address to which future notices or other communications shall be sent by notifying the other party.

If to CITY: Rob Logan, City Manager
CITY OF HOLLY SPRINGS, GEORGIA
P.O. Box 990
Holly Springs, GA 30142

If to COUNTY: Geoffrey E. Morton, P.E., Community Development
Agency Director
CHEROKEE COUNTY, GEORGIA
1130 Bluffs Parkway
Canton, GA 30114

12. If any provision of this MOU, or the application thereof, is determined to be invalid or unenforceable for any reason, the remainder of that provision and all other provisions of this MOU shall remain valid and enforceable.

13. Each of the individuals executing this MOU on behalf of the CITY or the COUNTY represents to the other party that such individual is authorized to do so by requisite action of the party to this MOU.

14. The covenants herein contained shall, except as otherwise provided, accrue to the benefit of and be binding upon the successors and assigns of the parties hereto.

15. This MOU may be supplemented, amended, or modified only by the mutual agreement of the Parties. No supplement, amendment, or modification shall be binding unless in writing and signed by all Parties.

16. This MOU is for the benefit of the CITY and the COUNTY only and is not intended to benefit any third party or to give rise to any duty or causes of action for any third party, and no provisions contained within this MOU are intended to nor shall they in any way be construed to relieve any consultant or contractor performing services in connection with the PROJECT of any liability or to complete the work in a good, substantial and workmanlike manner. No provision in this MOU is intended to nor shall it be construed in any way to waive immunities or protections provided to either the COUNTY or to the CITY by the Constitution and laws of the State of Georgia.

17. This MOU is effective upon the execution by both Parties (“Effective Date”) and shall remain in effect until completion of the obligations of the parties as set forth herein, but in any event no later than fifty (50) years from the date of this MOU.

THIS SECTION INTENTIONALLY BLANK WITH SIGNATURE PAGE FOLLOWING:

IN WITNESS WHEREOF, the COUNTY and the CITY have caused this MOU to be executed under seal by their duly authorized representatives.

CITY OF HOLLY SPRINGS, GEORGIA

this ____ day of _____, 2020

By: _____
Steven W. Miller, Mayor, City of Holly Springs

Sworn to and subscribed before me

Notary Public

My Commission Expires: _____

(City Seal)

CHEROKEE COUNTY, GEORGIA

this ____ day of _____, 2020.

By: _____
Harry Johnston, Chairman, Cherokee County Board of Commissioners

Sworn to and subscribed before me

Notary Public

My Commission Expires: _____

(County Seal)



Cherokee County Board of
Commissioners
Purchasing Department
1130 Bluffs Parkway, Canton, GA 30114
Phone: (678) 493-6000
Fax: (678) 493-6035

RFP 2021-007 - Design Services Hickory Road & Stringer Road Sidewalks “Fill-in the Gaps”

THE PROJECT: The Cherokee County Board of Commissioners Purchasing Department (County) is requesting competitive sealed ☐ Bids or ☒ Proposals in support of design services for the Hickory Road & Stringer Road Sidewalks “Fill-in the Gaps” as described herein.

The term of Agreement(s) resulting from this solicitation can be found in the Statement of Work.

All times in the solicitation are local times to Cherokee County Board of Commissioners, 1130 Bluffs Parkway, Canton, Georgia 30114.

The County reserves the right to reject any or all bids/proposals, to waive technicalities and to make a selection and final award as deemed to be in the best interest of the County, including using any form of contract it deems most advantageous to the County. The County further reserves the right to reject the bid of any vendor who has previously failed to perform properly or complete on time contracts of a similar nature, or who upon investigation shows is not in a position to perform the contract. Incorporated herein by this reference are Cherokee County’s Standard Solicitation Terms and Condition.

SCHEDULE:

Issued	October 27, 2020
Questions Due	November 10, 2020
Answers Due	November 17, 2020
Bids/Proposals Due	November 24, 2020
Anticipated Award Date	December 15, 2020

THE EXPECTED PERIOD OF PERFORMANCE IS:

The base period of performance is broken down into two areas; Physical Delivery of Product(s) and Service Delivery. This is a function of the Statement of Work (SOW) and/or specification and reflects if there is physical item or items to be delivered and / or delivery of services. An X in the box corresponding to item 1 below, Physical Delivery indicates a physical item or items are to be delivered and an X in the 2. Delivery of Services indicates that Services are to be performed. Either or both may apply to the work contemplated by this solicitation.

Additionally, should there be and X in the box corresponding item 3. Option Grant, then the County requests the right to extend the period of performance beyond the Base Rate as specified.

1. ☐ NO PHYSICAL ITEMS ☒ PHYSICAL DELIVERY REQUIRED:

For Physical Delivery solicitations, the period of performance for an award shall begin with either the placement of Purchase Order or the date indicated on the Agreement. All items to be delivered are to be FOB Cherokee County at the address indicated in the solicitation. Performance shall be complete upon final acceptance by the County. Time is of the essence for the delivery of each item specified. Warranty requested as below:

☐ Warranty Term Requested: _____

2. ☐ NO SERVICES REQUIRED ☒ PERFORMANCE OF SERVICES:

For Performance of Services solicitations, the period of performance shall begin with the placement of either a Purchase Order or the date of the Agreement unless the Agreement, the SOW or the Solicitation Terms indicate that performance shall begin upon the issuance of an Authorization to Proceed (ATP), in which case the ATP would represent the beginning of performance. Term of services requested are as below:

Services Term:

- ☒ One Year
☐ Two Years
☐ Three Years
☐ Other: _____

3. ☐ OPTION GRANT:

This solicitation contains requested options; please see pricing sheet for details.

SUBMITTAL INSTRUCTIONS: Interested Bidders/Proposers should carefully review the requirements defined herein and provide complete and accurate submissions that should include the following items (if indicated by an X in the box:

- ☒ Information and Addenda Acknowledgement Form (Appendix A),
- ☒ Non-Influence and Non-Collusion Affidavit (Appendix B),
- ☒ E-Verify Affidavit (Appendix C),
- ☒ References* (Appendix D),
- ☒ Acceptance of County' Standard Agreement**, as below: (Appendix E),
 - ☒ Professional Services Agreement
 - ☐ Construction Services Agreement
 - ☐ Other: _____
- ☒ Suspension, Debarment and Litigation Affidavit (Appendix F),
- ☐ Contractor's License Certification (Appendix G)
- ☐ Bonds Requirements if the price bid > \$100K
 - ☐ Ability to Provide Performance, Labor & Matl. Payment Bond (Appendix H)
 - ☐ Bid Bond (See Appendix I)
- ☒ Evidence of/ability to provide Insurance at the limits identified herein,***
- ☒ Certifications, Licenses or Registrations as required by law and/or as requested.
- ☒ Pricing on Proposer's letterhead
- ☐ Contractor's Qualifications Statement (Appendix J)
- ☐ Added Terms to Construction Service Agreement (Attachment)
- ☐ Substitutions Proposed: See Instructions Standard Solicitation Terms****, Item 9
- ☐ _____
- ☐ _____

Notes:

*The County reserves the right to contact not only those references provided, but may also use previous performance for the County, other contacts it identifies and other sources of information believed to be viable to evaluate capability, viability and performance.

**If Acceptance of County's Standard Agreement is checked, all work/items defined herein are to be quoted according to these requirements. Copies of these agreements can be located at the County's Procurement web page.

***Insurance levels requested are those identified in the County's Standard Agreement, section "I."

****Standard Solicitation Terms Refer to Cherokee County Standard Solicitation Terms and Conditions

EVALUATION CRITERIA:

Bids/Proposals that contain options or additive work above and beyond the base bid will be evaluated financially according to the criteria described in the solicitation. However, should the use of options or additive work proposed exceed the County budget, the County retains its rights to address such situations as described in its Standard Terms For Bid and Proposal Solicitation as well as the right to award based on the base bid only or the base bid plus quoted additive work that is within its budget.

☐ Bids determined to be Responsive and Responsible will be ranked based Bid Form Criteria.
OR

☒ Proposals determined to be Responsive and Responsible will be evaluated on the following criteria:

40%	Project understanding, Schedule and Scope of work Demonstrated understanding of project based on proposed scope of work, methodology and proposed project schedule. Firm shall identify potential areas of concerns, alternative approaches, and approach to avoiding unnecessary change orders. Proposer shall provide preliminary project schedule and identify major milestones.
35%	Similar project experience and Key Staff Capabilities The firm's previous experience developing sidewalk project plans for projects of similar size and nature. This includes relevant experience and qualifications of the principal design professional(s) and lead staff, and evidence of relevant competencies for this project. Provide previous projects where right-of-way needs were identified, right of way acquisition documents and erosion control plans were completed as part of similar project concept designs. Provide information on the firm's experience on similar projects. Provide any information that may serve to differentiate the firm from other firms in suitability for the project.
<u>25%</u>	Price To include a breakdown by task and a lump sum total. Pricing should be submitted by the consultant on company letterhead.
100%	TOTAL

In addition to providing documentation necessary to evaluate proposal based on scope of work and above evaluation criteria, proposals shall include the following information, presented in a clear, comprehensive and concise manner:

1. Letter of transmittal.
2. Proposed scope of work and methodology.
3. Proposed project team organization, qualifications and availability.
4. Proposed project schedule.
5. Cost proposal.

Proposals shall be uploaded to Vendor Registry as one (1) complete PDF document. Please do not upload multiple PDF documents.

HOW AND WHERE TO SUBMIT BIDS AND PROPOSALS:

The County has two methods for receiving bids and proposals that are mutually exclusive; either electronically or by physical receipt. The box with the “X” below indicates how and where bids or proposals are to be submitted. The County will NOT accept proposals by fax, or e-mail unless authorized, in writing, by the Procurement Director. The solicitation submission deadline will be strictly enforced; no late bids/proposals will be accepted for any reason, please plan accordingly.

A. Electronic Submissions Only:

☒ Bids and Proposals are to be submitted electronically ONLY to the County’s designated Web site or location. Physical copies are not to be submitted unless approved in advance by the Purchasing Director.

Proposals and all requested documentation to be provided electronically should in the Adobe Portable Document Format (PDF) unless otherwise indicated in these solicitation instructions. Documents provided in response to this solicitation are to be named according to the following naming convention:

- a. [Solicitation Number]_[Vendor Name]_[Document Type]
Example: “2017-111_ABC Company_Proposal”

AND/OR

B. Physical Submissions Only:

☐ Bids and/or Proposals are to be submitted on-time and ONLY in physical (paper) form and delivered to Cherokee County Procurement Department, Solicitation #2018-051, 1130 Bluffs Parkway, Canton GA 30114. On-line submissions are not to be tendered without the advanced approval of the Purchasing Director.

Number of Submittals: 1 Original and 1 Copy

QUESTIONS/ADDENDA: Only written inquiries will be permitted during the solicitation period. Questions are to be submitted via Vendor Registry for this solicitation no later than the date and time indicated in the Schedule, as may be amended. Answers will be posted via formal Addendum and only released as part of the solicitation documents on the County’s designated website. All interested parties are instructed to monitor the County’s website on a regular basis throughout the solicitation period. The final date for posting of Addenda is per the Schedule, as may be amended.

STATEMENT OF WORK AND / OR SPECIFICATION:

The Cherokee County Roadway Capital Program Management Division is requesting proposals for the design of sidewalks on Hickory Road and Stringer Road to “fill-in the gaps”.

PROJECT LIMITS AND OVERVIEW

Hickory Road is a two-lane roadway that runs between Holly Springs Parkway and Hickory Flat Highway (SR 140) in southeast Cherokee County. Between the intersections with East Cherokee Drive and New Light Road, there are several sidewalk gaps on both sides of the roadway. Those locations include:

Northside:

- East Cherokee Drive to Edgewater subdivision;
- Edgewater subdivision to Stringer Road;
- Stinger Road to Harmony on the Lakes subdivision;
- J.B. Owens Park to New Light Road

Southside:

- East Cherokee Drive to Oakhaven subdivision;
- Oakhaven subdivision to Hickory Trails Park;
- Stinger Road to Bradshaw Estates subdivision

Stinger Road is also a two-lane roadway that runs between Hickory Road and Hickory Flat Highway (SR 140) also in southeast Cherokee County. Development over the last decade has included the installation of curb, gutter and sidewalk along most of the west side of Stringer Road - except between the Seasons Preserve at Hickory Flat subdivision and Hickory Flat Highway (SR 140) intersection.

The successful consultant will prepare engineering drawings to install curb and gutter and sidewalks along both Hickory Road and Stinger Road, where noted above and also the evaluate storm drainage needs in those areas. The successful consultant will prepare engineering documents to also relocate/install/repair guardrail where required. The design will also include bringing the existing signalized intersection of Hickory Road and New Light Road up to current ADA compliance.

The successful consultant will also review the potential for installing a mid-block pedestrian crossing near Sequoyah High School.

A concept design will be provided to the County for review and approval prior to proceeding with detailed construction plans.

The consultant will also be asked to evaluate all right-of-way needs and provide necessary right-of-way acquisition documents.

A location map is attached for information.

SCOPE OF SERVICES

Design plans shall be in Georgia Department of Transportation format and follow the GDOT Plan Presentation Guide. The design shall be in accordance with latest MUTCD and Georgia Department of Transportation Standards and Specifications.

Erosion control plans shall be in accordance with latest NPDES and Georgia EPD requirements.

All survey will be done on state plane coordinates.

The proposal shall include staking of required right-of-way and easements. Preparation of right-of-way plans and documents shall also be included as part of this proposal.

Upon Cherokee County's acceptance of the completed plans, the consultant shall provide a CD with all electronic files and drawings.

This project is funded with County Roadway SPLOST funds.

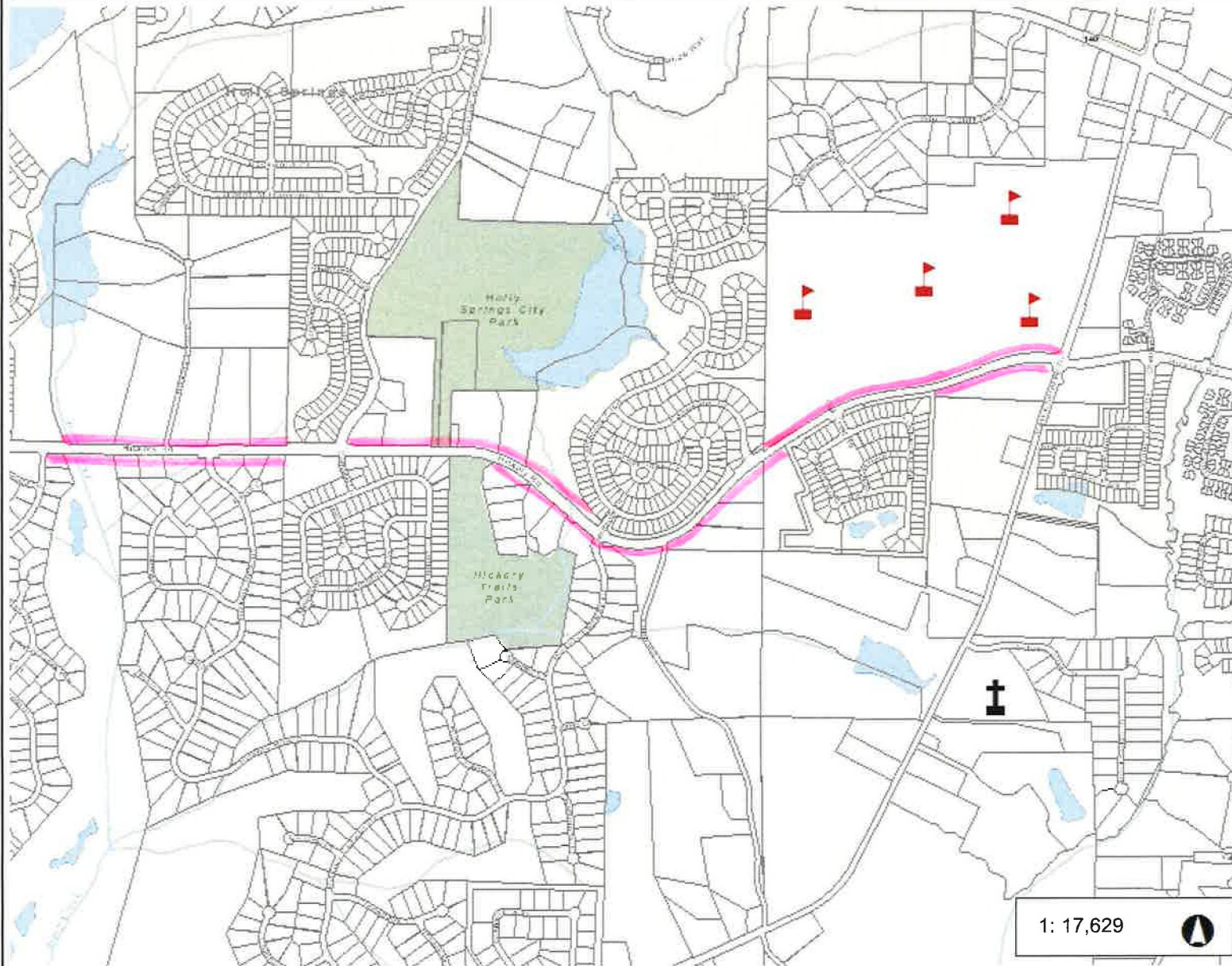
ATTACHMENTS:

Terms & Conditions
Professional Services Agreement
Location Map

END OF STATEMENT OF WORK/SPECIFICATION



Hickory Road - I



Legend

- Parcels
- 🚩 Schools
- ✙ Churches

1: 17,629

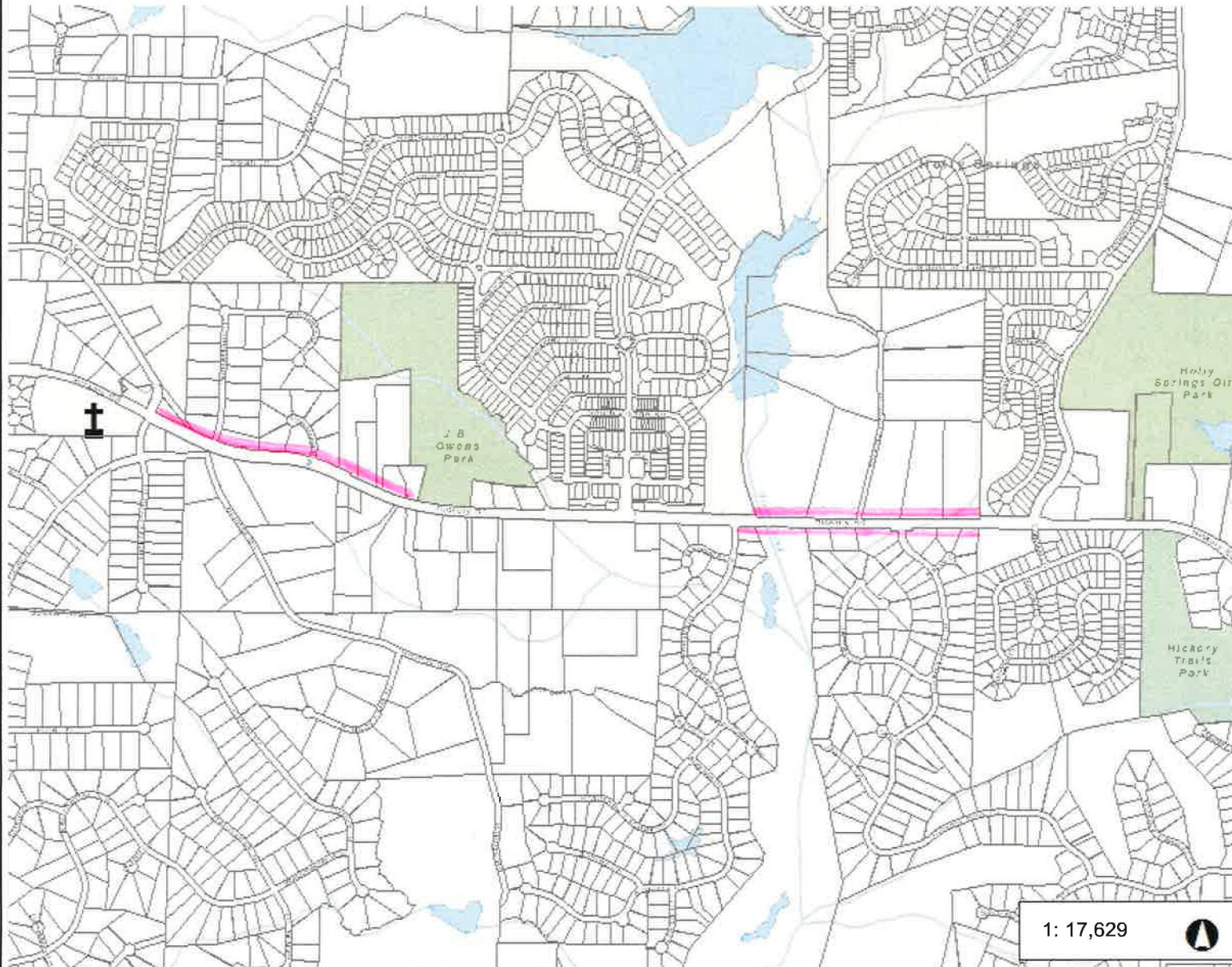


2,938.2 0 1,469.10 2,938.2 Feet

Notes



Hickory Road - II



Legend

- Parcels
- 🚶 Schools
- ✝ Churches

1: 17,629



2,938.2 0 1,469.10 2,938.2 Feet

Notes

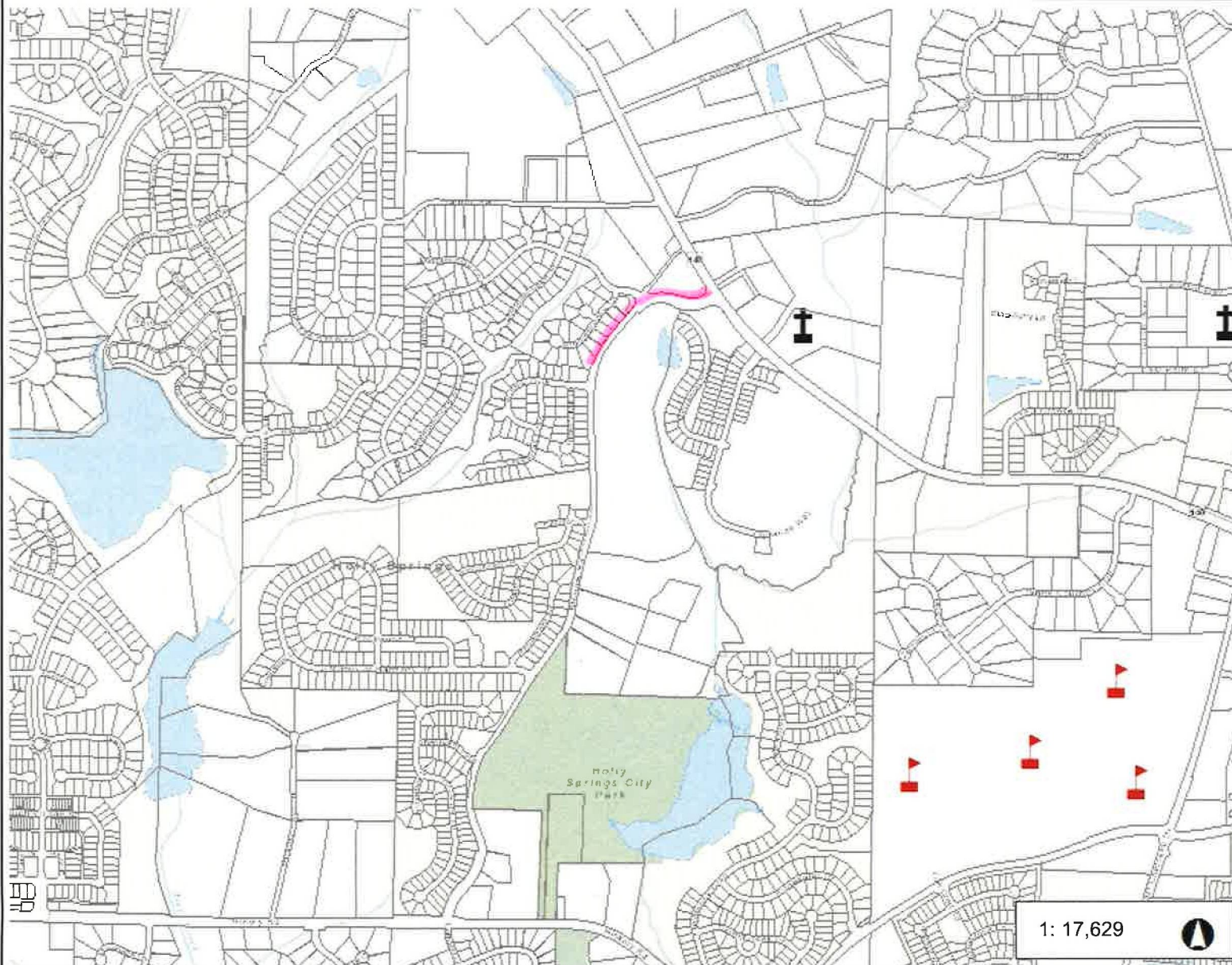


Stinger Road



Legend

- Parcels
- 🚩 Schools
- ✙ Churches



1: 17,629



2,938.2 0 1,469.10 2,938.2 Feet

Notes



Anticipated Collections Addendum from Non-Federal Sources

Please provide the information requested in the table below. This information will be used to complete your Memorandum of Agreement (MOA). See Page 2 for additional instructions and an explanation of terms.

1. Agency Information	
Agency Name:	
Tax Identification Number (TIN):	
Data Universal Numbering System (DUNS) or Business Partner Network (BPN) Number:	
2. Billing (Accounts Payable) Point of Contact (POC) Information	
Name:	
Phone Number (xxx-xxx-xxxx):	
Fax Number (xxx-xxx-xxxx):	
E-mail Address:	
Address:	
Address (2nd line):	
City, State, Zip Code:	
3. Customer Payment and Budgeting Information	
Purchase Commitment Number:	
Payment Method:	
Amount Obligated (Budgeted):	
Funds Expiration Date:	
4. Program POC	
Name:	
Phone Number (xxx-xxx-xxxx):	
E-mail Address:	

In accordance with the SAVE Paperless Initiative, my agency agrees to only submit electronic verification requests and to not submit non-electronic verification requests, including non-electronic requests made on Form G-845 and/or the Form G-845 Supplement.

This addendum will commence as soon as all signatures are obtained in accordance with the Memorandum of Agreement. Both parties must agree to any amendments prior to their implementation in accordance with the Memorandum of Agreement.

[Insert Authorized Signatory Name]
[Insert Position/Title]

Jonathan M. Mills
Chief, SAVE Program, DHS USCIS

Date

Date

Internal SAVE Use ONLY
Agency High Level Identifier:

Program Transaction Charges

SAVE Verification Case Transaction Charges

SAVE charges a fee based on the number of verification cases and the type of transaction per case, as displayed below.

If an agency's account does not have any verification cases in a given month, then SAVE does not charge that account.

However, if an agency's account has one or more verification cases in a given month, SAVE automatically charges a minimum monthly service transaction fee of \$25.00.

SAVE Fee Structure Chart (Effective October 1, 2008)

Initial Verification	Additional Verification Additional Information and/or Scan & Upload	Third Step Verification Scan & Upload	Total Maximum Charge
\$0.50	\$0.50	No Charge	\$1.00

INSTRUCTIONS FOR COMPLETING THIS ADDENDUM

1. Type or legibly print the information requested. See below for an **Explanation of Terms**.
2. Have your agency's authorized signatory sign and date the Addendum.
3. Return the Addendum to your SAVE Program Agency Manager via e-mail, or fax (802) 860-6907 or U.S. mail to:

SAVE Program
U.S. Citizenship and Immigration Services
Department of Homeland Security
10 Fountain Plaza
Buffalo, NY 14202

If you require an original signature from the SAVE Program Chief on your copy of this Addendum, please mail your signed Addendum to:

SAVE Program
U.S. Citizenship and Immigration Services
MS2620
Department of Homeland Security
Washington, DC 20529-2620

****Do not send any payment along with this ACA; you will receive a monthly bill for any use.**

EXPLANATION OF TERMS

- ¹DUNS or BPN Number:** This field may be left blank if your agency does not have a DUNS or BPN number.
- ²Purchase Commitment Number:** This field may be left blank if your agency does not use this number or a similar identifier.
- ³Amount Obligated (Budgeted):** This amount may be an estimate, though SAVE recommends a minimum of \$300 per year (calendar or fiscal), which is equal to \$25 per month and is the minimum amount your agency can be invoiced in a single month (unless you do not submit a single query).
- ⁴Funds Expiration Date:** This date is the time at which your agency's obligated funding amount runs out. This may be the end of the SAVE Program fiscal year (for example, September 2011), the end of your fiscal year, or the end of the calendar year.
- ⁵Form G-845:** Verification Document, Form G-845, file electronically. Use this form to verify the immigration status of applications for state or local public benefits when additional verification is required.



Insurance | Risk Management | Consulting

1050 Crown Pointe Parkway, Suite 600 P - 678.393.5200
Atlanta, GA 30338-7702 F - 678.393.5220
United States ajg.com

December 4, 2020

City of Holly Springs
Karen Norred
PO Box 990
Holly Springs, GA 30142

Re: Workers' Compensation
Georgia Municipal Association
Policy Effective: 01/01/2021 to 01/01/2022

Dear Karen:

Thank you for the opportunity to evaluate your insurance program. Understanding the current state of the market, we have reviewed your program structure and coverage, identified the appropriate insurance partners, and considered your loss history to develop our proposal.

We are not aware of any changes in your exposures to loss, nor are we aware of any changes in your business operations that would necessitate additional coverage options. Please notify us immediately if you are planning any new business operations.

We would like to outline the following notable points for your consideration:

- Any entity not named in this proposal, may not be an insured entity. This may include affiliates, subsidiaries, LLC's, partnerships and joint ventures.
- The insurance carrier is Georgia Municipal Association.
- The premium is: \$90,328.00 plus a Risk Management Fee of \$4,000.00. You will receive an invoice from our office at time of binding.
- The premium is based upon Payroll and is subject to annual audit.

It is understood that any other type of exposure/coverage is either self-insured or placed by another brokerage firm other than Gallagher. If you need help in placing other lines of coverage or covering other types of exposures, please contact your Gallagher representative.

To bind this policy, please refer to the "Client Authorization to Bind Coverage" page attached.

1. Note any changes you desire to be made.
2. Date and sign.
3. Return prior to the effective date of coverage.

We appreciate your business and look forward to working with you in the coming year. Please contact me if you have any questions.

Sincerely,

Scott Thomason

Scott Thomason
Area Senior Vice President – Public Sector
Enclosure



Insurance | Risk Management | Consulting

1050 Crown Pointe Parkway, Suite 600 P - 678.393.5200
Atlanta, GA 30338-7702 F - 678.393.5220
United States ajg.com

Compensation Disclosure Schedule

Coverage(s)	Carrier Name(s)	Wholesaler, MGA, or Intermediary Name 1	Estimated Annual Premium 2	Comm % or Fee 3	Gallagher U.S. owned Wholesaler, MGA or Intermediary %
Workers' Compensation	Georgia Municipal Association	N/A	\$90,328.00	0%	N/A

1. We were able to obtain more advantageous terms and conditions for you through an intermediary/wholesaler.
2. If the premium is shown as an indication: The premium indicated is an estimate provided by the market. The actual premium and acceptance of the coverage requested will be determined by the market after a thorough review of the completed application.
3. The commission rate is a percentage of annual premium excluding taxes & fees.

Important Disclosures

IMPORTANT: The proposal and/or any executive summaries outline certain terms and conditions of the insurance proposed by the insurers, based on the information provided by your company. The insurance policies themselves must be read to fully understand the terms, coverages, exclusions, limitations and/or conditions of the actual policy contract of insurance. Policy forms will be made available upon request. We make no warranties with respect to policy limits or coverage considerations of the carrier.

TRIA/TRIPRA Disclaimer – If this proposal contains options to purchase TRIA/TRIPRA coverage, the proposed TRIA/TRIPRA program may not cover all terrorism losses. While the amendments to TRIA eliminated the distinction between foreign and domestic acts of terrorism, a number of lines of coverage excluded under the amendments passed in 2005 remain excluded including commercial automobile, burglary and theft insurance; surety insurance, farm owners multiple perils and professional liability (although directors and officers liability is specifically included). If such excluded coverages are required, we recommend that you consider purchasing a separate terrorism policy. Please note that a separate terrorism policy for these excluded coverages may be necessary to satisfy loan covenants or other contractual obligations. TRIPRA includes a \$100 billion cap on insurers' aggregate liability.

The TRIPRA program increases the amount needed in total losses by \$20 million each calendar year before the TRIPRA program responds from the 2015 trigger of \$100 million to \$200 million by the year 2020.

TRIPRA is set to expire on December 31, 2020. There is no certainty of extension, thus the coverage provided by your insurers may or may not extend beyond December 31, 2020. In the event you have loan covenants or other contractual obligations requiring that TRIA/TRIPRA be maintained throughout the duration of your policy period, we recommend that a separate "Stand Alone" terrorism policy be purchased to satisfy those obligations.

Compensation Disclosure

1. Gallagher Companies are primarily compensated from the usual and customary commissions, fees or, where permitted, a combination of both, for brokerage and servicing of insurance policies, annuity contracts, guarantee contracts and surety bonds (collectively "insurance coverages") handled for a client's account, which may vary based on market conditions and the insurance product placed for the client.
2. In placing, renewing, consulting on or servicing your insurance coverages, Gallagher companies may participate in contingent and supplemental commission arrangements with intermediaries and insurance companies that provide for additional compensation if certain 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. As a result, Gallagher may be considered to have an incentive to place your insurance coverages with a particular insurance company. If you do not wish to have your commercial insurance placement included in consideration for additional compensation, contact your producer or service team for an Opt-out form.
3. Gallagher Companies may receive investment income on fiduciary funds temporarily held by them, or from obtaining or generating premium finance quotes, unless prohibited by law.
4. Gallagher Companies may also access or have an ownership interest in other facilities, including wholesalers, reinsurance intermediaries, captive managers, underwriting managers and others that act as intermediaries for both Gallagher and other brokers in the insurance marketplace some of which may earn and retain customary brokerage commission and fees for their work.

If you have specific questions about any compensation received by Gallagher and its affiliates in relation to your insurance placements, please contact your Gallagher representative for more details.

In the event you wish to register a formal complaint regarding compensation Gallagher receives from insurers or third-parties, please contact Gallagher via e-mail at Compensation_Complaints@ajg.com or by regular mail at:

Chief Compliance Officer
Gallagher Global Brokerage
Arthur J. Gallagher & Co.
2850 Golf Rd.
Rolling Meadows, IL 60008



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CARRIER RATINGS AND ADMITTED STATUS

Proposed Insurance Companies	A.M. Best's Rating & Financial Size Category *	Admitted/Non-Admitted **
Georgia Municipal Association	N/A	Not Rated

*Gallagher companies use A.M. Best rated insurers and the rating listed above was verified on the date the proposal document was created.

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A Best's Financial Strength Rating is an independent opinion of an insurer's financial strength and ability to meet its ongoing insurance policy and contract obligations. It is not a warranty of a company's financial strength and ability to meet its obligations to policyholders. Best's Credit Ratings™ are under continuous review and subject to change and/or affirmation. For the latest Best's Credit Ratings™ and Guide to Best's Credit Ratings, visit the A.M. Best website at <http://www.ambest.com/ratings>.

**If coverage placed with a non-admitted carrier, it is doing business in the state as a surplus lines or non-admitted carrier, and is neither subject to the same regulations as an admitted carrier nor do they participate in any state insurance guarantee fund.

Gallagher companies make no representations and warranties concerning the solvency of any carrier, nor does it make any representation or warranty concerning the rating of the carrier which may change.



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CITY OF HOLLY SPRINGS

CLIENT AUTHORIZATION TO BIND COVERAGE

After careful consideration of Gallagher's proposal dated **December 4, 2020**, we accept the following coverage(s). Please check the desired coverage(s) and note any coverage amendments below:

POLICY OPTIONS:

YES	NO	OPTION DESCRIPTION
		Bind All Policies As Shown Herein:
		Workers' Compensation (Georgia Municipal Association) Premium: \$90,328.00
		Bind TRIA Terrorism Coverage As Quoted
		Risk Management Fee - \$4,000.00
		Provide Quotations or Additional Information on the following Coverage Considerations

The above coverage may not necessarily represent the entirety of available insurance products. If you are interested in pursuing additional coverages other than those addressed in the coverage considerations included in this proposal, please list below:

EXPOSURES AND VALUES

We confirm the payroll, values, schedules, and other data contained in the proposal, and submitted to the underwriters, are compiled from our records and we acknowledge it is our responsibility to see that they are maintained accurately. If no updates were provided to Gallagher, the values, exposures and operations used were based on the expiring policies.

Fee Agreement: In addition of commission received by Gallagher for the policy term reflected herein, effective **01/01/2021**, Gallagher will receive a fee of **\$4,000.00** for:

- ☒ placement of insurance coverage
- ☒ maintenance and management of the account
- ☒ loss/risk control services

This fee IS NOT refundable, is fully earned by signing below, and is due and payable within thirty (30) days of such signing. Any placements that require the payment of additional state or federal taxes and/or fees are the client's responsibility.



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By accepting this fee agreement, we agree and understand that it reflects services to be provided that have been discussed with and fully disclosed to us, and the above fee is consistent with our understanding. This agreement and any disputes that arise out of this fee agreement shall be governed by the laws of the state of Illinois.

Gallagher's liability to Client arising from any acts or omissions of Gallagher shall not exceed \$20 million in the aggregate. Gallagher shall only be liable for actual damages incurred by Client, and shall not be liable for any indirect, consequential or punitive damages or attorneys' fees. No claim or cause of action, regardless of form (tort, contract, statutory, or otherwise), arising out of, relating to or in any way connected with this Agreement or any Services provided hereunder may be brought by either party any later than two (2) years after the accrual of such claim or cause of action.

Gallagher has established security controls to protect Client confidential information from unauthorized use or disclosure. For additional information, please review Gallagher's Privacy Policy located at <https://www.ajg.com/privacy-policy/>

I have read, understand and agree that the above-information is correct and has been disclosed to us prior to authorizing Gallagher to bind coverage and/or provide services to us.

Client Signature

Dated

City of Holly Springs
Renewal Premium and Exposure Comparison
1.1.2021 - 1.1.2022

	Expiring Program 2020-2021	Renewal Proposal 2021-2022 Recommended	Change % vs Expiring
Carrier Information	Work Comp Self-Insurance Fund (WCSIF)	Work Comp Self-Insurance Fund (WCSIF)	
Carrier Group	GMA	GMA	
AM Best Rating	N/A	N/A	
Broker Commission	None	None	
<u>COVERAGE</u>			
Workers Comp Limit	Statutory	Statutory	
Employers Liability Limit	\$2,000,000	\$2,000,000	
Terrorism / TRIA Coverage	Included	Included	
Deductible	\$2,500	\$2,500	
<u>EXPOSURE & RATING</u>			
Estimated Annual Payroll	\$3,306,509	\$3,382,176	2.3%
Manual Premium	\$142,090	\$127,510	-10.3%
Experience Modifier	1.15	0.77	-33.0%
Average Rate per \$100	\$3.18	\$2.67	-16.0%
Policy Premium	\$105,232	\$90,328	-14.2%
<u>SERVICES</u>			
Broker Fee	\$5,000	\$4,000	-20.0%
Risk Management Services	Included	Included	
Risk Control Services	LGRMS	LGRMS	
Total Cost	\$110,232	\$94,328	-14.4%

Notes:

1. Subject to final payroll audit
2. Zero Deductible option premium would be **\$98,183 + Fee**



FINANCIAL HIGHLIGHTS
October 31, 2020



Budget Summary
84% of year lapsed

	Audited		Unaudited	
	2019 Year End Actual	2020 Amended Budget	2020 Year to Date	% Annual Budget
REVENUES BY FUND				
General Fund	8,873,082	9,500,000	5,248,271	55.24%
Operating Grant Fund	183,262	215,000	108,763	50.59%
Parks & Recreation Fund	390,944	377,500	370,821	98.23%
Hotel/Motel Tax Fund	4,249	3,000	2,868	95.59%
Urban Redevelopment Agency	1,493,031	6,000,000	5,508,758	91.81%
SPLOST III Fund	15,296	274,650	6,078	2.21%
SPLOST IV Fund	7,235	70,000	1,083	1.55%
SPLOST V Fund	2,445,685	8,814,505	2,103,074	23.86%
Town Center Fund	2,419,961	6,551,600	5,509,087	84.09%
Debt Service Fund	2,179,430	516,319	1,649	0.32%
Stormwater Utility Fund	406,454	350,000	36,932	10.55%
TOTAL REVENUES - ALL FUNDS	\$ 18,418,629	\$ 32,672,574	\$ 18,897,385	57.84%
EXPENDITURES/EXPENSES BY FUND				
General Fund	11,184,086	9,500,000	7,601,675	80.02%
Operating Grant Fund	183,219	215,000	104,305	48.51%
Parks & Recreation Fund	488,132	377,500	72,654	19.25%
Hotel/Motel Tax Fund	7,580	3,000	540	18.00%
Urban Redevelopment Agency	1,493,031	6,000,000	5,508,758	91.81%
SPLOST III Fund	-	274,650	-	0.00%
SPLOST IV Fund	-	70,000	-	0.00%
SPLOST V Fund	4,556,125	8,814,505	1,248,829	14.17%
Town Center Fund	2,270,161	6,551,600	6,033,532	92.09%
Debt Service Fund	358,736	516,319	261,924	50.73%
Stormwater Utility Fund	263,042	350,000	224,569	64.16%
TOTAL EXPENDITURES/ EXPENSES - ALL FUNDS	\$ 20,804,112	\$ 32,672,574	\$ 21,056,786	64.45%



**Comparison to Prior Year
84% of year lapsed**

	10/31/19 Actual	2019 Annual Budget	% of Annual Budget	10/31/20 Actual	2020 Amended Budget	% of Annual Budget
REVENUES BY FUND						
General Fund	4,542,584	11,500,000	39.50%	5,248,271	9,500,000	55.24%
Operating Grant Fund	162,378	228,500	71.06%	108,763	215,000	50.59%
Parks & Recreation Fund	323,263	500,000	64.65%	370,821	377,500	98.23%
Hotel/Motel Tax Fund	3,789	4,500	84.21%	2,868	3,000	95.59%
Urban Redevelopment Agency	936,091	2,000,000	46.80%	5,508,758	6,000,000	91.81%
SPLOST III Fund	15,273	15,325	99.66%	6,078	274,650	2.21%
SPLOST IV Fund	13,524	71,500	18.91%	1,083	70,000	1.55%
SPLOST V Fund	1,974,786	4,728,895	0.00%	2,103,074	8,814,505	23.86%
Town Center Fund	1,362,980	2,635,103	51.72%	5,509,087	6,551,600	84.09%
Debt Service Fund	179,368	2,179,368	8.23%	1,649	516,319	0.32%
Stormwater Utility Fund	53,601	335,000	16.00%	36,932	350,000	10.55%
TOTAL REVENUES - ALL FUNDS	\$ 9,567,637	\$ 24,198,191	78.09%	\$ 18,897,385	\$ 32,672,574	57.84%
EXPENDITURES/EXPENSES BY FUND						
General Fund	7,775,222	11,500,000	67.61%	7,601,675	9,500,000	80.02%
Operating Grant Fund	160,945	228,500	70.44%	104,305	215,000	48.51%
Parks & Recreation Fund	462,063	500,000	92.41%	72,654	377,500	19.25%
Hotel/Motel Tax Fund	7,580	4,500	168.44%	540	3,000	18.00%
Urban Redevelopment Agency	936,091	2,000,000	46.80%	5,508,758	6,000,000	91.81%
SPLOST III Fund	-	15,325	0.00%	-	274,650	0.00%
SPLOST IV Fund	-	71,500	0.00%	-	70,000	0.00%
SPLOST V Fund	4,155,013	4,728,895	0.00%	1,248,829	8,814,505	14.17%
Town Center Fund	1,402,807	2,635,103	53.24%	6,033,532	6,551,600	92.09%
Debt Service Fund	179,368	2,179,368	8.23%	261,924	516,319	50.73%
Stormwater Utility Fund	189,000	335,000	56.42%	224,569	350,000	64.16%
TOTAL EXPENDITURES/ EXPENSES - ALL FUNDS	\$ 15,268,089	\$ 24,198,191	87.02%	\$ 21,056,786	\$ 32,672,574	64.45%

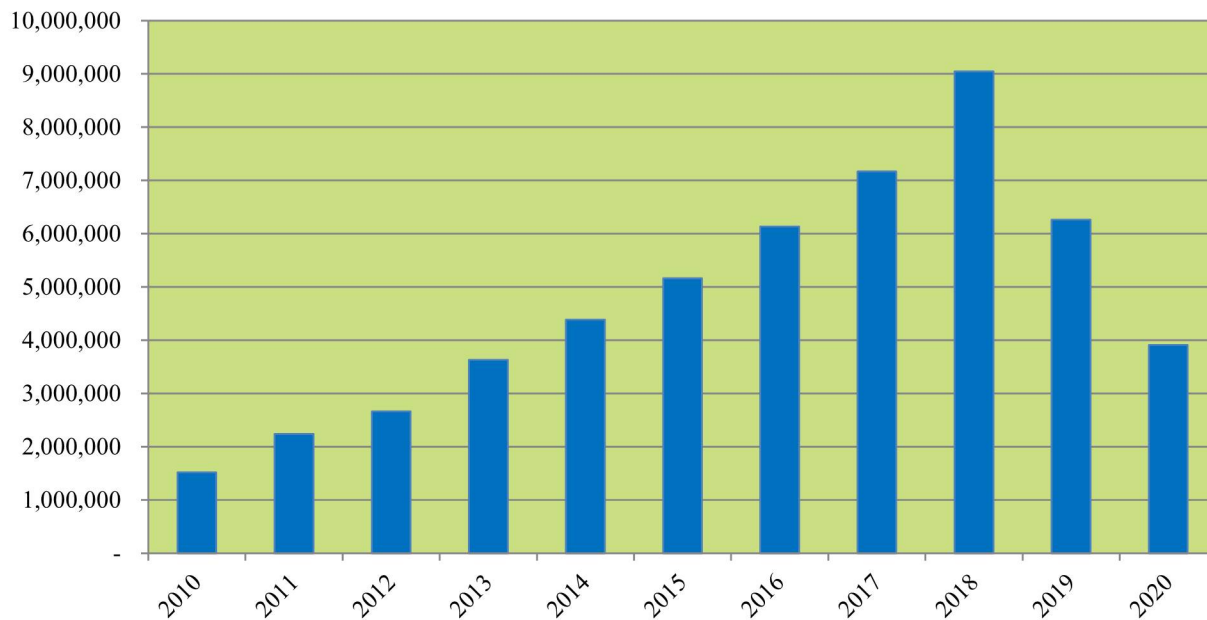


Changes in Fund Balance/Net Position
As of October 31, 2020

	Audited			Unaudited	
Fund	Balance as of 1/1/2020	Revenues	Expenditures/ Expenses	Balance as of 10/31/2020	Net Increase/ (Decrease)
General Fund	6,263,331	5,248,271	7,601,675	3,909,927	(2,353,404)
Operating Grant Fund	37,126	108,763	104,305	41,584	4,458
Parks & Recreation Fund	149,491	370,821	72,654	447,658	298,167
Hotel/ Motel Tax Fund	6,842	2,868	540	9,170	2,328
Urban Redevelopment Agency	-	5,508,758	5,508,758	-	-
SPLOST III Fund	273,978	6,078	-	280,056	6,078
SPLOST IV Fund	66,716	1,083	-	67,799	1,083
SPLOST V Fund	(3,058,475)	2,103,074	1,248,829	(2,204,230)	854,245
Town Center Fund	167,393	5,509,087	6,033,532	(357,052)	(524,445)
Debt Service Fund	1,820,694	1,649	261,924	1,560,419	(260,275)
Stormwater Utility Fund	4,155,266	36,932	224,569	3,967,629	(187,637)
	\$ 9,882,362	\$ 18,897,385	\$ 21,056,786	\$ 7,722,960	\$ (2,159,402)

General Fund - History of Fund Balance

GENERAL FUND FUND BALANCE

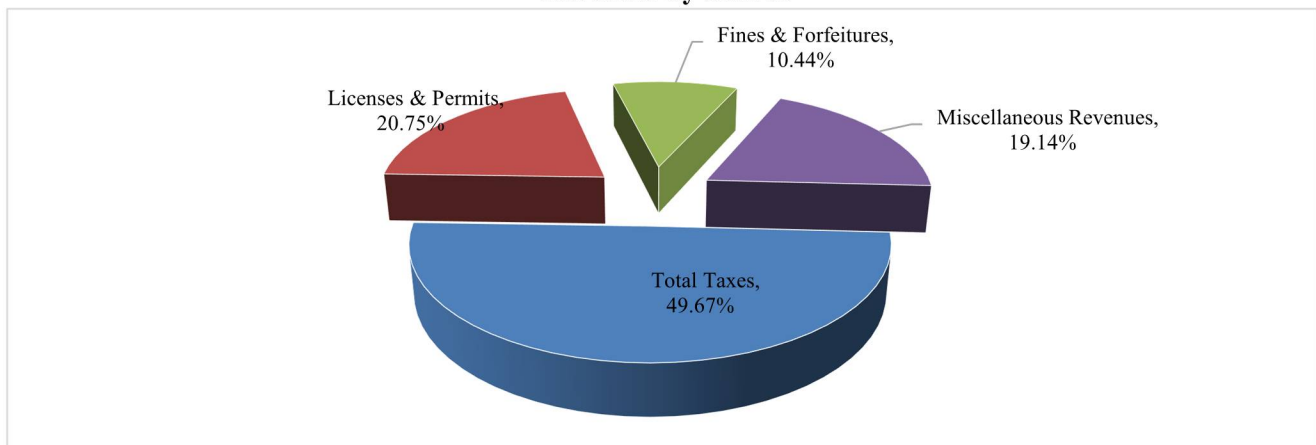




Budget Comparison Report - General Fund
84% of year lapsed

REVENUES	October 2020 Transactions	2020 Amended Budget	YTD Transactions	% of Annual Budget
Property Taxes	195,356	4,200,000	357,231	8.51%
Motor Vehicle Taxes	9,013	95,000	98,423	103.60%
Motor Vehicle Title Ad Valorem Tax	59,211	385,000	392,731	102.01%
Mobile Home Tax	-	150	153	101.76%
Recording Intangible Taxes	18,704	125,000	129,755	103.80%
Penalties & Interest	506	10,000	9,015	90.15%
Fifa Fees	75	2,000	1,245	62.25%
Franchise Tax	-	450,000	449,940	99.99%
Railroad Equipment Car Tax	-	650	1,138	175.14%
Real Estate Transfer Tax	1,761	15,000	14,077	93.85%
Business & Occupation Tax	2,431	125,000	63,285	50.63%
Financial Institutions Tax	-	3,500	3,831	109.46%
Insurance Premium Tax	746,094	745,000	746,094	100.15%
Total Taxes	1,093,973	6,675,300	2,606,827	39.05%
Licenses & Permits	147,595	1,150,100	1,088,897	94.68%
Fines & Forfeitures	48,538	663,800	548,062	82.56%
Miscellaneous Revenues	5,920	940,550	933,858	99.29%
Interest Income	477	35,000	33,258	95.02%
Proceeds from the Sale of Conf Assets	-	250	-	0.00%
Proceeds from the Sale of Assets	-	25,000	25,870	103.48%
Donation from Private Sources	-	10,000	11,500	115.00%
TOTAL GENERAL FUND REVENUES	\$ 1,296,503	\$ 9,500,000	\$ 5,248,271	55.24%

Revenues by Source



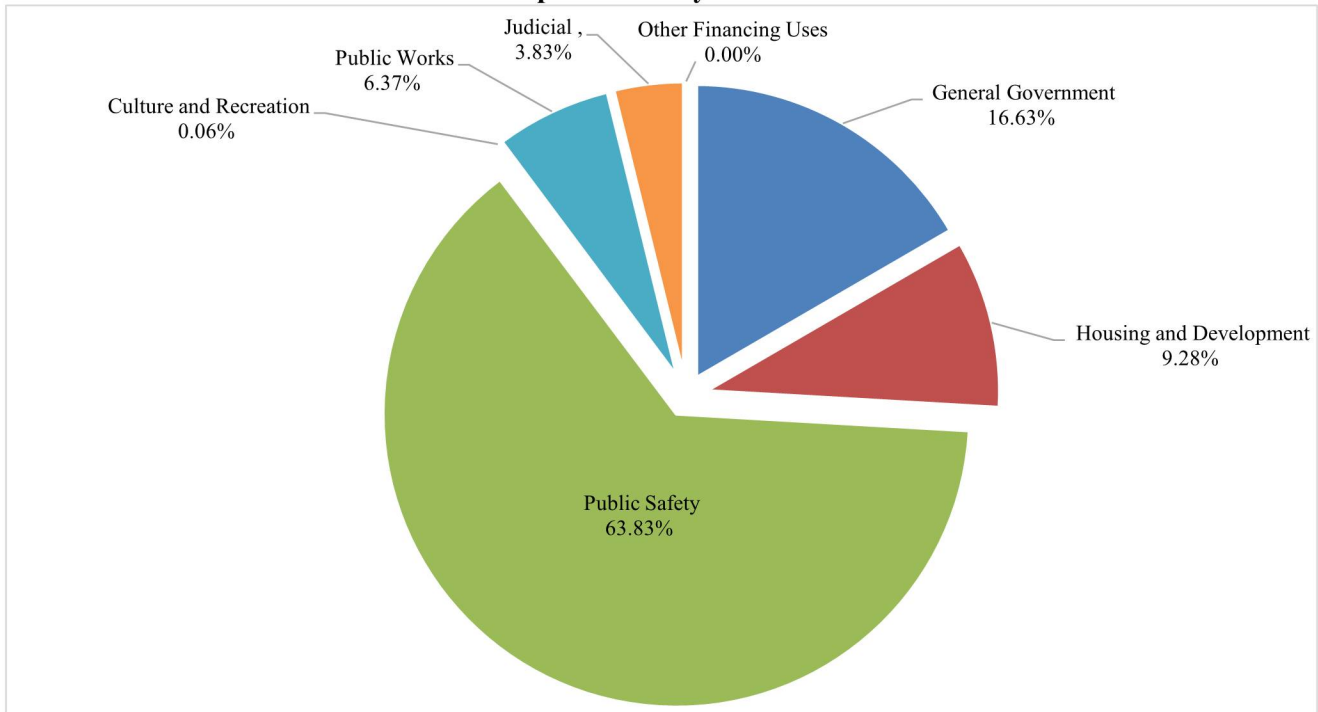
EXPENDITURES	October 2020 Transactions	2020 Amended Budget	YTD Transactions	% of Annual Budget
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Budget Comparison Report - General Fund
84% of year lapsed

General Government	87,293	1,678,108	1,264,310	75.34%
Housing and Development	62,627	916,514	705,198	76.94%
Public Safety	303,128	5,645,251	4,852,255	85.95%
Culture and Recreation	440	29,500	4,440	15.05%
Public Works	55,529	621,030	484,108	77.95%
Judicial	26,416	359,597	291,364	81.03%
Other Financing Uses	-	-	-	#DIV/0!
TOTAL GENERAL FUND EXPENDITURES	<u>\$ 535,433</u>	<u>\$ 9,250,000</u>	<u>\$ 7,601,675</u>	<u>82.18%</u>

Expenditures by Function





Budget Comparison Report - All Funds

84% of year lapsed

	Audited		Unaudited	
	2019 Year End Actuals	2020 Amended Budget	Year to Date	% 2020 Annual Budget
<u>GENERAL FUND</u>				
Revenues:	8,873,082	9,500,000	5,248,271	55.24%
Expenditures:	11,184,086	9,500,000	7,601,675	80.02%
Excess Revenues over (under) Expenditures	(2,311,004)	-	(2,353,404)	
<u>OPERATING GRANT FUND</u>				
Revenues:	183,262	215,000	108,763	50.59%
Expenditures:	183,219	215,000	104,305	48.51%
Excess Revenues over (under) Expenditures	43	-	4,458	
<u>PARKS & RECREATION FUND</u>				
Revenues:	390,944	377,500	370,821	98.23%
Expenditures:	488,132	377,500	72,654	19.25%
Excess Revenues over (under) Expenditures	(97,188)	-	298,167	
<u>HOTEL/MOTEL TAX FUND</u>				
Revenues:	4,249	3,000	2,868	95.59%
Expenditures:	7,580	3,000	540	18.00%
Excess Revenues over (under) Expenditures	(3,331)	-	2,328	
<u>URBAN REDEVELOPMENT AGENCY</u>				
Revenues:	1,493,031	6,000,000	5,508,758	91.81%
Expenditures:	1,493,031	6,000,000	5,508,758	91.81%
Excess Revenues over (under) Expenditures	-	-	-	
<u>SPLOST III FUND</u>				
Revenues:	15,296	274,650	6,078	2.21%
Expenditures:	-	274,650	-	0.00%
Excess Revenues over (under) Expenditures	15,296	-	6,078	
<u>SPLOST IV FUND</u>				
Revenues:	7,235	70,000	1,083	1.55%
Expenditures:	-	70,000	-	0.00%
Excess Revenues over (under) Expenditures	7,235	-	1,083	
<u>SPLOST V FUND</u>				
Revenues:	2,445,685	8,814,505	2,103,074	23.86%
Expenditures:	4,556,125	8,814,505	1,248,829	14.17%



Budget Comparison Report - All Funds
84% of year lapsed

	Audited		Unaudited	
	2019 Year End Actuals	2020 Amended Budget	Year to Date	% 2020 Annual Budget
Excess Revenues over (under) Expenditures	(2,110,440)	-	854,245	
<u>TOWN CENTER FUND</u>				
Revenues:	2,419,961	6,551,600	5,509,087	84.09%
Expenditures:	2,270,161	6,551,600	6,033,532	92.09%
Excess Revenues over (under) Expenditures	149,800	-	(524,445)	
<u>DEBT SERVICE FUND</u>				
Revenues:	2,179,430	516,319	1,649	0.32%
Expenditures:	358,736	516,319	261,924	50.73%
Excess Revenues over (under) Expenditures	1,820,694	-	(260,275)	
<u>STORMWATER UTILITY FUND</u>				
Revenues:	406,454	350,000	36,932	10.55%
Expenses:	263,042	350,000	224,569	64.16%
Excess Revenues over (under) Expenses	143,412	-	(187,637)	



Investments
As of October 31, 2020

Ameris Bank

Downtown Development Authority - CD .75%	36,349
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Subtotal Ameris Bank	\$ 36,349
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Goldman Sachs Autocallable GS Momentum Builder	254,103
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Certificate of Deposit - CD .75% Maturity Date - 08/21/2021	301,000
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Certificate of Deposit - CD .75% Maturity Date - 10/08/2021	250,000
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Certificate of Deposit - CD .80% Maturity Date - 04/08/2022	500,000
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Certificate of Deposit - CD .90% Maturity Date - 10/08/2022	500,000
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Subtotal South State Investment Services	\$ 1,805,103
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Total Investments	\$ 1,841,451
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Cash
As of October 31, 2020

Ameris Bank

Downtown Development Authority - Checking 83,550

Subtotal Ameris Bank \$ 83,550

South State Bank

General Fund	2,381,366
Main Street Board	48,657
Parks & Recreation Fund	417,173
Hotel Motel Tax Fund	8,975
Money Market Account	493,141
Municipal Court Fund	122,672
Operating Grant Fund	29,532
Police Forfeiture Account	6,028
Police Seized Asset Account	26
SPLOST III	280,056
SPLOST IV	65,719
SPLOST IV/Grant Revenue	2,081
SPLOST V	251,749
Town Center Fund	175,905
Debt Service Fund	1,560,419
Stormwater Utility Fund	57,165
Tree Replacement Fund	3,542

Subtotal South State Bank \$ 5,904,204

BB&T

Savings Account 8,021

Subtotal BB&T \$ 8,021

South State Investment Services

Budget Stabilization Cash Account 90

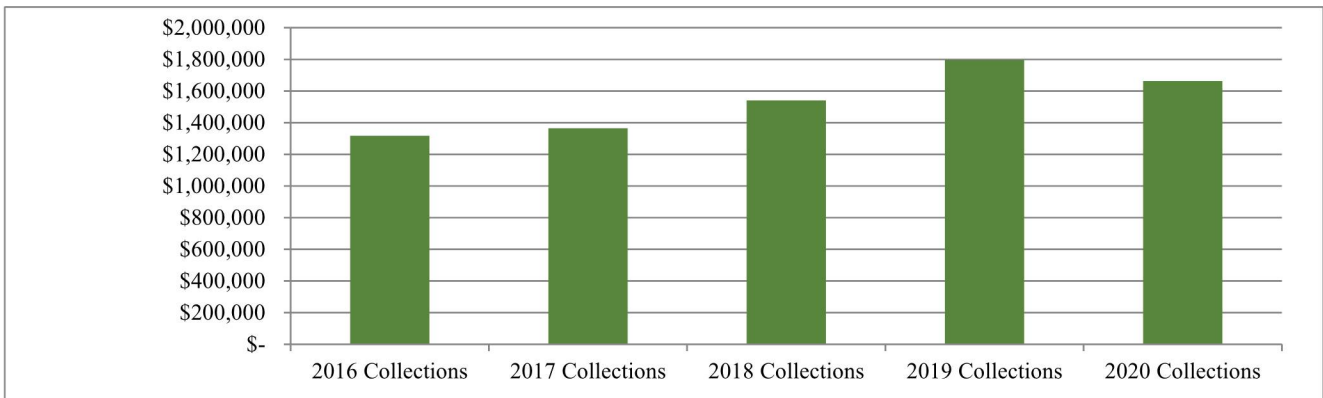
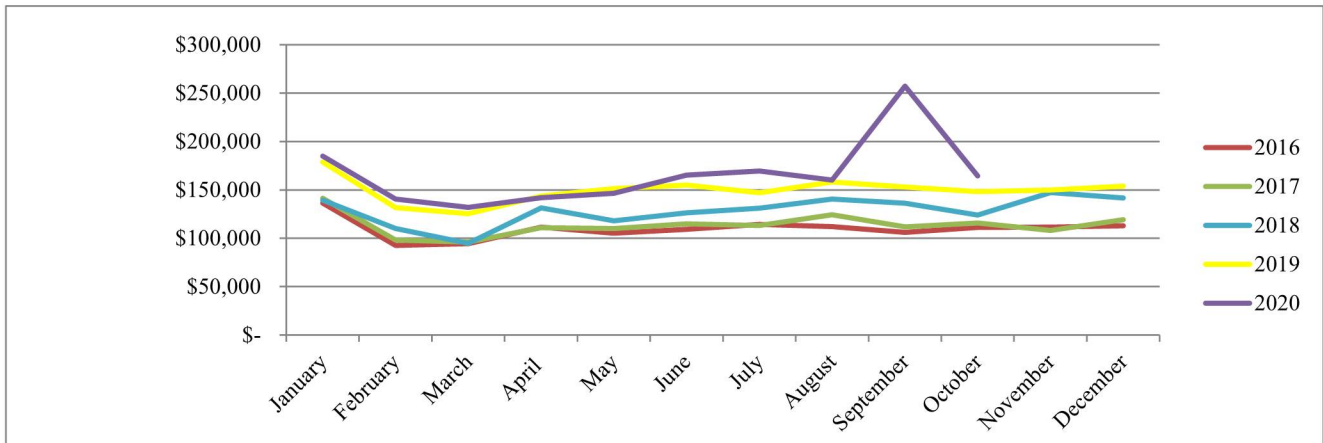
Subtotal South State Investment Services \$ 90

Total Cash \$ 5,995,865



Special Purpose Local Option Sales Tax Collections
As of October 31, 2020

	2016 Collections	2017 Collections	2018 Collections	2019 Collections	2020 Collections	% Change from Prior Year
January	\$ 136,321	\$ 141,344	\$ 139,474	\$ 178,754	\$ 184,956	3.47%
February	92,605	98,189	109,987	131,700	140,587	6.75%
March	94,455	96,130	94,765	125,375	131,947	5.24%
April	111,527	111,048	131,392	143,535	141,914	-1.13%
May	105,169	110,063	117,981	151,269	146,483	-3.16%
June	109,300	114,965	126,193	154,922	165,255	6.67%
July	114,305	113,172	131,005	146,946	169,488	15.34%
August	112,004	124,429	140,651	158,066	160,110	1.29%
September	106,169	111,901	136,184	153,139	257,264	67.99%
October	111,138	115,857	124,067	148,285	164,463	10.91%
November	111,396	108,048	147,256	149,921		
December	112,996	119,270	141,583	153,903		
	\$ 1,317,384	\$ 1,364,416	\$ 1,540,538	\$ 1,795,816	\$ 1,662,467	





**Downtown Development Authority
As of October 31, 2020**

Revenues	October 2020 Transactions	2020 Amended Budget	YTD Transactions	% of Annual Budget
Prior Year Fund Balance	-	4,900	-	0.00%
Interest Revenue	-	100	377	377.09%
TOTAL REVENUES	\$ -	\$ 5,000	\$ 377	7.54%

Expenditures				
Dues & Fees	-	500	290	58.00%
Training	-	250	-	0.00%
Other Expenditures	-	250	-	0.00%
Stormwater Fees	-	2,500	-	0.00%
Sponsorships	-	1,500	-	0.00%
TOTAL EXPENDITURES	\$ -	\$ 5,000	\$ 290	5.80%



GENERAL FUND REVENUE DETAIL
As of October 31, 2020

	October 2020 Transactions	2020 Amended Budget	YTD Transactions	% of Annual Budget
Real Property Tax	195,356	4,200,000	357,231	8.51%
Real Property Tax - Public Utility	-	56,000	-	0.00%
Personal Property Tax	4,134	183,000	4,134	2.26%
Motor Vehicle Tax	9,013	95,000	98,423	103.60%
Motor Vehicle Title Ad Valorem Tax	59,211	385,000	392,731	102.01%
Apportioned Vehicles (AAVT)	3,318	2,500	3,318	132.73%
Mobile Home Tax	-	150	153	101.76%
Intangible Tax	18,704	125,000	129,755	103.80%
Railroad Equipment Car Tax	-	650	1,138	175.14%
Real Estate Transfer Tax	1,761	15,000	14,077	93.85%
Franchise Tax - Electric	-	450,000	449,940	99.99%
Franchise Tax - Gas	-	55,000	55,909	101.65%
Franchise Tax - Cable	53,350	215,000	271,544	126.30%
Franchise Tax - Telephone	20	7,500	5,004	66.72%
Business & Occupational Tax	2,431	125,000	63,285	50.63%
Insurance Premium Tax	746,094	745,000	746,094	100.15%
Financial Institutions Tax	-	3,500	3,831	109.46%
Penalties & Interest	506	10,000	9,015	90.15%
FiFa Fees	75	2,000	1,245	62.25%
Total Taxes	1,093,973	6,675,300	2,606,827	39.05%
Alcoholic Beverage Licenses	2,000	70,000	13,000	18.57%
Alcohol Pouring Permit	280	2,500	1,655	66.20%
Zoning and Land Use Permits	530	10,000	8,449	84.49%
Planning and Development Fees	3,094	7,500	9,123	121.64%
Sign Permit Fees	150	3,000	2,354	78.46%
Special Event Permits	-	250	200	80.00%
Vacant Lot Registration	-	50	25	50.00%
Personal Transportation Veh Permit	10	50	40	80.00%
Other Licenses and Permits	125	1,000	775	77.50%
Building Permit Revenue	107,611	800,000	799,274	99.91%
Certificate of Occupancy Fees	21,000	150,000	157,000	104.67%
Building Permit - Reinspection Fees	675	20,000	14,550	72.75%
Building Permit-Sub Fee	8,880	60,000	63,850	106.42%
Occupational Tax Late Fees	44	750	1,391	185.44%
Plan Review Fees	3,196	25,000	17,211	68.84%
Total Licenses and Permits	147,595	1,150,100	1,088,897	94.68%
Municipal Court Fines	46,903	650,000	536,961	82.61%
Forfeitures	-	250	-	0.00%
Court Costs	635	7,500	7,771	103.61%
Drug Testing Fees	-	500	80	16.00%
Expungements	-	50	-	0.00%
Tree Recompense Revenue	-	4,000	-	0.00%
Other Fines & Forfeitures-Code	1,000	500	3,250	650.00%
Other Forfeitures	-	1,000	-	0.00%
Total Fines and Forfeitures	48,538	663,800	548,062	82.56%
Grant Revenue	-	830,000	829,884	99.99%
Probation Fees	1,685	30,000	27,157	90.52%
Printing and Duplicating Service Fees	-	750	1	0.08%
Election and Qualifying Fees	-	720	720	100.00%
Advertising Fees	12	7,500	7,563	100.84%



GENERAL FUND REVENUE DETAIL
As of October 31, 2020

	October 2020 Transactions	2020 Amended Budget	YTD Transactions	% of Annual Budget
Accident/Incident Reports	240	2,500	2,249	89.96%
Wrecker Service Contract	-	18,500	18,500	100.00%
Background Checks	60	500	415	83.00%
Bad Check Fees	-	75	-	0.00%
Miscellaneous Revenue	-	5,005	4,826	96.42%
Rents and Royalties	3,935	35,000	34,365	98.19%
Reimbursement for Damaged Property	-	10,000	8,179	81.79%
Total Miscellaneous Income	5,920	940,550	933,858	99.29%
Interest Revenue	477	35,000	33,258	95.02%
Total Investment Income	477	35,000	33,258	95.02%
Proceeds from Sale of Conf Assets	-	250	-	0.00%
Proceeds from Sale of Assets	-	25,000	25,870	103.48%
Donations from Private Sources	-	10,000	11,500	115.00%
Total Other Financing Sources	-	35,250	37,370	106.01%
TOTAL GENERAL FUND REVENUES	\$ 1,296,503	\$ 9,500,000	\$ 5,248,271	55.24%



**General Fund Expenditures
As of October 31, 2020**

	October 2020 Transactions	2020 Amended Budget	YTD Transactions	% of Annual Budget
Governing Body				
Salaries & Wages-Council	3,500	42,000	34,500	82.14%
Employee Benefits-Medical	4,935	62,511	53,097	84.94%
Employee Benefits-Dental	234	2,829	2,577	91.09%
Employee Benefits-ADD Life	37	882	772	87.50%
FICA	156	2,604	1,528	58.67%
Medicare	37	609	357	58.66%
Employee Benefits-Retirement	338	4,061	3,382	83.28%
Unemployment	13	161	112	69.65%
Workers Comp Insurance	-	108	(7)	-6.31%
Total Salaries and Benefits	<u>9,249</u>	<u>115,765</u>	<u>96,318</u>	<u>83.20%</u>
Communications	42	640	329	51.37%
Travel	-	500	-	0.00%
Dues and Fees	-	750	382	50.87%
Education and Training	-	250	-	0.00%
Other Expenditures	135	500	524	104.76%
General Supplies and Materials	-	250	32	12.62%
Small Equipment	359	150	433	100.00%
Total Operations	<u>537</u>	<u>3,040</u>	<u>1,699</u>	<u>55.87%</u>
City Manager				
Salaries & Wages	10,220	132,855	112,267	84.50%
Employee Benefits-Medical	608	7,956	6,544	82.26%
Employee Benefits-Dental	99	920	740	80.44%
Employee Benefits-ADD Life	12	147	135	91.67%
Employee Benefits-Disability	84	1,009	924	91.58%
FICA	633	8,237	6,950	84.37%
Medicare	148	1,926	1,625	84.39%
Employee Benefits-Retirement	1,039	12,474	10,387	83.27%
Unemployment	-	77	44	56.75%
Workers' Comp. Insurance	-	574	85	14.77%
Total Salaries and Benefits	<u>12,842</u>	<u>166,175</u>	<u>139,700</u>	<u>84.07%</u>
Communications	42	600	344	57.29%
Travel	-	500	199	39.70%
Dues and Fees	-	2,010	1,350	67.15%
Education and Training	-	1,000	949	94.90%
Other Expenditures	5	1,000	881	88.06%
General Supplies and Materials	-	500	36	7.13%
Small Equipment	-	1,500	1,290	85.97%
Total Operations	<u>47</u>	<u>7,110</u>	<u>5,047</u>	<u>70.98%</u>
City Clerk				
Salaries & Wages	11,803	152,218	128,261	84.26%
Employee Benefits-Medical	1,767	22,678	19,020	83.87%
Employee Benefits-Dental	99	1,297	1,120	86.34%
Employee Benefits-ADD Life	25	294	270	91.67%
Employee Benefits-Disability	92	1,109	1,010	91.04%
FICA	709	9,437	7,671	81.29%
Medicare	166	2,207	1,794	81.30%
Employee Benefits-Retirement	1,351	14,361	13,509	94.07%
Unemployment	-	153	87	57.11%
Workers' Comp. Insurance	7	426	138	32.30%
Total Salaries and Benefits	<u>16,019</u>	<u>204,180</u>	<u>172,880</u>	<u>84.67%</u>
Professional Services	-	15,000	-	0.00%



**General Fund Expenditures
As of October 31, 2020**

	October 2020 Transactions	2020 Amended Budget	YTD Transactions	% of Annual Budget
Communications	42	750	344	45.83%
Advertising	-	750	-	0.00%
Travel	-	2,000	534	26.71%
Dues and Fees	280	6,000	4,112	68.53%
Education and Training	-	1,000	490	49.00%
Other Expenditures	-	1,000	438	43.83%
General Supplies and Materials	-	4,275	296	6.93%
Small Equipment	-	3,290	3,103	100.00%
Software	-	5,195	-	0.00%
Total Operations	<u>322</u>	<u>39,260</u>	<u>9,318</u>	<u>23.73%</u>
Elections				
Advertising	-	1,500	827	55.12%
Intergovernmental - Elections	-	12,500	-	0.00%
Total Operations	<u>-</u>	<u>14,000</u>	<u>827</u>	<u>55.12%</u>
Contingency				
Contingency	-	95,000	-	0.00%
Total Operations	<u>-</u>	<u>95,000</u>	<u>-</u>	<u>0.00%</u>
Financial Administration				
Salaries & Wages	12,420	157,073	118,827	75.65%
Employee Benefits-Medical	3,776	59,750	37,045	62.00%
Employee Benefits-Dental	99	2,759	915	33.18%
Employee Benefits-ADD Life	37	441	331	75.00%
Employee Benefits-Disability	113	1,067	1,045	97.92%
FICA	721	10,359	6,887	66.48%
Medicare	169	2,423	1,611	66.47%
Employee Benefits-Retirement	1,330	15,979	13,303	83.25%
Unemployment	-	180	123	68.07%
Workers' Comp. Insurance	-	428	67	15.62%
Total Salaries and Benefits	<u>18,665</u>	<u>250,459</u>	<u>180,152</u>	<u>71.93%</u>
Professional Services	-	1,000	-	0.00%
Professional Services - Audit	-	31,140	31,140	100.00%
Advertising/Promotions	150	1,000	1,301	130.10%
Printing and Binding	-	1,000	1,772	177.25%
Travel	-	200	199	100.00%
Dues and Fees-Bank Service Fees	45	11,750	11,394	96.97%
Education and Training	100	500	329	65.80%
Other Expenditures	-	100	35	35.00%
General Supplies and Materials	116	2,000	831	41.56%
General Supplies-Postage	3,085	7,000	7,357	105.10%
Gasoline/Diesel	-	100	-	0.00%
Small Equipment	460	8,110	8,621	106.30%
Total Operations	<u>3,956</u>	<u>63,900</u>	<u>62,979</u>	<u>98.56%</u>
Legal				
Professional Services - Legal	(57)	45,000	12,084	26.85%
Total Operations	<u>(57)</u>	<u>45,000</u>	<u>12,084</u>	<u>26.85%</u>
Salaries & Wages	4,144	53,881	45,608	84.65%
Employee Benefits-Medical	1,081	13,649	11,630	85.21%
Employee Benefits-Dental	70	920	769	83.61%
Employee Benefits-ADD Life	12	147	135	91.67%
Employee Benefits-Disability	38	461	415	90.00%



**General Fund Expenditures
As of October 31, 2020**

	October 2020 Transactions	2020 Amended Budget	YTD Transactions	% of Annual Budget
FICA	236	3,341	2,600	77.82%
Medicare	55	781	608	77.86%
Employee Benefits-Retirement	421	5,089	4,213	82.78%
Unemployment	-	77	44	56.75%
Workers' Comp. Insurance	-	138	20	14.49%
Total Salaries and Benefits	<u>6,058</u>	<u>78,484</u>	<u>66,042</u>	<u>84.15%</u>
Communications	42	750	354	47.23%
Dues and Fees	-	7,250	6,772	93.40%
Other Expenditures	-	100	-	0.00%
General Supplies and Materials	28	2,000	652	32.62%
Small Equipment	72	5,000	2,272	45.45%
Software	11,059	275,000	272,027	98.92%
Total Operations	<u>11,202</u>	<u>290,100</u>	<u>282,078</u>	<u>97.23%</u>
Risk Management				
Professional Services	-	10,000	5,000	50.00%
Liability Insurance	-	132,000	131,301	99.47%
Total Operations	<u>-</u>	<u>142,000</u>	<u>136,301</u>	<u>95.99%</u>
General Government Building				
Salaries & Wages	3,688	55,702	34,409	61.77%
Employee Benefits-Medical	608	7,956	6,544	82.26%
Employee Benefits-Dental	29	377	321	85.26%
Employee Benefits-ADD Life	12	147	135	91.67%
Employee Benefits-Disability	26	320	288	90.10%
FICA	228	3,453	2,122	61.47%
Medicare	53	808	496	61.43%
Employee Benefits-Retirement	293	3,521	2,928	83.16%
Unemployment	2	73	51	70.00%
Workers' Comp. Insurance	-	5,708	869	15.22%
Total Salaries and Benefits	<u>4,939</u>	<u>78,065</u>	<u>48,165</u>	<u>61.70%</u>
Disposal - Garbage	30	500	301	60.16%
Pest Control	-	3,500	815	23.29%
Repairs and Maintenance	274	13,950	9,019	64.65%
Repairs and Maintenance - Vehicles	-	5,000	1,229	24.59%
Rental of Equipment	496	5,000	4,230	84.60%
Communications	873	10,000	9,602	96.02%
Dues and Fees	-	500	343	68.62%
Other Expenditures	-	3,000	1,993	66.43%
General Supplies and Materials	353	12,500	7,020	56.16%
Water and Sewer	103	2,500	1,030	41.18%
Natural Gas	121	4,500	1,319	29.32%
Electricity	996	15,000	10,892	72.61%
Gasoline and Diesel	209	1,750	1,346	76.91%
Small Equipment	-	5,370	1,043	19.43%
Software	59	2,500	539	21.54%
Total Operations & Capital	<u>3,514</u>	<u>85,570</u>	<u>50,721</u>	<u>59.27%</u>
TOTAL GENERAL GOVERNMENT	<u>\$ 87,293</u>	<u>\$ 1,678,108</u>	<u>\$ 1,264,310</u>	<u>75.34%</u>
Municipal Court				
Salaries & Wages	10,671	143,843	123,286	85.71%
Salaries & Wages - Overtime	-	1,000	590	58.99%
Employee Benefits-Medical	2,823	33,873	29,904	88.28%



**General Fund Expenditures
As of October 31, 2020**

	October 2020 Transactions	2020 Amended Budget	YTD Transactions	% of Annual Budget
Employee Benefits-Dental	169	2,040	1,831	89.74%
Employee Benefits-ADD Life	37	442	380	85.92%
Employee Benefits-Disability	90	1,090	969	88.85%
FICA	634	8,980	6,839	76.16%
Medicare	148	2,100	1,599	76.16%
Employee Benefits-Retirement	1,020	12,242	10,197	83.30%
Unemployment	3	206	150	72.66%
Workers' Compensation	-	371	56	15.22%
Total Salaries and Benefits	<u>15,596</u>	<u>206,187</u>	<u>175,800</u>	<u>85.26%</u>
Professional Services - Public Defender	540	6,500	6,045	93.00%
Professional Services - Solicitor/Judge	7,400	89,000	75,792	85.16%
Repairs & Maintenance	-	1,000	-	0.00%
Rental of Equipment	117	1,750	1,321	75.49%
Communications	-	-	-	#DIV/0!
Advertising	-	100	-	0.00%
Printing & Binding	-	750	251	33.47%
Travel	-	500	231	46.14%
Dues and Fees	-	250	298	119.30%
Education and Training	-	750	675	90.00%
Other Expenditures	-	500	98	19.52%
General Supplies and Materials	488	2,500	1,582	63.29%
General Supplies and Materials Postage	-	750	484	64.51%
Gasoline/Diesel	-	50	26	52.28%
Food Supplies	-	3,200	2,394	74.81%
Books and Periodicals-Code Books	-	250	-	0.00%
Small Equipment	-	8,310	7,269	87.47%
Software	2,275	25,000	17,069	68.28%
Other Supplies - Uniforms	-	250	-	0.00%
Intergovernmental - Inmate Housing	-	12,000	2,030	16.92%
Total Operations	<u>10,820</u>	<u>153,410</u>	<u>115,564</u>	<u>75.33%</u>
TOTAL JUDICIAL	<u>\$ 26,416</u>	<u>\$ 359,597</u>	<u>\$ 291,364</u>	<u>81.03%</u>
Police Administration				
Salaries & Wages	31,648	474,485	381,260	80.35%
Salaries & Wages-Overtime	22	6,000	51	0.85%
Employee Benefits-Medical	9,190	71,907	55,055	76.56%
Employee Benefits-Dental	519	4,811	3,987	82.87%
Employee Benefits-ADD Life	92	1,029	900	87.51%
Employee Benefits-Disability	343	3,857	3,454	89.55%
FICA	1,901	27,930	22,823	81.71%
Medicare	445	6,532	5,338	81.72%
Employee Benefits-Retirement	3,503	42,073	35,027	83.25%
Unemployment	12	486	337	69.30%
Workers' Compensation	-	18,662	2,770	14.84%
Total Salaries and Benefits	<u>47,673</u>	<u>657,772</u>	<u>511,003</u>	<u>77.69%</u>
Professional Services	-	2,500	-	0.00%
Repair & Maintenance	-	500	-	0.00%
Repair & Maintenance-Vehicle	373	5,394	4,092	75.86%
Rental of Equipment	379	5,000	4,259	85.18%
Communications	291	4,250	2,370	55.77%
Advertising	901	250	1,253	501.00%
Printing and Binding	-	500	204	40.80%
Travel	-	3,000	3,485	116.16%
Dues and Fees	-	6,000	3,406	56.76%
Education and Training	115	4,500	2,470	54.89%
Other Expenditures	143	2,500	1,182	47.28%



**General Fund Expenditures
As of October 31, 2020**

	October 2020 Transactions	2020 Amended Budget	YTD Transactions	% of Annual Budget
General Supplies and Materials	66	2,500	2,066	82.64%
General Supplies - Postage	9	500	347	69.42%
Gasoline/Diesel	1,568	9,000	7,594	84.38%
Small Equipment	-	10,040	8,366	83.32%
Software	20	4,000	2,890	72.24%
Other Supplies - Uniforms	574	6,700	6,303	94.08%
Total Operations and Capital	4,438	67,134	50,286	74.90%
 Criminal Investigation Division				
Salaries & Wages	17,630	227,117	194,336	85.57%
Salaries & Wages-Overtime	1,218	6,000	6,274	104.56%
Employee Benefits-Medical	3,436	55,745	44,777	80.32%
Employee Benefits-Dental	158	3,137	2,141	68.24%
Employee Benefits-ADD Life	49	588	526	89.48%
Employee Benefits-Disability	146	1,754	1,591	90.71%
FICA	1,138	14,453	11,964	82.78%
Medicare	266	3,380	2,798	82.79%
Employee Benefits-Retirement	1,732	21,151	17,320	81.89%
Unemployment	-	306	175	57.11%
Workers' Compensation	-	10,556	1,543	14.62%
Total Salaries and Benefits	25,773	344,187	283,444	82.35%
Repair & Maintenance-Vehicle	379	4,800	1,773	36.94%
Communications	114	2,500	1,155	46.19%
Printing and Binding	-	250	-	0.00%
Travel	230	1,000	1,129	112.92%
Dues and Fees	-	1,000	886	88.58%
Education and Training	938	2,500	1,343	53.72%
General Supplies and Materials	23	2,000	179	8.95%
General Supplies and Materials-Postage	-	50	-	0.00%
Gasoline and Diesel	648	6,000	3,050	50.83%
Small Equipment	85	5,500	3,799	69.07%
Software	400	2,000	1,399	69.94%
Other Supplies - Uniforms	460	3,000	2,392	79.73%
Total Operations and Capital	3,277	30,600	17,104	55.90%
 Vice				
Salaries & Wages	3,684	53,089	43,541	82.01%
Salaries & Wages-Overtime	868	2,000	2,538	126.91%
Employee Benefits-Medical	612	14,722	9,542	64.82%
Employee Benefits-Dental	29	920	606	65.91%
Employee Benefits-ADD Life	12	147	135	91.67%
Employee Benefits-Disability	30	395	355	89.76%
FICA	275	3,416	2,694	78.87%
Medicare	64	799	630	78.86%
Employee Benefits-Retirement	406	4,998	4,057	81.17%
Unemployment	-	77	44	56.75%
Workers' Compensation	-	2,494	363	14.55%
Total Salaries and Benefits	5,980	83,057	64,505	77.66%
Repairs & Maintenance Vehicles	173	1,980	1,246	62.91%
Communications	-	750	-	0.00%
Dues and Fees	-	150	19	12.98%
Gasoline	327	2,000	1,462	73.10%
Total Operations and Capital	500	4,880	2,727	55.89%



**General Fund Expenditures
As of October 31, 2020**

	October 2020 Transactions	2020 Amended Budget	YTD Transactions	% of Annual Budget
Patrol				
Salaries & Wages	95,300	1,249,871	999,572	79.97%
Salaries & Wages-Overtime	8,538	78,000	68,326	87.60%
Employee Benefits-Medical	32,450	317,069	272,069	85.81%
Employee Benefits-Dental	1,772	16,977	15,212	89.60%
Employee Benefits-ADD Life	298	3,822	3,257	85.21%
Employee Benefits-Disability	727	9,051	8,294	91.64%
FICA	6,086	80,716	63,746	78.98%
Medicare	1,423	18,877	14,908	78.98%
Employee Benefits-Retirement	9,669	117,113	96,689	82.56%
Unemployment	10	1,618	1,219	75.34%
Workers' Compensation	-	58,949	12,402	21.04%
Total Salaries and Benefits	<u>156,273</u>	<u>1,952,063</u>	<u>1,555,694</u>	<u>79.69%</u>
Professional Services	210	5,500	4,199	76.35%
Repair & Maintenance	-	3,000	1,803	60.10%
Repair & Maintenance-Vehicle	8,872	45,000	51,767	115.04%
Communications	1,455	19,000	10,523	55.39%
Printing and Binding	36	500	250	50.04%
Travel	34	5,000	3,880	77.60%
Dues and Fees	55	1,500	514	34.25%
Education & Training	-	7,000	700	10.00%
Contract Labor	-	1,000	875	87.50%
Other Expenditures	313	6,000	3,198	53.30%
General Supplies and Materials	544	5,000	3,205	64.10%
Weapons Supplies & Ammunition	-	5,500	3,695	100.00%
Gasoline and Diesel	12,987	77,500	57,901	74.71%
Small Equipment	39	10,000	7,889	78.89%
Software	-	20,000	14,390	71.95%
Other Supplies - Uniforms	11,090	45,000	45,140	100.31%
Total Operations and Capital	<u>35,636</u>	<u>256,500</u>	<u>209,929</u>	<u>81.84%</u>
Police Training				
Salaries & Wages	3,928	55,348	43,482	78.56%
Salaries & Wages-Overtime	200	2,000	749	37.43%
Employee Benefits-Medical	-	-	-	#DIV/0!
Employee Benefits-Dental	-	-	-	#DIV/0!
Employee Benefits-ADD Life	12	147	110	75.00%
Employee Benefits-Disability	34	410	372	90.66%
FICA	256	3,556	2,742	77.12%
Medicare	60	832	641	77.08%
Employee Benefits-Retirement	406	5,503	4,057	73.72%
Unemployment	-	77	44	56.74%
Workers' Compensation	-	2,597	378	14.55%
Total Salaries and Benefits	<u>4,896</u>	<u>70,470</u>	<u>52,575</u>	<u>74.61%</u>
Repair & Maintenance	-	2,000	93	4.63%
Repair & Maintenance-Vehicle	876	2,000	1,830	91.52%
Communications	38	500	306	61.24%
Travel	-	2,000	247	12.34%
Dues and Fees	-	500	65	12.98%
Education and Training	495	3,000	990	33.00%
General Supplies and Materials	-	3,000	1,215	40.49%
Weapons Supplies & Ammunition	6,941	64,665	32,216	49.82%
Gasoline and Diesel	233	2,000	1,216	60.79%
Other Supplies - Uniforms	-	300	240	80.00%



**General Fund Expenditures
As of October 31, 2020**

	October 2020 Transactions	2020 Amended Budget	YTD Transactions	% of Annual Budget
Intergovernmental	-	5,000	5,000	100.00%
<i>Total Operations and Capital</i>	<u>8,583</u>	<u>84,965</u>	<u>43,417</u>	<u>51.10%</u>
<i>Police Stations and Buildings</i>				
Disposal-Garbage/Recycle	90	1,500	967	64.49%
Pest Control	-	1,000	545	54.50%
Repairs and Maintenance	2,114	16,500	14,064	85.24%
Communications	809	9,500	9,209	96.93%
General Supplies and Materials	197	5,000	2,653	53.05%
Water/Sewer	427	6,800	5,128	75.42%
Electricity	805	14,000	10,020	71.57%
Small Equipment	-	2,500	1,636	65.43%
Software	104	3,500	979	27.98%
<i>Total Operations</i>	<u>4,545</u>	<u>60,300</u>	<u>45,201</u>	<u>74.96%</u>
<i>Probation</i>				
Salaries & Wages	3,761	50,550	41,184	81.47%
Employee Benefits-Medical	612	7,956	5,937	74.62%
Employee Benefits-Dental	29	377	263	69.76%
Employee Benefits-ADD Life	12	147	123	83.33%
Employee Benefits-Disability	33	354	262	74.03%
FICA	230	3,152	2,516	79.84%
Medicare	54	739	589	79.64%
Employee Benefits-Retirement	377	4,546	3,769	82.90%
Unemployment	-	77	44	56.73%
Workers' Compensation	-	2,119	307	14.48%
<i>Total Salaries and Benefits</i>	<u>5,107</u>	<u>70,017</u>	<u>54,993</u>	<u>78.54%</u>
Communications	38	500	314	62.79%
Travel	-	250	-	0.00%
Dues and Fees	-	300	107	35.76%
General Supplies and Materials	-	300	112	37.17%
Small Equipment	-	1,500	811	100.00%
Software	250	3,000	2,500	100.00%
Other Supplies - Uniforms	159	100	177	100.00%
<i>Total Operations and Capital</i>	<u>447</u>	<u>5,950</u>	<u>4,020</u>	<u>67.57%</u>
<i>Fire Services</i>				
Intergovernmental-Fire Services	-	1,957,356	1,957,356	100.00%
Total Fire Services	<u>-</u>	<u>1,957,356</u>	<u>1,957,356</u>	<u>100.00%</u>
TOTAL PUBLIC SAFETY	<u>\$ 303,128</u>	<u>\$ 5,645,251</u>	<u>\$ 4,852,255</u>	<u>85.95%</u>
<i>Highways and Streets</i>				
Professional Services-Engineering	-	7,500	2,000	26.67%
Disposal-Garbage/Recycling	95	1,250	945	75.63%
Lawn Care	43	1,000	215	21.53%
Pest Control	135	600	675	112.50%
Repairs & Maintenance	2,353	52,714	20,292	38.50%
Repairs & Maintenance-Vehicles	2,531	6,000	8,261	137.69%
Rental of Equipment	220	2,500	964	38.56%
Contract Labor	34,848	418,716	347,797	83.06%
Other Expenditures	22	250	22	8.60%
General Supplies and Materials	13	3,000	18	0.60%
Electricity	247	3,500	3,011	86.03%
Gasoline/Diesel	792	5,000	4,187	83.74%



**General Fund Expenditures
As of October 31, 2020**

	October 2020 Transactions	2020 Amended Budget	YTD Transactions	% of Annual Budget
Small Equipment	-	2,500	-	0.00%
Total Operations	<u>41,297</u>	<u>504,530</u>	<u>388,387</u>	<u>76.98%</u>
 Street Lights				
Repairs & Maintenance	276	2,000	1,495	1
Electricity-Street Lights	13,796	110,000	91,466	83.15%
Total Street Lights	<u>14,072</u>	<u>112,000</u>	<u>92,961</u>	<u>83.15%</u>
 Traffic Lights				
Repairs & Maintenance	-	2,000	860	0
Electricity-Traffic Lights	161	2,500	1,899	75.97%
Total Traffic Lights	<u>161</u>	<u>4,500</u>	<u>2,759</u>	<u>75.97%</u>
 TOTAL PUBLIC WORKS	 \$ 55,529	 \$ 621,030	 \$ 484,108	 77.95%
 Tree Commission				
Repairs & Maintenance	-	22,000	-	0.00%
Travel	-	750	-	0.00%
Dues and Fees	-	500	-	0.00%
Education and Training	-	1,000	-	0.00%
General Supplies & Materials	440	750	440	58.72%
Books and Periodicals	-	500	-	0.00%
Total Operations	<u>440</u>	<u>25,500</u>	<u>440</u>	<u>1.73%</u>
 Culture and Recreation				
Intergovernmental-Sequoyah Regional	-	4,000	4,000	100.00%
 TOTAL CULTURE AND RECREATION	 \$ 440	 \$ 29,500	 \$ 4,440	 15.05%
 Building Inspections				
Salaries & Wages	14,443	207,064	166,744	80.53%
Overtime	-	1,000	-	0.00%
Employee Benefits-Medical	2,375	55,745	25,436	45.63%
Employee Benefits-Dental	158	2,594	1,733	66.83%
Employee Benefits-ADD Life	28	588	432	73.55%
Employee Benefits-Disability	106	1,676	1,492	89.04%
FICA	872	12,342	10,075	81.63%
Medicare	204	2,886	2,356	81.64%
Employee Benefits-Retirement	1,579	18,961	18,380	96.94%
Unemployment	-	306	183	59.73%
Workers' Compensation	-	3,404	3,034	89.14%
Total Salaries and Benefits	<u>19,765</u>	<u>306,566</u>	<u>229,866</u>	<u>74.98%</u>
 Professional Services				
Professional Services-Engineering	9,562	73,000	66,196	90.68%
Professional Services-Legal	228	7,500	5,422	72.29%
Technical Services - Planning	-	15,000	-	0.00%
Repairs & Maintenance	-	1,000	-	0.00%
Repairs & Maintenance - Vehicles	-	3,000	1,080	36.00%
Communications	368	5,000	2,035	40.69%
Advertising -Promotions	-	1,500	550	36.67%
Printing & Binding	-	250	65	26.00%



**General Fund Expenditures
As of October 31, 2020**

	October 2020 Transactions	2020 Amended Budget	YTD Transactions	% of Annual Budget
Travel	-	1,000	-	0.00%
Dues and Fees	-	7,000	2,096	29.94%
Education and Training	-	1,500	-	0.00%
Contract Labor	4,763	25,000	22,763	91.05%
Other Expenditures	35	750	35	4.67%
General Supplies and Materials	10	750	188	25.11%
General Supplies - Postage	-	100	-	0.00%
Gasoline/Diesel	454	3,500	2,497	71.35%
Books and Periodicals-Code Books	-	250	-	0.00%
Small Equipment	20	5,040	3,844	76.28%
Other Supplies - Uniforms	-	250	-	0.00%
Total Operations	<u>15,438</u>	<u>151,390</u>	<u>106,771</u>	<u>70.53%</u>
Urban Redevelopment and Housing				
Intergovernmental	-	750	750	100.00%
Total Operations	<u>-</u>	<u>750</u>	<u>750</u>	<u>100.00%</u>
Planning and Zoning				
Salaries & Wages	8,577	115,103	98,183	85.30%
Employee Benefits-Medical	1,603	27,873	17,819	63.93%
Employee Benefits-Dental	68	920	781	84.85%
Employee Benefits-ADD Life	25	294	284	96.68%
Employee Benefits-Disability	92	1,372	1,034	75.36%
FICA	498	7,136	5,720	80.16%
Medicare	117	1,669	1,341	80.34%
Employee Benefits-Retirement	939	10,443	6,801	65.12%
Unemployment	(2)	153	103	67.02%
Workers' Compensation	(230)	4,558	(1,664)	-36.51%
Total Salaries and Benefits	<u>11,688</u>	<u>169,521</u>	<u>130,400</u>	<u>76.92%</u>
Professional Services	-	750	-	0.00%
Professional Services-Legal	-	750	-	0.00%
Technical Services - Planning	-	2,800	-	0.00%
Repairs & Maintenance	-	500	-	0.00%
Other Services - Map Updates	-	1,000	-	0.00%
Communications	72	1,250	403	32.22%
Advertising	4,710	20,200	19,537	96.72%
Printing & Binding	-	250	-	0.00%
Travel	-	1,500	521	34.76%
Dues and Fees	250	2,500	4,288	171.53%
Education and Training	-	1,250	55	4.40%
Planning & Zoning Meeting Fees	196	2,250	1,470	65.33%
Other Expenditures	-	500	102	20.31%
General Supplies and Materials	-	1,250	106	8.47%
Gasoline & Diesel	-	250	-	0.00%
Small Equipment	-	5,810	3,141	54.06%
Total Operations	<u>5,227</u>	<u>42,810</u>	<u>29,623</u>	<u>69.20%</u>
Main Street Program				
Salaries and Wages	3,763	50,665	43,358	85.58%
Overtime	-	1,000	-	0.00%
Employee Benefits - Medical	1,083	13,649	11,660	85.42%
Employee Benefits - Dental	29	377	321	85.26%
Employee Benefits - Add Life	12	147	135	91.67%
Employee Benefits - Disability	50	605	548	90.65%
FICA	223	3,203	2,571	80.26%
Medicare	52	749	601	80.25%
Employee Benefits - Retirement	240	4,688	2,402	51.23%
Unemployment	-	77	44	56.77%
Workers Comp Insurance	(7)	223	(42)	-18.70%



**General Fund Expenditures
As of October 31, 2020**

	October 2020 Transactions	2020 Amended Budget	YTD Transactions	% of Annual Budget
<i>Total Salaries and Benefits</i>	<u>5,445</u>	<u>75,383</u>	<u>61,598</u>	<u>81.71%</u>
Communications	64	750	333	44.45%
Advertising	-	500	-	0.00%
Travel	-	750	-	0.00%
Dues and Fees	-	1,600	959	59.95%
Education and Training	-	750	239	31.87%
Contract Labor	-	7,500	1,685	22.47%
Supplies - Special Events	-	14,056	4,867	34.62%
Small Equipment	-	1,770	1,689	100.00%
Software	-	1,000	-	0.00%
Payments to Other Agencies	-	-	-	#DIV/0!
<i>Total Operations</i>	<u>64</u>	<u>28,676</u>	<u>9,772</u>	<u>34.08%</u>
<i>Intergovernmental</i>				
Intergovernmental - COED	-	10,000	10,000	100.00%
Payments to Others	<u>5,000</u>	<u>131,418</u>	<u>126,418</u>	<u>100.00%</u>
Total Intergovernmental	<u>5,000</u>	<u>141,418</u>	<u>136,418</u>	<u>100.00%</u>
TOTAL HOUSING AND DEVELOPMENT	<u>\$ 62,627</u>	<u>\$ 916,514</u>	<u>\$ 705,198</u>	<u>76.94%</u>
<i>Other Financing Uses</i>				
Transfer to Other Funds	-	250,000	-	0.00%
TOTAL OTHER FINANCING USES	<u>\$ -</u>	<u>\$ 250,000</u>	<u>\$ -</u>	<u>0.00%</u>
TOTAL GENERAL FUND EXPENDITURES	<u>\$ 535,433</u>	<u>\$ 9,500,000</u>	<u>\$ 7,601,675</u>	<u>80.02%</u>



**Operating Grant Fund
As of October 31, 2020**

	October 2020 Transactions	2020 Amended Budget	YTD Transactions	% of Annual Budget
REVENUES:				
Atlanta Regional Commission Grant	12,353	214,975	108,756	50.59%
Interest Revenue	1	25	7	27.64%
TOTAL REVENUES	\$ 12,354	\$ 215,000	\$ 108,763	50.59%
EXPENDITURES:				
Payments to Other Agencies-FOCUS	12,185	215,000	104,305	48.51%
TOTAL EXPENDITURES	\$ 12,185	\$ 215,000	\$ 104,305	48.51%



Parks & Recreation Fund
As of October 31, 2020

REVENUES:	October 2020 Transactions	2020 Amended Budget	YTD Transactions	% of Annual Budget
Alcoholic Bev Excise Tax Beer & Wine	21,404	244,000	240,344	98.50%
Alcoholic Bev Excise Tax Liquor	7,823	85,000	86,009	101.19%
Local Option Mixed Drink Tax	4,569	40,000	37,183	92.96%
Penalties and Interest	-	250	-	0.00%
Bad Check Fees	-	50	-	0.00%
Interest Revenue	33	200	127	63.56%
Rents and Royalties	1,246	7,500	7,157	95.43%
Prior Year Fund Balance	-	500	-	0.00%
TOTAL REVENUES	\$ 35,075	\$ 377,500	\$ 370,821	98.23%
EXPENDITURES:				
Disposal - Garbage Depot	51	1,000	514	51.39%
Pest Control - Depot	90	750	540	72.00%
Repairs & Maintenance - Depot	3,321	21,500	3,990	18.56%
Communications	143	1,500	1,518	101.22%
General Supplies - Depot	-	2,000	(825)	-41.25%
Water/Sewer - Depot	10	750	102	13.64%
Natural Gas - Depot	119	1,500	1,327	88.49%
Electricity - Depot	67	5,000	2,224	44.48%
Small Equipment - Depot	-	1,500	554	36.93%
Disposal - Garbage Parks	51	750	514	68.52%
Lawn Care	592	9,000	5,314	59.05%
Pest Control - Parks	-	1,000	445	44.50%
Repairs & Maintenance - Parks	3,195	20,000	18,096	90.48%
Rental - Equipment & Land	-	1,250	-	0.00%
Dues and Fees	-	500	363	72.60%
Contract Labor	-	50,000	32,125	64.25%
General Supplies and Materials - Parks	149	1,500	470	31.33%
Water/Sewer - Parks	457	6,000	4,569	76.15%
Electricity - Parks	74	1,500	813	54.22%
Small Equipment - Parks	-	500	-	0.00%
Capital Outlay - Site Improvements	-	250,000	-	0.00%
TOTAL EXPENDITURES	\$ 8,318	\$ 377,500	\$ 72,654	19.25%



**Hotel/Motel Tax Fund
As of October 31, 2020**

	October 2020 Transactions	2020 Amended Budget	YTD Transactions	% of Annual Budget
REVENUES:				
Hotel/Motel Taxes	465	2,995	2,866	95.68%
Interest Revenue	0	5	2	42.60%
TOTAL REVENUES	\$ 465	\$ 3,000	\$ 2,868	95.59%
EXPENDITURES:				
Advertising/Promotions	-	3,000	540	18.00%
TOTAL EXPENDITURES	\$ -	\$ 3,000	\$ 540	18.00%



**Urban Redevelopment Agency
As of October 31, 2020**

	October 2020 Transactions	2020 Amended Budget	YTD Transactions	% of Annual Budget
REVENUES:				
Proceeds from General Long-term E	115,586	6,000,000	5,508,758	91.81%
TOTAL REVENUES	\$ 115,586	\$ 6,000,000	\$ 5,508,758	91.81%
EXPENDITURES:				
Issuance Costs	-	-	(10)	100.00%
Transfer to Town Center Fund	115,586	6,000,000	5,508,768	91.81%
TOTAL EXPENDITURES	\$ 115,586	\$ 6,000,000	\$ 5,508,758	91.81%



SPLOST III Fund
As of October 31, 2020

	October 2020	2020 Amended	YTD	% of Annual
REVENUES:	Transactions	Budget	Transactions	Budget
Special Assessments - Crestmont	-	11,928	5,964	50.00%
Prior Year Fund Balance	-	262,622	-	0.00%
Interest Revenue	25	100	114	113.61%
TOTAL REVENUES	\$ 25	\$ 274,650	\$ 6,078	2.21%
EXPENDITURES:				
Capital Outlay-Infrastructure	-	274,650	-	0.00%
TOTAL EXPENDITURES	\$ -	\$ 274,650	\$ -	0.00%



SPLOST IV Fund
As of October 31, 2020

	October 2020	2020 Amended	YTD	% of Annual
REVENUES:	Transactions	Budget	Transactions	Budget
Special Assessments	-	1,050	1,050	100.00%
Interest Revenue	3	45	33	73.64%
Prior Year Fund Balance	-	68,905	-	0.00%
TOTAL REVENUES	\$ 3	\$ 70,000	\$ 1,083	1.55%
EXPENDITURES:				
Capital Outlay-Infrastructure	-	70,000	-	0.00%
TOTAL EXPENDITURES	\$ -	\$ 70,000	\$ -	0.00%



SPLOST V Fund
As of October 31, 2020

REVENUES:	October 2020 Transactions	2020 Amended Budget	YTD Transactions	% of Annual Budget
SPLOST V Revenue	(133,348)	1,500,000	1,662,467	110.83%
Grant Revenue-LMIG	(10)	292,095	292,086	100.00%
Grant Revenue-SRTA	-	1,500,000	-	0.00%
Grant Revenue-TIP	-	1,604,167	-	0.00%
Grant Revenue-LCI Phase II	-	116,110	116,110	100.00%
Assessments - Roads	7,000	20,000	32,000	100.00%
Interest Revenue	38	500	411	82.15%
Prior Year Fund Balance	-	191,183	-	0.00%
Proceeds from SRTA Loan	-	3,590,450	-	0.00%
TOTAL REVENUES	\$ (126,320)	\$ 8,814,505	\$ 2,103,074	23.86%
EXPENDITURES:				
Capital Outlay-Public Safety Equipment	-	200,000	171,340	85.67%
Capital Outlay-Police Cars	98,346	205,000	164,892	80.44%
Capital Outlay-Sites	-	-	-	100.00%
Capital Outlay-Infrastructure	6,911	768,900	621,642	80.85%
Capital Outlay-HOTL Pedestrian	-	-	-	100.00%
Capital Outlay-Industrial Connector	-	1,925,000	105	0.01%
Capital Outlay-HS Pkwy Phase	-	-	-	100.00%
Capital Outlay-HS Pkwy Phase II	16,640	5,197,495	43,677	0.84%
Capital Outlay-TCP Road Net	-	-	-	100.00%
Capital Outlay-LCI Phase II	-	116,110	2,228	100.00%
Capital Outlay - HS Pkwy Sidewalk	-	10,000	3,036	100.00%
Capital Outlay - Hickory Sidewalk	-	205,000	128,610	100.00%
Capital Outlay - Palm Street Sidewalk	17,361	187,000	113,298	100.00%
TOTAL EXPENDITURES	\$ 139,258	\$ 8,814,505	\$ 1,248,829	14.17%



Town Center Fund
As of October 31, 2020

Revenues	October 2020 Transactions	2020 Amended Budget	YTD Transactions	% of Annual Budget
Interest Revenue	35	103	320	310.28%
Prior Year Fund Balance	-	351,497	-	0.00%
Transfer from General Fund	-	200,000	-	0.00%
Transfer from URA	115,586	6,000,000	5,508,768	91.81%
TOTAL REVENUES	\$ 115,620	\$ 6,551,600	\$ 5,509,087	84.09%
Expenditures				
Professional Services	-	350,000	34,870	9.96%
Capital Outlay - Sites	-	1,000,000	559,430	55.94%
Capital Outlay - Site Improvements	53,399	1,235,000	1,066,517	86.36%
Capital Outlay - Buildings	141	2,090,000	2,119,236	100.00%
Capital Outlay - TCP Road Network	114,232	1,876,600	2,253,479	120.08%
TOTAL EXPENDITURES	\$ 167,710	\$ 6,551,600	\$ 6,033,532	92.09%



Debt Service Fund
As of October 31, 2020

Revenues	October 2020 Transactions	2020 Amended Budget	YTD Transactions	% of Annual Budget
Interest	138	2,000	1,649	100.00%
Prior Year Fund Balance	-	464,319	-	0.00%
Transfer from General Fund	-	50,000	-	0.00%
TOTAL REVENUES	\$ 138	\$ 516,319	\$ 1,649	0.32%
Expenditures				
Debt Service - Bond Principal HSPRA	-	311,206	154,926	49.78%
Debt Service - Bond Interest HSPRA	-	47,530	24,442	51.43%
Debt Service - Bond Interest URA	-	157,583	82,556	52.39%
TOTAL EXPENDITURES	\$ -	\$ 516,319	\$ 261,924	50.73%



**Stormwater Utility Fund
As of October 31, 2020**

REVENUES:	October 2020 Transactions	2020 Amended Budget	YTD Transactions	% of Annual Budget
Stormwater Utility Fees	20,792	349,500	36,432	10.42%
Interest Revenue	27	500	500	100.04%
TOTAL REVENUES	\$ 20,818	\$ 350,000	\$ 36,932	10.55%
EXPENSES:				
Salaries & Wages	3,950	47,410	39,500	83.32%
Employee Benefits - Medical Insurance	663	7,956	6,630	83.33%
Employee Benefits - Dental Insurance	31	377	310	82.23%
Employee Benefits - Disability	22	271	220	81.18%
Employee Benefits - ADD Life	12	147	120	81.63%
FICA	245	2,948	2,450	83.11%
Medicare	57	687	570	82.97%
Employee Benefits - Retirement	358	4,300	3,580	83.26%
Unemployment	2	27	20	74.07%
Workers Comp Insurance	230	2,766	2,300	83.15%
Professional Services	-	2,487	112	4.50%
Technical Services - Regional SW	-	1,500	-	0.00%
Technical Services - Pollution	34	1,000	34	3.38%
Technical Services - Watershed	-	500	-	0.00%
Professional Services - Engineer	9,562	112,000	89,143	79.59%
Repairs & Maintenance	4,048	78,950	43,290	54.83%
Repairs & Maintenance - Vehicles	528	-	2,741	#DIV/0!
Rental of Equipment	2,756	12,500	9,776	78.21%
Communications	189	2,000	880	44.02%
Advertising	-	250	-	0.00%
Printing and Binding	-	75	56	100.00%
Dues and Fees	-	6,500	5,234	80.52%
Training	-	2,000	1,349	67.45%
Contract Labor	1,440	46,500	12,480	26.84%
General Supplies & Materials	-	1,500	-	0.00%
General Supplies - Postage	42	349	74	21.08%
Water/Sewer	-	5,000	-	0.00%
Gasoline & Diesel	274	4,000	1,376	34.40%
Small Equipment	-	1,500	1,985	132.33%
Other Supplies	-	1,000	339	33.93%
Contingency	-	3,500	-	0.00%
TOTAL EXPENSES	\$ 24,444	\$ 350,000	\$ 224,569	64.16%



**Main Street Board
Budget To Actual Comparison Report
As of October 31, 2020**

Revenues	October 2020 Transactions	2020 Amended Budget	YTD Transactions	% of Annual Budget
Business & Occupation Licenses	-	50,586	50,586	100.00%
Alcohol Beverage Licenses	2,000	25,000	13,000	52.00%
Alcohol Pouring Permits	270	5,000	1,630	32.60%
Donations From Private Sources	-	20,000	11,500	57.50%
Miscellaneous/Registrations/Booth Fees	-	8,825	1,806	20.46%
Rents and Royalties	-	2,500	2,500	100.00%
Interest Revenue	2	50	16	32.94%
TOTAL REVENUES	\$ 2,272	\$ 111,961	\$ 81,038	72.38%

Expenditures				
Salaries & Wages	3,763	50,665	43,358	85.58%
Overtime	-	1,000	-	0.00%
Employee Benefits - Medical	1,083	13,649	11,660	85.42%
Employee Benefits- Dental	29	377	321	85.26%
Employee Benefits-Add Life	12	147	135	91.67%
Employee Benefits-Disability	50	405	548	135.42%
FICA	223	2,640	2,571	97.37%
Medicare	52	749	601	80.25%
Employee Benefits-Retirement	240	4,688	2,402	51.23%
Unemployment	-	27	44	161.89%
Workers Comp Insurance	(7)	223	(42)	-18.70%
Communications	64	750	333	44.45%
Advertising	-	500	-	0.00%
Travel	-	1,000	-	0.00%
Dues and Fees	-	1,600	959	59.95%
Education and Training	-	1,000	239	23.90%
Contract Labor	-	7,500	1,685	22.47%
Supplies-Special Events	-	15,000	4,867	32.44%
Small Equipment	-	-	1,689	100.00%
Software	-	1,000	-	0.00%
Payments to Other Agencies	-	5,000	-	0.00%
TOTAL EXPENDITURES	\$ 5,509	\$ 107,920	\$ 71,370	66.13%



**Holly Springs Tree Commission
Budget to Actual Comparison Report
As of October 31, 2020**

Revenues	October 2020 Transactions	2020 Amended Budget	YTD Transactions	% Variance
Development Fees/Recompense	-	25,450.00	-	0.00%
Interest Revenue	0.03	50.00	0.30	0.60%
TOTAL REVENUES	\$ 0.03	\$ 25,500.00	\$ 0.30	0.00%
Expenditures				
Landscaping/Tree Planting & Care	-	8,000.00	-	0.00%
Tree Maintenance	-	8,000.00	-	0.00%
Tree Removal	-	6,000.00	-	0.00%
Travel	-	750.00	-	0.00%
Dues and Fees	-	500.00	-	0.00%
Education and Training	-	1,000.00	-	0.00%
Tree Seedlings	72.00	500.00	72.00	14.40%
Banners & Shirts	-	250.00	-	0.00%
Books and Periodicals	-	500.00	-	0.00%
TOTAL EXPENDITURES	\$ 72.00	\$ 25,500.00	\$ 72.00	0.28%

City of Holly Springs Work Session Meeting

Speaker Sign In Sheet

December 7, 2020

Meeting Date: _____

Name	Address	City Resident Y/N	Topic of Comment
1. Roger McIven	317 Peninsula Pointe	Y	Say thanks to City
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.

