City Council Meeting

Holly Springs Public Safety Building, Council Chambers
3235 Holly Springs Pkwy. Holly Springs, GA 30115
Monday, December 15, 2025 | 6:30 PM

Ryan P. Shirley, Mayor

Michael Roy Zenchuk II, Mayor Pro Tem, Ward 3

Kyle Whitaker, Ward 1 | Dee Phillips, Ward 2 | Kevin Moore, Ward 4 | Jeff Wilbur, Ward 5

AGENDA

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. PRESENTATIONS

A. Cherokee Regional Land Bank Authority Presentation
Brantley Day

B. Ron Carter Day Proclamation

V. PUBLIC COMMENTS

VI. CONSENT AGENDA

A. December 4, 2025 City Council Meeting Minutes.

VII. OLD BUSINESS

VIII. NEW BUSINESS

A. Ordinance of the City of Holly Springs approving appropriations for the year 2026 General Fund, Operating Grant Fund, Parks and Recreation Fund, Tax Allocation District Fund, Hotel/Motel Tax Fund, Special Purpose Local Option Sales Tax (SPLOST) VI Fund, Transportation Special Local Option Sales Tax (TSPLOST) Fund, Town Center Fund, Urban Redevelopment Agency, Debt Service Fund, and Stormwater Fund.

B. Ordinance of the City of Holly Springs approving appropriations for the five-year Capital Improvement Plan (CIP) 2026-2030.

C. Resolution for the City of Holly Springs Mayor and City Council to appoint the Mayor Pro Tem and the Standing Committees of the City Council.

D. Resolution for the City of Holly Springs Mayor and City Council to appoint members to the Downtown Development Authority of Holly Springs.

E. Resolution for the City of Holly Springs Mayor and City Council to appoint members to the Urban Redevelopment Agency of the City of Holly Springs, Georgia.

F. Intergovernmental Agreement (IGA) among Cherokee County, Georgia and the cities of Canton, Holly Springs, and Woodstock, for the establishment of the Cherokee Regional Land Bank Authority and authorize the Mayor to execute the agreement upon approval of the City Attorney.

G. Resolution for the City of Holly Springs Mayor and City Council to appoint a member to the Cherokee Regional Land Bank Authority.

H. Resolution for the City of Holly Springs Mayor and City Council to appoint members to the Holly Springs Parks and Recreation Authority.

I. Resolution for the City of Holly Springs Mayor and City Council to appoint members to the Holly Springs Planning and Zoning Commission.

J. Resolution for the City of Holly Springs Mayor and City Council to appoint members to the Holly Springs Tree Commission.

K. Resolution for the City of Holly Springs Mayor and City Council to appoint the City of Holly Springs Municipal Court Judge.

L. Resolution for the City of Holly Springs Mayor and City Council to appoint the City of Holly Springs Municipal Prosecuting Attorney and Assistant Prosecuting Attorneys.

M. Resolution for the City of Holly Springs Mayor and City Council to appoint a member to the Cherokee County Development Authority.

N. Amend The Code of the City of Holly Springs, Georgia, Article I, In General, Section 74-5, Enforcement of posted parking time limitations in city-designated parking areas.

O. Amend The Code of the City of Holly Springs, Georgia, Article V, Parking, Section 74-121, Parking Decks and Other Covered Parking Structures.

P. Underground Easement between the City of Holly Springs, Georgia and Georgia Power Company concerning an easement area to construct the Holly Springs Town Center Commercial (Cherokee County) underground power cable, transformers, service pedestals, and other necessary equipment in the approximate locations shown on Exhibit A, and to ratify the Mayor's signature.

Q. Time extension request from Crown Service Contractors for the Holly Springs Town

Center Parking Deck Electrical Project, RFB #2024-06.

R. Master Agreement between i3 - Software Services, LLC and the City of Holly Springs, Georgia, for professional services for the recovery of payments for delinquent court fines, fees, court costs, restitution, and other obligations owed to the City of Holly Springs Municipal Court pursuant to the Official Code of Georgia Annotated (OCGA) 15-21-12.

S. Information Technology and Facility Maintenance Agreement between the City of Holly Springs, Georgia and Black Sands Technical Services, LLC.

T. Renewal of the 2026 Alcohol License for 7 Tequilas Mexican Restaurant Inc. DBA 7 Tequilas Mexican Restaurant.

U. 2026 Georgia Municipal Association Worker's Compensation Self Insurance Fund Renewal.

V. 2026 Meetings Calendar.

W. Resolution to set qualifying fees for the City of Holly Springs, Georgia Municipal Election to be held on November 3, 2026.

X. Quote # Q-01879067 between Docusign, Inc. and the City of Holly Springs, Georgia concerning an annual renewal subscription for an eSignature Business Product for State and Local Government, in the amount of $3,369.60.

Y. Resolution to declare the property described in Exhibit "A" as surplus and authorize its sale or disposal.

Z. Quote #1138 dated November 3, 2025, from NeSmith Electric, Inc., for an electrical panel removal and replacement located at JC Mullins Field, 150 Childers Academic Circle, Holly Springs, GA 30115, in an amount not to exceed $3,157.00.

IX. REPORTS

A. 2025 Annual Stormwater Report

X. ADJOURNMENT

XI. EXECUTIVE SESSION

A. Real Estate

B. Litigation

2025 Cherokee Regional Land Bank Authority Overview

1. Land Banks Overview.

- A land bank is an **authority** (for example, water authority, economic development authority, etc.) which is an entity separate from the county and city government, not a department. It has its own Board of Directors appointed by the county and cities, as determined by the governing documents (IGA) which must be adopted by the same.
- **State statute.** Land bank legislation dates back to 1990 in Georgia law, Georgia Code Title 48, Chapter 4, Article 6. There are over 20 land banks throughout Georgia, a nearby example is the **Bartow-Cartersville Land Bank**, which was constituted in 2016.
- **Purpose.** The purpose of the land bank is set forth by the IGA and policies and procedures adopted by the land bank board, but the basic purpose is to acquire properties through donation and acquisition to extinguish tax liens, returning blighted and/or delinquent properties back to productive use for workforce housing and economic development uses.

2. Land Bank vs. Land Trust.

- **Land Bank.** Land banks acquire property through donations and delinquencies, to hold and dispose of, to repurpose for private use for housing and economic development purposes.
- **Land Trust.** Land trusts hold land for long terms, typically to own and develop land for a specific purpose – conservation/protection, housing, etc. The land trust manages the land over time to ensure the purpose continues over the established term.

3. Cherokee Regional Land Bank Authority Summary.

- **Proposed participants:** Cherokee County, Canton, Woodstock, Holly Springs (& COED). All other cities may adopt the IGA and join the land bank at any time in the future.
- **Status:** Formed on August 19, 2025, with the adoption of the IGA by the Cherokee County BOC, following the City of Canton City Council adoption of August 7.
- **IGA Critical Details:**
  a. **Board of Directors** – seven-member board, with each jurisdiction having one appointee; with a COED appointment and two at-large seats requiring approval by the majority. All terms are four years except at-large seats which are two-year terms. The third and fourth jurisdictions to adopt the IGA will appoint members who will first serve two-year terms, then four-year terms thereafter to create staggered terms.
  b. **School District Advisor –** non-voting representative appointed by the School District.
  c. **Employees** – for now, the member jurisdictions will provide staff support, as needed.
  d. **Real property acquisition** – jurisdictions have thirty (30) days to object to an acquisition.
  e. **Tax delinquent property** – may discharge and extinguish real property tax liens and claims, with notice to school district.
  f. **Project notification** – thirty (30) days' notice prior to executing any agreements to pursue projects is required to the jurisdiction of the property's location.
  g. **Next steps** – Board appointments are expected to conclude in December with the Board convening in Q1 2026 to adopt bylaws and policies and procedures. Land bank operations should begin thereafter.

Cherokee Regional Land Bank

Presented to the Mayor & City Council
City of Holly Springs

December 15, 2025

Presented by Brantley Day, AICP
Community Development Agency Director

Where Metro Meets the Mountains

Land Bank Overview

- In 2022, Cherokee County and the City of Canton began discussing the creation of a land bank as a solution to ease the housing crisis.
- About 25 land banks operate in the State of Georgia with the enabling legislation going back to 1990. **The Cartersville-Bartow Land Bank is a nearby example.**
- It takes the County and at least one city to form a land bank, but all cities can participate.
- Land banks are public authorities, governed by a Board of Directors appointed by the member jurisdictions.
- Land banks can receive property donations and acquire blighted and tax delinquent properties to repurpose into productive uses completed by the private sector.
- The land bank has the ability to leverage attainable workforce housing, coordinating with non-profit and private sector partners.

- In 2023 and 2024, Cherokee County and the City of Canton, joined by other cities in Cherokee County, began exploring the interest in forming a countywide land bank.

- In 2025, an IGA was finalized forming the **“Cherokee Regional Land Bank Authority”** after receiving robust feedback.

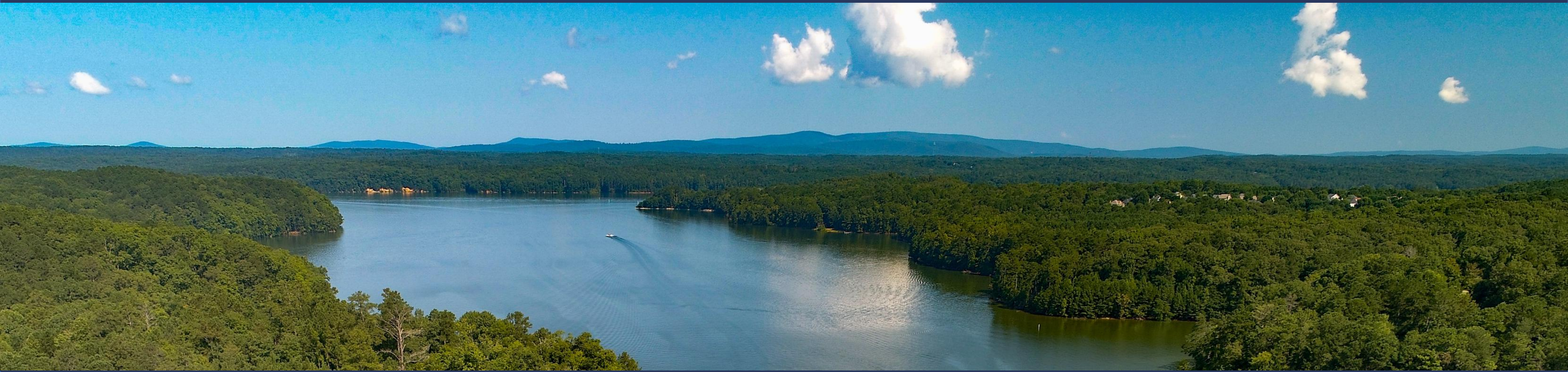
- In August 2025, the City of Canton and Cherokee County adopted the land bank IGA, officially forming the **“Cherokee Regional Land Bank Authority.” All of the cities** of Cherokee County can join in the future.

- Each jurisdiction has **one appointment** to the Land Bank Board of Directors, along with a COED appointment and two at-large appointees, with a non-voting school district advisor.

- The Cherokee Regional Land Bank has workforce housing and economic development objectives.

Land Bank Overview

- **Tax delinquent property** – may discharge and extinguish real property tax liens and claims, with notice to school district.
- **Real property acquisition** – jurisdictions have thirty (30) days to object to an acquisition.
- **Employees** – the member jurisdictions will provide staff support, as needed.
- **Project notification** – thirty (30) days' notice to property location jurisdiction.
- **Commencement** – Cherokee County and the City of Canton are coordinating to complete board appointments and commence operations.
- **Operations –** Once the Board of Directors is appointed, operations can begin with the adoption of bylaws and policies and procedures. Operations are expected to begin in Q1 2026.
- **Land bank vs. Land Trust; common questions and clarifications.**



Community Development Agency

Brantley Day, AICP, Agency Director
bday@cherokeecountyga.gov, 678-493-6077

Where Metro Meets the Mountains

Cherokee County
1831
GEORGIA

BY THE MAYOR OF THE CITY OF HOLLY SPRINGS

A PROCLAMATION

WHEREAS, we are here today to express our appreciation to Ron Carter and honor him for his distinguished career with the City of Holly Springs and his dedicated service to our residents and employees; and

WHEREAS, Ron began his career with the City of Holly Springs on July 9, 2003; and

WHEREAS, throughout his tenure, Ron has strengthened the City's technological infrastructure, implemented innovative systems to improve efficiency, safeguarded the City's cybersecurity posture, and ensured that staff have the tools and support necessary to serve the community effectively; and

WHEREAS, Ron has overseen major upgrades to City facilities, led countless improvement projects, and worked diligently to maintain safe, functional, and modern work environments across all departments; and

WHEREAS, Ron has supported the City organization through periods of growth, transition, and increased demand, always approaching challenges with patience, professionalism, and a commitment to excellence; and

WHEREAS, Ron's institutional knowledge, integrity, and unwavering work ethic serve as an exceptional example for all City employees; and

WHEREAS, on behalf of the entire City Council, I want to express our sincere appreciation to Ron for his loyalty to the City of Holly Springs and we extend our heartfelt congratulations on his retirement and our deepest appreciation for his years of dedicated service.

NOW, THEREFORE, I, Mayor Ryan P. Shirley, Mayor of the City of Holly Springs, do hereby proclaim December 15, 2025 as:

Ron Carter Day

in the City of Holly Springs and urge all residents and employees to join me and the City Council in recognizing Ron for his outstanding career and his many contributions to our community.

IN WITNESS THEREOF, I have hereunto set my hand and caused the Seal of the City of Holly Springs to be affixed this 15th day of December, 2025.

____
Ryan P. Shirley
Mayor

Attest:

____
Karen Norred
Assistant City Manager/City Clerk
(Seal)

City of Holly Springs
City Council Meeting and Public Hearing Minutes
December 4, 2025
6:30 PM

Elected Officials Present: Mayor Pro Tem Michael Zenchuk II, Councilwoman Dee Phillips, Councilman Kevin Moore, and Councilman Jeff Wilbur.

Elected Officials Not Present: Mayor Ryan Shirley, and Councilman Kyle Whitaker.

Staff Present: Jeff Rusbridge with the City Attorney's Office, City Manager Robert H. Logan, Assistant City Manager/City Clerk Karen Norred, Finance Director Denise Lamazares, Community Development Director Nancy Moon, IT/Facilities Manager Ron Carter, and Chief Tommy Keheley.

I. CALL TO ORDER

Mayor Pro Tem Zenchuk called the City Council Meeting and Public Hearing to order.

II. PLEDGE OF ALLEGIANCE

Mayor Pro Tem led the Pledge of Allegiance.

III. INVOCATION

Councilwoman Dee Phillips gave the invocation.

Councilwoman Phillips made a motion to amend the agenda to add Litigation to the Executive Session. Councilman Wilbur seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

IV. PRESENTATIONS

None.

V. PUBLIC HEARING/OPEN

Mayor Pro Tem opened the Public Hearing.

A. 2026 Budget Appropriations for the Year Ending December 31, 2026.

Finance Director Denise Lamazares gave an overview of the 2026 Budget appropriations and the Capital Improvement Plan for 2026-2030.

No public comments were made during the Public Hearing.

VI. PUBLIC HEARING/CLOSE

Mayor Pro Tem closed the Public Hearing.

VII. PUBLIC COMMENTS

None.

VIII. CONSENT AGENDA

A. November 17, 2025 City Council Meeting Minutes.

Councilwoman Phillips made a motion to approve the Consent Agenda. Councilman Moore seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

IX. OLD BUSINESS

None.

X. NEW BUSINESS

A. **MA-08-2025,** applicant EC New Vision Georgia, LLC requests rezoning of 3.97 +/- acres located off of Hickory Road, Holly Springs, GA, tax parcel 238 of tax plat 15N14, from LI, Light Industrial, to TND, Traditional Neighborhood Development.

Councilman Wilbur made a motion to approve Item A with staff stipulations. Councilwoman Phillips seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

B. **CUP-02-2025**, applicant, Akbar Bhayani, requests a conditional use permit for a CBD, Hemp, THC, and/or Tobacco Specialty Store for property located at 727 Hickory Road, Holly Springs, GA, tax parcel 245 of tax plat 15N14.

Councilwoman Phillips made a motion to deny the CUP but to grandfather the sale of CBD and tobacco. Councilman Moore seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

C. **CUP-03-2025,** applicant, Prayog Inc., requests a conditional use permit for CBD, Hemp, THC, and/or Tobacco Specialty Store for property located at 2240 Holly Springs Parkway, Suite A, Holly Springs, GA, tax parcel 097H of tax plat 15N14.

Councilwoman Phillips made a motion to deny the CUP but to grandfather the sale of CBD and tobacco. Councilman Moore seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

D. **CUP-04-2025**, applicant, James M. O'Rourke, requests a conditional use permit for CBD, Hemp, THC, and/or Tobacco Specialty Store for property located at 5335 Holly Springs Parkway, Suite 103, Holly Springs, GA, tax parcel 081 of tax plat 15N15A.

Councilwoman Phillips made a motion to deny the CUP but to grandfather the sale of CBD and tobacco. Councilman Moore seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

E. **CUP-05-2025**, applicants, Steven Hershey and Jacob Menard, request a conditional use permit for CBD, Hemp, THC, and/or Tobacco Specialty for property located at 6115 Hickory Flat Highway, Suite 104, Holly Springs, GA, tax parcel 155F of tax plat 15N26.

Councilwoman Phillips made a motion to deny the CUP but to grandfather the sale of CBD and tobacco. Councilman Moore seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

F. **CUP-07-2025**, applicant, Jonathan Davis, requests a conditional use permit for a CBD, Hemp, THC, and/or Tobacco Specialty Store for property located at 6244 Holly Springs Parkway, Suite A, Holly Springs, GA, tax parcel 106E of tax plat 15N16.

Councilwoman Phillips made a motion to deny the CUP but to grandfather the sale of CBD and tobacco. Councilman Moore seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

G. **CUP-08-2025**, applicant, Tanisha Damani, requests a conditional use permit for CBD, Hemp, THC, and/or Tobacco Specialty for property located at 2619 Holly Springs Parkway, Holly Springs, GA, tax parcel 001 of tax plat 93N00.

Councilwoman Phillips made a motion to deny the CUP but to grandfather the sale of CBD and tobacco. Councilman Moore seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

H. Quote #344 from Scrubs Soft Wash for installation of Christmas lights at the Train Depot, Hardin Pavilion, and Hardin House in an amount not to exceed $4,240 and authorize and ratify the signature of the City Manager.

Councilwoman Phillips made a motion to approve Item H. Councilman Wilbur seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

I. Quote #373 from Scrubs Soft Wash for installation of Christmas lights at Cherokee County Fire & Emergency Services Station 8 in an amount not to exceed $1,660 and authorize and ratify the signature of the City Manager.

Councilman Moore made a motion to approve Item I. Councilwoman Phillips seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

J. Renewal of the Georgia Municipal Association (GMA) - Georgia Interlocal Risk Management Agency (GIRMA) First Responder Post Traumatic Stress Disorder (PTSD) Program Coverage through insurer Metropolitan Life

Insurance Company (MetLife).

Councilwoman Phillips made a motion to approve Item J. Councilman Moore seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

K. A resolution of the City of Holly Springs, Georgia to amend the Municipal Services Master Fee Schedule for park rental fees.

Councilwoman Phillips made a motion to approve Item K. Councilman Moore seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

L. Agreement dated November 4, 2025, from Airpro Heating and Air, LLC., providing annual quarterly preventative maintenance on City of Holly Springs HVAC systems located at 3235 Holly Springs Parkway, 3237 Holly Springs Parkway, 164 Hickory Road, 113 Palm Street, 956 Univeter Road, and 220 Stringer Road, Holly Springs, GA 30115, in an amount not to exceed $3,024.00.

Councilwoman Phillips made a motion to approve Item L. Councilman Wilbur seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

XI. REPORTS

A. Monthly Departmental Reports

XII. EXECUTIVE SESSION

Councilwoman Phillips made a motion to enter into executive session for the purposes of Real Estate and Litigation. Councilman Moore seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

Councilwoman Phillips made a motion to exit the Executive Session and return to the City Council Meeting. Councilman Wilbur seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

Councilwoman Phillips made a motion to amend the agenda to add Item M. The acquisition of the Gresham property located at 208 Cedar Valley Court in an amount of $420,000, plus a reasonable moving reimbursement and a mortgage interest rate differential. Councilman Wilbur seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

M. Councilwoman Phillips made a motion to approve Item M. Councilman Moore seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

XIII. ADJOURNMENT

Councilman Wilbur made a motion to adjourn the meeting. Councilman Moore seconded the motion. Motion carried. Yes 4, No 0, Abstained 0.

Respectfully submitted.

Ryan P. Shirley, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

ITEM REPORT

AGENDA ITEM NUMBER: VIII.A.

FROM: Denise Lamazares, Finance Director

MEETING DATE: December 15, 2025

AGENDA ITEM: Ordinance of the City of Holly Springs approving appropriations for the year 2026 General Fund, Operating Grant Fund, Parks and Recreation Fund, Tax Allocation District Fund, Hotel/Motel Tax Fund, Special Purpose Local Option Sales Tax (SPLOST) VI Fund, Transportation Special Local Option Sales Tax (TSPLOST) Fund, Town Center Fund, Urban Redevelopment Agency, Debt Service Fund, and Stormwater Fund.

EXECUTIVE SUMMARY:

2026 Budget Appropriations for the Year Ending December 31, 2026.

IS THIS A BUDGETED ITEM?

N/A

FUNDING SOURCE:

N/A

FISCAL IMPACT:

General Fund $17,500,000
Operating Grant Fund $70,000
Parks and Recreation Fund $510,000
Tax Allocation District Fund $735,000
Hotel/Motel Tax Fund $6,000
SPLOST VI Fund $6,150,000
TSPLOST Fund $4,340,000
Town Center Fund $15,300,000
Urban Redevelopment Agency Fund $15,000,000
Debt Service Fund $3,570,000
Stormwater Utility Fund $675,000

ATTACHMENTS:

1. ORD-8-2025 2026 Budget Appropriation Ordinance
2. 2026 Proposed Budget

RECOMMENDATION:

The staff recommendation is approval of the 2026 Budget Appropriations for the Year Ending December 31, 2026.

CONCURRENCES:

Finance and Administration

AN ORDINANCE OF THE CITY OF HOLLY SPRINGS APPROVING APPROPRIATIONS FOR THE YEAR 2026 GENERAL FUND, OPERATING GRANT FUND, PARKS AND RECREATION FUND, TAX ALLOCATION DISTRICT FUND, HOTEL/MOTEL TAX FUND, SPECIAL PURPOSE LOCAL OPTION SALES TAX (SPLOST) VI FUND, TRANSPORTATION SPECIAL PURPOSE LOCAL OPTION SALES TAX (TSPLOST) FUND, TOWN CENTER FUND, URBAN REDEVELOPMENT AGENCY, DEBT SERVICE FUND, AND STORMWATER FUND

WHEREAS, the Mayor and City Council of the City of Holly Springs have prepared budgets for fiscal year 2026; and

WHEREAS, those budgets show a balance between projected revenues and anticipated expenditures/expenses; and

WHEREAS, it is required by the State of Georgia that local governments adopt ordinances or resolutions approving the appropriations necessary to effectively carry out the aims and operations proposed in their budgets:

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Holly Springs, and it is hereby ordained that the following appropriations, and attached detailed line items as shown on “Exhibit A”, are approved for the purpose of implementing the 2026 fiscal year budget:

GENERAL FUND	$	17,500,000
OPERATING GRANT FUND	$	70,000
PARKS AND RECREATION FUND	$	510,000
TAX ALLOCATION DISTRICT FUND	$	735,000
HOTEL/MOTEL TAX FUND	$	6,000
SPLOST VI FUND	$	6,150,000
TSPLOST FUND	$	4,340,000
TOWN CENTER FUND	$	15,300,000
URBAN REDEVELOPMENT AGENCY	$	15,000,000
DEBT SERVICE FUND	$	3,750,000
STORMWATER FUND	$	675,000

SO ORDAINED, THIS 15th DAY OF DECEMBER, 2025 BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HOLLY SPRINGS, GEORGIA.

CITY OF HOLLY SPRINGS

____
Ryan P. Shirley, Mayor

Attest:

____
Karen Norred, City Clerk
(Seal)

CITY OF HOLLY SPRINGS
PROPOSED BUDGET
For The Year Ending December 31, 2026

City of Holly Springs
Fiscal Year 2026
Proposed Budget
General Fund Revenues

Account Number	Description	Budgets FY 2025 Proposed	FY 2026 Proposed	Variance
100-0000-31-1100	Real Property Tax	8,290,991	9,994,845	1,703,854
100-0000-31-1110	Real Property Tax - Public Utility	40,000	56,870	16,870
100-0000-31-1300	Personal Property Tax	125,000	162,250	37,250
100-0000-31-1310	Motor Vehicle Tax	25,000	20,000	(5,000)
100-0000-31-1315	Title Ad Valorem Tax (TAVT)	850,000	915,000	65,000
100-0000-31-1316	Apportioned Vehicles (AAVT)	4,500	4,500	-
100-0000-31-1320	Mobile Home Tax	75	60	(15)
100-0000-31-1340	Intangible Tax	65,000	65,000	-
100-0000-31-1350	Railroad Equipment Car Tax	650	650	-
100-0000-31-1600	Real Estate Transfer Tax	10,000	30,000	20,000
100-0000-31-1710	Franchise Tax - Electric	625,000	640,000	15,000
100-0000-31-1730	Franchise Tax - Gas	110,000	125,000	15,000
100-0000-31-1750	Franchise Tax - Cable	175,000	120,000	(55,000)
100-0000-31-1760	Franchise Tax - Telephone	5,500	5,000	(500)
100-0000-31-6100	Business & Occupational Tax	150,000	150,000	-
100-0000-31-6200	Insurance Premium Tax	1,500,000	1,700,000	200,000
100-0000-31-6300	Financial Institutions Tax	4,000	4,000	-
100-0000-31-9100	Penalties & Interest	10,000	14,000	4,000
100-0000-31-9500	FiFa Fees	2,000	2,000	-
100-0000-32-1100	Alcoholic Beverages License Fees	75,000	70,000	(5,000)
100-0000-32-1140	Pouring Permits	5,000	5,000	-
100-0000-32-2210	Zoning and Land Use Fees	10,000	5,000	(5,000)
100-0000-32-2230	Sign Permits	1,500	2,000	500
100-0000-32-2300	Special Event Permits	250	250	-
100-0000-32-2310	Vacant Lot Registration	25	25	-
100-0000-32-2320	Personal Transportation Veh Permit	50	50	-
100-0000-32-2990	Other Licenses & Permits	2,500	2,500	-
100-0000-32-3120	Building Permit Revenue	350,000	1,990,000	1,640,000
100-0000-32-3125	Certificate of Occupancy Fees	50,000	75,000	25,000
100-0000-32-3905	Building Permit - Reinspection Fees	5,000	5,000	-
100-0000-32-4105	Building Permit - Sub Fees	30,000	40,000	10,000
100-0000-32-4110	Occupational Tax Late Fees	1,200	500	(700)
100-0000-33-1000	Grant Revenue	500	-	(500)
100-0000-34-1100	Court Service Fees	2,500	1,000	(1,500)
100-0000-34-1120	Probation Fees	30,000	30,000	-
100-0000-34-1300	Planning & Development Fees	5,000	7,500	2,500
100-0000-34-1305	Plan Review Fees	60,000	70,000	10,000
100-0000-34-1400	Printing & Duplication	250	500	250
100-0000-34-1910	Election Qualifying Fees	-	360	360
100-0000-34-1920	Advertising Fees	750	650	(100)
100-0000-34-2120	Accident/Incident Reports	2,000	3,000	1,000

City of Holly Springs
Fiscal Year 2026
Proposed Budget
General Fund Revenues

Account Number	Description	Budgets FY 2025 Proposed	FY 2026 Proposed	Variance
100-0000-34-2700	Wrecker Service Contract	20,000	20,000	-
100-0000-34-2900	Expungements	25	-	(25)
100-0000-34-6400	Background Checks	1,000	1,000	-
100-0000-34-9300	Bad Check Fees	50	50	-
100-0000-35-1100	Tree Recompense	5,000	5,000	-
100-0000-35-1170	Municipal Court Fines	700,000	900,000	200,000
100-0000-35-1320	Forfeitures	150	150	-
100-0000-35-1360	Proceeds from the Sale of Conf Assets	500	500	-
100-0000-35-1900	Other Fines-Code	30,000	5,000	(25,000)
100-0000-35-1905	Other Forfeitures	250	250	-
100-0000-36-1000	Interest Revenue	150,000	100,000	(50,000)
100-0000-36-3000	Unrealized Gain/Loss on Investment	250	2,500	2,250
100-0000-37-1000	Donations from Private Sources	250	40	(210)
100-0000-38-0000	Miscellaneous Revenue	47,734	10,000	(37,734)
100-0000-38-0010	Use of Prior Year Fund Balance	2,455,550	-	(2,455,550)
100-0000-38-1000	Rents & Royalties	5,000	3,000	(2,000)
100-0000-38-3000	Reimbursements for Damaged Property	10,000	10,000	-
100-0000-39-2100	Proceeds from the Sale of Assets	50,000	25,000	(25,000)
100-0000-39-3500	Inception of Leases	400,000	100,000	(300,000)
Totals		**$ 16,500,000**	**$ 17,500,000**	**$ 1,000,000**

City of Holly Springs
Fiscal Year 2026 Proposed Budget
General Fund Expenditures

Account Number	Description	Budgets FY 2025 Proposed	FY 2026 Proposed	Variance
100-1110-51-1100	Salaries & Wages -- Council	42,000	42,000	-
100-1110-51-2100	Employee Benefits -- Medical	134,662	146,508	(11,846)
100-1110-51-2110	Employee Benefits -- Dental	5,017	5,398	(381)
100-1110-51-2120	Employee Benefits -- Add Life	882	779	103
100-1110-51-2200	FICA	2,604	2,604	-
100-1110-51-2300	Medicare	609	609	-
100-1110-51-2400	Employee Benefits -- Retirement	3,058	3,002	56
100-1110-51-2600	Unemployment	173	130	42
100-1110-51-2700	Workers Comp Insurance	133	146	(13)
100-1110-52-3200	Communications	480	480	-
100-1110-52-3500	Travel	1,000	1,000	-
100-1110-52-3600	Dues and Fees	750	750	-
100-1110-52-3700	Education and Training	750	750	-
100-1110-52-3900	Other Expenditures	250	250	-
100-1110-53-1100	General Supplies & Materials	50	50	-
100-1320-51-1100	Salaries & Wages	277,500	284,438	(6,938)
100-1320-51-2100	Employee Benefits -- Medical	19,901	23,650	(3,750)
100-1320-51-2110	Employee Benefits -- Dental	1,613	1,736	(123)
100-1320-51-2120	Employee Benefits -- Add Life	221	221	-
100-1320-51-2130	Employee Benefits -- Disability	1,588	1,588	-
100-1320-51-2200	FICA	15,258	16,308	(1,050)
100-1320-51-2300	Medicare	4,024	4,124	(101)
100-1320-51-2400	Employee Benefits -- Retirement	20,202	20,327	(125)
100-1320-51-2600	Unemployment	68	47	21
100-1320-51-2700	Workers Comp Insurance	1,305	1,472	(166)
100-1320-52-3200	Communications	900	900	-
100-1320-52-3500	Travel	1,300	1,300	-
100-1320-52-3600	Dues and Fees	2,000	2,000	-
100-1320-52-3700	Education and Training	1,250	1,250	-
100-1320-52-3900	Other Expenditures	1,500	1,500	-
100-1320-53-1100	General Supplies & Materials	150	150	-
100-1330-51-1100	Salaries & Wages	198,060	135,259	62,801
100-1330-51-2100	Employee Benefits -- Medical	48,590	38,575	10,015
100-1330-51-2110	Employee Benefits -- Dental	1,234	946	288
100-1330-51-2120	Employee Benefits -- Add Life	368	221	147
100-1330-51-2130	Employee Benefits -- Disability	1,526	994	532
100-1330-51-2200	FICA	12,280	8,386	3,894
100-1330-51-2300	Medicare	2,872	1,961	911
100-1330-51-2400	Employee Benefits -- Retirement	14,419	9,666	4,753
100-1330-51-2600	Unemployment	114	63	51
100-1330-51-2700	Workers Comp Insurance	626	470	156
100-1330-52-1200	Professional Services	5,000	5,000	-

City of Holly Springs
Fiscal Year 2026 Proposed Budget
General Fund Expenditures

Account Number	Description	Budgets FY 2025 Proposed	FY 2026 Proposed	Variance
100-1330-52-3200	Communications	900	900	-
100-1330-52-3500	Travel	1,250	1,250	-
100-1330-52-3600	Dues and Fees	6,500	6,500	-
100-1330-52-3700	Education and Training	1,500	1,500	-
100-1330-52-3900	Other Expenditures	500	500	-
100-1330-53-1100	General Supplies & Materials	250	250	-
100-1330-53-1120	General Supplies & Materials Postage	300	300	-
100-1330-53-1600	Small Equipment	500	500	-
100-1330-53-1630	Software	20,900	22,500	(1,600)
100-1330-53-1700	Other Supplies -- Uniforms	50	50	-
100-1400-52-3300	Advertising	-	1,000	(1,000)
100-1500-57-9000	Contingency	165,000	175,000	(10,000)
100-1510-51-1100	Salaries & Wages	262,608	272,854	(10,247)
100-1510-51-2100	Employee Benefits -- Medical	97,926	102,675	(4,750)
100-1510-51-2110	Employee Benefits -- Dental	1,404	1,510	(107)
100-1510-51-2120	Employee Benefits -- Add Life	441	441	-
100-1510-51-2130	Employee Benefits -- Disability	2,136	2,316	(180)
100-1510-51-2200	FICA	16,282	16,917	(635)
100-1510-51-2300	Medicare	3,808	3,956	(149)
100-1510-51-2400	Employee Benefits -- Retirement	19,118	19,500	(381)
100-1510-51-2600	Unemployment	137	94	43
100-1510-51-2700	Workers Comp Insurance	830	949	(119)
100-1510-52-1210	Professional Services - Audit	27,500	40,000	(12,500)
100-1510-52-3300	Advertising	2,800	2,800	-
100-1510-52-3400	Printing and Binding	1,500	1,500	-
100-1510-52-3500	Travel	500	500	-
100-1510-52-3600	Dues and Fees	10,000	10,000	-
100-1510-52-3700	Education and Training	1,500	2,000	(500)
100-1510-52-3900	Other Expenditures	500	500	-
100-1510-53-1100	General Supplies & Materials	1,500	1,500	-
100-1510-53-1120	General Supplies - Postage	7,500	7,500	-
100-1510-53-1600	Small Equipment	250	250	-
100-1510-53-1630	Software	9,150	5,251	3,899
100-1516-51-1100	Salaries & Wages	26,986	27,661	(675)
100-1516-51-2100	Employee Benefits -- Medical	14,800	14,608	192
100-1516-51-2110	Employee Benefits -- Dental	351	255	96
100-1516-51-2120	Employee Benefits -- Add Life	74	74	-
100-1516-51-2130	Employee Benefits -- Disability	224	238	(14)
100-1516-51-2200	FICA	1,673	1,715	(42)
100-1516-51-2300	Medicare	391	401	(10)
100-1516-51-2400	Employee Benefits -- Retirement	1,965	1,977	(12)
100-1516-51-2600	Unemployment	23	16	7

City of Holly Springs
Fiscal Year 2026 Proposed Budget
General Fund Expenditures

Account Number	Description	Budgets FY 2025 Proposed	FY 2026 Proposed	Variance
100-1516-51-2700	Workers Comp Insurance	43	48	(5)
100-1516-53-1100	General Supplies & Materials	100	100	-
100-1516-53-1120	General Supplies - Postage	1,500	1,500	-
100-1516-53-1630	Software	3,000	3,000	-
100-1516-53-1700	Other Supplies -- Uniforms	50	50	-
100-1530-52-1200	Professional Services - Legal	35,000	35,000	-
100-1535-51-1100	Salaries & Wages	103,795	59,575	44,220
100-1535-51-2100	Employee Benefits -- Medical	13,267	15,767	(2,500)
100-1535-51-2110	Employee Benefits -- Dental	1,073	381	691
100-1535-51-2120	Employee Benefits -- Add Life	221	147	74
100-1535-51-2130	Employee Benefits -- Disability	838	525	312
100-1535-51-2200	FICA	6,435	3,694	2,742
100-1535-51-2300	Medicare	1,505	864	641
100-1535-51-2400	Employee Benefits -- Retirement	12,501	4,258	8,244
100-1535-51-2600	Unemployment	68	31	37
100-1535-51-2700	Workers Comp Insurance	328	207	121
100-1535-52-1200	Professional Services	20,000	20,000	-
100-1535-52-3200	Communications	480	480	-
100-1535-52-3600	Dues and Fees	250	250	-
100-1535-52-3900	Other Expenditures	250	250	-
100-1535-53-1100	General Supplies & Materials	500	500	-
100-1535-53-1600	Small Equipment	5,000	5,000	-
100-1535-53-1630	Software	225,000	225,000	-
100-1540-51-1100	Salaries & Wages	-	58,622	(58,622)
100-1540-51-2100	Employee Benefits -- Medical	-	43,580	(43,580)
100-1540-51-2110	Employee Benefits -- Dental	-	1,545	(1,545)
100-1540-51-2120	Employee Benefits -- Add Life	-	147	(147)
100-1540-51-2130	Employee Benefits -- Disability	-	594	(594)
100-1540-51-2200	FICA	-	3,635	(3,635)
100-1540-51-2300	Medicare	-	850	(850)
100-1540-51-2400	Employee Benefits -- Retirement	-	4,189	(4,189)
100-1540-51-2600	Unemployment	-	31	(31)
100-1540-51-2700	Workers Comp Insurance	-	204	(204)
100-1540-52-1200	Professional Services	30,000	30,000	-
100-1540-52-3200	Communications	300	300	-
100-1540-52-3300	Advertising	100	100	-
100-1540-52-3500	Travel	1,000	1,000	-
100-1540-52-3600	Dues and Fees	1,200	1,200	-
100-1540-52-3700	Education and Training	1,500	1,500	-
100-1540-52-3900	Other Expenditures	150	150	-
100-1540-53-1100	General Supplies & Materials	500	500	-
100-1540-53-1120	General Supplies & Materials Postage	100	100	-

Account Number	Description	Budgets FY 2025 Proposed	FY 2026 Proposed	Variance
100-1540-53-1600	Small Equipment	500	500	-
100-1540-53-1630	Software	5,500	5,500	-
100-1540-53-1700	Other Supplies -- Uniforms	50	50	-
100-1555-52-1200	Professional Services	20,000	20,000	-
100-1555-52-3100	Insurance	256,000	281,600	(25,600)
100-1565-51-1100	Salaries & Wages	89,638	91,854	(2,216)
100-1565-51-2100	Employee Benefits -- Medical	14,095	14,837	(742)
100-1565-51-2110	Employee Benefits -- Dental	355	381	(27)
100-1565-51-2120	Employee Benefits -- Add Life	147	147	-
100-1565-51-2130	Employee Benefits -- Disability	427	453	(27)
100-1565-51-2200	FICA	5,558	5,695	(137)
100-1565-51-2300	Medicare	1,300	1,332	(32)
100-1565-51-2400	Employee Benefits -- Retirement	3,813	3,835	(22)
100-1565-51-2600	Unemployment	91	63	29
100-1565-51-2700	Workers Comp Insurance	1,880	2,119	(239)
100-1565-52-1200	Professional Services	250	20,250	(20,000)
100-1565-52-2110	Disposal -- Garbage	500	500	-
100-1565-52-2140	Lawn Care	500	500	-
100-1565-52-2150	Pest Control	2,200	5,000	(2,800)
100-1565-52-2200	Repairs and Maintenance	10,000	35,000	(25,000)
100-1565-52-2210	Repairs and Maintenance - Vehicles	7,500	7,500	-
100-1565-52-2320	Rental of Equipment	7,500	7,500	-
100-1565-52-3200	Communications	20,000	20,000	-
100-1565-52-3600	Dues and Fees	1,500	504	996
100-1565-52-3900	Other Expenditures	1,000	1,000	-
100-1565-53-1100	General Supplies and Materials	8,000	8,000	-
100-1565-53-1210	Water and Sewer	2,000	3,500	(1,500)
100-1565-53-1220	Natural Gas	3,500	5,000	(1,500)
100-1565-53-1230	Electricity	15,000	16,000	(1,000)
100-1565-53-1270	Gasoline and Diesel	4,000	4,000	-
100-1565-53-1600	Small Equipment	2,000	2,000	-
100-1565-53-1700	Other Supplies -- Uniforms	150	150	-
100-1570-51-1100	Salaries & Wages	87,859	90,056	(2,196)
100-1570-51-2100	Employee Benefits -- Medical	23,284	25,791	(2,508)
100-1570-51-2110	Employee Benefits -- Dental	855	698	156
100-1570-51-2120	Employee Benefits -- Add Life	132	132	-
100-1570-51-2130	Employee Benefits -- Disability	729	775	(45)
100-1570-51-2200	FICA	5,447	5,583	(136)
100-1570-51-2300	Medicare	1,274	1,306	(32)
100-1570-51-2400	Employee Benefits -- Retirement	6,396	6,436	(40)
100-1570-51-2600	Unemployment	41	28	13
100-1570-51-2700	Workers Comp Insurance	466	525	(59)

City of Holly Springs
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General Fund Expenditures

Account Number	Description	Budgets FY 2025 Proposed	Budgets FY 2026 Proposed	Variance
100-1570-52-3200	Communications	480	480	-
100-1570-52-3500	Travel	700	700	-
100-1570-52-3600	Dues and Fees	2,000	2,000	-
100-1570-52-3700	Education and Training	1,500	1,500	-
100-1570-52-3900	Other Expenditures	150	150	-
100-1570-53-1600	Small Equipment	500	500	-
100-1570-53-1630	Software	1,000	1,000	-
100-2650-51-1100	Salaries & Wages	126,559	132,524	(5,965)
100-2650-51-1300	Salaries & Wages - Overtime	500	500	-
100-2650-51-2100	Employee Benefits -- Medical	53,732	59,347	(5,615)
100-2650-51-2110	Employee Benefits -- Dental	1,651	1,777	(125)
100-2650-51-2120	Employee Benefits -- Add Life	294	294	-
100-2650-51-2130	Employee Benefits -- Disability	1,051	1,116	(66)
100-2650-51-2200	FICA	7,878	8,247	(370)
100-2650-51-2300	Medicare	1,842	1,929	(86)
100-2650-51-2400	Employee Benefits -- Retirement	9,250	9,507	(256)
100-2650-51-2600	Unemployment	91	63	29
100-2650-51-2700	Workers Comp Insurance	402	463	(61)
100-2650-52-1200	Professional Services - Public Defenders	6,000	7,000	(1,000)
100-2650-52-1230	Professional Services -Legal Solicitor/Judge	80,000	96,000	(16,000)
100-2650-52-2320	Rental of Equipment	1,500	1,500	-
100-2650-52-3300	Advertising	100	100	-
100-2650-52-3400	Printing and Binding	100	100	-
100-2650-52-3500	Travel	5,000	5,000	-
100-2650-52-3600	Dues and Fees	1,000	1,000	-
100-2650-52-3700	Education and Training	1,500	1,500	-
100-2650-52-3900	Other Expenditures	100	100	-
100-2650-53-1100	General Supplies & Materials	1,500	1,500	-
100-2650-53-1120	General Supplies - Postage	750	750	-
100-2650-53-1300	Food Supplies	3,000	3,600	(600)
100-2650-53-1600	Small Equipment	250	250	-
100-2650-53-1630	Software	20,000	20,000	-
100-2650-57-1000	Intergovernmental - Cherokee (Inmate Housing)	20,000	20,000	-
100-2650-57-2000	Payments to Other Agencies	250,000	250,000	-
100-3210-51-1100	Salaries & Wages	689,726	675,427	14,300
100-3210-51-1300	Salaries & Wages -- Overtime	3,000	2,500	500
100-3210-51-2100	Employee Benefits -- Medical	162,687	120,759	41,928
100-3210-51-2110	Employee Benefits -- Dental	6,289	6,385	(96)
100-3210-51-2120	Employee Benefits -- Add Life	1,103	1,080	22
100-3210-51-2130	Employee Benefits -- Disability	5,519	5,287	232
100-3210-51-2200	FICA	43,008	42,031	976
100-3210-51-2300	Medicare	10,058	9,830	228

City of Holly Springs
Fiscal Year 2026 Proposed Budget
General Fund Expenditures

Account Number	Description	Budgets FY 2025 Proposed	FY 2026 Proposed	Variance
100-3210-51-2400	Employee Benefits -- Retirement	46,500	48,448	(1,948)
100-3210-51-2600	Unemployment	365	251	114
100-3210-51-2700	Workers Comp Insurance	27,474	30,856	(3,382)
100-3210-52-1200	Professional Services	750	750	-
100-3210-52-2200	Repairs and Maintenance	4,500	4,500	-
100-3210-52-2210	Repairs and Maintenance - Vehicles	5,500	5,500	-
100-3210-52-2320	Rental of Equipment	6,000	6,000	-
100-3210-52-3200	Communications	3,500	3,500	-
100-3210-52-3300	Advertising	5,000	5,000	-
100-3210-52-3400	Printing and Binding	600	600	-
100-3210-52-3500	Travel	6,000	6,000	-
100-3210-52-3600	Dues and Fees	5,000	5,000	-
100-3210-52-3700	Education and Training	6,000	6,000	-
100-3210-52-3900	Other Expenditures	3,000	3,000	-
100-3210-53-1100	General Supplies and Materials	2,000	2,000	-
100-3210-53-1120	General Supplies - Postage	500	500	-
100-3210-53-1270	Gasoline and Diesel	18,500	18,500	-
100-3210-53-1600	Small Equipment	2,500	2,500	-
100-3210-53-1630	Software	8,125	8,125	-
100-3210-53-1700	Other Supplies -- Uniforms	6,000	6,000	-
100-3221-51-1100	Salaries & Wages	470,683	495,292	(24,609)
100-3221-51-1300	Salaries & Wages -- Overtime	10,000	10,000	-
100-3221-51-2100	Employee Benefits -- Medical	163,721	190,118	(26,396)
100-3221-51-2110	Employee Benefits -- Dental	7,148	8,107	(959)
100-3221-51-2120	Employee Benefits -- Add Life	882	882	-
100-3221-51-2130	Employee Benefits -- Disability	3,627	4,052	(426)
100-3221-51-2200	FICA	29,802	31,328	(1,526)
100-3221-51-2300	Medicare	6,970	7,327	(357)
100-3221-51-2400	Employee Benefits -- Retirement	34,994	36,111	(1,116)
100-3221-51-2600	Unemployment	274	188	86
100-3221-51-2700	Workers Comp Insurance	22,262	25,742	(3,480)
100-3221-52-1200	Professional Services	500	500	-
100-3221-52-2200	Repairs and Maintenance	3,000	3,000	-
100-3221-52-2210	Repairs and Maintenance - Vehicles	4,000	4,000	-
100-3221-52-3200	Communications	2,400	2,400	-
100-3221-52-3400	Printing and Binding	250	250	-
100-3221-52-3500	Travel	2,000	2,000	-
100-3221-52-3600	Dues and Fees	2,000	2,000	-
100-3221-52-3700	Education and Training	2,500	2,500	-
100-3221-52-3900	Other Expenditures	800	800	-

City of Holly Springs
Fiscal Year 2026 Proposed Budget
General Fund Expenditures

Account Number	Description	Budgets FY 2025 Proposed	FY 2026 Proposed	Variance
100-3221-53-1100	General Supplies and Materials	750	750	-
100-3221-53-1120	General Supplies - Postage	50	50	-
100-3221-53-1270	Gasoline and Diesel	14,000	14,000	-
100-3221-53-1600	Small Equipment	3,000	3,000	-
100-3221-53-1630	Software	6,000	6,000	-
100-3221-53-1700	Other Supplies -- Uniforms	3,000	3,000	-
100-3222-51-1100	Salaries & Wages	71,684	73,451	(1,767)
100-3222-51-1300	Salaries & Wages -- Overtime	2,000	2,000	-
100-3222-51-2100	Employee Benefits -- Medical	14,095	14,837	(742)
100-3222-51-2110	Employee Benefits -- Dental	950	776	174
100-3222-51-2120	Employee Benefits -- Add Life	147	147	-
100-3222-51-2130	Employee Benefits -- Disability	574	609	(36)
100-3222-51-2200	FICA	4,568	4,678	(110)
100-3222-51-2300	Medicare	1,068	1,094	(26)
100-3222-51-2400	Employee Benefits -- Retirement	5,364	5,392	(28)
100-3222-51-2600	Unemployment	46	31	14
100-3222-51-2700	Workers Comp Insurance	3,413	3,844	(431)
100-3222-52-2210	Repairs and Maintenance - Vehicles	2,500	2,500	-
100-3222-52-3600	Dues and Fees	150	150	-
100-3222-52-3700	Education and Training	250	250	-
100-3222-53-1270	Gasoline and Diesel	4,000	4,000	-
100-3222-53-1700	Other Supplies -- Uniforms	300	300	-
100-3223-51-1100	Salaries & Wages	1,901,400	1,914,135	(12,735)
100-3223-51-1300	Salaries & Wages -- Overtime	52,000	65,000	(13,000)
100-3223-51-2100	Employee Benefits -- Medical	648,379	635,981	12,398
100-3223-51-2110	Employee Benefits -- Dental	23,032	22,187	845
100-3223-51-2120	Employee Benefits -- Add Life	3,969	3,969	-
100-3223-51-2130	Employee Benefits -- Disability	15,020	16,070	(1,050)
100-3223-51-2200	FICA	121,111	122,706	(1,596)
100-3223-51-2300	Medicare	28,324	28,697	(373)
100-3223-51-2400	Employee Benefits -- Retirement	142,210	141,439	771
100-3223-51-2600	Unemployment	1,231	846	385
100-3223-51-2700	Workers Comp Insurance	90,470	100,828	(10,358)
100-3223-52-1200	Professional Services	4,000	4,000	-
100-3223-52-2200	Repairs and Maintenance	20,000	20,000	-
100-3223-52-2210	Repairs and Maintenance - Vehicles	80,000	80,000	-
100-3223-52-3200	Communications	22,000	22,000	-
100-3223-52-3400	Printing and Binding	600	600	-
100-3223-52-3500	Travel	6,000	6,000	-
100-3223-52-3600	Dues and Fees	7,500	7,500	-

City of Holly Springs
Fiscal Year 2026 Proposed Budget
General Fund Expenditures

Account Number	Description	Budgets FY 2025 Proposed	FY 2026 Proposed	Variance
100-3223-52-3700	Education and Training	8,000	8,000	-
100-3223-52-3900	Other Expenditures	3,000	3,000	-
100-3223-53-1100	General Supplies and Materials	5,000	5,000	-
100-3223-53-1270	Gasoline and Diesel	125,000	125,000	-
100-3223-53-1600	Small Equipment	25,000	25,000	-
100-3223-53-1630	Software	22,000	22,000	-
100-3223-53-1700	Other Supplies -- Uniforms	51,000	51,000	-
100-3223-54-2400	Capital Outlay - Vehicles	400,000	100,000	300,000
100-3240-51-1100	Salaries & Wages	74,182	132,741	(58,559)
100-3240-51-1300	Salaries & Wages -- Overtime	2,000	2,500	(500)
100-3240-51-2100	Employee Benefits -- Medical	40,465	87,160	(46,696)
100-3240-51-2110	Employee Benefits -- Dental	1,436	3,090	(1,654)
100-3240-51-2120	Employee Benefits -- Add Life	147	294	(147)
100-3240-51-2130	Employee Benefits -- Disability	603	1,179	(576)
100-3240-51-2200	FICA	4,723	8,385	(3,662)
100-3240-51-2300	Medicare	1,105	1,961	(856)
100-3240-51-2400	Employee Benefits -- Retirement	5,546	9,665	(4,119)
100-3240-51-2600	Unemployment	46	63	(17)
100-3240-51-2700	Workers Comp Insurance	3,528	4,175	(646)
100-3240-52-2200	Repairs and Maintenance	600	600	-
100-3240-52-2210	Repairs and Maintenance - Vehicles	2,000	2,000	-
100-3240-52-3200	Communications	960	960	-
100-3240-52-3500	Travel	3,500	3,500	-
100-3240-52-3600	Dues and Fees	1,000	1,000	-
100-3240-52-3700	Education and Training	4,000	4,000	-
100-3240-53-1100	General Supplies and Materials	2,000	2,000	-
100-3240-53-1110	Weapons Supplies & Ammunition	58,000	58,000	-
100-3240-53-1270	Gasoline and Diesel	2,500	2,500	-
100-3240-53-1600	Small Equipment	8,000	8,000	-
100-3240-53-1630	Software	2,750	2,750	-
100-3240-53-1700	Other Supplies -- Uniforms	1,500	1,500	-
100-3240-57-1000	Intergovernmental	2,500	2,500	-
100-3260-52-1200	Professional Services	250	250	-
100-3260-52-2110	Disposal -- Garbage	1,200	1,200	-
100-3260-52-2150	Pest Control	1,200	1,200	-
100-3260-52-2200	Repairs & Maintenance	65,000	75,000	(10,000)
100-3260-52-2310	Rental of Land & Building	45,500	45,204	296
100-3260-52-3200	Communications	20,000	20,000	-
100-3260-52-3600	Dues and Fees	450	504	(54)
100-3260-53-1100	General Supplies and Materials	3,000	3,000	-

City of Holly Springs
Fiscal Year 2026 Proposed Budget
General Fund Expenditures

Account Number	Description	Budgets FY 2025 Proposed	FY 2026 Proposed	Variance
100-3260-53-1210	Water/Sewer	5,500	6,000	(500)
100-3260-53-1230	Electricity	15,000	16,000	(1,000)
100-3260-53-1600	Small Equipment	1,500	1,500	-
100-3450-51-1100	Salaries & Wages	53,972	55,322	(1,349)
100-3450-51-1300	Salaries & Wages -- Overtime	500	500	-
100-3450-51-2100	Employee Benefits -- Medical	35,960	43,580	(7,620)
100-3450-51-2110	Employee Benefits -- Dental	1,436	1,299	137
100-3450-51-2120	Employee Benefits -- Add Life	147	147	-
100-3450-51-2130	Employee Benefits -- Disability	406	476	(70)
100-3450-51-2200	FICA	3,377	3,461	(84)
100-3450-51-2300	Medicare	790	809	(20)
100-3450-51-2400	Employee Benefits -- Retirement	3,966	3,989	(24)
100-3450-51-2600	Unemployment	46	31	14
100-3450-51-2700	Workers Comp Insurance	172	194	(22)
100-3450-52-3600	Dues and Fees	200	200	-
100-3450-52-3700	Education and Training	250	250	-
100-3450-53-1100	General Supplies and Materials	100	100	-
100-3450-53-1630	Software	2,200	2,200	-
100-3450-53-1700	Other Supplies -- Uniforms	500	500	-
100-3500-57-1000	Intergovernmental -- Cherokee Co	2,380,000	4,410,000	(2,030,000)
100-4200-51-1100	Salaries & Wages	-	22,663	(22,663)
100-4200-51-1300	Salaries & Wages -- Overtime	-	500	(500)
100-4200-51-2100	Employee Benefits -- Medical	-	7,673	(7,673)
100-4200-51-2110	Employee Benefits -- Dental	-	95	(95)
100-4200-51-2120	Employee Benefits -- Add Life	-	37	(37)
100-4200-51-2130	Employee Benefits -- Disability	-	186	(186)
100-4200-51-2200	FICA	-	1,436	(1,436)
100-4200-51-2300	Medicare	-	336	(336)
100-4200-51-2400	Employee Benefits -- Retirement	-	1,655	(1,655)
100-4200-51-2600	Unemployment	-	8	(8)
100-4200-51-2700	Workers Comp Insurance	-	559	(559)
100-4200-52-1220	Professional Services -- Engineers	500	500	-
100-4200-52-2110	Disposal -- Garbage	1,500	2,000	(500)
100-4200-52-2150	Pest Control	750	750	-
100-4200-52-2200	Repair & Maintenance	210,219	241,953	(31,734)
100-4200-52-2210	Repair & Maintenance -- Vehicles	2,500	2,500	-
100-4200-52-2320	Rental of Equipment	2,000	2,000	-
100-4200-52-3600	Dues and Fees	12,000	12,000	-
100-4200-52-3850	Contract Labor	308,220	312,840	(4,620)
100-4200-52-3900	Other Expenditures	500	500	-

City of Holly Springs
Fiscal Year 2026 Proposed Budget
General Fund Expenditures

Account Number	Description	Budgets FY 2025 Proposed	FY 2026 Proposed	Variance
100-4200-53-1100	General Supplies & Materials	2,000	2,000	-
100-4200-53-1270	Gasoline/Diesel	5,000	5,000	-
100-4200-53-1600	Small Equipment	3,000	3,000	-
100-4260-52-2200	Street Lights -- Repairs & Maintenance	10,000	10,000	-
100-4260-53-1230	Electricity -- Street Lights	130,000	150,000	(20,000)
100-4270-52-2200	Traffic Lights -- Repairs & Maintenance	10,000	10,000	-
100-4270-53-1230	Electricity -- Traffic Lights	3,000	3,000	-
100-6240-52-2200	Repairs & Maintenance	28,500	28,500	-
100-6240-52-3500	Travel	750	750	-
100-6240-52-3600	Dues and Fees	500	500	-
100-6240-52-3700	Education and Training	1,000	1,000	-
100-6240-52-3860	Tree Commission Meetings	3,000	3,000	-
100-6240-53-1100	General Supplies & Materials	5,750	5,750	-
100-6240-53-1400	Books and Periodicals	500	500	-
100-6500-57-1000	Intergovernmental - Sequoyah Regional Library	4,000	4,000	-
100-7200-51-1100	Salaries & Wages	201,310	200,182	1,128
100-7200-51-2100	Employee Benefits -- Medical	26,534	58,535	(32,000)
100-7200-51-2110	Employee Benefits -- Dental	2,006	2,948	(942)
100-7200-51-2120	Employee Benefits -- Add Life	368	368	-
100-7200-51-2130	Employee Benefits -- Disability	1,592	1,706	(114)
100-7200-51-2200	FICA	12,481	12,411	70
100-7200-51-2300	Medicare	2,919	2,903	16
100-7200-51-2400	Employee Benefits -- Retirement	14,656	14,306	350
100-7200-51-2600	Unemployment	137	94	43
100-7200-51-2700	Workers Comp Insurance	3,453	3,745	(292)
100-7200-52-1230	Professional Services -- Legal	1,000	1,000	-
100-7200-52-2210	Repair & Maintenance -- Vehicles	2,000	2,000	-
100-7200-52-3200	Communications	1,600	1,600	-
100-7200-52-3400	Printing and Binding	50	50	-
100-7200-52-3500	Travel	500	500	-
100-7200-52-3600	Dues and Fees	250	250	-
100-7200-52-3700	Education and Training	1,000	2,500	(1,500)
100-7200-52-3900	Other Expenditures	250	250	-
100-7200-53-1100	General Supplies & Materials	100	100	-
100-7200-53-1120	General Supplies -- Postage	100	100	-
100-7200-53-1270	Gasoline/Diesel	2,000	2,000	-
100-7200-53-1400	Books and Periodicals	50	1,000	(950)
100-7200-53-1600	Small Equipment	500	500	-
100-7200-53-1630	Software	15,000	15,000	-
100-7200-53-1700	Other Supplies -- Uniforms	100	100	-
100-7400-51-1100	Salaries & Wages	145,928	149,576	(3,648)
100-7400-51-2100	Employee Benefits -- Medical	28,067	30,375	(2,308)

Account Number	Description	Budgets FY 2025 Proposed	FY 2026 Proposed	Variance
100-7400-51-2110	Employee Benefits -- Dental	351	255	96
100-7400-51-2120	Employee Benefits -- Add Life	221	221	-
100-7400-51-2130	Employee Benefits -- Disability	1,154	1,287	(133)
100-7400-51-2200	FICA	9,048	9,274	(226)
100-7400-51-2300	Medicare	2,116	2,169	(53)
100-7400-51-2400	Employee Benefits -- Retirement	10,624	10,689	(66)
100-7400-51-2600	Unemployment	68	47	21
100-7400-51-2700	Workers Comp Insurance	419	472	(53)
100-7400-52-1220	Professional Services -- Engineering	85,000	85,000	-
100-7400-52-1230	Professional Services -- Legal	7,000	7,000	-
100-7400-52-3200	Communications	480	480	-
100-7400-52-3300	Advertising	2,500	2,500	-
100-7400-52-3400	Printing and Binding	28,000	28,000	-
100-7400-52-3500	Travel	1,000	1,000	-
100-7400-52-3600	Dues and Fees	3,000	3,000	-
100-7400-52-3700	Education and Training	1,000	1,000	-
100-7400-52-3860	Planning & Zoning Meetings	12,000	12,000	-
100-7400-52-3900	Other Expenditures	250	250	-
100-7400-53-1100	General Supplies and Materials	500	500	-
100-7400-53-1120	General Supplies and Materials - Postage	1,000	1,000	-
100-7400-53-1270	Gasoline/Diesel	50	50	-
100-7400-53-1600	Small Equipment	1,500	1,500	-
100-7400-53-1630	Software	12,800	12,800	-
100-7520-51-1100	Salaries & Wages	9,762	10,006	(244)
100-7520-51-2100	Employee Benefits -- Medical	2,587	2,865	(277)
100-7520-51-2110	Employee Benefits -- Dental	95	77	17
100-7520-51-2120	Employee Benefits -- Add Life	15	15	-
100-7520-51-2130	Employee Benefits -- Disability	77	86	(9)
100-7520-51-2200	FICA	605	620	(15)
100-7520-51-2300	Medicare	142	145	(4)
100-7520-51-2400	Employee Benefits -- Retirement	711	715	(4)
100-7520-51-2600	Unemployment	5	3	1
100-7520-51-2700	Workers Comp Insurance	52	58	(7)
100-7520-52-2310	Rental of Land & Building	-	2,200	(2,200)
100-7520-52-3300	Advertising	-	5,500	(5,500)
100-7520-52-3600	Dues and Fees	-	1,750	(1,750)
100-7520-52-3900	Other Expenditures	-	2,000	(2,000)
100-7520-53-1100	General Supplies & Materials	-	9,000	(9,000)
100-7520-53-1700	Other Supplies -- Uniforms	-	2,500	(2,500)
100-7520-57-1000	Intergovernmental - Cherokee Office of Economic Deve	13,000	13,000	-
100-8000-58-1200	Lease - Principal	531,872	750,000	(218,128)
100-8000-58-2200	Lease - Interest	121,495	130,000	(8,505)

City of Holly Springs
Fiscal Year 2026 Proposed Budget
General Fund Expenditures

Account Number	Description	Budgets FY 2025 Proposed	FY 2026 Proposed	Variance
100-9000-61-1000	Transfer to Town Center Fund	-	300,000	(300,000)
100-9000-61-1000	Transfer to TAD	102,250	137,000	(34,750)
100-9000-61-1000	Transfer to Debt Service	2,455,550	683,805	1,771,745
	Total	**$ 16,500,000**	**$ 17,500,000**	**$ (1,000,000)**

City of Holly Springs
Fiscal Year 2026 Proposed Budget
Operating Grant Fund

Account Number	Description	Budgets FY 2025 Proposed	FY 2026 Proposed	Variance
250-0000-33-1000	Grant Revenue	70,000	70,000	-
	TOTAL REVENUES	**$ 70,000**	**$ 70,000**	**$ -**
250-7640-57-2000	Payments to Other Agencies	70,000	70,000	-
	TOTAL EXPENDITURES	**$ 70,000**	**$ 70,000**	**$ -**

City of Holly Springs
Fiscal Year 2026 Proposed Budget
Parks Recreation Fund

Account Number	Description	Budgets FY 2025 Proposed	Budgets FY 2026 Proposed	Variance
270-0000-31-4200	Beer/Wine Alcoholic Bev. Excise Tax	255,000	245,000	(10,000)
270-0000-31-4250	Distilled Spirit Alcoholic Bev. Excise Tax	105,000	115,000	10,000
270-0000-31-4300	Local Option Mixed Drink Tax	75,000	65,000	(10,000)
270-0000-31-9100	Penalties and Interest	250	250	-
270-0000-36-1000	Interest Revenue	-	7,500	7,500
270-0000-38-0010	Use of Prior Year Fund Balance	-	32,250	32,250
270-0000-38-1000	Rents and Royalties	35,000	45,000	10,000
	TOTAL REVENUES	**$ 470,250**	**$ 510,000**	**$ 39,750**
270-5530-52-2110	Disposal - Garbage Depot	500	1,140	(640)
270-5530-52-2150	Pest Control - Depot	750	750	-
270-5530-52-2200	Repairs & Maintenance - Depot	5,000	5,000	-
270-5530-52-3200	Communications - Depot	1,750	1,000	750
270-5530-53-1100	General Supplies - Depot	1,000	1,000	-
270-5530-53-1210	Water/Sewer - Depot	250	250	-
270-5530-53-1220	Natural Gas - Depot	2,200	2,200	-
270-5530-53-1230	Electricity - Depot	5,000	5,000	-
270-5530-53-1600	Small Equipment - Depot	500	500	-
270-6220-52-2110	Disposal - Garbage Parks	1,750	750	1,000
270-6220-52-2140	Lawn Care	8,000	-	8,000
270-6220-52-2150	Pest Control - Parks	1,500	5,000	(3,500)
270-6220-52-2200	Repairs & Maintenance - Parks	21,720	22,588	(868)
270-6220-52-2320	Rental of Equipment	1,000	500	500
270-6220-52-3200	Communications - Parks	500	1,500	(1,000)
270-6220-52-3600	Dues and Fees	500	500	-
270-6220-52-3850	Contract Labor	215,960	258,452	(42,492)
270-6220-53-1100	General Supplies & Materials - Parks	2,000	1,500	500
270-6220-53-1210	Water/Sewer - Parks	10,000	10,000	-
270-6220-53-1230	Electricity - Parks	10,000	10,000	-
270-6220-53-1600	Small Equipment - Parks	1,000	3,000	(2,000)
270-9000-61-1100	Transfer to Debt Service Fund	179,370	179,370	-
	TOTAL EXPENDITURES	**$ 470,250**	**$ 510,000**	**$ (39,750)**

City of Holly Springs
Fiscal Year 2026 Proposed Budget
Tax Allocation District Fund

Account Number	Description	Budgets FY 2025 Proposed	FY 2026 Proposed	Variance
272-0000-33-7000	Intergovernmental - Cherokee County Government	131,723	142,500	10,777
272-0000-33-7050	Intergovernmental - Cherokee County School District	420,502	455,500	34,998
272-0000-39-1000	Transfers from General Fund	102,250	137,000	34,750
	TOTAL REVENUES	**$ 654,475**	**$ 735,000**	**$ 80,525**
272-7550-57-1000	Intergovernmental - CCSD PILOT 1	-	14,675	(14,675)
272-7550-57-1500	Intergovernmental - CCSD PILOT 2	-	68,000	(68,000)
272-9000-61-1100	Transfer to Debt Service Fund	654,475	652,325	2,150
	TOTAL EXPENDITURES	**$ 654,475**	**$ 735,000**	**$ (80,525)**

City of Holly Springs
Fiscal Year 2026 Proposed Budget
Hotel/Motel Tax Fund

Account Number	Description	Budgets FY 2025 Proposed	FY 2026 Proposed	Variance
275-0000-31-4100	Hotel/Motel Tax	6,000	6,000	-
	TOTAL REVENUES	**$ 6,000**	**$ 6,000**	**$ -**
275-7540-52-3300	Advertising/Promotions	2,500	2,500	-
275-7540-57-2000	Payment to Other Agencies	3,500	3,500	-
	TOTAL EXPENDITURES	**$ 6,000**	**$ 6,000**	**$ -**

City of Holly Springs
Fiscal Year 2026 Proposed Budget
SPLOST VI Fund

Account Number	Description	Budget FY 2025 Proposed	Budget FY 2026 Proposed	Variance
327-0000-31-3200	SPLOST VI Revenue	3,800,000	3,725,000	(75,000)
327-0000-33-1001	Grant Revenue - LMIG	200,000	200,000	-
327-0000-36-1100	Interest Revenue	-	35,000	35,000
327-0000-39-3000	Proceeds from GTIB Loan Phase III	3,500,000	2,000,000	(1,500,000)
327-0000-38-0010	Use of Prior Year Fund Balance	-	190,000	190,000
	TOTAL REVENUES	**$ 7,500,000**	**$ 6,150,000**	**$ (1,350,000)**
327-1565-54-1300	Capital Outlay - City Hall	1,000,000	-	1,000,000
327-1565-54-1320	Capital Outlay - Amphitheater	1,000,000	2,214,253	(1,214,253)
327-4200-54-1410	Capital Outlay - LMIG	200,000	285,747	(85,747)
327-4200-54-1425	Capital Outlay - Hickory Springs Parkway Ph 1	660,000	-	660,000
327-4200-54-1445	Capital Outlay - HS Pkwy Phase III	3,500,000	2,000,000	1,500,000
327-4224-54-1440	Capital Outlay - Hickory Road Sidewalk	500,000	-	500,000
327-4270-54-1400	Capital Outlay - HSP/Fox Creek Intersection	250,000	-	250,000
327-8000-58-1100	Debt Service-Principal GTIB ($3.5M)	335,000	333,000	2,000
327-8000-58-2100	Debt Service-Interest GTIB ($3.5M)	55,000	48,000	7,000
327-8000-58-1100	Debt Service-Principal URA2025	-	165,000	(165,000)
327-8000-58-2100	Debt Service-Interest URA2025	-	1,104,000	(1,104,000)
	TOTAL EXPENDITURES	**$ 7,500,000**	**$ 6,150,000**	**$ 1,350,000**

City of Holly Springs
Fiscal Year 2026 Proposed Budget
TSPLOST Fund

Account Number	Description	Budget FY 2025 Proposed	Budget FY 2026 Proposed	Variance
335-0000-31-3500	TSPLOST Revenue	-	4,340,000	4,340,000
	TOTAL REVENUES	**$ -**	**$ 4,340,000**	**$ 4,340,000**
335-4200-54-1425	Capital Outlay - Hickory Springs Parkway Ph 1	-	926,500	(926,500)
335-4200-54-1470	Capital Outlay - Hickory Springs Ind Dr Realign	-	577,500	(577,500)
335-4200-54-1475	Capital Outlay - Hickory Road Widening Ph 1	-	1,847,500	(1,847,500)
335-4200-54-1485	Capital Outlay - Palm Street Realignment	-	364,516	(364,516)
335-4230-54-1420	Capital Outlay - Palm Street Bridge Replacement	-	623,984	(623,984)
	TOTAL EXPENDITURES	**$ -**	**$ 4,340,000**	**$ (4,340,000)**

City of Holly Springs
Fiscal Year 2026 Proposed Budget
Town Center Fund

Account Number	Description	Budgets FY 2025 Proposed	FY 2026 Proposed	Variance
350-0000-39-1000	Transfers from General Fund	-	300,000	300,000
350-0000-39-1000	Transfers from DDA	500,000	-	(500,000)
350-0000-39-1000	Transfers from URA Series 2023	7,500,000	5,000,000	(2,500,000)
350-0000-39-1000	Transfers from URA Series 2025	-	10,000,000	10,000,000
	TOTAL REVENUES	**$ 8,000,000**	**$ 15,300,000**	**$ 7,300,000**
350-1565-52-1200	Professional Services	500,000	300,000	200,000
350-1565-54-1200	Capital Outlay - Site Improvements	500,000	2,500,000	(2,000,000)
350-1565-54-1300	Capital Outlay - City Hall	6,500,000	10,000,000	(3,500,000)
350-1565-54-1310	Capital Outlay - Parking Deck	500,000	2,500,000	(2,000,000)
	TOTAL EXPENDITURES	**$ 8,000,000**	**$ 15,300,000**	**$ (7,300,000)**

City of Holly Springs
Fiscal Year 2026 Proposed Budget
Urban Redevelopment Agency

Account Number	Description	Budgets FY 2025 Proposed	FY 2026 Proposed	Variance
360-0000-38-0010	Use of Fund Balance Series 2023	7,500,000	5,000,000	(2,500,000)
360-0000-38-0010	Use of Fund Balance Series 2025	-	10,000,000	10,000,000
	TOTAL REVENUES	**$ 7,500,000**	**$ 15,000,000**	**$ 7,500,000**
360-9000-61-1000	Transfers to Town Center Fund	7,500,000	15,000,000	(7,500,000)
	TOTAL EXPENSES	**$ 7,500,000**	**$ 15,000,000**	**$ (7,500,000)**

City of Holly Springs
Fiscal Year 2026 Proposed Budget
Debt Service Fund

Account Number	Description	Budgets FY 2025 Proposed	FY 2026 Proposed	Variance
400-0000-39-1000	Transfer from DDA	500,000	2,234,500	1,734,500
400-0000-39-1000	Transfer from Parks and Recreation	179,370	179,370	-
400-0000-39-1000	Transfers from TAD (CCSD)	420,502	372,825	(47,677)
400-0000-39-1000	Transfers from TAD (BOC)	131,723	142,500	10,777
400-0000-39-1000	Transfer from TAD (General Fund)	102,250	137,000	34,750
400-0000-39-1000	Transfer from General Fund	2,455,550	683,805	(1,771,745)
	TOTAL REVENUES	**$ 3,789,395**	**$ 3,750,000**	**$ (39,395)**
400-8000-58-1100	Debt Service - Principal HSPRA 2016	344,764	352,713	(7,949)
400-8000-58-2100	Debt Service - Interest HSPRA 2016	13,972	6,737	7,235
400-8000-58-1100	Debt Service - Principal HSPRA 2023	128,000	128,000	-
400-8000-58-2100	Debt Service - Interest HSPRA 2023	75,650	71,000	4,650
400-8000-58-1100	Debt Service - Principal URA 2019	555,556	555,600	(44)
400-8000-58-1100	Debt Service - Principal URA 2020	230,770	230,770	-
400-8000-58-1100	Debt Service - Principal URA 2021	519,702	519,730	(28)
400-8000-58-1100	Debt Service - Principal URA 2023	830,000	870,000	(40,000)
400-8000-58-2100	Debt Service - Interest URA 2019	82,978	66,000	16,978
400-8000-58-2100	Debt Service - Interest URA 2020	56,355	51,000	5,355
400-8000-58-2100	Debt Service - Interest URA 2021	139,898	128,000	11,898
400-8000-58-2100	Debt Service - Interest URA 2023	811,750	770,450	41,300
	TOTAL EXPENDITURES	**$ 3,789,395**	**$ 3,750,000**	**$ 39,395**

City of Holly Springs
Fiscal Year 2026 Proposed Budget
Stormwater Fund

Account Number	Description	Budgets FY 2025 Proposed	FY 2026 Proposed	Variance
560-0000-34-4260	Stormwater Utility Fees	610,000	675,000	65,000
	TOTAL REVENUES	**$ 610,000**	**$ 675,000**	**$ 65,000**
560-4910-51-1100	Salaries & Wages	64,156	67,988	(3,832)
560-4910-51-1300	Overtime	500	500	-
560-4910-51-2100	Employee Benefits - Medical Insurance	40,466	23,019	17,447
560-4910-51-2110	Employee Benefits - Dental	1,436	286	1,150
560-4910-51-2150	Employee Benefits - ADD Life	147	110	37
560-4910-51-2125	Employee Benefits - Disability	507	585	(78)
560-4910-51-2200	FICA	4,009	4,246	(237)
560-4910-51-2300	Medicare	938	993	(55)
560-4910-51-2400	Employee Benefits - Retirement	4,707	4,895	(188)
560-4910-51-2600	Unemployment	46	24	22
560-4910-51-2700	Workers Comp Insurance	1,418	1,653	(235)
560-4910-52-1220	Professional Services Engineering	100,000	150,000	(50,000)
560-4910-52-1230	Professional Services Legal	500	500	-
560-4910-52-2150	Pest Control	1,000	1,000	-
560-4910-52-2200	Repairs & Maintenance	209,770	238,151	(28,381)
560-4910-52-2210	Repairs & Maintenance Vehicles	5,000	5,000	-
560-4910-52-2320	Rental of Equipment	1,000	1,000	-
560-4910-52-3200	Communications	1,000	1,000	-
560-4910-52-3600	Dues & Fees	6,000	6,000	-
560-4910-52-3700	Training	500	500	-
560-4910-52-3900	Other Expenditures	250	250	-
560-4910-53-1100	General Supplies and Materials	250	250	-
560-4910-53-1120	General Supplies - Postage	250	250	-
560-4910-53-1210	Water/Sewer	1,000	1,000	-
560-4910-53-1270	Gasoline & Diesel	6,000	6,000	-
560-4910-53-1600	Small Tools & Equipment	3,000	3,000	-
560-4910-53-1700	Office Supplies Uniforms	50	50	-
560-4910-56-1000	Depreciation	150,000	150,000	-
560-4910-57-9000	Contingency	6,100	6,750	(650)
	TOTAL EXPENSES	**$ 610,000**	**$ 675,000**	**$ (65,000)**

AN ORDINANCE OF THE CITY OF HOLLY SPRINGS APPROVING APPROPRIATIONS FOR THE FIVE-YEAR CAPITAL IMPROVEMENT PLAN (CIP) 2026-2030

WHEREAS, the Mayor and City Council of the City of Holly Springs have prepared a Five-Year Capital Improvement Plan (CIP) for fiscal years 2026-2030; and

WHEREAS, the Capital Improvement Plan provides guidance and direction to the City's capital project programming and budgeting process by identifying needed improvements to the capital facilities of the City as well as major actions to be undertaken by the City which include community and economic development initiatives or programs, major capital improvements or infrastructure expansions, regulatory measures or land development regulations over the next five years; and

WHEREAS, recommendations of the Capital Improvement Plan 2026-2030 for projects to be funded from sources anticipated, projected, or recommended have been updated to reflect current needs; and

WHEREAS, the specific funding recommendations of the Capital Improvement Plan 2026-2030 for projects to be funded from sources anticipated, projected, or recommended beyond 2026 are tentative and subject to further refinement; and

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Holly Springs, do hereby officially approve the City of Holly Springs Capital Improvement Plan 2026-2030, attached hereto as Exhibit "A" and incorporated herein by reference.

SO ORDAINED, THIS 15th DAY OF DECEMBER 2025 BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HOLLY SPRINGS, GEORGIA.

CITY OF HOLLY SPRINGS

Attest:

____
Ryan P. Shirley, Mayor

____
Karen Norred, City Clerk
(Seal)

Exhibit A

CITY OF HOLLY SPRINGS
CAPITAL IMPROVEMENT PLAN
FOR THE YEARS 2026 - 2030

City of Holly Springs
Capital Improvement Plan
For the Years 2026 - 2030

Transportation Facilities, Improvements and Related Debt

Project	2026	2027	2028	2029	2030	Total
Cedar Valley Court	-	-	57,636	-	-	57,636
Cedar Valley Drive	-	-	57,636	-	-	57,636
Crestmont Lane	-	174,829	-	-	-	174,829
Cypress Court	-	-	42,266	-	-	42,266
Hickory Road Widening Phase I	1,847,500	7,000,000	-	-	-	8,847,500
Hickory Springs Industrial Realignment	577,500	3,000,000	-	-	-	3,577,500
Hickory Springs Parkway Phase I	926,500	2,800,000	-	-	-	3,726,500
Holly Commons Parkway	-	-	-	38,424	-	38,424
Holly Lane	-	140,248	-	-	-	140,248
Holly Springs Parkway Widening Project Ph III	2,000,000	1,500,000	1,500,000	-	-	5,000,000
Holly Springs Parkway Widening Project Ph IV	-	-	-	500,000	250,000	750,000
Holly Springs Parkway Widening Project Ph V	-	-	-	1,872,540	3,507,654	5,380,194
Holly Springs Parkway Widening Project Ph VI	-	-	-	678,907	584,078	1,262,985
Holly Street LCI Project	-	100,000	100,000	750,000	50,000	1,000,000
Indian Trail	-	28,818	-	-	-	28,818
Laurel Lane	-	15,370	-	-	-	15,370
Longbow Court	-	38,424	-	-	-	38,424
Marabella Lane	-	-	-	57,636	-	57,636
Morgan Trace	-	96,060	-	-	-	96,060
Morgan Walk	-	30,739	-	-	-	30,739
Mountain Brook Court	-	32,660	-	-	-	32,660
Mountain Brook Drive	-	15,370	-	-	-	15,370
Palm Street Bridge	623,984	3,028,516	-	-	-	3,652,500
Palm Street Realignment Project	364,516	-	-	-	-	364,516
Paper Trail Way	-	-	-	-	11,527	11,527
Rachel Drive	-	19,212	19,212	-	-	38,424
Royal Crescent Court	-	-	-	-	7,685	7,685
Royal Crescent Terrace	-	-	-	-	76,848	76,848
Serena Lane	-	-	-	19,212	-	19,212
Sixes Road	12,284	-	-	-	461,088	473,372
Sixes Road Realignment Project	-	-	3,024,463	4,877,948	-	7,902,411
Spring Place	-	15,370	-	-	-	15,370
Spring Trail	-	28,843	-	-	-	28,843
St. James Place	-	-	-	-	15,370	15,370
Stringer Road	273,463	-	-	-	-	273,463
White Oak Court	-	-	-	9,606	-	9,606
White Oak Terrace	-	-	-	28,818	-	28,818
Other Transportation Improvement Projects	-	500,000	500,000	500,000	500,000	2,000,000
Debt Service	1,650,000	380,000	380,000	380,000	380,000	3,170,000
	$ 8,275,747	$ 18,944,458	$ 2,656,750	$ 4,835,143	$ 5,844,250	$ 40,556,348

City of Holly Springs
Capital Improvement Plan
For the Years 2026 - 2030

Public Safety Vehicles, Equipment and Related Debt

Project	2026	2027	2028	2029	2030	Total
Public Safety Equipment and Vehicles	100,000	250,000	250,000	250,000	250,000	1,100,000
	$ 100,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ 1,100,000

General Government Buildings and Related Debt

Project	2026	2027	2028	2029	2030	Total
General Government Buildings (Amphitheater)	2,214,253	-	-	-	-	2,214,253
General Government Buildings (City Hall/Parking Deck)	12,800,000	10,000,000	-	-	-	22,800,000
General Government Site Improvements	2,500,000	2,500,000	-	-	-	5,000,000
	$ 17,514,253	$ 12,500,000	$ -	$ -	$ -	$ 30,014,253

Public Works and Fleet Vehicles and Equipment

Project	2026	2027	2028	2029	2030	Total
Public Works Equipment	-	25,000	25,000	25,000	25,000	100,000
	$ -	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 100,000

Park and Recreation Facilities and Related Debt

Project	2026	2027	2028	2029	2030	Total
Parks - Site Improvements	-	-	551,320	551,320	551,312	1,653,952
	$ -	$ -	$ 551,320	$ 551,320	$ 551,312	$ 1,653,952

Total:	**$ 25,890,000**	**$ 31,719,458**	**$ 3,483,070**	**$ 5,661,463**	**$ 6,670,562**	**$ 73,424,553**

ITEM REPORT

AGENDA ITEM NUMBER: VIII.C.

FROM: Ryan Shirley, Mayor

MEETING DATE: December 15, 2025

AGENDA ITEM: Resolution for the City of Holly Springs Mayor and City Council to appoint the Mayor Pro Tem and the Standing Committees of the City Council.

EXECUTIVE SUMMARY:

Resolution for the City of Holly Springs Mayor and City Council to appoint the Mayor Pro Tem and the Standing Committees of the City Council.

IS THIS A BUDGETED ITEM?

N/A

FUNDING SOURCE:

N/A

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. RES Mayor Pro Tem and Standing Committees

RECOMMENDATION:

The staff recommendation is approval of the resolution.

CONCURRENCES:

A RESOLUTION OF THE CITY OF HOLLY SPRINGS MAYOR AND CITY 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 2-40 of Chapter 2 – Administration provides the following shall be Standing Committees of the City Council:

1. Community Development
2. Finance and Administration
3. Parks and Recreation
4. Public Safety
5. Public Works; and

WHEREAS, each Committee shall be composed of two Councilmembers, 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 Standing Committees of the City Council:

Mayor Pro Tem:	Michael R. Zenchuk, II	
Community Development:	Chair	Kyle Whitaker
	Co-Chair	Jeff Wilbur
	Member	Ryan P. Shirley
Finance & Administration:	Chair	Dee Phillips
	Co-Chair	Michael R. Zenchuk, II
	Member	Ryan P. Shirley
Parks and Recreation:	Chair	Kevin Moore
	Co-Chair	Dee Phillips
	Member	Ryan P. Shirley
Public Safety:	Chair	Jeff Wilbur
	Co-Chair	Kyle Whitaker
	Member	Ryan P. Shirley
Public Works:	Chair	Michael R. Zenchuk, II
	Co-Chair	Kevin Moore
	Member	Ryan P. Shirley

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 15th DAY OF DECEMBER 2025.

CITY OF HOLLY SPRINGS

____
Ryan P. Shirley, Mayor

Attest:

____
Karen Norred, City Clerk
(Seal)

ITEM REPORT

AGENDA ITEM NUMBER: VIII.D.

FROM: Robert H. Logan, City Manager

MEETING DATE: December 15, 2025

AGENDA ITEM: Resolution for the City of Holly Springs Mayor and City Council to appoint members to the Downtown Development Authority of Holly Springs.

EXECUTIVE SUMMARY:

Resolution for the City of Holly Springs Mayor and City Council to appoint members to the Downtown Development Authority of Holly Springs.

IS THIS A BUDGETED ITEM?

N/A

FUNDING SOURCE:

N/A

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. RES DDA Appointments

RECOMMENDATION:

The staff recommendation is approval of the resolution.

CONCURRENCES:

Downtown Development Authority of Holly Springs.

A RESOLUTION OF THE CITY OF HOLLY SPRINGS MAYOR AND CITY COUNCIL TO APPOINT MEMBERS TO THE DOWNTOWN DEVELOPMENT AUTHORITY OF HOLLY SPRINGS; 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 another appointing authority, term of office, or manner of appointment is prescribed by the charter or general state law; and

WHEREAS, the City Council by ordinance may provide for the compensation and reimbursement for actual and necessary expenses of the members of any Board, Commission, or Authority; and

WHEREAS, the qualifications required of members of Boards, Commissions, or Authorities shall be as prescribed by the City Council or general state law; and

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

WHEREAS, the following Board Members have agreed to be appointed to the Downtown Development Authority of Holly Springs:

Member	Term Beginning	Term Expiration
Scott Owen	January 1, 2026	December 31, 2029
Ryan Smith	January 1, 2026	December 31, 2029
Kyle Whitaker	January 1, 2026	December 31, 2026

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

This Resolution is adopted this 15th day of December, 2025.

CITY OF HOLLY SPRINGS

Attest:

____
Ryan P. Shirley, Mayor

____
Karen Norred, City Clerk
(Seal)

ITEM REPORT

AGENDA ITEM NUMBER: VIII.E.

FROM: Robert H. Logan, City Manager

MEETING DATE: December 15, 2025

AGENDA ITEM: Resolution for the City of Holly Springs Mayor and City Council to appoint members to the Urban Redevelopment Agency of the City of Holly Springs, Georgia.

EXECUTIVE SUMMARY:

Resolution for the City of Holly Springs Mayor and City Council to appoint members to the Urban Redevelopment Agency of the City of Holly Springs, Georgia.

IS THIS A BUDGETED ITEM?

N/A

FUNDING SOURCE:

N/A

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. RES URA appointments

RECOMMENDATION:

The staff recommendation is approval of the resolution.

CONCURRENCES:

Urban Redevelopment Agency of the City of Holly Springs, Georgia

A RESOLUTION OF THE CITY OF HOLLY SPRINGS MAYOR AND CITY COUNCIL TO APPOINT MEMBERS TO THE URBAN REDEVELOPMENT AGENCY OF THE CITY OF HOLLY SPRINGS, GEORGIA; 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 another appointing authority, term of office, or manner of appointment is prescribed by the charter or general state law; and

WHEREAS, the City Council by ordinance may provide for the compensation and reimbursement for actual and necessary expenses of the members of any Board, Commission, or Authority; and

WHEREAS, the qualifications required of members of Boards, Commissions, or Authorities shall be as prescribed by the City Council or general state law; and

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

WHEREAS, the following Board Members have agreed to be appointed to the Urban Redevelopment Agency of the City of Holly Springs, Georgia:

Member	Term Beginning	Term Expiration
Scott Owen	January 1, 2026	December 31, 2029
Ryan Smith	January 1, 2026	December 31, 2029
Kyle Whitaker	January 1, 2026	December 31, 2026

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

This Resolution is adopted this 15th day of December, 2025.

CITY OF HOLLY SPRINGS

Attest:

____
Ryan P. Shirley, Mayor

____
Karen Norred, City Clerk
(Seal)

ITEM REPORT

AGENDA ITEM NUMBER: VIII.F.

FROM: Robert H. Logan, City Manager

MEETING DATE: December 15, 2025

AGENDA ITEM: Intergovernmental Agreement (IGA) among Cherokee County, Georgia and the cities of Canton, Holly Springs, and Woodstock, for the establishment of the Cherokee Regional Land Bank Authority and authorize the Mayor to execute the agreement upon approval of the City Attorney.

EXECUTIVE SUMMARY:

Cherokee County, Georgia and the City of Canton, Georgia formed the Cherokee Regional Land Bank Authority (Land Bank) upon the adoption of the IGA in August 2025. The purpose of the Land Bank is set forth by the IGA and polices and procedures adopted by the Land Bank Board of Directors. The primary purpose of the Land Bank is to acquire properties through donation and acquisition, extinguish tax liens, and return blighted and/or delinquent properties back to productive use for workforce housing and economic development uses. The Board of Directors will be composed of a total of seven members upon adoption of the IGA by each jurisdiction. Terms of the Board of Directors shall be four years, except at-large seats, which are two-year terms.

IS THIS A BUDGETED ITEM?

N/A

FUNDING SOURCE:

N/A

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. Cherokee Land Bank Authority IGA 08.19.2025

RECOMMENDATION:

The staff recommendation is approval of the intergovernmental agreement to join the Cherokee Regional Land Bank Authority.

CONCURRENCES:

Finance and Administration

INTERGOVERNMENTAL CONTRACT

BETWEEN

CHEROKEE COUNTY, GEORGIA

AND

CITY OF CANTON, GEORGIA

AND

CITY OF HOLLY SPRINGS, GEORGIA

AND

CITY OF WOODSTOCK , GEORGIA

CREATING THE

CHEROKEE REGIONAL LAND BANK AUTHORITY

(a Georgia public body corporate and politic)

PREAMBLE

This intergovernmental contract is made and entered into this ____day of______, 2025 (hereinafter "Contract") under Article IX, Section III, Paragraph I of the Constitution of the State of Georgia, and Sections 36-34-2(5) and 48-4-100 *et. seq.* of the Official Code of Georgia Annotated, between Cherokee County, Georgia, the City of Canton, Georgia, the City of Holly Springs, Georgia, and the City of Woodstock, Georgia (hereinafter the "Parties") for the purpose of establishing and creating the ***CHEROKEE REGIONAL LAND BANK AUTHORITY***, a separate legal entity and public body corporate to administer and implement the purposes and objectives of this Contract.

RECITALS

WHEREAS, in enacting Section 48-4-100 *et seq.* of the Official Code of Georgia Annotated (hereinafter the "Land Bank Act"), the Georgia General Assembly found that there exists in the State of Georgia a continuing need to strengthen and revitalize the economy of the State of Georgia and local units of government in this State and that it is in the best interests of the State of Georgia and local units of government in this State to assemble or dispose of public property, including dilapidated, abandoned and tax delinquent property, in a coordinated maimer to foster the development of that property and to promote economic growth in the State of Georgia; and

WHEREAS, the Land Bank Act permits any county or counties and at least one (1) city located in each participating county to enter into an intergovernmental contract establishing a land bank, the purpose of which would be to acquire tax delinquent and other properties in order to foster the public purpose of returning property which is nonrevenue generating and nontax producing to an effective utilization status in order to provide housing, new industry and jobs for the citizens of the State of Georgia; and

WHEREAS, the Parties herein agree that the establishment of a land bank would be beneficial to the citizens and governments of and located within Cherokee County, Georgia; and

WHEREAS, the authority for the Parties to enter into this Contract is Article IX, Section III, Paragraph I of the Constitution of the State of Georgia, which authorizes intergovernmental contracts for up to fifty (50) years for the provision of services or uses of property not otherwise prohibited by law, and the provisions of the Land Bank Act; and

WHEREAS, the Parties desire to create the Cherokee Regional Land Bank Authority as a public body corporate and politic within the State of Georgia to exercise the powers, duties, functions, and responsibilities of a land bank under the Land Bank Act.

Accordingly, the Parties agree to the following:

ARTICLE 1
DEFINITIONS

As used in this Contract the following terms shall have the meanings provided in this Article.

Section 1.01. "Board of Directors" or **"Board"** means the Board of Directors of the Cherokee Regional Land Bank Authority.

Section 1.02. "City Properties" means Real Property located within the boundaries of any city that is, or subsequent to the Effective Date becomes, a Party to this Contract.

Section 1.03. "Contract" means this intergovernmental contract between the Parties.

Section 1.04. "Effective Date" means the date upon which all of the following are satisfied:

(a) the Contract is approved by ordinance of the Governing Authority of Cherokee County, Georgia ; and
(b) the Contract is approved by ordinance of a Governing Authority of any city within Cherokee County.

Section 1.06. "Fiscal Year" means the fiscal year of the Land Bank, which shall begin on October 1st of each year and end on the following September 30th.

Section 1.07. "Land Bank Act" means Section 48-4-100 *et seq.* of the Official Code of Georgia Annotated as it exists on the Effective Date, and as it may be hereafter amended or replaced, subject to the provisions of Section 10.11 of this Contract.

Section 1.08. "Land Bank" means the public body corporate and politic established pursuant to and in accordance with the provisions of this Contract and known as the Cherokee Regional Land Bank Authority.

Section 1.09. "Party" or **"Parties"** means either individually or collectively, as applicable, Cherokee County, Georgia or the Cities of Canton, Georgia, Holly Springs, Georgia, , and Woodstock, Georgia as each is a signatory to this Contract, and any other city, county or consolidated government that becomes a Party to this Contract after the Effective Date.

Section 1.10. "Person" means an individual, authority, limited liability company, partnership, firm, corporation, organization, association, joint venture, trust, governmental entity or other legal entity.

Section1.11. "Quorum" means a simple majority of the Board members then in office. The presence of School District Advisors is not required for establishing a quorum, however, the applicable Board of Education's consent must be obtained in order to extinguish school district taxes of Real Property of the Land Bank in accordance with the terms of this Contract and the Land Bank Act.

Section 1.12. "Real Property" means all lands and the buildings thereon, all things permanently attached to land or to the buildings thereon, and any interest existing in, issuing out of, or dependent upon land or the buildings thereon.

Section 1.13. "School District Advisor" means any non-voting representative to the Board appointed by the Board of Education of a school district for purposes of deliberation and providing or declining the required school district consent for the extinguishment of school district truces on Real Property of the Land Bank in accordance with Section 6.02 of this Contract and the Land Bank Act.

Section 1.14. "State" means the State of Georgia.

Section 1.15. "Unincorporated Properties" means Real Property not located within the boundaries of any city.

ARTICLE II
PURPOSE

Section 2.01. Purpose. The purpose of th.is Contract is to create and empower the Land Bank to exercise the powers, duties, functions and responsibilities of a land bank under the Land Bank Act.

Section 2.02. Programs and Functions. The Land Bank shall endeavor to carry out the powers, duties, functions and responsibilities of a land bank under the Land Bank Act consistent with this Contract, including, but not limited to, the power, privilege and authority to acquire, manage and dispose of interests in Real Property, and to do all other things necessary or convenient to implement the purposes, objectives and provisions of the Land Bank Act and the purposes, objectives and powers delegated to a land bank under other laws or executive orders.

ARTICLE Ill
CREATION OF LAND BANK

Section 3.01. Creation and Legal Status of Land Bank. The Land Bank is established as a separate legal entity and public body corporate, to be known as the "Cherokee Regional Land Bank Authority," for the purposes of acting as a land bank under the Land Bank Act and implementing and administering this Contract.

Section 3.02. By-Laws, and Policies and Procedures. The Board shall adopt by-laws consistent with the provisions of this Contract and the Land Bank Act within thirty (30) days after the Board is appointed. The Board shall adopt policies and procedures consistent with the provisions of this Contract and the Land Bank Act within ninety (90) days after the Board is appointed.

Section 3.03. Principal Office. The principal office of the Land Bank shall initially be at 1130 Bluffs Parkway, Canton, GA 30114 in a space determined by Cherokee County. The Board may relocate the principal office to a location within the geographical boundaries of Cherokee County, Georgia, with such site to be determined by the Board.

Section 3.04. Title to Land Bank Assets. Except as otherwise provided in this Contract, the Land Bank shall have title to all of its Real Property and no Party shall have an ownership interest in Real Property owned by the Land Bank.

Section 3.05. Tax-Exempt Status. The Parties intend the activities of the Land Bank to be governmental functions carried out by an instrumentality or political subdivision of the State as described in Section 115 of Title 26 of the United States Internal Revenue Code, or any corresponding provisions of any future tax code. The Parties also intend the activities of the Land Bank to be governmental functions carried out by a political subdivision of this State, exempt to the extent provided under Georgia law from taxation by this State, including, but not limited to, ad valorem property tax exemption pursuant to Section 48-5-41 of the Official Code of Georgia Annotated or corresponding provisions of future State tax laws.

Section 3.06. Waiver of Special Assessments. Upon the request of the Land Bank and for the purposes of fostering the goals and objectives of the Land Bank, any Party, at its option and in its discretion, may extinguish special assessments levied by the Party prior to the date of acquisition by the Land Bank against Real Property owned by the Land Bank, or may exempt Real Property owned by the Land Bank from the imposition of special assessments.

Section 3.07. Compliance with Law. The Land Bank shall comply with all federal and state laws, rules, regulations and orders applicable to this Contract.

Section 3.08. Relationship of Parties. The Parties agree that no Party shall be responsible, in whole or in part, for the acts of the employees, agents, and servants of any other Party, whether acting separately or in conjunction with the implementation of this Contract. The Parties shall only be bound and obligated under this Contract as expressly agreed to by each Party. The Land Bank shall not obligate any Party, nor shall any obligation of the Land Bank constitute an obligation of any Party.

Section 3.09. No Third-Party Beneficiaries. Except as otherwise specifically provided, this Contract does not create in any Person, other than a Party, and is not intended to create by implication or otherwise, any direct or indirect benefit, obligation, duty, promise, right to be indemnified (such as contractually, legally, equitably or by implication), right to be subrogated to any Party's rights under this Contract, or any other right or benefit.

Section 3.10. Additional Parties to Contract in Cherokee County. At any time subsequent to the Effective Date, in accordance with the Land Bank Act, an additional city located in whole or in part within Cherokee County, Georgia may become a Party to this Contract by completing the following requirements:

(a) adoption of a local law, ordinance, or resolution as appropriate to the applicable city, county or consolidated government; and
(b) execution by an authorized representative of the applicable city, county or consolidated government of the signature page attached hereto as Appendix I.
(c) upon completion, each additional party shall be entitled to one (1) appointment to the Board of Directors.

ARTICLE IV
BOARD, EXECUTIVE DIRECTOR, AND STAFF

Section 4.01. Board Composition. The Land Bank shall be governed by a Board of Directors that shall be appointed within ninety (90) calendar days of the Effective Date. Each member shall serve at the pleasure of the appointing Party and shall serve without compensation. The members shall be residents of their respective appointing Parties and may be employees of the Parties. The Board shall consist of the following members:

(a) one (1) member appointed by the Board of Commissioners of Cherokee, County, Georgia; and

(b) one (1) member appointed by the City Council of the City of Canton, Georgia; and

(c) one (1) member appointed by the City Council of the City of Holly Springs, Georgia; and

(d) one (1) member appointed by the City Council of the City of Woodstock, Georgia; and

(e) one (1) member on behalf of the Cherokee Office of Economic Development to be appointed by a quorum of the participating members for an initial term of (4) years;

(f) two (2) members to be appointed at-large by a quorum of the participating members to this Agreement for the Land Bank for an initial term of two (2) years;

(g) Should a local governing authority become a member to this Contract after the effective date, upon the completion of the term of the at-large position identified in subsection (f), one (1) member shall be appointed by the City Council of the local governing authority that becomes a Party to this Contract after the Effective Date according to the provisions provided herein for an initial term of four (4) years and such at-large position shall be eliminated and filled by the new City representative thereafter.

For the initial appointment of Board members by the County and respective Cities identified above in subsections (a-d), the initial terms for Board members shall be set according to the order of adoption of such Agreement by each jurisdiction as follows:

- the first two governmental authorities to adopt this Agreement shall appoint an initial member to serve for four (4) years;
- the second two governmental authorities to adopt this Agreement shall appoint an initial member to serve for a period of two (2) years;
- upon the expiration of the initial terms, each subsequent Board member appointed by the County and respective Cities shall serve a four (4) year term.

The Board shall at all times consist of an odd number of members. No action shall be taken to appoint, elect, or add members to the Board that would result in an even number of total members. In the event of a vacancy or resignation that temporarily results in an even number of members, the Board shall take reasonable steps to fill the vacancy in a timely manner to restore an odd number of total members.

Section 4.02. Term of Office. Except as otherwise provided in this section, the members of the Board appointed under Section 4.01 shall be appointed for staggered terms. All subsequent board appointments and re-appointments shall be for terms of four (4) years, except any at-large members the appointments for which shall be two (2) years. The first term of the initial Board members shall commence on the date of the first Board meeting. Each Board member at the election of his or her appointing Party may serve an unlimited number of terms. In the event State law is amended to provide for different terms or composition of the Board, then the Board as it exists at the time of such amendment shall be authorized to take any action required such that the Board complies with any requirements of State law.

Section 4.03. Removal. Board members serve at the pleasure of their appointing Party and may be removed by the appointing Party at any time with or without cause or may be removed pursuant to any other provision of Georgia law.

Section 4.04. Vacancies. A vacancy among the members of the Board appointed under Section 4.01, whether caused by the death, resignation, or removal of a Board member, shall be filled in the same manner as the original appointment for the balance of the unexpired term. Such vacancy shall be filled as soon as practicable.

Section 4.05. Participation by School Districts. Each school district containing within its geographical boundaries Real Property owned by the Land Bank shall be given advance notice of each Board meeting and may designate a School District Advisor to the Board.

Section 4.06. Meetings. The Board shall conduct its first meeting no later than thirty (30) calendar days after the Board is appointed. The Board shall meet at least annually and hold such other meetings at the place, date and time as the Board shall determine. All meetings of the Board shall comply with the provisions of Sections 50-14-1 *et seq.* of the Official Code of Georgia Annotated, including, but not limited to, the provisions requiring public notice of the time, place and dare of the meetings.

Section 4.07. Records of Meetings. The Board shall maintain a written record of each meeting. Meeting summaries and minutes shall be kept in accordance with Sections 50-14-1 *et seq.* and 50-18-70 *et seq.* of the Official Code of Georgia Annotated.

Section 4.08. Quorum and Voting. Presence for both quorum and voting at a Board meeting may include electronic communication by which such member of the Board is both seen and heard by the members of the Board and any members of the public at the meeting. All actions of the Board shall be approved by the affirmative vote of a majority of the members of the Board present and voting; provided, however, that no action of the Board shall be authorized on the following matters unless approved by a majority of the entire Board membership:

(a) Adoption of by-laws and other rules and regulations for conduct of the Land Bank's business;

(b) Hiring or firing of any employee or contractor of the Land Bank. Such function may, by a majority vote of the total Board membership, be delegated to a specific officer or committee of the Land Bank, under such terms and conditions and to the extent that the Board may specify;

(c) The incurring of debt;

(d) Adoption or amendment of the annual budget;

(e) Sale, lease, encumbrance, or alienation of real property, improvements or personal property with a value of more than $50,000; and

(f) Discharge and extinguishment of liens or claims for real property taxes owed to one or more of the Parties on Real Property acquired by the Land Bank.

Section 4.09. Board Responsibilities. The Board shall have all powers necessary to carry out and effectuate the purposes and provisions of this Contract and the Land Bank Act, including, but not limited to, the powers set forth in Sections 48-4-106 and 48-4-112 of the Land Bank Act.

Section 4.10. Fiduciary Duty. The members of the Board arc under a fiduciary duty to conduct the activities and affairs of the Land Bank in the best interests of the Land Bank, including the safekeeping and use of all Land Bank monies and assets. The members of the Board shall discharge their duties in good faith, with the care an ordinarily prudent person in a like position would exercise under similar circumstances.

Section 4.11. Compensation. The members of the Board shall receive no compensation for the performance of their duties. A Board member may engage in private or public employment, or in a profession or business, except to the extent prohibited by Georgia law. The Land Bank may reimburse members of the Board for actual and necessary expenses incurred in the discharge of their official duties on behalf of the Land Bank.

Section 4.12. Executive Director. The Board may select and retain an executive director. An executive director selected and retained by the Board shall administer the Land Bank in accordance with the operating budget adopted by the Board, general policy guidelines established by the Board, other applicable governmental procedures and policies and this Contract. The executive director shall be responsible for the day-to-day operations of the Land

Bank, the control, management, and oversight of the Land Bank's functions, and supervision of all Land Bank employees. All terms and conditions of the executive director's length of service shall be specified in a written contract between the executive director and the Board, provided that the executive director shall serve at the pleasure of the Board. The Board may delegate to the executive director any powers or duties it considers proper, under such terms, conditions and to the extent that the Board may specify.

Section 4.13. Employees. The Land Bank may employ or otherwise contract for the services of any staff deemed necessary to carry out the duties and responsibilities of the Land Bank. Such staff may be employed as employees of the Land Bank, or the services of such staff may be retained pursuant to contracts with any Party or other public or private entities. In the absence of employees, however, each Party agrees to assign and provide staff members to support the duties and responsibilities of the Land Bank as may be required with the consent of the Board. The Parties and Board reserve the right to evaluate staffing needs annually by September 30 to determine if additional staff are needed or if the Board should employ or contract labor directly.

Section. 4.14. Expertise of Land Bank Staff. The staff of the Land Bank shall be persons who have demonstrated special interest, experience or education in urban planning, community development, real estate, law, finance or related areas.

Section 4.15. Ethics. The Board shall adopt ethics policies governing the conduct of Board members, officers, appointees, employees, and independent contractors. The policies shall be no less stringent than those provided for public officers and employees under Section 45-10-1 *et seq.* of the Official Code of Georgia Annotated, or corresponding provisions of future State code of ethics. In addition, members of the Board shall be subject to any ethics code otherwise applicable to each Party.

Section 4.16. Conflicts of interest. Members of the Board and officers, appointees, employees, and independent contractors of the Land Bank shall be deemed to be public officials for the purposes of Section 45-10-20 *et seq.* the Official Code of Georgia Annotated, or corresponding provisions of future State conflicts of interest law and are subject to any other applicable law with respect to conflicts of interest. The Land Bank shall establish policies and procedures requiring the disclosure of relationships that may give rise to a conflict of interest. The Board shall require that any member of the Board with a direct or indirect interest in any matter before the Board disclose the member's interest to the Board before the Board takes any action on the matter.

ARTICLE V
GENERAL POWERS OF LAND BANK

Section 5.01. General Powers Under Land Bank Act. The Land Bank may exercise all of the powers, duties, functions and responsibilities of a land bank under the Land Bank Act to the extent authorized by the Land Bank Act and any other Georgia law.

Section 5.02. Tax Limitation. The Land Bank shall not levy any type of tax or special assessment.

Section 5.03. Eminent Domain Prohibited. The Land Bank shall neither possess nor exercise the power of eminent domain.

Section 5.04. Limitation on Political Activities. The Land Bank shall not spend any public funds on political activities. Subject to the foregoing, this section is not intended to prohibit the Land Bank from engaging in activities authorized by applicable law.

Section 5.05. No Waiver of Governmental Immunity. The Parties agree that no provision of the Contract is intended, nor shall it be construed, as a waiver by any Party of any governmental immunity provided under any applicable law.

Section 5.06. Non-Discrimination. The Land Bank shall comply with all applicable law prohibiting discrimination.

(a) The Land Bank shall not provide services in a manner that discriminates against an individual because of religion, race, color, national origin, age, sex, sexual orientation, height, weight, marital status, partisan considerations, disability, or genetic information.

(b) The Land Bank shall not fail or refuse to hire, recruit, promote, demote, discharge, or otherwise discriminate against an individual with respect to employment, compensation, or a term, condition or privilege of employment because of religion, race, color, national origin, age, sex, sexual orientation, height, weight, marital status, partisan considerations, disability or genetic information.

ARTICLE VI
SPECIFIC POWERS OF THE LAND BANK

Section 6.01. Acquisition of Real Property. Except as otherwise provided in this Contract or under the Land Bank Act, the Land Bank may acquire, by gift, devise, transfer, exchange, foreclosure, purchase or otherwise, Real Property or personal property, or rights or interests in Real Property or personal property, on terms and conditions and in a manner the Board considers is in the best interest of the Land Bank. The Land Bank may purchase Real Property by purchase contract, lease purchase contract or otherwise. The Land Bank may acquire Real Property or rights or interests in Real Property for any purpose the Land Bank considers necessary to carry out the purposes of the Land Bank Act.

Notwithstanding any other provisions contained herein to the contrary, prior to acquiring Real Property, the Board must notify the governing authority of the jurisdiction where the Real Property is located, in writing, of the intent to acquire the Real Property. Upon receipt of the notification, the governing authority has thirty (30) days to respond to the Board in writing, should it object to the acquisition. After thirty (30) days, no objection may be interposed, and the acquisition is deemed acceptable to the governing authority. Should the governing authority interpose an objection to an acquisition, the acquisition by the Land Bank shall not proceed until such time the governing authority rescinds the objection.

Section 6.02. Tax Delinquent Real Property. Subject to the notice provided to school districts pursuant to Section 48-4-112(a) of the Land Bank Act, and by resolution of the Board subject to the requirements of Section 4.08 of this Contract, the Land Bank may discharge and extinguish Real Property tax liens and claims owed to one or more of the Parties that encumber Real Property owned by the Land Bank. The Land Bank may bid on and acquire title to Real Property in judicial and non-judicial tax enforcement proceedings in accordance with Section 48-4-112 of the Land Bank Act or such other general, special, or local laws as may be applicable to the property tax enforcement procedures of the Parties. The Land Bank may negotiate the acquisition of tax executions in accordance with Section 48-4-112 of the Land Bank Act or such other general, special, or local laws as may be applicable to the property tax enforcement procedures of the Parties. The Land Bank may foreclose the right of redemption on Real Property interests acquired through tax sale.

Section 6.03. Quiet Title Actions. The Land Bank may initiate a quiet title action to quiet title to interests in Land Bank Real Property.

Section 6.04. Execution of Legal Documents Relating to Real Property. All deeds, mortgages, contracts, leases, purchases, or other contracts regarding Real Property of the Land Bank, including contracts to acquire or dispose of Real Property, shall be approved by the Board or by a Land Bank staff member designated by the Board, and executed in the name of the Land Bank.

Section 6.05. Holding and Managing Real Property. The Land Bank may hold and own in its name any Real Property acquired by the Land Bank or conveyed to the Land Bank by the State, a Party to this Contract, a local unit of government, an intergovernmental entity created under the laws of the State, or any other public or private Person, including, but not limited to, Real Property with or without clear title. The Land Bank may, without the approval of a local unit of government in which Real Property held by the Land Bank is located, control, hold, manage, maintain, operate, repair, lease as lessor, secure, prevent the waste or deterioration of, demolish, and take all other actions necessary to preserve the value of the Real Property it holds or owns. The Land Bank shall maintain all Real Property held by the Land Bank in accordance with applicable laws and codes. Real Property held by the Land Bank shall be inventoried and appraised and classified by the Land Bank according to the title status of the Real Property and suitability for use. The inventory shall be maintained as a public record and shall be filed in the principal office of the Land Bank. The Land Bank may take or perform actions with respect to Real Property held or owned by the Land Bank, including, but not limited to, the following:

(a) grant or acquire a license, casement, or option with respect to Real Property as the Land Bank determines is reasonably necessary to achieve the purposes of this Contract and the Land Bank Act;

(b) fix, charge, and collect rents, fees, and charges for use of Land Bank Real Property or for services provided by the Land Bank;

(c) pay any tax or special assessment due on Real Property acquired or owned by the Land Bank;

(d) take any action, provide any notice, or institute any proceeding required to clear or quiet title to Real Property held by the Land Bank in order to establish ownership by and vest title to Real Property in the Land Bank; and

(e) remediate environmental contamination on any Real Property held by the Land Bank.

Section 6.06. Civil Action to Protect Land Bank Real Property. The Land Bank may institute a civil action to prevent, restrain or enjoin the waste of or unlawful removal of any Real Property held by the Land Bank.

Section 6.07. Environmental Contamination. If the Land Bank has reason to believe that Real Property held by the Land Bank may be the site of environmental contamination, the Land Bank shall provide the Environmental Protection Division of the Georgia Department of Natural Resources with any information in the possession of the Land Bank that suggests that the Real Property may be the site of environmental contamination. The Land Bank shall cooperate with the Georgia Department of Natural Resources with regard to any request made or action taken by the Department of Natural Resources.

Section 6.08.1 Transfer of Interests in Real Property by Land Bank. On terms and conditions, in a manner, and for an amount of consideration the Land Bank considers proper, fair, and reasonable, including for no monetary consideration, the Land Bank may convey, sell, transfer, exchange, lease as lessor, mortgage as mortgagor or otherwise dispose of Real Property or rights or interests in Real Property in which the Land Bank holds a legal interest to any public or private Person. Upon disposing of Real Property or rights or interests in Real Property, the Board must notify the governing authority that has jurisdiction over the property that the conveyance has occurred.

Section 6.08.2 Land Bank Projects. The Land Bank may pursue housing or commercial projects in partnership with local governments, private sector entities, non-profit partners, or other stakeholders on Real Property, prior to disposing of the Real Property or rights or interests in the Real Property. At least thirty (30) days prior to executing any agreements to pursue projects, however, the Board must give notice to the governing authority that has jurisdiction over the Real Property.

Section 6.09. Criteria for Conveyance. Land Bank Real Property shall be conveyed in accordance with the Land Bank Act and according to criteria determined in the discretion of the Board and contained in the policies and procedures adopted by the Board. The Board may adopt policies and procedures that set forth priorities for a transferee's use of Real Property conveyed by the Land Bank, including, but not limited to, workforce housing and economic development.

Section 6.10. Structure of Conveyances. Transactions shall be structured in a manner that permits the Land Bank to enforce contractual agreements, real covenants and the provisions of any subordinate financing held by the Land Bank pertaining to development and use of the Real Property.

Section 6.11. Disposition of Proceeds. Any proceeds from the sale or transfer of Real Property by the Land Bank shall be retained, expended, or transferred by the Land Bank as determined by the Board in the best interests of the Land Bank and in accordance with the Land Bank Act.

ARTICLE VII
BOOKS. RECORDS. AND FINANCES

Section 7.01. Land Bank Records. The Land Bank shall keep and maintain at the principal office of the Land Bank all documents and records of the Land Bank. The records of the Land Bank, which shall be available to the Parties, shall include, but not be limited to, a copy of this Contract along with any amendments to the Contract. The records and documents shall be maintained until the termination of this Contract and shall be delivered to any successor entity.

Section 7.02. Financial Statements and Reports. The Land Bank shall cause to be prepared, at the Land Bank's expense, audited financial statements (balance sheet, statement of revenue and expense, statement of cash flows and changes in fund balance) on an annual basis. Such financial statements shall be prepared in accordance with generally accepted accounting principles and accompanied by a written opinion of an independent certified public accounting firm.

Section 7.03. Annual Budget. The executive director, or other individual designated by the Board, shall prepare annually a budget for The Land Bank. The Board shall review and approve a budget for the Land Bank immediately preceding each Fiscal Year.

Section 7.04. Deposits and Investments. The Land Bank shall deposit and invest funds of the Land Bank, not otherwise employed in carrying out the purposes of the Land Bank, in accordance with an investment policy established by the Board consistent with laws and regulations regarding investment of public funds.

Section 7.05. Disbursements. Disbursements of funds shall be in accordance with guidelines established by the Board.

Section 7.06. Performance Objectives. Each Fiscal Year, the executive: director, or other individual designated by the Board, shall prepare, for review and approval by the Board, objectives for the Land Bank's performance.

ARTICLE VIII
FUNDING AND EXPENDITURES

Section 8.01. Budget Contributions. While under no obligation, the Parties may contribute to the annual Land Bank budget in such manner as approved by the Party or Parties.

Section 8.02. Tax Allocation. The Parties agree that in accordance with Section 48-4-110(c) of the Land Bank Act, seventy-five percent (75%) of the Real Property taxes collected on Real Property, exclusive of any state or school district ad valorem tax, conveyed by the Land Bank after the Effective Date shall be remitted to the Land Bank commencing with the first taxable year following the date of conveyance and shall continue for a period of five (5) years.

Section 8.03. Management of Funds. 'The Land Bank executive director, or other individual designated by the Board, shall be designated the fiscal agent of the Land Bank's account established for the management of sales proceeds, monetary contributions made by The Parties, and other Land Bank funds. Standard accounting procedures shall be used in the management of the accounts.

Section 8.04. Authorized Expenditures. The Land Bank shall in its sole discretion and within its budget expend such funds as necessary to carry out the powers, duties, functions, and responsibilities of a land bank under the Land Bank Act consistent with this Contract.

Section 8.05. In-Kind Contributions. Each Party to this Contract shall make "in-kind" contributions to the Land Bank with they type of such "in-kind" contributions to be determined in each Party's discretion. Such "in-kind" contributions may consist of (i) making office facilities available for meetings of the Land Bank's Board of Directors, (ii) providing office supplies to the Land Bank, and/or (iii) assigned certain Party employees to provide additional staff resources to the Land Bank for the purpose of assisting the Land Bank in the execution of its duties and responsibilities.

ARTICLE IX
DURATION OF CONTRACT

Section 9.01. Duration. This Contract shall commence on the Effective Date and shall remain in full force and effect until such time as it has been terminated by the Parties.

Section 9.02. Withdrawal by Party. Any Party may withdraw from this Contract upon six (6) months prior notice in writing to the Land Bank and all Parties as provided under Section 10.01. Upon the effective withdrawal of any Party to this Contract, the Party so withdrawing will no longer have any rights to funds or other assets of the Land Bank. The Land Bank shall not automatically dissolve upon the withdrawal of one or more Parties except that no City may maintain the existence of a land bank if the County in which the City is located withdraws from the Land Bank, and no County may maintain the existence of a Land Bank if the single City that is both located within that county and a Party withdraws from the Land Bank.

Section 9.03. Termination. The Land Bank shall be terminated by (i) agreement by all Parties to this Contract, (ii) by affirmative resolution approved by two-thirds (2/3) of the membership of the Board and in accordance with Section 48- 4-111 of the Land Bank Act, or (iii) by withdrawal of one (1) or more Parties such that only one Party to this Contract remains and such remaining Party is not a consolidated government.

Section 9.04. Disposition upon Termination. As soon as possible after termination, the Land Bank shall finish its affairs as follows:

(a) all of the Land Bank's debts, liabilities, and obligations to its creditors and all expenses incurred in connection with the termination of the Land Bank and distribution of its assets shall be paid first;

(b) the remaining Real Property and personal property owned by the Land Bank, if any, shall be distributed to any successor entity, subject to approval by the Parties. In the event that no successor entity exists, the remaining Real Property and personal property, and other assets of the Land Bank, shall become assets of the city, county or consolidated government in which the Real Property is located, unless provided otherwise in any applicable intergovernmental contracts; and

(c) liability shall be absorbed upon termination as agreed upon by the Board of the Land Bank. In the absence of agreement by the Board, liability associated with each property shall be with the Party in which the property is located.

ARTICLE X
MISCELLANEOUS

Section 10.01. Notices. Any and all correspondence or notices required, permitted or provided for under this Contract to be delivered to any Party shall be sent to that Party by first-class mail. All such written notices, including any notice of withdrawal under Article IX, shall be sent to each other Party's signatory to this Contract, or that signatory's successor. All correspondence shall be considered delivered to a Party as of the date that such notice is deposited with sufficient postage with the United States Postal Service. Any notice of withdrawal shall be sent via certified mail, return receipt requested. Notices to the Parties shall be submitted to the following:

Cherokee County, Georgia
ATTN: County Manager
1130 Bluffs Parkway
Canton, Georgia 30114

City of Woodstock, Georgia
ATTN: City Manager
12453 Highway 92
Woodstock, Georgia 30188

City of Canton, Georgia
ATTN: City Manager
151 Elizabeth Street
Canton, Georgia 30114

City of Holly Springs, Georgia
ATTN: City Manager
3237 Holly Springs Parkway
Holly Springs, Georgia 30115

Notices to the Land Bank shall be sent to the Land Bank Principal Office. All notices sent to the addresses listed above shall be binding unless said address is changed in writing.

Section 10.02. Entire Agreement. This Contract sets forth the entire agreement between the Parties and supersedes any and all prior contracts or understandings between them in any way related to the subject matter of this Contract. It is further understood and agreed that the terms and conditions of this Contract are not a mere recital and that there are no other contracts, understandings, or representations between the Parties in any way related to the subject matter of this Contract, except as expressly stated in this Contract.

Section 10.03. Interpretation of Contract. The Parties intend that this Contract shall be construed liberally to effectuate the intent and purposes of this Contract and the legislative intent and purposes of the Land Bank Act as complete and independent authorization for the performance of each and every act and thing authorized by this Contract and the Land Bank Act. All powers granted to the Land Bank under this Contract and the Land Bank Act shall be broadly interpreted to effectuate the intent and purposes and not as a limitation of powers.

Section 10.04. Severability of Provisions. If any provision of this Contract, or its application to any Person, Party, or circumstance, is invalid or unenforceable, the remainder of this Contract and the application of that provision to other Persons, Parties or circumstances is not affected but will be enforced to the extent permitted by law.

Section 10.05. Governing Law. This Contract is made and entered into in the State of Georgia and shall in all respects be interpreted, enforced and governed under the laws of the State of Georgia without regard to the doctrines of conflict of laws. The language of all parts of this Contract shall in all cases be construed as a whole according to its plain and fair meaning, and not construed strictly for or against any Party.

Section 10.06. Captions and Headings. The captions, headings, and titles in this Contract are intended for the convenience of the reader and are not intended to have any substantive meaning or to be interpreted as part of this Contract.

Section 10.07. Terminology. All terms and words used in this Contract, regardless of the number or gender in which they are used, are deemed to include any other number and any other gender as the context may require.

Section 10.08. Cross-References. References in this Contract to any article include all sections, subsections, and paragraphs in the article, unless specifically noted otherwise. References in this Contract to any section include all subsections and paragraphs in the section.

Section 10.09. Jurisdiction and Venue. In the event of any disputes between the Parties over the meaning, interpretation or implementation of the terms, covenants or conditions of this Contract, the matter under dispute, unless resolved between the Parties, shall be submitted to the Superior Courts of Cherokee County, Georgia.

Section 10.10. Amendments to Contract. With the exception of the addition of a new Party pursuant to the provisions of Section 3.10 of this Contract, this Contract may be amended, or an alternative form of this Contract adopted only upon written amendment approved by all Parties.

Section 10.11. Amendments to Land Bank Act. The Land Bank and Board shall have any powers authorized pursuant to any amendments, replacements or substitutions to the Land Bank Act, unless the Contract is amended by the Parties to provide otherwise.

Section 10.12. Effective Date. This Contract shall become effective as of the Effective Date.

Section 10.3 Time of Essence. Time is of the essence in this Contract.

[signature pages to follow]

APPROVED by the Cherokee County Board of Commissioners this 19 day of Aug, 2025.

Signed On Behalf of Cherokee County, Georgia:

By: ______________________ 8/19/2025
HARRY B. JOHNSTON, Chairman Date

Attest: ______________________ 8/19/2025
CHRISTY BLACK, County Clerk Date

CHEROKEE COUNTY GEORGIA CHARTERED DECEMBER 26, 1831

APPROVED by the City Council of Canton this 7 day of August, 2025.

Signed On Behalf of City of Canton, Georgia:

By: ______________________ 08/07/2025
BILL GRANT, Mayor Date

Attest: ______________________ 08/07/2025
ANNIE FORTNER, City Clerk Date

City of Canton Est 1834 CANTON GEORGIA Official Seal

APPROVED by the City Council of Holly Springs this ____ day of ____________, 2025.

Signed On Behalf of City of Holly Springs, Georgia:

By: ______________________ ____________
RYAN P. SHIRLEY, Mayor Date

Attest: ______________________ ____________
KAREN NORRED, City Clerk Date

APPROVED by the City Council of Woodstock this ____ day of ____________, 2025.

Signed On Behalf of City of Woodstock, Georgia:

By: ________________________________ ______________
MICHAEL CALDWELL, Mayor Date

Attest: ________________________________ ______________
ROBYN ADAMS, City Clerk Date

APPENDIX I

The undersigned City has become a Party to this Intergovernmental Contract by virtue of the approval through official action of the City of Canton, the unanimous approval of the Cherokee Regional Land Bank Authority on 08/07/2025, the approval of the Parties by official action of their governing authorities as indicated by official action in substantially similar form to that attached hereto as Appendix I and the Parties execution of a Contract Amendment.

CHEROKEE REGIONAL LAND BANK AUTHORITY	**CITY OF** Canton**, GEORGIA**
By: ______________________	By: ______________________
Attest: ______________________	Attest: ______________________

City of Canton
— Est 1834 —
CANTON
GEORGIA
Official Seal

ITEM REPORT

AGENDA ITEM NUMBER: VIII.G.

FROM: Robert H. Logan, City Manager

MEETING DATE: December 15, 2025

AGENDA ITEM: Resolution for the City of Holly Springs Mayor and City Council to appoint a member to the Cherokee Regional Land Bank Authority.

EXECUTIVE SUMMARY:

Upon the adoption of the intergovernmental agreement (IGA) among Cherokee County, Georgia and the cities of Canton, Holly Springs, Woodstock, Georgia, and the Cherokee Office of Economic Development (COED) for the establishment of the Cherokee Regional Land Bank Authority (Land Bank), the City of Holly Springs may appoint one board member to the Land Bank Board of Directors. The term of the appointee shall be two (2) years, starting January 1, 2026, and ending on December 31, 2027.

IS THIS A BUDGETED ITEM?

N/A

FUNDING SOURCE:

N/A

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. RES-37-2025 Land Bank Authority

RECOMMENDATION:

The staff recommendation is approval of the resolution appointing a board member to the

Land Bank Board of Directors.

CONCURRENCES:

Finance and Administration

A RESOLUTION OF THE CITY OF HOLLY SPRINGS MAYOR AND COUNCIL TO APPOINT A BOARD MEMBER TO THE CHEROKEE REGIONAL LAND BANK AUTHORITY; AND FOR OTHER PURPOSES

WHEREAS, the Cherokee Regional Land Bank Authority is overseen by a Board of Directors that is composed of seven members appointed by the Cherokee County Board of Commissioners, the Mayor and Council of the cities of Canton, Holly Springs, and Woodstock, and the Cherokee Office of Economic Development; and

WHEREAS, the Board of Directors oversees the general operations and functions of the Cherokee Regional Land Bank Authority; and

WHEREAS, the term of the appointment shall be for two (2) years; and

WHEREAS, the following individual has agreed to be appointed to the Cherokee Regional Land Bank Authority:

Member	Board/Commission	Term Begins	Term Expiration
Kendall Jones	Cherokee Regional Land Bank Authority	1/1/2026	12/31/2027

WHEREAS, the term of board member Kendall Jones is designated as two (2) years; and

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council that the City of Holly Springs ratifies and appoints Kendall Jones to the Board of Directors of the Cherokee Regional Land Bank Authority.

SO RESOLVED THIS 15th DAY OF DECEMBER 2025.

____
Ryan P. Shirley, Mayor

Attest:

____
Karen Norred, City Clerk
(Seal)

ITEM REPORT

AGENDA ITEM NUMBER: VIII.H.

FROM: Robert H. Logan, City Manager

MEETING DATE: December 15, 2025

AGENDA ITEM: Resolution for the City of Holly Springs Mayor and City Council to appoint members to the Holly Springs Parks and Recreation Authority.

EXECUTIVE SUMMARY:

Resolution for the City of Holly Springs Mayor and City Council to appoint members to the Holly Springs Parks and Recreation Authority.

IS THIS A BUDGETED ITEM?

N/A

FUNDING SOURCE:

N/A

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. RES HS Parks and Recreation Authority appointment

RECOMMENDATION:

The staff recommendation is approval of the resolution.

CONCURRENCES:

A RESOLUTION OF THE CITY OF HOLLY SPRINGS MAYOR AND CITY 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 another 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 Kevin Moore and, therefore, Kevin Moore 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**
Kevin Moore	Kevin Moore	Holly Springs Parks & Recreation Auth	12/26
Dee Phillips	Dee Phillips	Holly Springs Parks & Recreation Auth	12/26
Kyle Whitaker	Kyle Whitaker	Holly Springs Parks & Recreation Auth	12/26
Jeff Wilbur	Jeff Wilbur	Holly Springs Parks & Recreation Auth	12/26
Michael R. Zenchuk II	Michael R. Zenchuk II	Holly Springs Parks & Recreation Auth	12/26

WHEREAS, the term of each Board Member shall be designated as twelve months from January 1, 2026 until December 31, 2026; and

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

SO RESOLVED THIS 15th DAY OF DECEMBER, 2025.

CITY OF HOLLY SPRINGS

____
Ryan P. Shirley, Mayor

Attest:

____
Karen Norred, City Clerk
(Seal)

ITEM REPORT

AGENDA ITEM NUMBER: VIII.I.

FROM: Robert H. Logan, City Manager

MEETING DATE: December 15, 2025

AGENDA ITEM: Resolution for the City of Holly Springs Mayor and City Council to appoint members to the Holly Springs Planning and Zoning Commission.

EXECUTIVE SUMMARY:

Resolution for the City of Holly Springs Mayor and City Council to appoint members to the Holly Springs Planning and Zoning Commission.

IS THIS A BUDGETED ITEM?

N/A

FUNDING SOURCE:

N/A

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. RES Planning & Zoning Commission Appointments

RECOMMENDATION:

The staff recommendation is approval of the resolution.

CONCURRENCES:

RES-40-2025

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

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

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

WHEREAS, the City Council by ordinance may provide for the compensation and reimbursement for actual and necessary expenses of the members of any Board, Commission, or Authority; and

WHEREAS, the qualifications required of members of Boards, Commissions, or Authorities shall be as prescribed by the Council; and

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

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

WHEREAS, the following Commission nominees have agreed to be appointed to the Holly Springs Planning & Zoning Commission:

Member	Board/Commission	Term Length	Term Expiration
Chris Adams	Planning and Zoning Commission	1	12/26
Adrian Dekker	Planning and Zoning Commission	1	12/26
Mike Grayeski	Planning and Zoning Commission	1	12/26
Eric Huminski	Planning and Zoning Commission	1	12/26
Andy Norris	Planning and Zoning Commission	1	12/26

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 Holly Springs Planning and Zoning Commission members are hereby appointed.

SO RESOLVED THIS 15th DAY OF DECEMBER, 2025.

CITY OF HOLLY SPRINGS

____

Attest: Ryan P. Shirley, Mayor

____

Karen Norred, City Clerk
(Seal)

ITEM REPORT

AGENDA ITEM NUMBER: VIII.J.

FROM: Robert H. Logan, City Manager

MEETING DATE: December 15, 2025

AGENDA ITEM: Resolution for the City of Holly Springs Mayor and City Council to appoint members to the Holly Springs Tree Commission.

EXECUTIVE SUMMARY:

Resolution for the City of Holly Springs Mayor and City Council to appoint members to the Holly Springs Tree Commission.

IS THIS A BUDGETED ITEM?

N/A

FUNDING SOURCE:

N/A

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. RES Tree Commission Appointments

RECOMMENDATION:

The staff recommendation is approval of the resolution.

CONCURRENCES:

A RESOLUTION OF THE CITY OF HOLLY SPRINGS MAYOR AND CITY COUNCIL TO APPOINT MEMBERS TO THE 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 City 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 Commission nominees have agreed to be appointed to the Holly Springs Tree Commission:

Member	**Board/Commission**	**Term Length**	**Term Expiration**
Matt Ackerman	Tree Commission	1 year	12/26
Bridget Hanney	Tree Commission	1 year	12/26
Colleen Knowick	Tree Commission	1 year	12/26
Shannon Landon	Tree Commission	1 year	12/26
Vacant	Tree Commission	1 year	12/26

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 Holly Springs Tree Commission members are hereby appointed.

SO RESOLVED THIS 15th DAY OF DECEMBER 2025.

CITY OF HOLLY SPRINGS

____
Ryan P. Shirley, Mayor

Attest:

____
Karen Norred, City Clerk
(Seal)

ITEM REPORT

AGENDA ITEM NUMBER: VIII.K.

FROM: Robert H. Logan, City Manager

MEETING DATE: December 15, 2025

AGENDA ITEM: Resolution for the City of Holly Springs Mayor and City Council to appoint the City of Holly Springs Municipal Court Judge.

EXECUTIVE SUMMARY:

Resolution for the City of Holly Springs Mayor and City Council to appoint the City of Holly Springs Municipal Court Judge.

IS THIS A BUDGETED ITEM?

N/A

FUNDING SOURCE:

N/A

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. RES Municipal Court Judge Appointments

RECOMMENDATION:

The staff recommendation is approval of the resolution.

CONCURRENCES:

**A RESOLUTION OF THE
CITY OF HOLLY SPRINGS MAYOR AND CITY COUNCIL
TO APPOINT THE CITY OF HOLLY SPRINGS MUNICIPAL COURT JUDGE;
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	12/26

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 15th DAY OF DECEMBER, 2025.

CITY OF HOLLY SPRINGS

____
Ryan P. Shirley, Mayor

Attest:

____
Karen Norred, City Clerk
(Seal)

ITEM REPORT

AGENDA ITEM NUMBER: VIII.L.

FROM: Robert H. Logan, City Manager

MEETING DATE: December 15, 2025

AGENDA ITEM: Resolution for the City of Holly Springs Mayor and City Council to appoint the City of Holly Springs Municipal Prosecuting Attorney and Assistant Prosecuting Attorneys.

EXECUTIVE SUMMARY:

Resolution for the City of Holly Springs Mayor and City Council to appoint the City of Holly Springs Municipal Prosecuting Attorney and Assistant Prosecuting Attorneys.

IS THIS A BUDGETED ITEM?

N/A

FUNDING SOURCE:

N/A

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. RES Prosecuting Attorney appointments

RECOMMENDATION:

The staff recommendation is approval of the resolution.

CONCURRENCES:

A RESOLUTION OF THE CITY OF HOLLY SPRINGS MAYOR AND CITY COUNCIL TO APPOINT THE CITY OF HOLLY SPRINGS 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
Laura Rollins	Municipal Prosecuting Attorney	12/31/2026
Audrey Conley	Assistant Municipal Prosecuting Attorney	12/31/2026
Jeff Rusbridge	Assistant Municipal Prosecuting Attorney	12/31/2026
Seth Stroud	Assistant Municipal Prosecuting Attorney	12/31/2026

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

SO RESOLVED THIS 15th DAY OF DECEMBER 2025.

CITY OF HOLLY SPRINGS

____
Ryan P. Shirley, Mayor

Attest:

____
Karen Norred, City Clerk
(Seal)

ITEM REPORT

AGENDA ITEM NUMBER: VIII.M.

FROM: Robert H. Logan, City Manager

MEETING DATE: December 15, 2025

AGENDA ITEM: Resolution for the City of Holly Springs Mayor and City Council to appoint a member to the Cherokee County Development Authority.

EXECUTIVE SUMMARY:

Resolution for the City of Holly Springs Mayor and City Council to appoint a member to the Cherokee County Development Authority.

IS THIS A BUDGETED ITEM?

N/A

FUNDING SOURCE:

N/A

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. RES Cherokee County Development Authority appointment

RECOMMENDATION:

The staff recommendation is approval of the resolution.

CONCURRENCES:

Finance and Administration

A RESOLUTION OF THE CITY OF HOLLY SPRINGS MAYOR AND COUNCIL TO APPOINT A MEMBER TO THE CHEROKEE COUNTY DEVELOPMENT AUTHORITY; AND FOR OTHER PURPOSES

WHEREAS, the Cherokee Office of Economic Development (COED) exists to promote economic development in Cherokee County by aiding in the expansion of existing industry and through the attraction of new investment and quality employment opportunities; and

WHEREAS, the community focuses on economic development to create economic opportunity for all citizens, i.e. jobs; stimulate business investment; diversify the public revenue base; and

WHEREAS, the COED aids in economic growth by working with existing industries to expand as well as by recruiting additional businesses to the community; and

WHEREAS, COED and the Cherokee County Chamber of Commerce hold regional meetings around Cherokee County to stay in constant communication with existing businesses in order to serve as a facilitators and community liaisons for their business needs; and

WHEREAS, Cherokee Office of Economic Development is overseen by the Cherokee County Development Authority that is composed of seven members; and

WHEREAS, the term of the appointment shall be for four (4) years; and

WHEREAS, the following board member has agreed to be appointed to the Cherokee County Development Authority:

Member	**Board/Commission**	**Term Expiration**
Ryan Shirley	Cherokee County Development Authority	December 31, 2029

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council that City of Holly Springs appoint the aforementioned Cherokee County Development Authority member.

SO RESOLVED THIS 5th DAY OF DECEMBER, 2025.

____
Ryan P. Shirley, Mayor

Attest:

____
Karen Norred, City Clerk
(Seal)

ITEM REPORT

AGENDA ITEM NUMBER: VIII.N.

FROM: Robert H. Logan, City Manager

MEETING DATE: December 15, 2025

AGENDA ITEM: Amend The Code of the City of Holly Springs, Georgia, Article I, In General, Section 74-5, Enforcement of posted parking time limitations in city-designated parking areas.

EXECUTIVE SUMMARY:

The existing language in The Code of the City of Holly Springs, Georgia, Article I, In General, Section 74-5, states that parking in city-designated parking spots shall be limited to a maximum of two (2) hours. The language has been revised to define the enforcement of posted parking time limitations in city-designated parking areas greater than twenty (20) minutes. The revised language does not limit parking to a maximum of two (2) hours.

IS THIS A BUDGETED ITEM?

N/A

FUNDING SOURCE:

N/A

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. Code Section 74 5
2. ORD-10-2025

RECOMMENDATION:

The staff recommendation is approval of the amendment to Section 74-5 of the Code of the City of Holly Springs.

CONCURRENCES:

Finance and Administration

ARTICLE I. IN GENERAL

Sec. 74-5. Enforcement of posted parking time limitations in city-designated parking areas.

For all posted time limitations greater than twenty (20) minutes, it shall be deemed a separate violation for each one-hour period for which any vehicle remains parked in excess of the posted time limit.

AN ORDINANCE TO AMEND AND REPLACE SECTION 74-5 OF THE CODE OF THE CITY OF HOLLY SPRINGS, GEORGIA; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the Council of the City of Holly Springs desires to amend Section 74-5 to provide for regulation of the enforcement of posted parking time limitations in city-designated parking areas;

NOW THEREFORE, The Council of the City of Holly Springs hereby ordains that:

Section 1. Section 74-5 of the Code of the City of Holly Springs, Georgia is deleted and the following substituted in its place:

Sec. 74-5. Enforcement of posted parking time limitations in city-designated parking areas.

For all posted time limitations greater than twenty (20) minutes, it shall be deemed a separate violation for each one-hour period for which any vehicle remains parked in excess of the posted time limit.

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 _____ day of _________________, 2025

____
Ryan Shirley, Mayor

Attest:

____
Karen Norred, City Clerk
Seal:

ITEM REPORT

AGENDA ITEM NUMBER: VIII.O.

FROM: Robert H. Logan, City Manager

MEETING DATE: December 15, 2025

AGENDA ITEM: Amend The Code of the City of Holly Springs, Georgia, Article V, Parking, Section 74-121, Parking Decks and Other Covered Parking Structures.

EXECUTIVE SUMMARY:

The existing language in The Code of the City of Holly Springs, Georgia, Article V, Parking, Section 74-121, states that parking in city-designated parking spots shall be limited to a maximum of two (2) hours. This section has been updated to include a reference to Section 74-5 of the Code as well as additional language regarding the definitions of parking decks, parking structures, and parking garages. The revised language also identifies the types of vehicles that are prohibited from parking in parking decks in the City and activities that are prohibited in parking decks in the City. Staff and the City Attorney worked on these revisions to the Code to ensure that there are regulations in place prior to the issuance of a certificate of occupancy for the new Holly Springs Town Center Parking Deck.

IS THIS A BUDGETED ITEM?

N/A

FUNDING SOURCE:

N/A

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. Code Section 74 121
2. ORD-11-2025

RECOMMENDATION:

The staff recommendation is approval of the amendment to Section 74-121 of the Code of the City of Holly Springs.

CONCURRENCES:

Finance and Administration

ARTICLE V. PARKING

Sec. 74-121. Parking Decks and Other Covered Parking Structures.

(a) Parking in city designated public parking decks and other covered parking structures shall be enforced as provided in Section 74-5 of this code.

(b) As used in this Section, the term "parking deck" shall be synonymous with "parking structure" and "parking garage" and each and all these terms shall mean: A public structure or a portion thereof composed of one (1) or more levels of floors used exclusively for the parking of motor vehicles. Other covered parking structures may be totally below grade (as in an underground parking garage) or either partially or totally above grade with those levels being either open or enclosed.

(c) The following things are prohibited from being parked in every parking deck within the city:

(1) Vehicles without legal registration;
(2) Inoperable vehicles remaining longer than twenty-four (24) hours after entry into a parking deck or other covered parking structure, except as otherwise permitted by law; and
(3) Drones, Segways, all-terrain vehicles (ATVs), powered one-wheel vehicles, or any other powered or unpowered personal transportation vehicle which is not an automobile or human-powered vehicle (such as bicycles, unpowered scooters, or skateboards), except as otherwise permitted by law;
(4) This section shall not prohibit items in paragraphs (1) through (3) above of this section from being transported or stored inside or on a vehicle otherwise permitted to park in a parking deck.

(d) The following is prohibited in every parking deck within the city:

(1) Camping, sleeping or otherwise remaining for more than four (4) hours on or inside a vehicle parked inside a parking deck;
(2) Parking vehicles across marked lines separating individually designated parking spaces;
(3) Parking vehicles in any area not specifically marked as a parking space;
(4) Riding or operation of any powered or unpowered personal transportation devices such as, but limited to, bicycles, skateboards, one-wheeled vehicles, scooters, or powered boards:
(5) Aggressive or otherwise unnecessary acceleration or operation of vehicles, including the intentional creation of tire marks or unnecessary engine noise;
(6) Climbing;

(7) Skating;
(8) Loitering;
(9) The ignition or use of open flames;
(10) Standing, sitting, placing into a designated parking space any items that are not a vehicle, except as otherwise permitted by law;
(11) Reserving or marking otherwise unreserved or unmarked parking spaces, except as otherwise permitted by law;
(12) Yelling or physical confrontation in non-emergent situations; and
(13) Music or other broadcast or generation of noise in violation of Chapter 34, Article III, Sections 34-73 through 34-74 of this code.

AN ORDINANCE TO AMEND AND REPLACE SECTION 74-121 OF THE CODE OF THE CITY OF HOLLY SPRINGS, GEORGIA; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the Council of the City of Holly Springs desires to amend Section 74-121 to provide for regulation of parking in parking decks;

NOW THEREFORE, The Council of the City of Holly Springs hereby ordains that:

Section 1. Section 74-121 of the Code of the City of Holly Springs, Georgia is deleted and the following substituted in its place:

Sec. 74-121. Parking Decks and Other Covered Parking Structures.

(a) Parking in city designated public parking decks and other covered parking structures shall be enforced as provided in Section 74-5 of this code.

(b) As used in this Section, the term "parking deck" shall be synonymous with "parking structure" and "parking garage" and each and all these terms shall mean: A public structure or a portion thereof composed of one (1) or more levels of floors used exclusively for the parking of motor vehicles. Other covered parking structures may be totally below grade (as in an underground parking garage) or either partially or totally above grade with those levels being either open or enclosed.

(c) The following things are prohibited from being parked in every parking deck within the city:

(1) Vehicles without legal registration;
(2) Inoperable vehicles remaining longer than twenty-four (24) hours after entry into a parking deck or other covered parking structure, except as otherwise permitted by law; and
(3) Drones, Segways, all-terrain vehicles (ATVs), powered one-wheel vehicles, or any other powered or unpowered personal transportation vehicle which is not an automobile or human-powered vehicle (such as bicycles, unpowered scooters, or skateboards), except as otherwise permitted by law;
(4) This section shall not prohibit items in paragraphs (1) through (3) above of this section from being transported or stored inside or on a vehicle otherwise permitted to park in a parking deck.

(d) The following is prohibited in every parking deck within the city:

(1) Camping, sleeping or otherwise remaining for more than four (4) hours on or inside a vehicle parked inside a parking deck;

(2) Parking vehicles across marked lines separating individually designated parking spaces;
(3) Parking vehicles in any area not specifically marked as a parking space;
(4) Riding or operation of any powered or unpowered personal transportation devices such as, but limited to, bicycles, skateboards, one-wheeled vehicles, scooters, or powered boards:
(5) Aggressive or otherwise unnecessary acceleration or operation of vehicles, including the intentional creation of tire marks or unnecessary engine noise;
(6) Climbing;
(7) Skating;
(8) Loitering;
(9) The ignition or use of open flames;
(10) Standing, sitting, placing into a designated parking space any items that are not a vehicle, except as otherwise permitted by law;
(11) Reserving or marking otherwise unreserved or unmarked parking spaces, except as otherwise permitted by law;
(12) Yelling or physical confrontation in non-emergent situations; and
(13) Music or other broadcast or generation of noise in violation of Chapter 34, Article III, Sections 34-73 through 34-74 of this code.

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 _____ day of _________________, 2025

____
Ryan Shirley, Mayor

Attest:

____
Karen Norred, City Clerk
Seal:

ITEM REPORT

AGENDA ITEM NUMBER: VIII.P.

FROM: Robert H. Logan, City Manager

MEETING DATE: December 15, 2025

AGENDA ITEM: Underground Easement between the City of Holly Springs, Georgia and Georgia Power Company concerning an easement area to construct the Holly Springs Town Center Commercial (Cherokee County) underground power cable, transformers, service pedestals, and other necessary equipment in the approximate locations shown on Exhibit A, and to ratify the Mayor's signature.

EXECUTIVE SUMMARY:

Underground Easement between the City of Holly Springs, Georgia and Georgia Power Company concerning an easement area to construct the Holly Springs Town Center Commercial underground power cable, transformers, service pedestals, and other necessary equipment as shown on Exhibit A. The City Council originally approved an easement between the City and Georgia Power to construct the project in January. After the approval of the original easement, the orientation and size of the proposed apartment building adjacent to the Holly Springs Town Center Parking Deck was changed, creating a conflict with the proposed project. The Master Developer and Georgia Power have worked together to redesign the layout of the proposed project to eliminate the conflict with the apartment building.

IS THIS A BUDGETED ITEM?

N/A

FUNDING SOURCE:

N/A

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. 25 1205 Ga Power Esmt - City of Holly Springs

RECOMMENDATION:

The staff recommendation is approval of the easement.

CONCURRENCES:

Finance and Administration

After recording, return to:
Georgia Power Company
Attn: Land Acquisition (Recording)
241 Ralph McGill Blvd NE
Bin 10151
Atlanta, GA 30308-3374

TAX ID: 15N14 105

PROJECT **2025100432** LETTER FILE DEED FILE MAP FILE

ACCOUNT NUMBER **11047464-GPC9596-VBS-GP643E08025**

NAME OF LINE/PROJECT: **HOLLY SPRINGS TOWN CENTER COMMERCIAL (CHEROKEE COUNTY) DL**

PARCEL NUMBER **001**

STATE OF GEORGIA
CHEROKEE COUNTY

U N D E R G R O U N D E A S E M E N T

For and in consideration of the sum of Ten and No/100 Dollars ($10.00) and other good and valuable consideration, in hand paid by GEORGIA POWER COMPANY, a Georgia corporation (the "Company"), the receipt and sufficiency of which are hereby acknowledged, **CITY OF HOLLY SPRINGS GEORGIA AND PO BOX 990** (the "Undersigned", which term shall include heirs, successors and/or assigns), whose mailing Address is **990 PO Box, Holly Springs, GA 30142-0990**, does hereby grant and convey to the Company, its successors and assigns, the right, privilege and easement to go in, upon, along, across, under and through the Property (as defined below) for the purposes described herein.

The "Property" is defined as that certain tract of land owned by the Undersigned at **411 HICKORY RD, CANTON, GA 30115** (Tax Parcel ID No. **15N14 105**) in Land Lot **306, 307, 342, 343**, of the **15** District of **Cherokee** County, Georgia.

The "Easement Area" is defined as any portion of the Property located (a) within ten (10) feet of the centerline of the underground distribution line(s) as installed in the approximate location(s)shown on "Exhibit A" attached hereto and made a part hereof, and (b) within ten (10) feet from each side of any related above-ground equipment and facilities, including without limitations cubicles, transformers and service pedestals, as installed in the approximate location(s) shown in "Exhibit A".

The rights granted herein include and embrace the right of the Company to construct, operate, maintain, repair, renew and rebuild continuously upon and under the Easement Area its lines for transmitting electric current with wires, transformers, service pedestals, manholes, conduits, cables and other necessary apparatus, fixtures and appliances; the right to stretch communication or other lines of any other company or person under the Easement Area; the right to assign this Underground Easement in whole or in part; the right at all times to enter upon the Easement Area for the purpose of inspecting said lines and/or making repairs, renewals, alterations and extensions thereon, thereunder, thereto or therefrom; the right to cut, trim, remove, clear and keep clear of said underground lines, transformers, fixtures, and appliances all trees and other obstructions that may in the opinion of the Company now or hereafter in any way interfere or be likely to interfere with the proper maintenance and operation of said underground lines, transformers, fixtures, and appliances; the right of ingress and egress over the Property to and from the Easement Area; and the right to install and maintain electrical and communication lines and facilities to existing and future structure(s) within the Easement Area under the easement terms provided herein. Any timber cut on the Easement Area by or for the Company shall remain the property of the owner of said timber.

The Undersigned does not convey any land, but merely grants the rights, privileges and easements hereinbefore set out.

The Company shall not be liable for or bound by any statement, agreement or understanding not herein expressed.

[Signature(s) on Following Page(s)]

IN WITNESS WHEREOF, the Undersigned has/have hereunto set his/her/their hand(s) and seal(s), this ___________ day of _____________________, ________.

Signed, sealed and delivered in the presence of:

CITY OF HOLLY SPRINGS GEORGIA

By: _____________________________ (SEAL)
Name:
Title:

____
Witness

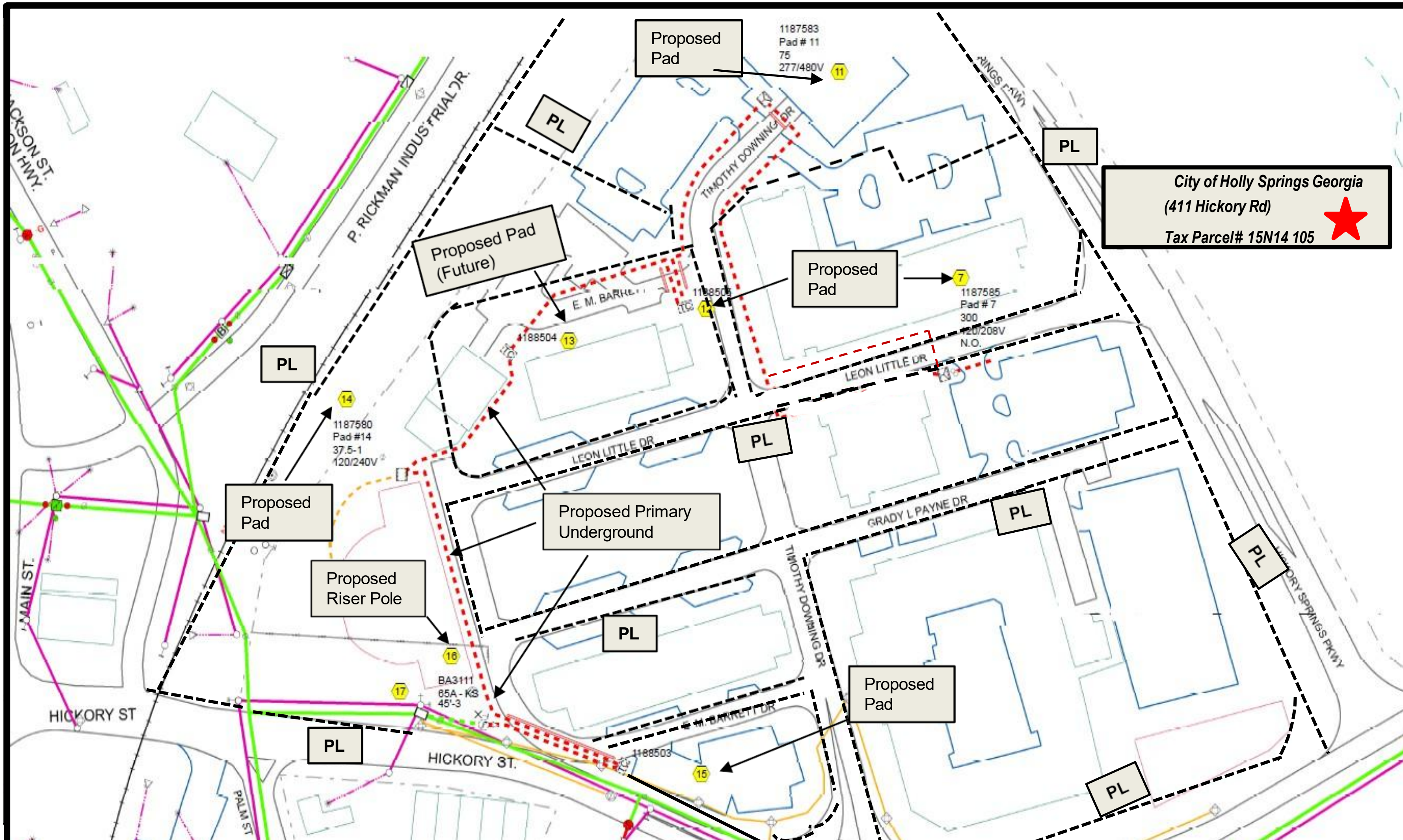
Attest: _________________________ (SEAL)
Name:
Title:

____
Notary Public

[CORPORATE SEAL]

Exhibit A

(101Palm St)
Tax Parcel # 15N14 103



Georgia Power
Land Department

Parcel 001

DRAWING NOT TO SCALE

Holly Springs Town Center Commercial (Cherokee County) DL
LIMS# 2025100432-001
Work Location(s): N/A

ITEM REPORT

AGENDA ITEM NUMBER: VIII.Q.

FROM: Robert H. Logan, City Manager

MEETING DATE: December 15, 2025

AGENDA ITEM: Time extension request from Crown Service Contractors for the Holly Springs Town Center Parking Deck Electrical Project, RFB #2024-06.

EXECUTIVE SUMMARY:

Due to the lead times provided by Georgia Power to put permanent power at the Parking Deck, Crown Service has requested to extend the project deadline to March 31, 2026.

IS THIS A BUDGETED ITEM?

N/A

FUNDING SOURCE:

N/A

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. Crown Services TIme Extension Request

RECOMMENDATION:

The staff recommendation is approval of the request.

CONCURRENCES:

City Manager

Submittal Approved by	Jake Rizner
Date	12.10.25
Signature	
Comments	Time extension request to Mach 31, 2026 per Ga Power's lead time estimates.

Crown Service Contractors
3617 Southland Drive Flowery Branch, GA 30542
O: 770-502-6159
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ITEM REPORT

AGENDA ITEM NUMBER: VIII.R.

FROM: Robert H. Logan, City Manager

MEETING DATE: December 15, 2025

AGENDA ITEM: Master Agreement between i3 - Software Services, LLC and the City of Holly Springs, Georgia, for professional services for the recovery of payments for delinquent court fines, fees, court costs, restitution, and other obligations owed to the City of Holly Springs Municipal Court pursuant to the Official Code of Georgia Annotated (OCGA) 15-21-12.

EXECUTIVE SUMMARY:

The City of Holly Springs has a current agreement with i3 - Software and Services, LLC for our municipal court software application (Criminal Justice Technologies) and municipal court payment platform (EZCourt Pay). i3 - Software and Services, LLC now offers a service for the recovery of delinquent court fines, fees, court costs, restitution, and other obligations owed to municipal court clients. The fees for the service are paid from the proceeds of the collections from the offender. The fee structure is thirty percent (30%) of the funds collected from Georgia residents and forty percent (40%) of the funds collected from non-Georgia residents. The City of Holly Springs has requested a new agreement with i3 - Software and Services, LLC to provide the collection service for Holly Springs Municipal Court. The agreement also freezes the current per-paid citation fee (PC Rate) at $5 per paid citation for a period of sixty (60) months.

IS THIS A BUDGETED ITEM?

N/A

FUNDING SOURCE:

N/A

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. I3 Software and Services LLC

RECOMMENDATION:

The staff recommendation is approval of the Master Agreement between i3 - Software Services, LLC and the City of Holly Springs, Georgia.

CONCURRENCES:

Finance and Administration

PUBLIC SECTOR

MASTER AGREEMENT

Effective as of ___________,2025 (the "**Effective Date**").

By and Between	**And**
i3 – Software and Services, LLC ("i3")	City of Holly Springs
40 Burton Hills Blvd., Ste. 415	P.O. Box 990
Nashville, TN 75482	Holly Springs, GA 30142
Attention: Kirk Raffield____________________	Attention: Donna Sanders____________________
Telephone No.: ___________________________	Telephone No.: 770-345-5538_______________
E-mail Address: kirk@i3verticals.com_______________	E-mail Address: dsanders@hollyspringsga.us___

Client and i3 may each be referred to individually as a "Party" and together as the "Parties."

The purpose of this Master Agreement ("Agreement") is to provide a framework within which i3 and its family of companies may provide software, Software as a Service and other services and equipment to Client (each a "Solution"). This Agreement is comprised of this Signature Page, the General Terms and Conditions, any Solution-specific additional terms and conditions in each Annex noted below and the applicable quote or proposal (each an "Ordering Document"), each of which is incorporated by reference and expressly made a part of the Agreement.

___ WebJury Annex

___ GFA, Payroll, Payroll Online Annex

___ Clerk Connect Annex

___ i-Ticket Annex

___ uVisionPLUS PRO Annex

___ Law Enforcement Annex

_X__ CJT Case Management Annex

_X__ GHS Collections Annex

___ TrueSign Annex

___ iLEMS Annex

___ ODR Annex

___ InterOP Annex

_X_ EZCourt Pay Payment Platform

___ Credit/Debit Payment Processing

This Agreement may be executed in counterparts, and each counterpart will be deemed an original. Facsimiles, any documents executed, scanned and transmitted electronically either with or without electronic signatures will be deemed original signatures for purposes of this Agreement.

The parties have executed this Master Agreement as of the Effective Date.

i3:	**Client:**
By:_________________________________	By: _______________________________
Signature	Signature
Name: ___________________________	Name: ___________________________
Title: ___________________________	Title: ___________________________
Date: ___________________________	Date: ___________________________

i3 PUBLIC SECTOR

GENERAL TERMS AND CONDITIONS

1. SaaS Solution Subscription; Solution Software License.

(a) **Software as a Service.** i3 will provide Client with a subscription for cloud-based access, exercisable through Client and its Users, to the i3 Solution identified in the applicable Annex and Ordering Document, including hosting, maintenance and support thereof. i3 hereby grants to Client and its Users, a non-exclusive, non-transferable, revocable, limited license, without the right to sublicense, to access, use, and display the SaaS Solution. i3 reserves the right to require Client to update Client's software to remain compatible the SaaS Solution. Client is responsible for each of its Users' acts and omissions.

(b) **Solution Software License.** For Clients with software code to the Solution or any part thereof identified in the Ordering Document ("Solution Software") installed on their machines or equipment, i3 hereby grants a non-exclusive, non-transferable, revocable, limited license, without the right to sublicense, to maintain and use one (1) copy of the Solution Software in no more than the number of single-user computers, workstations, servers or terminals of a local area network as set forth in the Ordering Document. Client may make one copy of the Solution Software, and related User Documentation, solely for back up or archival purposes.

(c) **Scope.** Permitted access, number and type of Users granted to Client hereunder is limited as set forth in the Ordering Document. Client is required to purchase one user access for each server.

(d) **Add-Ons.** Client may add Users ("Add-Ons") for an additional fee. Such Fees will be calculated based upon the pricing set forth in the applicable Solution Annex for the remaining months in the Subscription Term beginning on the first day of the calendar month in which such User or Add-On is included.

(e) **Updates.** i3 may update features or functionality that Client accesses ("Enhancements") provided that such Enhancements will be at no cost to Client and will not materially degrade existing features and functionality. From time-to-time i3 may also release new features, functionality, software, or user types that are only available under a different pricing model or on a version of Solution Software other than the version Client currently accesses ("New Features"). In the event Client desires to purchase New Features, i3 will update Client's account, pricing model, or Solution Software version to facilitate the provision of such New Features.

(f) **Restrictions on Use.**

i. Client agrees to only use the Solution for its internal business use and agrees not grant any third party access. Client agrees that only Users will be permitted access to the Solution.

ii. Client will not edit, alter, abridge or otherwise modify, in any manner, the content of any Solution, including, without limitation, all copyright and proprietary rights notices. Client may not, and may not permit others to, reverse engineer, decompile, decode, decrypt, disassemble, or in any way derive source code from, the Solution. Nor may Client modify, translate, adapt, alter, or create derivative works from the Solution; copy (other than the one permitted back-up copy), distribute, publicly display, transmit, sell, rent, lease or otherwise exploit the Solution; distribute, sublicense, rent, lease, loan, or grant any third party access to or use of the Solution; attempt to access other areas outside permitted access to the Solution or its network or platform; or systematically access or extract or "Scrape" information from the Solution (except features designed for exporting data) including by the use of engine, software, agent, spider, bot or other devise or mechanism. The Solutions are made available for use solely in the United States of America.

iii. i3 will be entitled to rely upon, with no obligation to verify, the completeness and accuracy of all information, data, reports, plans and specifications provided by Client, including without limitation,

reports, plans, specifications, data, field notes, test data, calculations, estimates, schedules, spreadsheets, or other documents furnished by Client. Client acknowledges that its right to utilize these documents will continue only so long as Client is not in default of the terms and conditions of this Agreement, including Client's performance obligations.

2. **Additional Services.**

(a) **Maintenance and Support.** i3 will perform standard system maintenance for Solutions including bug fixes and minor enhancements and provide any additional support as set forth in the applicable Annex and Ordering Document.

(b) **Configuration and Training.** i3 will provide configuration and installation services and training to Client as set forth in the applicable Annex and Ordering Document.

(c) **Custom Programming: Professional Services.** Client may request that i3 perform professional services including software development, customization, and/or integration services (hereinafter, "Professional Services") not included in the Solution that will be further described in the Ordering Document or in a Scope of Work for Professional Services.

(d) **Equipment.** i3 may provide Equipment to Client as set forth in the Ordering Document. Client acknowledges that i3 may substitute equipment of at least equivalent functionality and performance if any of the specified equipment in the proposal is unavailable at the time of shipment. All shipping is FOB i3 shipping point.

(e) **Credit Card Processing.** Client acknowledges that Credit Card Processing Services will be governed by the terms of a separate Merchant Application and Payment Processing Agreement.

(f) **Training.** Training may consist of both a classroom setting at i3 facilities and onsite at Client's facilities. The number of training Hours quoted in an Ordering Document is an estimate. Circumstances that may lead to training hours in excess of the estimate include: i) Client interruption, ii) Client personnel not being prepared, or iii) unavailability of Client personnel to attend the entire training schedule. Additional hours may be purchased at the time of training at i3's then current hourly rate. When training is at Client's site, Client will provide a centralized, suitable training area. Written cancellation must be received by i3 within ten (10) business days in advance of scheduled training to avoid a cancellation fee equal to 50% of the training cost for the scheduled time plus any travel expenses or cancellation charges incurred.

3. **Fees.** Client will pay i3 the Fees as set forth in the Ordering Document. If Client fails to pay the Fees by the due date specified on the invoice, i3 will be entitled to interest from the day on which the Fees are due at the rate of interest of 1.5%/month.

4. **Term and Termination.** Unless the applicable Annex provides otherwise:

(a) Either Party may terminate this Agreement without cause after the Initial Term of the most recent Annex by giving the other Party ninety (90) days written notice of its intention to terminate.

(b) Either Party may terminate this Agreement based on a material breach of the Agreement; however, the Party alleged to be in material breach must be notified in writing of the alleged material breach and given thirty (30) days to cure the alleged material breach.

5. **Security; Client Data; Intellectual Property.**

(a) **Security.**

(i) As a part of each SaaS Solution, i3 will maintain industry standard administrative, physical, and technical safeguards for the security and integrity of any data or information input, edited, authored, generated, managed, or otherwise submitted by Client or its Users into Client's subscription account ("Client Data"), which may include maintaining a backup server at a separate location, the use of firewalls, or other standards. In the event i3 learns that there has been unauthorized access to Client's subscription account on i3's systems or premises, i3 will give notice to Client, unless prohibited by law. Upon such occurrence, i3 will promptly take such steps it reasonably deems appropriate to contain and control unauthorized access and prevent unauthorized access to or misuse of the Client Data, and unless prohibited by law, will continue to provide regular updates relating to the occurrence.

(ii) Client acknowledges that Client is responsible for the supervision, management and control of its use of the Solutions, including but not limited to maintaining proper machine configuration and operating methods and procedures, establishing adequate backup procedures, anti-virus protection, administrative, physical and technical safeguards and other procedures.

(iii) Client will acquire, install, operate and maintain, at its expense, all communication lines, equipment, software, services and related technology necessary to use and maintain the applicable Solution as determined by i3.

(iv) Client acknowledges that it has sole control over access to and responsibility for the security and integrity of its network and data including the operating procedures, controls, back-up procedures (either on or off site), anti-virus protection, administrative, physical and technical safeguards and other procedures necessary to protect its network and prevent loss of data.

(v) Client will notify i3 promptly if it becomes aware of any breach of security of its network or the Solutions, or the disabling, avoidance or circumvention of any access control or security device, process or procedure.

(vi) Client will not cause, facilitate or permit any attempt to breach the security of any of the networks, software and systems within Client's network, or the disabling, avoidance or circumvention of any access control or security device, process or procedure established or required by i3 or any of its affiliates. Client will notify i3 immediately if it becomes aware of: i) any breach of confidentiality or security of and/or the data within its network, or ii) any attempted breach of the security of any Solution or Solution Software, or the disabling, avoidance or circumvention of any access control or security device, process or procedure established or required by i3 or any of its affiliates.

(b) **Client Data.**

(i) Client will have full access to data it submits, uploads, transfers or otherwise maintains via the Solution.

(ii) i3 will provide the Solution in accordance with applicable laws and government regulations, including without limitation those related to data privacy and the exportation of technical or personal data. Client is responsible for the accuracy, truthfulness, consistency, completeness, and any output from the Solution. Client consents to i3's use of all Client Data, and acknowledges that i3 will neither have the responsibility to review, nor any liability as to the accuracy of, any information or content provided to it.

(iii) Client will not attempt to access other areas outside the applicable Solution, or any part of the network or servers provided to Client by i3.

(iv) Client will maintain backup media in a secure location either on site or off site and perform backup procedures as necessary to prevent loss of data in the event of system malfunction.

(c) **Intellectual Property.**

(i) Client agrees that the Solutions are i3's property and proprietary information. Client agrees that it will not provide or make available to third parties the Solution or any part thereof, including use of the Solution, any physical embodiment of Solution, or any materials supplied by i3 in connection with Solution. Client will take all steps necessary to protect the confidentiality of the Solution and the proprietary rights of i3.

(ii) Each Solution, and all i3 deliverables pursuant to this Agreement will be the property of i3; provided, however, that a copy of the final documents will be made available to Client upon request. These documents are not intended, nor represented to be, suitable for reuse by Client or any others, and are solely intended for Client's internal use. Any modification or reuse without specific written verification and adoption by i3 for the specific purposes intended will be at User's sole risk.

6. **Limited Warranty.**

(a) i3 warrants that: (a) the Solution will be free from material defects in design and functionality provided such Solution (1) has been properly installed and used, and (2) has not been modified by persons other than i3; (b) it will use commercially reasonable efforts to correct material defects that are reported by Client or its Users and (c) Services will be provided in a timely, professional, and workmanlike manner with a level of care, skill, practice, and judgment consistent with commercially reasonable industry standards and practices for similar services.

(b) THE FORGOING WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. i3 EXPRESSLY DISCLAIMS ANY OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE.

(c) CLIENT ACKNOWLEDGES THAT EACH SAAS SOLUTION IS PROVIDED VIA THIRD PARTY CLOUD HOSTING PROVIDER AND AGREES THAT (A) FROM TIME TO TIME, THE SAAS SOLUTION MAY BE INACCESSIBLE OR INOPERABLE FOR ANY REASON, INCLUDING: (1) EQUIPMENT MALFUNCTIONS; (2) PERIODIC MAINTENANCE PROCEDURES; OR (3) CAUSES BEYOND THE CONTROL OF i3 OR WHICH ARE NOT REASONABLY FORESEEABLE BY i3 INCLUDING THE INTERRUPTION OF TRANSMISSION LINKS; AND (B) i3 DOES NOT MANUFACTURE EQUIPMENT, HARDWARE, OR THIRD-PARTY SOFTWARE, MAKES NO WARRANTY AS TO EQUIPMENT, HARDWARE OR THIRD-PARTY SOFTWARE PROVIDED TO THE CLIENT, ALL OF WHICH IS SOLD OR LICENSED "AS-IS." CLIENT AGREES TO LOOK SOLELY TO THE WARRANTIES AND REMEDIES, IF ANY, PROVIDED BY THE MANUFACTURER(S) OF SUCH EQUIPMENT OR THIRD PARTY SOFTWARE.

(d) Client will be fully and exclusively responsible for the accuracy of information obtained from use the System and the use of such information. Client agrees that i3 will not be liable for Client-caused data errors.

7. **Indemnity.** i3 will indemnify and hold harmless Client, its officials, directors and employees from and against third-party claims and damages, including reasonable attorney fees, arising out of the performance of the services described herein, only to the extent caused the grossly negligent acts or omissions or willful misconduct of i3, except to the extent caused by the negligence or willful misconduct of Client. The parties will cooperate with each other with respect to resolving any claim, liability or loss for which indemnification may be required hereunder, including by making, or causing the indemnified party to make, all commercially reasonable efforts to mitigate any such claim, liability, or loss. Neither Party will have an obligation to indemnify the other Party for any losses to the extent they are caused by the actions or failure to act of the indemnified Party, including without limitation, the failure to take actions to mitigate such losses.

8. **Insurance.** i3 will maintain in force adequate workers' compensation, commercial general liability, errors and omissions, cyber insurance and other forms of insurance.

9. **Limitation of Liability.** TO THE EXTENT PERMITTED BY APPLICABLE LAW, i3 AND ITS SUBSIDIARIES, AFFILIATES, SHAREHOLDERS, DIRECTORS, OFFICERS, EMPLOYEES WILL HAVE NO LIABILITY TO CLIENT, ITS USERS, OR ANY THIRD PARTY, FOR INDIRECT, CONSEQUENTIAL, SPECIAL, INCIDENTAL, PUNITIVE, OR EXEMPLARY DAMAGES, INCLUDING, WITHOUT LIMITATION, LOST PROFITS, LOST SAVINGS AND LOST REVENUES, WHETHER OR NOT CHARACTERIZED IN NEGLIGENCE, TORT, CONTRACT, OR OTHER THEORY OF LIABILITY, EVEN IF ANY OF THE PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF OR COULD HAVE FORESEEN ANY OF THE EXCLUDED DAMAGES. IN NO EVENT WILL i3'S LIABILITY ARISING OUT OF ANY CLAIM RELATED TO THIS AGREEMENT OR THE SUBJECT MATTER HEREOF EXCEED THE AGGREGATE AMOUNT PAID BY CLIENT FOR THE APPLICABLE PRODUCT OR SERVICE GIVING RISE TO THE CLAIM IN THE TWELVE (12) MONTHS IMMEDIATELY PRECEDING THE EVENT GIVING RISE TO SUCH CLAIM.

10. **Confidentiality.** Each Party acknowledges that it may learn or obtain Confidential Information (as defined below) about the other during the course of this Agreement. Each Party will: (i) maintain it in confidence, except to the extent necessary to carry out the purposes of this Agreement, in which event written confidentiality restrictions will be imposed upon the third parties to whom such disclosures are made; (ii) use at least the same degree of care in maintaining its secrecy as you uses in maintaining the secrecy of its own Confidential Information, but in no event less than a reasonable degree of care; and (iii) return all documents, copies, computer memory media, and all other materials containing any portion of the Confidential Information upon its request. "Confidential Information" means (a) all information about the business of the other Party or its affiliates, whether or not marked as proprietary, secret or confidential, and (b) all information or data relating to the Party's operations, employees, products, pricing, merchant agreements, services, clients, customers, or potential customers, that is not generally known. Confidential Information will not include information that: (i) is or becomes a part of the public domain through no act or omission by the Receiving Party; (ii) is independently developed by the Receiving Party without use of or reference to the Confidential Information of the Disclosing Party; (iii) is disclosed to the Receiving Party by a third party that was not bound by a confidentiality obligation to the Disclosing Party; or (iv) is demanded by a lawful order from any court or anybody empowered to issue such an order.

11. **Non-Solicitation by Client.** During the Term of this Agreement and for a period of twelve (12) months following the termination or expiration of this Agreement, Client will not: (1) provide, directly or indirectly, any information relating to any of i3's customers which are known to Client to be customers of i3 to any person or entity that provides credit card merchant processing or related services; (2) solicit or otherwise encourage any customer of i3, either directly or indirectly, for its own purposes or those of another, without the prior written consent of i3, (3) to use the credit card merchant processing or related services of any person or entity other than i3; or (4) solicit or otherwise encourage any employee, agent, vendor or independent contractor of i3 to curtail, suspend or otherwise terminate such person's or entity's business relationship with i3, and will not offer to employ or employ any of i3's employees or any person who was an employee of i3 in the twelve (12) months prior to such offer or hiring by Client.

12. **Audit.** For the purpose of verifying compliance with this Agreement, i3 will have the right, during normal business hours and upon reasonable advance notice and without material disruption to Client's business, to audit and inspect the use made of the Solution and the manner in which each are accessed by Client. If Client's records pursuant to this Section or otherwise indicate that (i) more Users are accessing the Solution than Client has paid for, or (ii) more Solutions are being accessed by Users than Client has been billed for, Client will pay i3 the shortfall in Fees retrospectively to the date of the applicable increase.

13. **Miscellaneous.**

    (a) **Notice**. All notices to a Party hereunder will be in writing, and delivered by certified mail, return receipt requested, overnight courier service, or by facsimile with confirmation by the above-described mailing methods to the address(es) set forth in this Master Agreement. Notice will be deemed delivered and received on the date it is actually received.

    (b) **Force Majeure.** Any failure or delay by i3 in the performance of its obligations pursuant to this Agreement will not be deemed a default or breach of the Agreement or a ground for termination to the extent such failure or delay is due to computer or Internet or telecommunications breakdowns, denial of service attacks, fire, flood, earthquake, elements of nature or acts of God, acts of war, terrorism, riots, civil unrest, rebellions or revolutions in the United States or any nation where the obligations under this Agreement are to be executed, strikes, supplier and third party failure, lockouts, or labor difficulties, or any similar cause beyond the reasonable control of i3.

    (c) **Independent Contractors.** i3 and Client hereby acknowledge and agree that this Agreement does not create and does not intend to create a partnership, association, joint venture, or other legal entity or form an employment relationship.

    (d) **Assignment.** This Agreement will be binding upon the successors and assigns of the parties, provided, however, that Client may not assign this agreement to a third party without the prior written consent of i3.

(e) **Survival.** The obligations, agreements and covenants contained in Sections 5, 7, 9, 10 and 11 hereof will survive the termination or expiration of this Agreement.

(f) Severability. If any provision or portion thereof of this Agreement or its application in a particular circumstance is held to be invalid or unenforceable to any extent in any jurisdiction. The parties agree that any such unenforceable term, provision or restriction will be deemed modified to the extent necessary to permit its enforcement to the maximum extent permitted by applicable law.

(g) **Governing Law.** This Agreement will be governed by and interpreted, construed and enforced in accordance with the Laws of the State of Georgia, excluding any conflicts of law, rule or principle that would refer the governance, interpretation, construction or enforcement of this Agreement to the laws of another jurisdiction.

14. Definitions.

(a) "**Documentation**" means the manuals, specifications, and other materials describing the functionality, features, and operating characteristics of the Solution Software, if any, including any updates thereto provided by i3.

(b) "**Users**" means those individuals that Client provides (or that i3 provides at Client's request) user identifications and passwords to Client's account.

(c) "**Third Party Software**" means software and services authored by a third party.

CJT Annex

This CJT Annex supplements the terms of the Master Agreement.

1. **Definitions.**

   a. "Application" means the web-based application, provided by CJT Software.
   b. "Error" means a substantial reproducible failure of the Application to conform to the specifications set forth in the applicable end user Documentation.
   c. "Error Correction" means either a modification or addition to, or deletion from the Application that, when made to such Application, establishes substantial conformity of such Application to the specifications therefore as set forth in the applicable end user Documentation, or a procedure or routine that, when observed in the regular operation of the Application, eliminates the practical adverse effect of such Error on Client and is indicated by a change in the third digit of a version number, e.g. from 5.0.1 to 5.0.2.
   d. "Major Release" means a revision to the Application that is not separately marketed by CJT as indicated by a change in the first digit of a version number, e.g., from 4.0.0 to 5.0.0.
   e. "Minor Release" means a revision to the Application which is not separately marketed by CJT as indicated by a change in the second digit, e.g., from 4.0.0 to 4.1.0.
   f. "Products" means the Application, Documentation and any hardware purchased by Client from CJT (the "Hardware").
   g. "Release" means either a Major Release or a Minor Release.

2. **Support.** CJT agrees to provide to Client the following support services with respect to the Application (collectively, the "Support Services"):

   a. CJT shall provide Client technical assistance by telephone or on-line with the Integration and use of the Application, the identification of Application problems and the reporting of Errors. CJT will respond to phone calls from Support Contacts pursuant to the terms described below. Client shall designate no more than two (2) technical contacts to request and receive telephone or on-line support services from CJT as set forth below ("Support Contacts").
   b. CJT will use commercially reasonable efforts to correct all Errors. Upon delivery of an Error Correction, such Error Correction shall be considered to be a part of the Application.
   c. CJT shall make available to Client from time to time each Minor and Major Release of the Application that CJT makes generally available without additional charge to its Clients. It is anticipated that Minor Releases will be done specifically for Error Corrections, with Major Releases to be done quarterly.
   d. CJT shall not be responsible for: (i) correcting Errors resulting from misuse, negligence, revision, modification, or improper use by Client or any other person or entity of the Application or any portion thereof; (ii) Application or hardware other than the Application (or Hardware, to the extent Client has purchased maintenance services for the Hardware specified in an Attachment); (iii) failure by Client to install mandatory Error Corrections or Releases provided to Client by CJT from time to time; (iv) Application: installed on any equipment other than that possessing the minimum requirements set forth in the Documentation or used with any Application not specified in the applicable end user Documentation. In the event CJT provides support for support claims by Client arising from the foregoing, such services shall be billed to Client as Additional Services (defined below); (v) In no event shall CJT be liable for any direct, indirect, punitive, incidental, special or consequential damages arising out of or in any way connected with the use of this Application or with the delay or inability to use it (or any linked sites), or for any information, Application, products and services obtained through this Application, or otherwise arising out of the use of this Application, the Internet generally, the

failure of Client to properly network its computer systems. Access blockages caused by Client's own firewalls. or on any other basis (whether based on contact, tort, strict liability or otherwise).

3. Support Services Contact Information:

Help Desk/Tech. Support: 1-877-262-7405

Office Direct Dial: 1-770-720-9833

Support Email: cjtinfo@i3verticals.com

Toll Free Office: 1-800-205-6943

Fax: 1-770-720-9836

eBlvd Request for Support

Client Support Contacts:

Please list the email address and phone number of your designated individual/individuals below:

General Contact Information: ______________________________

Program Issues/Support Contact: ______________________________

DDS Transmissions: ______________________________

Other: ______________________________

4. Minimum System Requirements

The following are the minimum system requirements recommended by CJT. The minimum requirements must be met before Integration of your program(s). Failure to meet Integration requirements by your scheduled Integration date could result in the delay of Integration and or reduced functionality of the program.

PCM.Net/TCM.Net/MCCM.net/StateCourtManager.com/mymayorscourt.com

onlinewarrant.com/Municipalcourtmanager.com

Windows 7 or better
6 GB RAM minimum
500 GB hard drive
Integrated 10/100/1000 Ethernet
21 inch monitor
High Speed Internet Connection minimum of 10 Mbps Down and 2 Mbps Up
Approved Internet Browser - IE or Google Chrome
TWAIN Compliant Scanners if utilizing document imaging through CJT Software
Installation of Designated Remote Access Program of CJT's Choice*

*Currently CJT utilizes eBlvd Support which is included in the cost of all maintenance/support plans. If a different method of remote access is deemed necessary by the Client, the Client shall be responsible for any additional access charges and or any additional Application requirement purchases, whether made by CJT or Client, to allow remote access for CJT support technicians.

5. Support Services Response Time:

CJT's required response times and resolution will vary on the severity of the problem faced by the Client and the time of day in which Client's problem occurs. CJT's hours of operation are Monday through Friday 8:00 a.m. – 5:00 p.m. except stated holidays. CJT's required response times are as follows:

Priority Code	**The client Impact**	**Initial Contact with Support Contact**
Level 1	Business Halted	Immediate: 8:00 a.m. – 5:00 p.m. M-F Submit via eblvd and/or support hotline at 1-877-262-7405 email: cjtinfo@i3verticals.com
Level 2	Business Impacted	Within one hour of submission: 8:00 a.m. – 5:00 p.m. M-F Submit via eblvd and/or support hotline at 1-877-262-7405 email: cjtinfo@i3verticals.com
Level 3	Non-Critical/Request	Within 24 – 48 hours depending upon request. Initial follow-up/notice of receipt will be within one hour of submission. 8:00 a.m. – 5:00 p.m. M-F Submit via eblvd and/or support hotline at 1-877-262-7405 email: cjtinfo@i3verticals.com

Explanation of Priority Codes:

Level 1: Business Halted: a problem with the Hardware or Application which prevents Client's ability to complete critical business functions. In these cases, troubleshooting is done over the phone or on-line with a Support Contact.

Examples:
- Application system is down
- Hardware is not responding (if applicable)
- Server not operating (if applicable)
- Database corrupted
- Remote Devices, POS terminals or workstations not operating (if applicable)
- Error message(s) on server, manager's machine or POS terminals which reflect an Error which will halt Client's business (if applicable)

Level 2: Business Impacted: non-critical issues or questions that affects a person or group at Client's site. A work-around has been identified so the person or group can use the system to perform their job. Troubleshooting is done over the phone or on-line.

Examples: Reports get error message

Level 3: Non-Critical/Request: issues or questions that need a response, but time are not time critical. Requesting information/action that is not urgent.

Unless sooner terminated this agreement will commence on the Integration Date and continue in effect for an initial period of 5 years(__60__) months immediately thereafter ("Initial Term"), and (b) the term of this Agreement will automatically renew for additional successive terms of one (1) year (each a "Renewal Term"), unless either party provides written notice to the other party at least thirty (30) days prior to the end of the then-current term of its intent not to renew the term of this Agreement. After the Initial Term, CJT may adjust the License and Maintenance Fees for subsequent periods as a condition of the renewal of the term.

Annex Governs. The terms of the Master Agreement remain in effect. To the extent there is any conflict between this Annex and the Master Agreement, applicable to the Services provided hereunder, the terms of this Annex will control.

I authorize i3Verticals, LLC dba CJT ("CJT") to electronically submit all releasable, unsealed, and otherwise unrestricted, traffic and criminal court records available to the public upon request in accordance with Georgia Open Records Act (O.C.G.A. § 50-18-70 et seq.) for this court.

PRICING AND SOLUTIONS INFORMATION:

The City of Holly Springs is a current customer. The city currently uses the following services: Case Management software (TCM.net), Payment processing systems: Online Traffic, FeePay, Card Swipe. This agreement includes the aforementioned systems and Court Collection Services.

There is no immediate increase in the Per Paid Citation fee (PC Rate) of $5.00 contingent that all services are utilized.

Pricing is subject to a 5% annual escalation after the initial 60-month term.

PC Rate - $ 5.00

For internal use only: ____CR____(Reviewer Initials)

EZCourtPay Annex

This EZCourtPay Annex supplements the terms of the Master Agreement.

1.LICENSE. In consideration for payment by Client to i3 of the applicable fee, i3 grants to Client a non-exclusive, non-transferable License to access and use web-based services and a call-in support center ("Services") in accordance with the terms and conditions of the Master Agreement and this Annex.

2.FEES. i3 will facilitate the payment of fines and fees from end users to Client, and i3 will collect from such end users an applicable service fee connection with the payment for its Services.

3. CLIENT RESPONSIBILITIES AND PERMITTED USE. Client is responsible for understanding the legal and regulatory requirements applicable to it and for selecting and using the Services and for procuring and using the Services in a manner that complies with the applicable legal and regulatory requirements. Client shall comply with all laws and regulations applicable to Client. Client permits i3 to disclose Client data to third party for purposes of performing Services.

4. TERM AND TERMINATION. Performance shall commence on the Effective Date and shall continue in full force and effect for a period of one year (the "Initial Term") unless earlier terminated as set forth below. Upon the expiration of the Initial Term or any subsequent Renewal Term, this Agreement will renew for additional one-year periods (each a "Renewal Term"), and, together with the Initial Term, collectively the "Term" unless either party notifies the other party inwriting of its intent not to renew this Agreement at least 60 days prior to the end of the Term.

5. Annex Governs. The terms of the Master Agreement remain in effect. To the extent there is any conflict between this Annex and the Master Agreement, applicable to the Services provided hereunder, the terms of this Annex will control.

RESOLV SERVICE AGREEMENT

This Resolv Service Agreement ("Agreement") is made and entered into as of __________, 20__ ("Effective Date") by and between City of Holly Springs - Municipal Court, acting herein by and through its governing body ("Client"), and i3 Verticals, LLC, dba Graves Humphries Stahl LTD ("GHS"). Client and GHS are each a "Party," and together "Parties."

Client is a court or government agency that desires and has authority to utilize GHS' Resolv services ("Services") for the recovery of payments for delinquent court fines, fees, court costs, restitution, obligations and other amounts owed to Client as permitted by O.C.G.A. § 15-21-12 ("Funds").

1. Referrals. Client will provide GHS all information necessary for the Services when Client determines that the payment of such Funds is delinquent and collectible under applicable law (each a "Referral"). GHS will provide the Services for each Referral.

2. Client Responsibilities. Client will provide GHS with GHS's preferred method of electronic access to the information necessary to provide the Services through adequate ports and necessary bandwidth.

3. Client Representations. Client represents and warrants that (a) Client will have complied with all procedural requirements for such Funds to be deemed a legally binding obligation of the defendant and collectible by Client under applicable law, and (b) this Agreement is executed on behalf of Client by an authorized individual and has all necessary approvals.

4. Compensation.
   a. Client will pay GHS for each Referral:
      i. 30% of the amount of Funds owed to Client by Georgia residents; and
      ii. 40% of the amount of Funds owed to Client by non-Georgia residents.
   b. GHS will invoice Client monthly. Client agrees to pay invoices within thirty (30) days.

5. Term. This Agreement will commence on the Effective Date and be in effect for a period of five (5) years ("Initial Term"), and will automatically renew for additional, successive one (1) year periods (each a "Renewal Term"). Either party may terminate this Agreement by providing notice to the other in writing no less than ninety (90) days before the expiration of the then-current term. Client agrees that GHS will have an additional six (6) months following the termination date to complete work on all cases turned over to i3 prior to the notice of termination.

6. Warranty Disclaimer. GHS HEREBY DISCLAIMS ALL EXPRESS OR IMPLIED WARRANTIES, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY, NONINFRINGEMENT AND FITNESS FOR A PARTICULAR PURPOSE.

7. Limitation of Liability. CLIENT AGREES THAT IN NO EVENT WILL GHS BE LIABLE FOR SPECIAL, INCIDENTAL, INDIRECT OR CONSEQUENTIAL, PUNITIVE OR EXEMPLARY DAMAGES, OR ANY LOSS PROFITS OR REVENUE OR BUSINESS, EVEN IF GHS HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. CLIENT FURTHER AGREES THAT THE MAXIMUM AMOUNT OF LIABILITY (WHETHER IN CONTRACT, TORT OR OTHERWISE) FOR GHS ARISING OUT OF THIS AGREEMENT WILL NOT BE GREATER THAN THE AMOUNT OF FEES PAID TO GHS UNDER THIS AGREEMENT.

8. Miscellaneous.
    a. This Agreement is not assignable by the Client without the written consent of GHS.
    b. This Agreement is made and is to be interpreted under the laws of the State of Georgia.
    c. This Agreement may be executed in any number of counterparts, and each counterpart will be deemed an original for all purposes. Electronic signatures will be binding and enforceable.
    d. Every provision of this Agreement is intended to be severable. If any term or provision is deemed by a court to be illegal, invalid, void or unenforceable for any reason or to any extent whatsoever, such illegality, invalidity, or unenforceability will not affect the validity and enforceability of the remainder of this Agreement, and this Agreement will be construed as if the illegal, invalid, void or unenforceable provision(s) had never been a part of this Agreement.
    e. This Agreement supersedes all prior oral and written agreements concerning services between the parties and can only be amended if done so in writing and signed by all parties.

AGREED TO:

GHS		**CLIENT**	
Signature:	____________________	Signature:	____________________
Print Name:	____________________	Print Name:	____________________
Title:	____________________	Title:	____________________
Date:	____________________	Date:	____________________

CR

ITEM REPORT

AGENDA ITEM NUMBER: VIII.S.

FROM: Robert H. Logan, City Manager

MEETING DATE: December 15, 2025

AGENDA ITEM: Information Technology and Facility Maintenance Agreement between the City of Holly Springs, Georgia and Black Sands Technical Services, LLC.

EXECUTIVE SUMMARY:

The purpose of this Agreement is to engage the Contractor to provide Information Technology (IT) and Facility Maintenance Services in support of the Holly Springs' operations, ensuring continuity of service, system reliability, and safe working environments in accordance with applicable laws, policies, and regulations.

IS THIS A BUDGETED ITEM?

Yes

FUNDING SOURCE:

General Fund

FISCAL IMPACT:

- On-site / Normal Business Hours Rate: $60.00 per hour with a one (1) hour minimum.
- On-site / After Normal Business Hours and Weekend Rate: $90.00 per hour with a one (1) hour minimum.
- Remote / Normal Business Hours Rate: $60.00 per hour with a half (.5) hour minimum.
- Remote / After Normal Business Hours and Weekend Rate: $90.00 per hour with a one (1) hour minimum.

ATTACHMENTS:

1. Black Sands Technical Services, LLC Agreement

RECOMMENDATION:

The staff recommendation is approval of the agreement.

CONCURRENCES:

City Manager

INFORMATION TECHNOLOGY AND FACILITY MAINTENANCE AGREEMENT

This Agreement (“Agreement”) is made and entered into this _____ day of _______________, 2025 between the City of Holly Springs, Georgia “**Client (Government Entity)”** and Black Sands Technical Services, LLC “**Contractor”. Collectively referred to as “the Parties.”**

1. PURPOSE

The purpose of this Agreement is to engage the Contractor to provide **Information Technology (IT)** and **Facility Maintenance Services** in support of the Holly Springs’ operations, ensuring continuity of service, system reliability, and safe working environments in accordance with applicable laws, policies, and regulations.

2. SCOPE OF WORK

A. Information Technology Services
The Contractor may provide or oversee comprehensive IT support including, but not limited to:

1. Network management, monitoring, and troubleshooting
2. Hardware and software installation, configuration, and maintenance
3. Data backup, disaster recovery, and cybersecurity services
4. End-user technical support (remote and on-site)
5. Server, database, and email administration
6. Periodic system audits and reporting to the Client’s IT Manager
7. Support for municipal applications and technology infrastructure

B. Facility Maintenance Services
The Contractor may provide or oversee general and preventive facility maintenance services including, but not limited to:

1. Electrical and lighting system maintenance
2. HVAC inspection, cleaning, and repair
3. Plumbing system maintenance and minor repairs
4. Building safety and code compliance checks
5. General custodial and grounds maintenance coordination
6. Emergency response to facility issues within agreed response times

3. TERM AND RENEWAL

This Agreement shall begin on January 1, 2026, and remain in effect through December 31, 2026. This Agreement may automatically renew each year for an additional one-year term, unless terminated earlier in accordance with Section 10.

4. COMPENSATION AND PAYMENT

1. The Client agrees to pay the Contractor the following rates, payable monthly upon submission of an itemized invoice.
    - On-site / Normal Business Hours Rate: $60.00 per hour with a one (1) hour minimum.

- On-site / After Normal Business Hours and Weekend Rate: $90.00 per hour with a one (1) hour minimum.
- Remote / Normal Business Hours Rate: $60.00 per hour with a half (.5) hour minimum.
- Remote / After Normal Business Hours and Weekend Rate: $90.00 per hour with a one (1) hour minimum.

2. All invoices must detail hours worked, services performed, and materials used.
3. Payments are contingent upon satisfactory performance and verification by the Client.
4. Funding for this Agreement is subject to annual appropriation by the City of Holly Springs' governing body.

5. PERFORMANCE STANDARDS AND SERVICE LEVEL AGREEMENT (SLA)

A. IT Services

- **Critical system outages:** response within **2 hours**, resolution within **8 hours**
- **High priority issues:** response within **4 hours**, resolution within **24 hours**
- **Routine requests:** response within **1 business day**, resolution within **3 business days**

B. Facility Maintenance

- **Emergency repairs (safety or operational impact):** response within **2 hours**
- **Non-emergency repairs:** response within **24 hours**, completion within **5 business days**
- **Preventive maintenance:** performed according to the approved maintenance schedule

Failure to meet SLA standards may result in payment deductions or contract review as determined by the Client.

6. MATERIALS, EQUIPMENT, AND PERSONNEL

The Contractor shall provide all labor, tools, equipment, and materials necessary to perform services under this Agreement unless otherwise specified. All Contractor personnel shall be properly trained, licensed, and, where required, background checked in accordance with government security requirements.

7. COMPLIANCE AND LAWS

The Contractor shall comply with all applicable federal, state, and local laws, ordinances, regulations, building codes, and workplace safety standards, including but not limited to:

- OSHA requirements
- ADA compliance
- Local procurement and contracting ordinances
- Data privacy and cybersecurity regulations governing municipal information

8. INSURANCE AND INDEMNIFICATION

The Contractor shall maintain:

- **General Liability Insurance:** minimum **$1,000,000 per occurrence**
- **Workers' Compensation Insurance:** as required by state law

- **Professional Liability (Errors & Omissions) Insurance:** minimum **$500,000** for IT-related services
- **Automobile Liability:** minimum **$500,000** (if applicable)

Certificates of insurance shall name the City of Holly Springs, Georgia as an additional insured. The Contractor shall indemnify, defend, and hold harmless the Client, its officers, agents, and employees from all claims, damages, or losses arising from Contractor's negligence or failure to perform under this Agreement.

9. RECORDS AND AUDIT RIGHTS

The Contractor shall maintain accurate records of all work performed, expenditures, and invoices for a minimum of **five (5) years** after completion of this Agreement. The Client or its authorized representatives may audit such records upon reasonable notice.

10. TERMINATION

- **For Convenience:** Either Party may terminate this Agreement, in whole or in part, at any time with at least a **thirty (30) days' written notice**.
- The Client may terminate this Agreement, in whole or in part, if budgeted appropriation funds are unavailable.
- **For Cause:** Either Party may terminate immediately upon breach or failure to perform material obligations.
- Upon termination, the Contractor shall deliver all work in progress, documentation, and materials belonging to the Client.

11. CONFIDENTIALITY AND DATA SECURITY

The Contractor shall treat all Client data and information as confidential. All data, systems, and software developed or maintained under this Agreement remain the property of the Client. The Contractor shall comply with all municipal cybersecurity and data retention policies.

12. INDEPENDENT CONTRACTOR

The Contractor is an independent contractor and not an employee of the Client. Nothing in this Agreement shall create an employment relationship, partnership, or joint venture.

13. GOVERNING LAW AND VENUE

This Agreement shall be governed by and construed in accordance with the laws of the State of Georgia, and any legal action shall be brought in a court of competent jurisdiction in Cherokee County, Georgia.

14. PUBLIC RECORDS

The Contractor acknowledges that the Client is subject to state public records laws. All documents, communications, and records associated with this Agreement may be subject to public disclosure unless exempt by law.

15. ENTIRE AGREEMENT

This Agreement constitutes the entire understanding between the Parties and supersedes all prior negotiations or agreements, written or oral. Any amendments must be in writing and signed by both Parties.

16. MISCELLANEOUS

Notices and Addresses. All notices required under this agreement must be given by certified or registered mail, addressed to the proper party, at the following addresses:

Client (Government Entity):
City of Holly Springs, Georgia
ATTN: City Manager
P.O. Box 990
Holly Springs, GA 30142

Contractor:
Black Sands Technical Services, LLC
ATTN: Ron Carter
704 Ridgewood Way
Canton, GA 30114

IN WITNESS WHEREOF, the Parties have executed this Agreement as the Effective Date.

Black Sands Technical Services, LLC	City of Holly Springs, Georgia
______________________________	______________________________
Ron Carter, Owner	Ryan P. Shirley, Mayor
Witness:	Attest:
______________________________	______________________________
	Karen Norred, City Clerk (Seal)
Approved as to Form:	
______________________________	
Robert M “Bobby” Dyer	

ITEM REPORT

AGENDA ITEM NUMBER: VIII.U.

FROM: Karen Norred, Assistant City Manager/City Clerk

MEETING DATE: December 15, 2025

AGENDA ITEM: 2026 Georgia Municipal Association Worker's Compensation Self Insurance Fund Renewal.

EXECUTIVE SUMMARY:

Attached is the 2026 estimated annual renewal premium for the workers' compensation coverage through the GMA Workers' Compensation Self-Insurance Fund (GMA WCSIF).

The 2025 experience modification factor is based on the City's loss experience in the years 2022, 2023, and 2024. It was produced using the experience rating plan filed by the GMA WCSIF with the Office of the Insurance Commissioner.

The premium is based on projected payroll and is subject to an annual audit.

IS THIS A BUDGETED ITEM?

Yes

FUNDING SOURCE:

General Fund

FISCAL IMPACT:

$133,069

ATTACHMENTS:

1. WCSIF Proposal

RECOMMENDATION:

The staff recommendation is approval of the renewal.

CONCURRENCES:

City Manager

GEORGIA MUNICIPAL ASSOCIATION
WORKERS' COMPENSATION SELF-INSURANCE FUND

1/1/2026 – 1/1/2027 -Estimated Annual Premium
City of Holly Springs

Class Code	Employee Count	Payroll Classification	Rate	Payroll	Manual Premium
7520		WATER UTILITY	3.93	$	$
7720	38	POLICE OFFICERS	4.49	$3,121,892	$140,173
8742	2	CITY ADMINISTRATOR	1.01	$306,550	$3,096
8810	18	CLERICAL	0.39	$1,291,650	$5,037
9015	1	BUILDING MAINTENANCE	8.98	$38,384	$3,447
9102	1	PARKS	1.51	$52,913	$799
9410	3	MUNICIPAL EMPLOYEE NOC	1.01	$220,518	$2,227

63	Total Estimated Payroll		**$5,031,907**	
	Total Manual Premium			$154,779
	Experience Modifier	0.89		
	Standard Premium			$137,753
	Miscellaneous Modifier	1.05		
	Deductible Modification $2,500	0.92		
	Premium Adjustment			$0
	Earned Premium			$133,069
	Premium Due			**$133,069**

ITEM REPORT

AGENDA ITEM NUMBER: VIII.V.

FROM: Karen Norred, Assistant City Manager/City Clerk

MEETING DATE: December 15, 2025

AGENDA ITEM: 2026 Meetings Calendar.

EXECUTIVE SUMMARY:

The 2026 Meetings Calendar lists the meeting dates for the City Council, Planning and Zoning Commission, Downtown Development Authority, Tree Commission, and Municipal Court for the fiscal year 2026. The Planning and Zoning Commission meeting time has changed from 7:00 p.m. to 6:00 p.m.

IS THIS A BUDGETED ITEM?

N/A

FUNDING SOURCE:

N/A

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. 2026 Meetings Calendar

RECOMMENDATION:

The staff recommendation is approval of the meetings calendar.

CONCURRENCES:

City Manager

2026 Meeting Dates

City Council Meetings 6:30 p.m.	
January	8
February	2
March	2
April	6
May	4
June	1
July	6
August	3
September	10
October	5
November	5
December	7

City Council Meetings 6:30 p.m.	
January	22
February	16
March	19
April	20
May	21
June	18
July	20
August	17
September	21
October	19
November	16
December	21

Planning & Zoning Commission Work Session 6:00 p.m.	
January	29
February	26
March	26
April	23
May	28
June	25
July	23
August	27
September	24
October	22
November	19
December	17

Planning & Zoning Commission Meetings 6:00 p.m.	
January	15
February	12
March	12
April	9
May	14
June	11
July	9
August	13
September	17
October	8
November	12
December	10

Downtown Development Authority Meetings 6:00 p.m.	
January	21
February	18
March	18
April	15
May	20
June	17
July	15
August	19
September	16
October	21
November	18
December	16

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

Municipal Court 9:00 a.m. & 1:00 p.m.	
January	13, 27
February	10, 24
March	**10**, 24
April	21, 28
May	12, 26
June	16, **23**
July	14, 28
August	11, 25
September	15, **22**
October	13, 27
November	10, 17
December	8, **15**

Court dates in **red** are bench trial dates

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

All dates are subject to change.

Election date conflict

Holiday conflicts

ITEM REPORT

AGENDA ITEM NUMBER: VIII.W.

FROM: Karen Norred, Assistant City Manager/City Clerk

MEETING DATE: December 15, 2025

AGENDA ITEM: Resolution to set qualifying fees for the City of Holly Springs, Georgia Municipal Election to be held on November 3, 2026.

EXECUTIVE SUMMARY:

Resolution to set qualifying fees for the City of Holly Springs, Georgia Municipal Election to be held on November 3, 2026.

IS THIS A BUDGETED ITEM?

N/A

FUNDING SOURCE:

N/A

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. RES Qualifying Fees

RECOMMENDATION:

The staff recommendation is approval of the resolution.

CONCURRENCES:

City Manager

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

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

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

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

WHEREAS, the City of Holly Springs will be holding elections for Council Seats for Wards 1, 2, and 4 in 2026; and

WHEREAS, the Mayor and Council of the City of Holly Springs, Georgia, pursuant to their authority do hereby adopt by Resolution the following qualifying fees which shall apply to candidates seeking municipal office in the election to be held on November 3, 2026

Councilmember $180

WHEREAS, the qualifying fees shall be published in the legal organ no later than February 1, 2026; and

RESOLVED, this 15th day of December 2025.

CITY OF HOLLY SPRINGS

____
Ryan P. Shirley, Mayor

Attest:

____
Karen Norred, City Clerk
(Seal)

ITEM REPORT

AGENDA ITEM NUMBER: VIII.X.

FROM: Karen Norred, Assistant City Manager/City Clerk

MEETING DATE: December 15, 2025

AGENDA ITEM: Quote # Q-01879067 between Docusign, Inc. and the City of Holly Springs, Georgia concerning an annual renewal subscription for an eSignature Business Product for State and Local Government, in the amount of $3,369.60.

EXECUTIVE SUMMARY:

Quote # Q-01879067 between Docusign, Inc. and the City of Holly Springs, Georgia concerning an annual subscription for an eSignature Business Product for State and Local Government, in the amount of $3,369.60.

IS THIS A BUDGETED ITEM?

Yes

FUNDING SOURCE:

General Fund

FISCAL IMPACT:

$3,369.60

ATTACHMENTS:

1. Docusign Standard Order Form

RECOMMENDATION:

The staff recommendation is approval of the quote.

CONCURRENCES:

Docusign, Inc.
221 Main Street, Suite 800
San Francisco, CA 94105

Offer Valid Through: Dec 29, 2025
Prepared By: Brittney Andersen
Quote Number: Q-01879067

ORDER FORM

Address Information

Bill To:
City of Holly Springs
3235 Holly Springs Pkwy,
Canton, GA, 30115
United States

Billing Contact Name:
Finance Department
Billing Email Address:
invoices@hollyspringsga.us
Billing Phone:
770-345-5536

Ship To:
City of Holly Springs
P.O. BOX 990,
Holly Springs, GA, 30142-0990
United States

Shipping Contact Name:
Karen Norred
Shipping Email Address:
knorred@hollyspringsga.us
Shipping Phone:
7707217502

Order Details

Order Start Date: Dec 2, 2025
Order End Date: Dec 1, 2026
Billing Frequency: Annual

Payment Method: Check
Payment Terms: Net 30
Currency: USD

Products

Product Name	Subscription No.	Start Date	End Date	Quantity	Net Price
eSignature Business Pro for State and Local Government - Seats	SUB-3569113-1	Dec 2, 2025	Dec 1, 2026	5	$ 2,880.00
Silver Success Pack	SUB-3569113-1	Dec 2, 2025	Dec 1, 2026	1	$ 489.60

Grand Total: $3,369.60

Product Details

eSignature Seat Allowance: 5
eSignature Envelope Allowance: 500

Order Special Terms

Terms & Conditions

This Order Form is governed by the terms Master Services Agreement available online at: https://www.docusign.com/legal/terms-and-conditions/msa and the applicable Service Schedule(s) and Attachments for the DocuSign Services described herein available online at https://www.docusign.com/legal/terms-and-conditions/msa-service-schedules.

Customer Data uploaded into a Docusign eSignature Government Product will be hosted within Docusign's FedRAMP Moderate authorized boundary. "FedRAMP" means the Federal Risk and Authorization Management Program.

Docusign eSignature Government Products include features and functionality that allow Customers to connect to other Docusign products or to third-party products or services for interoperability purposes. Interoperability refers to multiple computer systems that are connected in a manner that allows them to exchange information. These features are disabled by default but can be enabled by Customer request. Customers may also use "connectors" to connect Docusign eSignature Government Products to other systems to exchange information. For example, a Docusign/Salesforce Connector can be used to connect Docusign eSignature Government Products to a Salesforce product so that information may be exchanged between the two connected systems.

If Customer chooses to connect Docusign eSignature Government Products to any other Docusign product or to any third-party products or services, Customer authorizes Docusign to export Customer Data outside of Docusign's FedRAMP Moderate authorized boundary for the processing and use of Customer Data by Customer, Docusign, and/or such third parties (as applicable). For clarity, where Customers connect Docusign eSignature Government Products with any other products or services (including but not limited to by use of Payments, Comments, Connector or Agreement Action functionality), Docusign disclaims all liability for FedRAMP control compliance or Customer's obligations relating to Customer Data exported from Docusign's FedRAMP Moderate authorized boundary.

If Customer is provisioned a demo or sandbox account (a "Sandbox Account") Customer's use of that Sandbox Account is conditioned on the following: Customer acknowledges and is aware that the Sandbox Account is a demo account and may or may not be within the applicable FedRAMP environment. Customer will not input Controlled Information, Covered Defense Information, Personally Identifiable Information, or any other sensitive or confidential information in the Sandbox Account during the Term.
Each DSU Campus Pass Individual Subscription includes the following benefits over a 12-month period: 1) Access to all public, instructor-led DSU classroom courses for 1 named user;

and 2) Access to curated Learning Plans to support enablement. The named administrator on the Customer record will be the named individual on the Campus Pass Individual Subscription.

Billing Information

Prices shown above do not include any sales, use, value added (VAT), goods and services (GST), and/or any other similar taxes, duties, levies and or charges of any nature that might be imposed or required to be collected (collectively “taxes”) by Docusign. Any such taxes are the responsibility of the Customer and will appear on the final invoice(s), as applicable. Taxes are calculated based on the ship-to location listed on your order form.

Invoice(s) for this order will be emailed automatically from invoicing@erp.docusign.com.

Please make sure this email address is on an approved setting or safe senders list, so notifications do not go to a junk folder or get caught in a spam filter.

For U.S. Customers
Is the contracting entity exempt from sales tax?
Please select Yes or No:
Docusign, Inc. uses Avalara's CertExpress to securely collect digital exemption certificates. When selecting "Yes" for tax exemption, a link will be sent to the Bill-To contact listed on this order form to submit your tax exemption certificate through CertExpress.

For other tax exemption requests, please email the applicable tax exemption documentation to taxexempt@docusign.com.

Purchase Order Information

Is a Purchase Order (PO) required for the purchase or payment of the products on this Order Form?

Please select:

By marking “No”, Customer agrees to process payment for any invoices issued pursuant to this Order Form without a PO Number.

If yes, please complete the following information, and attach your PO (if available), and the invoice will be issued referencing such PO Number:

PO Number:

Please attach PO Attachment here:

If “Yes” is marked, but a PO Number is not provided or a PO document is not attached, then Customer agrees to provide the PO information or PO document to Docusign at its earliest convenience by sending to POSubmission@docusign.com referencing this Quote Number, but agrees to still process payment per the agreed upon terms.

If Customer has attached a PO (or other document) to this Order Form, Customer acknowledges and agrees that any additional or conflicting terms appearing in such PO (or any other document) are invalid.

The below signatories are authorized, on behalf of their respective Parties, to execute this Order Form and to agree to the terms herein as of the Order Start Date.

Customer	**Docusign, Inc.**
Signature:	Signature:
Name:	Name:
Job Title:	Job Title:
Date:	Date:

ITEM REPORT

AGENDA ITEM NUMBER: VIII.Y.

FROM: Ron Carter, IT and Facilities Manager

MEETING DATE: December 15, 2025

AGENDA ITEM: Resolution to declare the property described in Exhibit "A" as surplus and authorize its sale or disposal.

EXECUTIVE SUMMARY:

Resolution to declare the property described in Exhibit "A" as surplus and authorize its sale or disposal.

IS THIS A BUDGETED ITEM?

N/A

FUNDING SOURCE:

N/A

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. RES Surplus Property
2. Exhibit A-Surplus Inventory 12-2025

RECOMMENDATION:

The staff recommendation is approval of the resolution.

CONCURRENCES:

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF HOLLY SPRINGS, GEORGIA, DECLARING CERTAIN PROPERTY AS SURPLUS AND AUTHORIZING ITS SALE OR DISPOSAL

WHEREAS, it has been determined that the City has no further use of these certain items; and

WHEREAS, the City Council may determine that these items are surplus property; and

WHEREAS, the fair market value, if any, is determined for the surplus property and its disposal will be for the common benefit; and,

WHEREAS, the City Manager or his designee will oversee the sale or disposal of this item; and,

NOW THEREFORE, IT IS HEREBY RESOLVED that the Mayor and City Council of the City of Holly Springs hereby approve the surplus and authorize the sale or disposal of the items described in attached Exhibit “A”.

This Resolution is adopted this 15th day of December 2025.

CITY OF HOLLY SPRINGS

____
Ryan P. Shirley, Mayor

Attest:

____
Karen Norred, City Clerk
(Seal)

Exhibit "A"

Surplus Equipment 12/2025

Description	Model	S/N	Type	Quantity
Polycom Desk Phone	VVX250	482567027667	Desk Phone	1
Polycom Desk Phone	VVX250	482567027524	Desk Phone	1
Polycom Desk Phone	VVX250	482567027969	Desk Phone	1
Polycom Desk Phone	VVX250	482567027609	Desk Phone	1
Polycom Desk Phone	VVX350	4825671B30DD	Desk Phone	1
Polycom Desk Phone	VVX350	4825671B3138	Desk Phone	1
Polycom Desk Phone	VVX350	48256730281E	Desk Phone	1
Polycom Desk Phone	VVX350	4825671B21C8	Desk Phone	1
Polycom Desk Phone	VVX350	4825673027B6	Desk Phone	1
Polycom Desk Phone	VVX350	4825671B2ABD	Desk Phone	1
Polycom Desk Phone	VVX350	4825670AB63D	Desk Phone	1
Polycom Desk Phone	VVX350	64167FB44F3E	Desk Phone	1
Polycom Desk Phone	VVX350	4825671B2249	Desk Phone	1
Polycom Desk Phone	VVX350	482567301FD0	Desk Phone	1
Polycom Desk Phone	VVX350	4825671B2238	Desk Phone	1
Polycom Desk Phone	VVX350	4825670AB0ED	Desk Phone	1
Polycom Desk Phone	VVX350	4825671B2A93	Desk Phone	1
Polycom Desk Phone	VVX350	4825672FA7B1	Desk Phone	1
Polycom Desk Phone	VVX350	4825671B2206	Desk Phone	1
Polycom Desk Phone	VVX350	4825671B2AC7	Desk Phone	1
Polycom Desk Phone	VVX350	48256730246E	Desk Phone	1
Polycom Desk Phone	VVX350	482567302480	Desk Phone	1
Polycom Desk Phone	VVX350	4825671B2AC5	Desk Phone	1
Polycom Desk Phone	VVX350	4825672FB3B2	Desk Phone	1
Polycom Desk Phone	VVX350	48256770C699	Desk Phone	1
Polycom Desk Phone	VVX350	48256730216A	Desk Phone	1
Polycom Desk Phone	VVX350	4825671B2246	Desk Phone	1
Polycom Desk Phone	VVX350	4825670AB84C	Desk Phone	1
Polycom Desk Phone	VVX350	482567301921	Desk Phone	1
Polycom Desk Phone	VVX350	4825671B231F	Desk Phone	1
Polycom Desk Phone	VVX350	4825673017F9	Desk Phone	1
Polycom Desk Phone	VVX350	4825671B22BC	Desk Phone	1
Polycom Desk Phone	VVX350	4825671B30B1	Desk Phone	1
Polycom Desk Phone	VVX450	4825672036DA	Desk Phone	1
Polycom Desk Phone	VVX450	4825671FAA4B	Desk Phone	1
Polycom Desk Phone	VVX450	482567307C66	Desk Phone	1
Polycom Desk Phone	VVX450	4825672019BE	Desk Phone	1
Polycom Desk Phone	VVX450	48256720391A	Desk Phone	1
Polycom Desk Phone	VVX450	48256730871F	Desk Phone	1
Polycom Side Car	EM50	50182151013C	Desk Phone	1
Polycom Side Car	EM50	501822150199	Desk Phone	1
Polycom Side Car	EM50	5018221506B1	Desk Phone	1
Polycom Side Car	EM50	50182215019A	Desk Phone	1
Polycom Side Car	EM50	501821510574	Desk Phone	1
Polycom Side Car	EM50	5018221500A4	Desk Phone	1
Mitel 5000 HX Digital Base Bundle Kit	5000	-	Desk Phone	1
Voicemail CF Card 1 GB v4+ (100 Hours)	5000	-	Desk Phone	1
5000 HX to DEI Cable (16in)	5000	-	Desk Phone	1
(DDM-16) Digital Desktop Module & Cable	5000	-	Desk Phone	1
(DEI) Digital Expansion Interface	5000	-	Desk Phone	1
(SLM-4) Single Line Analog Module	5000	-	Desk Phone	1
(DEM-16) Digital Endpoint Module	5000	-	Desk Phone	1
(T1M-2) Dual T1/E1/PRI Module	5000	-	Desk Phone	1
HX Controller Wall Mount Kit	5000	-	Desk Phone	1
DEM Cable Adapter (RJ-45 to AMP)	5000	-	Desk Phone	1
Model 8568 - 6 Line LCD Digital Telephone	8568	-	Desk Phone	16
Model 8528 - 2 Line LCD Digital Telephone	8528	-	Desk Phone	14
Model 5330e - Full LCD IP Tel (Backlit)	5330e	-	Desk Phone	8
Model 5320 - Full LCD IP Tel (non-Backlit)	5320	-	Desk Phone	2
IP PKM - 48 Key (5324/8528/8568)	PKM48	-	Desk Phone	5
Dell Desktop	Optiplex 3060	BBYB7X2	Desktop	1
Dell Desktop	Optiplex 3060	BFNG7X2	Desktop	1
Acer Desktop	Veriton X2631	DTVKCAA006425049949600	Desktop	1
Acer Desktop	VX5E1	UDP01AA658742002440100	Desktop	1
Acer Desktop	VX5E1	DTVMXAA0026370451F9600	Desktop	1
Acer Desktop	X498G	PSVAWP30021470458D9200	Desktop	1
Dell Desktop	Optiplex 3070	9ZLK903	Desktop	1
Acer Desktop	Veriton X2631	DTVKCAA006432023BA9600	Desktop	1
Dell Desktop	Optiplex 3060	24SB3W2	Desktop	1
Dell Desktop	Optiplex 5050	42K5NJ2	Desktop	1
Acer Desktop	Veriton X2631	DTVKCAA006425047F39600	Desktop	1
Acer Desktop	Veriton X4630G	DTVLAAA006448074D99600	Desktop	1
Acer Desktop	Veriton X4630G	DTVMWAA00572702CF09600	Desktop	1
Dell Desktop	Optiplex 3070	9ZLJ903	Desktop	1
Dell Desktop	Optiplex 3070	9ZLL903	Desktop	1
Acer Desktop	Veriton X4640G	DTVMWAA00563802CB6900	Desktop	1
Advantech Computer	PPC6120RA1401E-T	KSA1182504	Desktop	1
VisionTek Dock	Dual Display Dock	2201117977148400000	Dock	1
Dell Dock	WD19 Docking Station	6CHLW43	Dock	1
Dell Dock	WD19 Docking Station	HFHLW43	Dock	1
VisionTek Dock	VT4510 Dock	-	Dock	1

Type	Totals
Dock:	7
Desktop:	17
Laptop:	8
Desk Phone:	100
Printer:	9
Peripherals:	1
Scanner:	3
Miscellaneous:	25
Monitor:	7
Server:	1
UPS:	12
TV:	3
Grand Total:	**193**

Dell Dock	WD19 Docking Station	2L9LW43	Dock	1
VisionTek Dock	VT4510 Dock	2201117977148400105	Dock	1
VisionTek Dock	VT4510 Dock	2110227839148402450	Dock	1
Seagate HDD	Baracuda 500GB	Z9952YWF	Hard Drive	1
Seagate HDD	Baracuda 500GB	ZA4AS11X	Hard Drive	1
Seagate HDD	Baracuda 500GB	ZA4B18JA	Hard Drive	1
Western Digital HDD	WD Blue 1TB	WCC3FAL5TNKA	Hard Drive	1
Seagate HDD	Baracuda 500GB	Z9951QGH	Hard Drive	1
Seagate HDD	Baracuda 500GB	ZA4BJE2D	Hard Drive	1
Seagate HDD	Laptop Thin HDD 500GB	W3PFSQY8	Hard Drive	1
Toshiba HDD	SATA HDD 500GB	496FTOXCT9NGHDKCC00D2A05T	Hard Drive	1
Toshiba HDD	SATA HDD 500GB	98QPT082T9NGHDKCC00D2A05T	Hard Drive	1
Seagate HDD	Baracuda 500GB	Z9952YSZ	Hard Drive	1
Seagate HDD	Baracuda 500GB	ZA4BF29H	Hard Drive	1
Seagate HDD	Baracuda 500GB	ZA4AQY8M	Hard Drive	1
Seagate HDD	Baracuda 500GB	ZA4B17K1	Hard Drive	1
Seagate HDD	Baracuda 500GB	Z9952YV6	Hard Drive	1
Seagate HDD	Baracuda 500GB	ZA4B17R2	Hard Drive	1
Seagate HDD	Baracuda 500GB	Z9952YT8	Hard Drive	1
Seagate HDD	Baracuda 500GB	Z9952YV3	Hard Drive	1
Toshiba External HDD	External HDD 1TB	67S7T8B4T10F	Hard Drive	1
Toshiba External HDD	External HDD 1TB	8755TRE0T10F	Hard Drive	1
Dell Laptop	Latitude 3510	FY1T303	Laptop	1
Lenovo Laptop	Thinkpad Edge E550	SL10H41170	Laptop	1
Dell Laptop	Latitude 3510	GY1T303	Laptop	1
Lenovo Laptop	ThinkPad Edge E420	R9-KZMK7	Laptop	1
HP Laptop	Probook	1588-3003	Laptop	1
Dell Laptop	Latitude 5590	8FBVZW2	Laptop	1
HP Laptop	Elitebook	-	Laptop	1
Dell Laptop	Latitude E5470	614VK72	Laptop	1
Microsemi Power Injector	POE DC Power Injector	C18486610001271	Miscellaneous	1
TP-Link Switch	8-Port Switch	2179587005496	Miscellaneous	1
Weihai Sungho Electronics Adapter	AC/DC Adapter	-	Miscellaneous	1
Verizon Extender	LTE Network Extender	S914300175	Miscellaneous	1
Alcatel Access Point	Multi-Standard Enterprise Cell	LBALLUSRC20005000070	Miscellaneous	1
D-Link Access Point	DAP-2590, Dual Band PoE Access Point	PV7F1C8000126	Miscellaneous	1
TVST DVR	AR326-4, DVR	166590746	Miscellaneous	1
Diamond Extender	Wireless HDMI Extender RX	-	Miscellaneous	1
Samsung Extender	4G LTE Network Extender 2	S514C42235	Miscellaneous	1
Cymatic Audio Recorder	LR16 Live Recorder	-	Miscellaneous	1
Dell Desktop Speaker	Desktop Speakers	-	Miscellaneous	1
Polycom Accessories	Desk Phone Power Supplies	-	Miscellaneous	1
Polycom Accessories	Desk Phone Handset	-	Miscellaneous	1
Verizon Extender	4G LTE Network Extender	SBA2902049	Miscellaneous	1
Netgear Switch	ProSafe 24 Port Gigabit Switch	2W02235TA0480	Miscellaneous	1
Netgear Switch	ProSafe 24 Port Gigabit Switch	2W02235UA0481	Miscellaneous	1
Netgear Switch	ProSafe 24 Port Gigabit Switch	2W022355A048B	Miscellaneous	1
Netgear Switch	ProSafe 24 Port Gigabit Switch	2W02235XA0484	Miscellaneous	1
NVR System	NVR732-I8	C20735035	Miscellaneous	1
Netgear Switch	ProSafe 24 Port Gigabit Switch	2W02235VA0482	Miscellaneous	1
Netgear Switch	ProSafe 24 Port Gigabit Switch	2W022355A047D	Miscellaneous	1
Adtran Gateway	Total Access 900e	4243908F1	Miscellaneous	1
Grandstream Wi-Fi 6 Access Point	GWN7664E	345041FAF6	Miscellaneous	1
Barracuda Firewall	F280	BAR-NG-1342921	Miscellaneous	1
Wowza Media Encoder	Clearcaster	CGR201111420111100174	Miscellaneous	1
Lenovo Monitor	ThinkVision Monitor	-	Monitor	1
Lenovo Monitor	ThinkVision Monitor	-	Monitor	1
HP Monitor	COMPAQ LA2206x Monitor	CNC12202TY	Monitor	1
Acer Monitor	Monitor	-	Monitor	1
Acer Monitor	Monitor	-	Monitor	1
Acer Monitor	Monitor	-	Monitor	1
Acer Monitor	Monitor	-	Monitor	1
Dell Keyboard	Wireless Keyboard	-	Peripherals	1
Brother Printer	HL-L2340DW	U63879K7N135801	Printer	1
Brother Printer	HL-L6200W	U64180L6N450094	Printer	1
Magicard ID Printer	Enduro3E	-	Printer	1
Brother Printer	HL-L8260CDW	U64641M0F375373	Printer	1
Canon Printer	MG3022	-	Printer	1
HP Printer	HP DesignJet 800 42" Plotter	SG6AID203W	Printer	1
Brother Printer	MFC-L8900CDW Printer	-	Printer	1
Stamps Label Printer	ProLabel	-	Printer	1
Brother Printer	HL-L2380DW	U63886K5N829456	Printer	1
Epson Projector	Projector	-	Projector	1
Colortrac Scanner	SmartLF Ci 40, Large Format Scanner	D2907675	Scanner	1
Epson Scanner	ES-500W	-	Scanner	1
Epson Scanner	Scanner	-	Scanner	1
SuperMicro Server	813M-3, Server Rack	-	Server	1
LG TV	LG TV	-	TV	1
Sanyo DP50749 Plasma TV	D50749	B0070626009961	TV	1
LG 65" Class 4K UHD 2160P Smart TV	65UN6955ZUF	106RMLM1X656	TV	1
Tripp Lite UPS	SmartPro SMART1500LCD, UPS	2941AV0SM890C01437	UPS	1
CyberPower UPS	1500AVR	CPAEX2003300	UPS	1
Tripp Lite UPS	UPS	-	UPS	1
Tripp Lite UPS	UPS	-	UPS	1

Tripp Lite UPS	UPS	-	UPS	1
Tripp Lite UPS	UPS	-	UPS	1
CyberPower UPS	1500AVR	-	UPS	1
Tripp Lite UPS	SmartPro SMART1500LCD, UPS	-	UPS	1
Tripp Lite UPS	SmartPro SMART1500LCD, UPS	-	UPS	1
Tripp Lite UPS	SmartPro SMART1500LCD, UPS	-	UPS	1
Tripp Lite UPS	1500AVR	2642HVHSM819100040	UPS	1
Tripp Lite UPS	1500AVR	2709HVHSM819100371	UPS	1

ITEM REPORT

AGENDA ITEM NUMBER: VIII.Z.

FROM: Ron Carter, IT and Facilities Manager

MEETING DATE: December 15, 2025

AGENDA ITEM: Quote #1138 dated November 3, 2025, from NeSmith Electric, Inc., for an electrical panel removal and replacement located at JC Mullins Field, 150 Childers Academic Circle, Holly Springs, GA 30115, in an amount not to exceed $3,157.00.

EXECUTIVE SUMMARY:

Quote #1138 dated November 3, 2025, from NeSmith Electric, Inc., for an electrical panel removal and replacement located at JC Mullins Field, 150 Childers Academic Circle, Holly Springs, GA 30115, in an amount not to exceed $3,157.00.

The panel is having to be replaced due to the existing one being vandalized and unable to be secured.

Three proposals were obtained, and NeSmith Electric, Inc. was the lowest one.

NeSmith Electric, Inc.	$3,157.00
ServiceWise Electric and Plumbing	$5,032.00
North Cherokee Electrical	$6,816.00

IS THIS A BUDGETED ITEM?

No

FUNDING SOURCE:

Parks and Recreation

FISCAL IMPACT:

$3,157.00

ATTACHMENTS:

1. JC-Mullins-Nesmith-Estimate
2. Servicewise-JC Mullins Ballpark
3. NorthCherokee-JC Mullins

RECOMMENDATION:

The staff recommendation is approval of the estimate.

CONCURRENCES:

Finance and Administration

ESTIMATE

NeSmith Electric, Inc.
211 Miller Heights
Canton, GA 30115

nesmithelectric@aol.com
+1 (678) 493-2697

City of Holly Springs / JC Mullins Ballpark

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

Estimate details

Estimate no.: 1138
Estimate date: 11/03/2025

#	Product or service	Description	Qty	Rate	Amount
1.		JC Mullins Ballpark			
2.	**Electrical Services**		1	$3,157.00	$3,157.00
3.		Electrical permit Demo the existing electrical panel Furnish and install new 200 amp main breaker outdoor rated panel with breakers. (Lockable panel) Furnish and install contactors for the lighting in a weather proof box Furnish and install switch to turn on the lights			

Total **$3,157.00**

Accepted date **Accepted by**

Service Wise Electric and Plumbing
132 Overlook Circle, Canton, Georgia 30115-7416 United States
(404) 704-4903

BILL TO
City of Holly Springs
3237 Holly Springs Pkwy
Holly Springs, GA 30115

ESTIMATE	ESTIMATE DATE
109957997	Oct 24, 2025

JOB ADDRESS
City of Holly Springs
JC Mullins Ball Field
150 Childers Academic Circle
Canton, GA 30115 USA

Job: 109924471

SERVICE	DESCRIPTION	QTY	PRICE	TOTAL
150-200 AMP main breaker pane	200 AMP main breaker outdoor panel - surface: Furnish and install new load center and matching breakers. Take out the existing all existing conduit from the main panel, install new breakers sized to the existing wiring and label panel. Panel in a commercial Siemens lockable panel.	1.00	$3,590.02	$3,590.02
Electrical work	Electrical work : Install a 12"x 12"x 4" PVC weatherproof electrical box, install (3) 240 volt lighting contacts with 120 volt coil. Set weatherproof switch box with a lockable cover that will house a toggle switch to turn contacts on.	1.00	$1,442.50	$1,442.50

POTENTIAL SAVINGS	$555.64
SUB-TOTAL	$5,032.02
TAX	$0.00
TOTAL	$5,032.02
EST. FINANCING	$166.68

Servicewise Electric & Plumbing – Terms & Conditions
Payment Terms: Residential customers and homeowners acting as their own general contractor must pay in full upon completion of work. Contractors are subject to 70/30 terms. Returned checks are subject to a $30 redeposit fee. A 1.5% monthly service charge applies to any unpaid balance from the date of completed work. If Servicewise Electric & Plumbing

initiates litigation or employs attorneys to collect payment, the customer/contractor is responsible for all reasonable costs and attorney's fees.

Electrical and Plumbing Parts Warranty
At Servicewise Electric & Plumbing, we stand behind the quality of our work and materials. We warranty that all parts we provide and install will be free from defects. If a part fails, we will repair or replace it at no cost to you (up to $250 for parts). Parts found to be defective within one year (365 days) of installation are fully covered—including installation and labor. If a part fails after one year, it may still be covered under our limited lifetime warranty, which includes up to $250 for the part. To be eligible for coverage, we must be notified within 30 days of discovering the issue.
Traditional water heater parts are covered for 6 years; tankless water heater parts are covered for 10 years.
We also proudly offer a Lifetime Craftsmanship Warranty—our work is guaranteed for life against installation-related defects. If something we installed wasn't done right, we'll make it right.

Wise Plan Members continue to receive lifetime parts/labor

Contractor Warranty: Standard contractor warranty is 1 year Servicewise-supplied parts. Warranty may be voided due to lack of maintenance, unauthorized modifications, acts of God, third-party work, or unrelated damage. Product warranties are honored per manufacturer. Servicewise is not responsible for existing defects, hidden systems, landscaping or soil settlement, or sheetrock repair.

CUSTOMER AUTHORIZATION

THIS IS AN ESTIMATE, NOT A CONTRACT FOR SERVICES. The summary above is furnished by Servicewise Electric & Plumbing as a good faith estimate of work to be performed at the location described above and is based on our evaluation and does not include material price increases or additional labor and materials which may be required should unforeseen problems arise after the work has started. I understand that the final cost of the work may differ from the estimate, perhaps materially. THIS IS NOT A GUARANTEE OF THE FINAL PRICE OF WORK TO BE PERFORMED. I agree and authorize the work as summarized on these estimated terms, and I agree to pay the full amount for all work performed.

Sign here Date

12/4/2025

Ron

JC Mullins Panel change with keyed switch

North Cherokee Electrical is pleased to submit pricing for this project

1. Price is good for 30 days.
2. All sales tax included.
3. Bond not included. (Add 1.5% for bond)

General Scope

- Remove and replace 200 amp 3 phase panel and install new 200 amp panel with locking subpanel and keyed switch for lights.

Total Amount: $6,816

Should you have any questions please give me a call.

Thank you,

Stephen Cochran l Service Manager
Cell# 470-776-8940
North Cherokee Electrical
2915 Ballground Hwy (Street)
P.O Box 4098 (Mail)
Canton, GA 30114
Scochran@ncelectrical.com

CITY OF HOLLY SPRINGS

2025 REPORT TO MAYOR AND CITY COUNCIL

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) PERMIT

A. Public Education & Outreach

A-1: Provide educational programs for elementary, middle, and high school students based on the importance of water quality

The city participated in an education event with Cherokee High School at Boling Park on October 24, 2025. City staff were tasked with teaching students about turbidity testing with a turbidimeter, total alkalinity testing, precision PH testing and water temperature and conductivity testing. Three groups of 8 children were instructed on how to perform these tests and were then tasked with performing these tests themselves. During the events, city staff went into details on why these tests were performed and how these tests contributed to the protecting the states waterways.

On September 25, 2025 the city participated in an educational event at RT Jones Library. A class of 40 students/adults were read the book "All the Way to the Ocean". City staff then did a Build-A-River program and discussed the importance of our street sweeper and showed a demonstration video to the class, showing its capabilities and the importance of using it for our waterways.

A-2: Display Educational Materials in Municipal Buildings

Clean Water Campaign and other additional flyers are available in City Hall.

A-3: City Council MS4 Update

Update was provided on December 15, 2025.

B. Public Involvement/Participation

B-1: Organize Clean Streams Program

The City of Holly Springs participated with the Upper Etowah River Alliance, Cherokee County Water and Sewerage Authority, and the City of Woodstock in a joint Rivers Alive Cleanup held on October 18, 2025, at Little River in Olde Rope Mill Park. Eighty volunteers removed trash and debris including tires, plastic bottles, cans, bottles, and scrap metal.

B-2: Organize Stormfest Event

On Friday, July 11, 2025, the City of Holly Springs in collaboration with the City of Woodstock, Cherokee County Water and Sewerage Authority, Cherokee County Sheriff's Department, Cherokee County Fire and Emergency Services, and City of Holly Springs' Police Department hosted Stormfest 2025 at Timothy B. Downing Park (Cagle's Family Farm). This event featured a touch-a-truck event, CCWSA's backhoe craft, and The Upper Etowah River Alliance discussing the endemic species of fish and more. The City of Holly Springs welcoming tent featured an EnviroScape demonstration to interact with the public to show the many different sources of pollution and how they all enter our waterways. The touch-a-truck features stormwater related vehicles such as sweeper trucks, a hydrovac truck, construction equipment, as well as fire trucks, police cars, and SWAT vehicles provided by our partners. Food trucks were on site to encourage people to visit. The event offered a chance to teach people about the effects of stormwater and the dangers of pollution, as well as providing an opportunity for individuals to have fun exploring vehicles. 1400 people attended the event. The event lasted from 4PM to 8PM. Holly Springs organized the event with the partner cities offering vehicles and amenities.

B-3: Organize Litter Cleanup

The city hosted the Great American Cleanup on October 11, 2025. Members from the Holly Springs Tree commission, volunteers, and city staff participated. We had 7 total participants, tasked with removing trash from JB Owens park. We also removed trash along the creek bank that runs behind the park, as well as along the Hickory Rd frontage at the entrance of the park.

B-4: Organize City Pet Waste Station Program

The City installed Pet Waste Stations at the City's parks. All stations were inspected weekly for maintenance, restocking and trash removal.

<u>C. Illicit Discharge Detection & Elimination</u>

C-1: Illicit Discharge Detection & Elimination Ordinance

No revisions were made to the Illicit Discharge Detection & Elimination Ordinance.

C-2: Water Quality Issues Map

The Outfall Map was updated to include all new structures.

C-3: Detect/Eliminate Illicit Discharges

City staff conducted dry weather outfall inspections for 46 structures.

C-4: Distribute Newsletters to Citizens

Articles regarding stormwater were included in all four issues of the Whistlestop Newsletter. The articles covered *Pool Pollution Prevention, What Happens When it Rains, 10 Things You Can Do to Prevent Stormwater Runoff Pollution, and Fats, Oils, and Grease: Their Impact on Your Sewer System*.

C-5: Complaint Response

Responses to all complaints were made within 24 business hours.

D. Construction Site Stormwater Runoff

D-1: Erosion Sedimentation and Pollution Control Ordinance

No amendments were made to the Erosion, Sedimentation and Pollution Control Ordinance.

D-2: Site Plan Review Procedures

Reviews included Wellstar Way, Owens Preserve, Chipotle, Legacy Downs, Quest One Expansion, PSI Headquarters, One-Street Residential, Pebblewood Commercial, Lively Townhomes, Toothtown, Hickory Road Storage, and Whataburger.

D-3: Construction Site Inspections and Enforcement Procedures

Inspections were conducted on a weekly basis and in conjunction with significant rain events.

D-4: Enforcement Procedures

A log for all inspections and re-inspections was maintained by staff.

D-5: Procedures for Managing Public Input/Complaints

Complaints regarding stormwater and erosion issues are referred to the Stormwater Department and investigated within 24 business hours.

D-6: Certification

All staff certifications are up to date.

E. Post-Construction Stormwater Management for New and Re-development.

E-1: Legal Authority

No revisions were made to the post-construction stormwater management for new and re-development minimum control measures.

E-2: Inventory

New structures were added to the inventory for completed subdivisions.

E-3: Inspection Program

Inspections were completed throughout the year, with a list being created for maintenance or repair.

E-4: Maintenance Program

Maintenance is occurring on an as-needed basis.

E-5: GI/LID

No new green infrastructure was added in 2025.

F. Pollution Prevention/Good Housekeeping for Municipal Operations

F-1: MS4 Control Structure Inventory and Map

New structures were added to the inventory.

F-2: MS4 Inspection Program

Scheduled inspections have been completed with maintenance occurring on an as-needed basis.

F-3: MS4 Maintenance Program

Maintenance is occurring on an as-needed basis.

F-4: Street and Parking Lot Cleaning

Streetsweeping was performed along the main City streets with stormwater infrastructure.

F-5: City Staff Training

A training session was conducted on December 16, 2025, for all Stormwater, Building Department and Public Works staff.

F-6: Waste Disposal

Debris collected during weekly removal is disposed of in accordance with guidelines for the materials that are collected.

F-7: New Flood Management Projects

100% of plan reviews included a review of the detention basin, outlet control structure and overall hydrology report in compliance with the Georgia Stormwater Management Manual.

F-8: Existing Flood Management Projects

The city did not add any new detention ponds in 2025.

F-9: Municipal Facilities

The public works facility was inspected on November 21, 2025. No deficiencies were noted.