



City of Holly Springs

Date: Monday, November 20, 2023

Location: 3235 Holly Springs Pkwy

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

- I. CALL TO ORDER
- II. PUBLIC COMMENTS
- III. UNFINISHED BUSINESS
 - A. Discuss a resolution authorizing the renewal of the Medical Flexible Spending Account with Medcom
Presented By: Karen Norred, City Clerk/Human Resources Director
- IV. NEW BUSINESS
 - A. Discuss a request for No Parking signs to be installed in the right-of-way on Ash Street
Presented By: Robert H. Logan, City Manager
 - B. Discuss a rental agreement between the City of Holly Springs, Georgia and Prime Storage Holly Springs, LLC
Presented By: Robert H. Logan, City Manager
 - C. Discuss granting a utility easement from the City of Holly Springs, Georgia to Idletown Development, Inc.
Presented By: Robert H. Logan, City Manager
 - D. Discuss change order #001 from Magnum Contracting, LLC for Barrett Memorial & Taylors Farm/Barrett Springs Parks Improvement Project
Presented By: Robert H. Logan, City Manager

- E. Discuss a resolution authorizing the submittal of the Georgia Department of Transportation Local Maintenance & Improvement Grant (LMIG) application for the Fiscal Year 2024

Presented By: Robert H. Logan, City Manager

- F. Discuss a job description for the position of Training Assistant in the Police Department
Presented By: Karen Norred, City Clerk/Human Resources Director

- G. Discuss a quote for the annual subscription for Guardian Tracking provided by TargetSolutions Learning, LLC, d/b/a Vector Solutions

Presented By: Karen Norred, City Clerk/Human Resources Director

- H. Discuss a proposal from Place Maker Design for professional services related to the Holly Springs Town Center District

Presented By: Nancy Moon, Community Development Director

- I. Discuss the release of Performance Bonds for Charlotte's Ridge

Presented By: Nancy Moon, Community Development Director

V. ADJOURNMENT

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

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

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

III. INVOCATION

IV. CONSENT AGENDA

A. October 2, 2023 City Council Work Session and Special Called Meeting Minutes

B. October 16, 2023 City Council Work Session and Business Meeting Minutes

V. UNFINISHED BUSINESS

A. Approve/deny lease agreement for Suite A in the Train Depot among the City of Holly Springs, the Downtown Development Authority and Stonecrest Homes, GA, LLC

B. Approve/deny Statement of Credit Availability Application and quote for Cochran Creek Mitigation Bank concerning the Holly Springs Industrial Connector between the City of Holly Springs, Georgia and Dawsonville Bluffs, LLC, in an amount not to exceed \$698,517

C. Approve/deny Statement of Credit Availability Application and quote for Conasauga Bend Mitigation Bank concerning the Holly Springs Industrial Connector between the City of Holly Springs, Georgia and Conasauga Bend Mitigation, LLC, in an amount not to exceed \$384,000

D. Approve/deny an ordinance for the 2024 Budget Appropriation for the Year Ending December 31, 2024

E. Approve/deny an ordinance for the 2024-2028 Capital Improvement Plan

F. Approve/deny a 2% increase to the Employee Compensation Plan

G. Approve an ordinance to amend portions of Chapter 50 – Peddlers and Solicitors Article II – Solicitors, Peddlers and Itenerant Merchants

- H. Approve/deny the Andrews Technology Master Customer Agreement and UKG Time & Attendance Project Statement of Work, in an amount not to exceed \$3,890
- I. Approve/deny the release of a bond for Edgewater Phase 4A, Maintenance Bond #1001019805
- J. Approve/deny the release of a bond for Spring Meadows Phase 2A Maintenance Bond #SU1168536
- K. Approve/deny the release of agreements for Turner Village; Performance and Maintenance Escrow Agreements, and Stormwater Maintenance Cash Guarantee Agreement
- L. Approve/deny a resolution to accept and authorize streets to become publicly maintained streets, to include Fieldbrook Crossing and Stoneview Drive in Edgewater Phase 4A
- M. Approve/deny a resolution to accept and authorize streets to become publicly maintained streets, to include Ellenton Place and Treeline Trail in Spring Meadows Phase 2A
- N. Approve/deny a resolution to accept and authorize streets to become publicly maintained streets, to include Ruths Drive, Ruths Boulevard and Turner Lane in Turner Village
- O. Approve/deny Comfort Zone Heating & Cooling HVAC quote for the Public Works building, in an amount not to exceed \$12,456
- P. Approve/deny quote #006627 from Interdev for data protection services provided by Barracuda Networks, Inc., in an amount not to exceed \$3,357

VI. NEW BUSINESS

- A. Approve/deny a request for No Parking signs to be installed in the right-of-way on Ash Street
- B. Approve/deny a rental agreement between the City of Holly Springs, Georgia and Prime Storage Holly Springs, LLC
- C. Approve/deny granting a utility easement and perpetual right-of-way from the City of Holly Springs, Georgia to Idletown Development, Inc., for property located in Land Lot 592 of 15th District, 2nd Section, and being a strip of land described and shown on Exhibit A

- D. Approve/deny change order #001 from Magnum Contracting, LLC for Barrett Memorial & Taylors Farm/Barrett Springs Parks Improvement Project, in an amount not to exceed \$27,745
- E. Approve/deny a resolution authorizing the submittal of the Georgia Department of Transportation Local Maintenance & Improvement Grant (LMIG) application for the Fiscal Year 2024
- F. Approve/deny a job description for the position of Training Assistant in the Police Department
- G. Approve/deny quote #Q-298178 for the annual subscription for the Employee Performance Management Software Guardian Tracking, provided by TargetSolutions Learning, LLC, d/b/a Vector Solutions, in an amount not to exceed \$3,419
- H. Approve/deny a proposal from Place Maker Design for professional services related to the Holly Springs Town Center District
- I. Approve/deny the release of bonds for Charlotte's Ridge to include Performance Bonds #PB02129600033 and #PB01129600030
- J. Approve/deny a resolution authorizing the renewal of the Medical Flexible Spending Account with Medcom for Plan Year January 1, 2024 through December 31, 2024

VII. REPORTS

VIII. ADJOURNMENT

**A RESOLUTION OF THE CITY OF HOLLY SPRINGS, GEORGIA
AUTHORIZING THE RENEWAL OF THE MEDICAL FLEXIBLE SPENDING
ACCOUNT WITH MEDCOM AND TO ALLOW ELIGIBLE PARTICIPANTS TO
SET ASIDE UP TO THE ANNUAL MAXIMUM OF \$3,200 AND TO CARRY
OVER UP TO \$640; AND TO AUTHORIZE THE CITY CLERK/HUMAN
RESOURCES DIRECTOR TO EXECUTE ALL DOCUMENTS PERTAINING TO
THESE MATTERS FOR PLAN YEAR JANUARY 1, 2024 THROUGH
DECEMBER 31, 2024**

WHEREAS, the City of Holly Springs is currently insured through Medcom for the Flexible Spending Account (FSA); and

WHEREAS, it is the desire of the City Council of the City of Holly Springs to renew the Medical Flexible Spending Account (FSA) and to allow eligible participants to set aside up to the annual maximum of \$3,200 and to carry over up to \$640 for Plan Year January 1, 2024 through December 31, 2024; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Holly Springs, Georgia, to:

1. To renew the Medical Flexible Spending Account (FSA) and to allow participants to set aside up to the annual maximum of \$3,200 and to carry over up to \$640
2. To authorize the City Clerk/HR Director to execute all documents pertaining to these matters for Plan Year January 1, 2024 through December 31, 2024

This Resolution is adopted on this 20th day of November 2023.

CITY OF HOLLY SPRINGS

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

From: Dawn Miller

Sent: Thursday, November 9, 2023 1:23 PM

To: Rob Logan

Subject: Ash Street easement

Rob:

We are the owners of three buildings on Ash Street (755, 765 & 775 Ash Street). There is a grassy easement by the street that several residents of the townhomes, across the street, are using for parking. We are requesting installation of NO PARKING signs to be installed in this easement. I have attached several pictures showing the vehicles. If you have any questions, please feel free to call me. Let me know if this is something that you can help us with.

Thank you for your consideration.

Dawn Miller

CSC General Contractors, Inc.

770-345-2579











PRIME STORAGE

ALL INFORMATION REQUESTED BELOW MUST BE COMPLETED

Prime Storage Holly Springs LLC

300 Rabbit Hill Rd

Holly Springs, GA 30115

770-224-8558

Occupant's Name: City of Holly Springs

Address: _____

Home Phone Number: _____

Cell Phone: _____

E-Mail: _____

Drivers License # _____ State: _____

Rental Agreement Date: TBA

Space Number: 1142

Approx. Size: 10X20

Unit Type: _____

Administration Fee: \$ 29.00

Monthly Rental Charge: \$ 134.00

Prime Protection Plan: \$ N/A

Taxes: \$ N/A

Total Monthly Amount Due: \$ 134.00

Payment Made Through TBA

Monthly Rent DUE DATE TBA

Optional Recurring Charges (as applicable)

Electricity Fee: \$ 25.00

24 Hour Access: \$ 20.00

Additional Rental Charges

Late Fee: \$20 or 20% of Rental Charge, whichever is greater, at 7 days past due

NSF Fee: \$ 35.00

Lock Cut Fee: \$25.00 Disc Lock Cut: \$50.00

Lien Processing Fee: \$50.00

Foreclosure Processing Fee: \$100.00

Dumpster Fees: \$75.00 minimum, plus disposal costs

Extra Lock Removal Fee: \$25.00

Termination (without 15-day Notice) Fee: \$35.00

Auction Cancellation Fee: \$20.00

Notices: I hereby agree that all notices other than bills and invoices shall be given by hand delivery, verified mail or e-mail at the following addresses: _____, _____, _____, _____ (hand delivery)

_____ (verified mail)

_____ (e-mail)

And I further understand that I may designate to owner an agent to receive such notice by providing:

_____, Address: _____, _____ (hand delivery)

_____ (verified mail)

_____ (e-mail)

E-Mail: By providing an e-mail address, Occupant agrees that notices by Owner may be sent to Occupant via electronic mail. This e-mail address may be used to send You notices that are both permitted by law and those Owner wishes to get to Occupant quickly. We may also call, fax or text You. *Please note that Occupant must provide written notice to Owner of any change in the Information provided above in accordance with the terms of this Rental Agreement.*

Military: Are You or your Spouse, or are You a dependent of a person on military active duty including the National Guard? Occupant (check one) Yes ____ or No _____. If yes, must complete Military Addendum.

Vehicles: ☐ Motor Vehicles stored in the Space (VIN and Proof of Insurance Required) ☐ Other Vehicles/Trailers (Registration number required) ☐ Vessel, ☐ other as named - **MUST COMPLETE VEHICLE STORAGE ADDENDUM.**

Lienholders: Please state the name and address of any lienholders or secured parties who have an interest in the property that is or will be stored. If more than one such lienholder or secured party exists, please list all lienholders and secured parties on a separate attachment to this Agreement and write "See Attachment" in the space below. If you decline, please write none. _____

Notice of Lien: THESE FACILITIES ARE OPERATED IN ACCORDANCE WITH THE GEORGIA SELF-SERVICE STORAGE FACILITY ACT. ALL ARTICLES STORED UNDER THE TERMS OF THIS RENTAL AGREEMENT WILL BE SOLD OR OTHERWISE DISPOSED OF IF OCCUPANT IS IN DEFAULT

This Rental Agreement (also referred to herein as the "Agreement"), made and entered into this date as set forth above, by and between Prime Group Holdings LLC as agent for Prime Storage Holly Springs LLC, the "Owner", doing business as Prime Storage - Holly Springs the "Facility" identified above as Owner, and Occupant identified above (the "Occupant"), whose last known address

WS Agenda Item IV-B

is set forth above. For the consideration stated, the Owner agrees to let the Occupant use and occupy the Storage Space listed above in the self-service storage Facility, known as Prime Storage - Holly Springs, located in the City of Holly Springs, in the state of GA, (the "Space"). The Space is to be occupied and used for the purposes specified in this Agreement, subject to the conditions set forth, beginning on the Rental Agreement Date listed above and renewing month to month on the day of the month agreed upon (defined as "Due Date"), until terminated by Occupant or Owner as described herein.

1. RENT: The Occupant agrees to pay the Owner, for the use of the Space and improvement thereon, the monthly sum listed above as the Rental Charge. Monthly installments including Rental Charge, Additional Rental Charges as listed above are payable in advance at the office of the self-storage Facility on or before the Due Date of each month and a like amount for each month thereafter, until the termination of this Agreement. Additional Rental Charges may include, but not exclusively, any default charges, clean up charges, dumpster charges, damages to the Space or Facility, and termination charges. Occupant agrees to pay Rental Charge and Additional Rental Charge in person; by mail to the Facility Address listed in this Agreement; or with a credit card which may be used in the following ways: by phone by calling the Facility's office; by advance written authorization; or by Owner's secure website at www.PrimeStorageGroup.com <<http://www.PrimeStorageGroup.com>>. **Occupant shall not deliver Rental Charge payments to the Facility office in the form of cash, when closed by use of any drop slot, nor mail cash.** Owner may require payments of Rental Charge to be in the form of cash, money order or cashier's check in the event Occupant is in Default or has any payment due Owner returned for any reason, including insufficient funds, or credit/debit card charge back, or once Occupant is thirty (30) or more days late, and Owner refuses all checks if Occupant has had one (1) check returned for any reason. **Notice: Access to pay by Owner's website is disabled if Occupant is more than thirty (30) days delinquent.** Any Rental Charge payment made by the internet must be in the full amount due at the time of payment. If less than full payment is made over the internet, said payment shall be deemed automatically refused and any sums submitted shall be returned to Occupant at Occupant's last known address, even if Occupant obtains a receipt from the internet site. All delinquencies in excess of thirty (30) days late must be cured only by cash, money order, cashier's check, or certified check. Credit card payments after 30 days late may only be made as described in this Agreement and no payments can be made within five (5) days of a lien sale unless said payment is made directly to the Owner by appointment at the Facility, in cash or by certified check only. *Please note that credit card processing fees may be assessed for payments made by the Occupant when paying by credit card.*

2. DEFAULT: Owner acknowledges receipt of the sum set out above showing payment through the date shown above. If any Rental Charge installment is not paid by the **seventh calendar day** after the Due Date, or if any check in payment is dishonored, Occupant shall be deemed to be in default. Default can also be the Occupant's failure to perform any terms or conditions of this Agreement or Occupant's breach of the peace. **Occupant shall be denied access to the Space after 7 days late of the monthly DUE DATE, or the 8th day of any given monthly term, if the rent is not paid in full.** Owner may place a different padlock on the Space over which only the Owner and his agent have control. The Occupant agrees and understands that partial payments made to cure a default for nonpayment of rent will not delay or stop foreclosure and sale of Occupant's property. The tender of partial payments shall not serve to waive or avoid the legal effect of prior notices given to Occupant. **Only full payment on Occupant's account prior to the sale date will stop the scheduled sale of the Personal Property.**

3. ACCESS: Occupant's access to the Space and the Facility may be limited as reasonably deemed necessary by Owner, including, but not limited to, requiring identification from Occupant, limiting hours of operation, or requiring Occupant to sign-in and sign-out upon entering and leaving the Facility, including the temporary closure of portions or all of the Facility for adverse weather conditions, emergencies, catastrophes, power outages, evacuation orders, or repairs and maintenance. Owner may change the times and methods of access to the Facility with fifteen (15) days' written notice posted at the entry of the Facility or the Facility Office, or Owner's website, or mailed to Occupant. In the event of an emergency or catastrophe at or around the Facility, Owner may require Occupant enter only when escorted by Owner's employees or agents or Owner may deny access to the Space and Facility. Owner shall not be liable for Occupant's inability to enter the Facility or Space as a result of any power outage, hardware or software failure, or errors in use or failures of any Facility access control system by Occupant. Occupant, depending on the Facility, may additionally be required, as a condition of Rental, to execute an addendum relating to the use of remote locking systems available on the property as well as ladders needed to reach particular storage spaces.

4. FEES: Concurrently with the execution of this Agreement, Occupant shall pay to Owner a nonrefundable New Account Administration Fee in the amount as set above. It is expressly agreed that Owner does not send monthly invoices. Occupant may request monthly invoices by checking the box marked "Monthly Invoice" above. A Three Dollar (\$3.00) service charge shall be included in each invoice for this option. Said charge is optional and is only charged if the invoice option is selected. Occupant shall not fail to pay Rental Charges because Occupant does not receive an invoice. **Occupant agrees that payments received after the 7th day of the Due Date are subject to a late fee of \$20 or 20% of the Rental Charge, whichever is greater.** These charges shall be due and payable immediately without demand from Owner. Additionally, Occupant shall be charged a Lien Processing Fee (\$50.00) to cover administrative costs incurred by Owner related to Occupant's default, including costs incurred for outsourcing the preparation or management of required notices. Occupant shall be charged a Foreclosure Processing Fee (\$100.00) to cover costs incurred for preparing or processing Occupant's Personal Property for sale at public auction, including, but not limited to, the cost to advertise sale. Occupant shall be responsible for the Lock Cut Fee identified

WS Agenda Item IV-B

above. If any check is dishonored for any reason, said late charges shall be due and payable in addition to a return check charge identified above as an NSF Fee. All service charges, administrative fee, default notice charges, late charges, court costs and attorney's fees together with all other fees and charges set forth in this Agreement incurred by Owner in connection with the enforcement of the Agreement shall also be deemed Additional Rental Charges payable by Occupant to Owner as provided in this Agreement. All such fees identified in this Agreement shall be MANDATORY and not optional and must be paid by the Occupant as agreed to avoid a default.

5. CREDIT/DEBIT CARD AUTHORIZATION FOR PAYMENT OF RENTAL CHARGE AND OTHER CHARGES: Occupant has authorized Owner to automatically charge the credit card provided by the Occupant (which is owned by the Occupant or upon which Occupant has authority to charge) on the monthly Due Date, or as soon as reasonably practicable thereafter, the amount stated in the Agreement as Rental Charge and Additional Rental Charges to the credit card, for each and every month Occupant continues to occupy the Space. This authorization shall continue and include any increases in Rental Charge and other charges assessed to the Occupant. In any circumstance, in the event Occupant terminates this authorization or the Agreement owing any Rental Charge, Additional Rental Charge, or Rental fees/charges due to Owner, Owner may charge the credit card listed any sum due and owing upon termination including, but not exclusively, damages to the Space or Facility, any default charges, clean up charges, and disposal charges. The authorization to charge Rental Charges or other charges shall survive the termination of the authorization in this Agreement if any sums are due and owing at the time of the termination of the charge/debit authorization or the termination of the Agreement. Payment by credit card to cure any delinquency in excess of thirty (30) days can only occur if Occupant presents a credit card in Occupant's own name, in person, or if owned by someone other than Occupant, then the card owner must be present in person, to process the transaction. No credit card payments are accepted once Occupant is within five (5) days of the lien sale. It is Occupant's responsibility to notify Owner of any new or updated account information if the bank account or credit card information changes (including updating an expiration date on a credit card.) Occupant shall be charged late fees and other default charges if the credit card payment is not approved by Occupant's bank/credit card provider.

6. DUMPING FEES: The dumpster on the property is for Prime Storage - Holly Springs use only. Use of the dumpster by Occupant without written permission is an event of default. Illegal Dumping at the Facility or in the dumpster, which includes, but is not limited to, leaving garbage or other items around the dumpster or inside of a Space, will result in a minimum \$75 fee, plus actual disposal and cleanup costs. See property manager for permission to dispose of any items that need thrown away or discarded.

7. USE AND COMPLIANCE WITH LAW: The Space named herein is to be used by the Occupant solely for the purpose of storing any Personal Property belonging to the Occupant and for no other purpose without the prior written consent of Owner. The Occupant agrees not to store any explosives or any highly flammable items or any other Personal Property in the Space which would cause danger to the Space, other Occupants, or the Facility. Without the written authorization of the Owner, the Space is not to be used for exhibition or display, rehearsal space, for an audience, or any other activity that is not related to storage of Personal Property. Occupant shall not use the Space for the operation of any commercial, industrial, manufacturing or distribution business. Occupant shall not use the Space for the use or storage of any food (without Owner's written approval); animal feed (including seed); store or release any firearms, ammunition or explosives; highly flammable, dangerous, hazardous or toxic materials or substances (as defined below); noxious smelling items; items which emit a gas or odor when exposed to moisture; contraband or illegal substances; or for any unlawful purpose of any kind. Vehicles and vessels may only be stored with a signed Vehicle Addendum and Occupant must comply with the Vehicle Addendum. The Occupant agrees that the Space will not be used for any purposes unlawful or contrary to any ordinance, regulation, fire code or health code. **There shall be NO HABITABLE OCCUPANCY of the Space or the Facility by humans or animals of any kind for any period whatsoever and violation of these prohibitions shall be grounds for immediate termination of the Rental Agreement.** The Space is not appropriate for storage of irreplaceable Personal Property such as books, writings, objects which have an unknown immediate resale market value, or objects which have a special, sentimental, or emotional value to Occupant. Occupant specifically waives any claim to sentimental or emotional attachment to any Personal Property stored. By this Agreement, Owner is generally not liable for the loss of Occupant's Personal Property. In the event any competent court of law adjudicates Owner liable for any loss, for any reason, damages shall be limited as described in this Agreement. Occupant agrees not to conduct any business out of Space, and further agrees that the Space is not to be used for any type of workshop, for any type of repairs or for any sales, renovation, decoration, painting, welding, manufacturing, or other contracting in the Space. Use of any utilities in the Space or at the Facility is strictly prohibited except by express written agreement by way of a signed Utility Addendum which includes an additional utility Rental Charge. Unless given written permission by Owner, violation of these prohibitions shall be deemed a default and shall be grounds for immediate termination of this Agreement. Occupant agrees to hold Owner, its Agent and third parties harmless and indemnify, save and defend such persons from any loss resulting from unauthorized use of the Space or other violation of this Provision.

8. NO HAZARDOUS MATERIAL MAY BE STORED: If hazardous substances, as defined below, are stored, used, generated or disposed of on or in the Facility or if the Space becomes contaminated in any manner for which the Occupant is legally liable, Occupant shall indemnify and hold harmless the Owner from any and all claims, damages, liens, judgments, penalties, costs, liabilities or losses, and any and all sums paid for settlement of claims, attorney's fees, consultant and expert fees, arising during or after the Agreement and arising as a result of the contamination by Occupant. Occupant shall not use or allow the Storage

WS Agenda Item IV-B

Space to be used for the release, storage, use, treatment, disposal or other handling of any hazardous substance without prior written consent of Owner. The term "release" shall have the same meaning as ascribed to it in the Comprehensive Environmental Response Compensation and Liability Act, 42 U.S.C. Section 9602, et seq., as amended, ("CERCLA"). The term "hazardous substance" means: (i.) Any substance defined as a "hazardous substance" under CERCLA, (ii) Petroleum, petroleum products, natural gas, natural gas liquids, liquefied natural gas and synthetic gas, and (iii) Any other substance or material deemed to be hazardous, dangerous, toxic, or a pollutant under any federal, state or local law, code, ordinance or regulation.

9. CONDITION AND ALTERATION OF SPACE: Occupant assumes responsibility for having examined the Space and hereby accepts it as being in good order and condition and agrees to pay Owner promptly for any repairs to the Space or Facility resulting from any cause by the Occupant, Occupant's invitees, licensees and guests. All sizes are approximate and given for demonstration purposes only. Occupant shall not be entitled to any reduction in Rental Charge if the Space is smaller than is represented. The Occupant agrees not to commit waste, nor alter, nor affix signs on the Space nor attach anything to the walls, floors or ceiling without the prior approval of Owner, and will keep the Space in good condition during the term of this Agreement. Occupant shall notify Owner immediately of any damage or defect to the Space. Should Occupant damage or depreciate the Space, and Facility or make alterations or improvements without the prior consent of the Owner, or require the Owner to incur costs to clean the Space or Facility upon termination, then all costs necessary to restore the Space and Facility to its prior condition shall be borne by Occupant. Owner has the right to declare any such costs to repair as Additional Rental Charge and nonpayment of said costs will entitle Owner to deny Occupant access to the Space or exercise any other remedy under this Agreement.

10. LIMITATION ON VALUE OF PERSONAL PROPERTY: Occupant agrees not to store Personal Property in the Space with a total value in excess \$500 if the Space is 5' x 5' to 10'x10', \$1,000 if Space size is 10'x10' to 10'x20', \$2,500 if Space size is 10'x20' to 10'x30' and \$5,000 if the Space is larger than 10'x30', without the prior written permission of the Owner. If such written permission is not obtained, the value of Personal Property shall be deemed not to exceed the values set forth above based on size. This provision shall not constitute an admission that Occupant's Personal Property has any value whatsoever. The limit of value provided in this Agreement may, on the request of Occupant, and if accepted by Owner in writing at the time of signing this Agreement or such reasonable time thereafter, be increased on all or part of the personal property stored. In such event, Owner may increase the Rental Charge based on such increased valuation.

11. LOCKED SPACE; ABANDONMENT: Occupant is required to keep the Space locked using a lock that is, in Occupant's sole discretion, suitable for the function of self-service storage. Owner does not maintain a key to the lock. Occupant shall use one lock per door, and Occupant shall not use any additional hasp or sliding device for an additional lock. Said additional device or hasp is reserved for Owner's use only. A Lock Cut Fee shall apply to remove any additional lock on the Space. If Owner finds an occupied Space without a lock or incorrectly locked, if a lock is removed for an inventory or sale, or if a lock is removed for any other reason described in this Agreement, Owner will notify Occupant, and Owner may, but is not required to, lock the Space with Owner's lock. If Owner chooses to re-secure the Space, and Occupant does not replace the lock, then after 5 days, Owner shall put a new lock on the Space and charge Occupant's account. The keys will be mailed to Occupant's last known address. **Further, if the Space is not locked, Occupant is delinquent in Rental Charge, and Owner determines the items contained in the Space have no marketable value (under \$100) Owner may consider the Space abandoned and dispose or sell off any or all Personal Property in the Space.**

12. TERMINATION: This Agreement shall continue from month to month unless Occupant or Owner delivers to the other party a written notice of its intentions to terminate the Agreement fifteen (15) days prior to the end of the then current term (fifteen (15) days before the Due Date.) Owner may also exercise immediate termination rights (including denial of vehicle gate access to the Facility and denial of access to the Space) in the event that Occupant utilizes the Space for an unlawful or criminal purpose or is found to be engaged in illegal or criminal activity at the Facility. Upon termination of this Agreement, Occupant shall remove all Personal Property from the Space and shall deliver possession of the Space to Owner by the Termination date and unless such Personal Property is subject to Owner's lien rights as referenced in this Agreement. If Owner terminates this Agreement and if Occupant fails to fully remove Occupant's Personal Property from the Space within the time required, Owner, at its option, may, without further notice or demand, either directly or through legal process, reenter the Occupant's Space and remove all Personal Property therefrom without being deemed guilty in any manner of trespassing or conversion. If Occupant terminates this Agreement and does not remove all Personal Property and does not remove Occupant's lock, then Owner may either charge an additional month of Rental Charge or treat the Space as abandoned and dispose of the Personal Property in the Space. Evidence of Occupant's termination includes, but is not limited to, Occupant's failure to pay rent, failure to accept and/or respond to Owner's notices, or other actions to suggest that Occupant no longer intends to occupy the rented Space. Owner reserves the right to invoke an immediate termination of this Agreement should Occupant be in violation of the USE AND COMPLIANCE WITH LAW provision of this Agreement or has committed a breach of the peace in the sole discretion of the Owner. Breach of the peace shall include, but shall not be limited to, any actions on the facility property that causes damage to the property, results in police action on the property, causes threat of harm to employees or other tenants or otherwise rises to the level of risk that the Owner determines that termination of the Agreement is warranted. *Please note that a \$35.00 Termination Fee will be applied if the Occupant vacates without providing its 15 day advance written notice of termination.*

13. OCCUPANT'S RISK OF LOSS: OWNER IS NOT A WAREHOUSEMAN ENGAGED IN THE BUSINESS OF STORING GOODS

FOR HIRE. OWNER SHALL HAVE NO OBLIGATION TO EXERCISE ANY CARE, CUSTODY OR CONTROL OVER OCCUPANT'S PERSONAL PROPERTY. OWNER ASSUMES NO RESPONSIBILITY FOR ANY LOSS, DAMAGE OR CASUALTY HOWEVER CAUSED TO SUCH PERSONAL PROPERTY. OCCUPANT AGREES THAT OWNER, HIS/HER AGENTS, EMPLOYEES, AND ASSIGNS SHALL NOT BE LIABLE TO OCCUPANT, HIS/HER AGENTS, GUESTS, LICENSEES, OR INVITEES FOR ANY LOSS OR DAMAGE, INJURY OR DEATH CAUSED TO THEM OR TO THEIR PROPERTY AS THE RESULT OF THE USE AND OCCUPANCY OF THE SPACE OR STORAGE FACILITIES. IT IS FURTHER AGREED THAT ANY STORED PROPERTY IS PLACED IN THIS SPACE AT OCCUPANT'S SOLE RISK. THE OWNER, OWNER'S AGENTS, EMPLOYEES, AND ASSIGNS SHALL HAVE NO RESPONSIBILITY OR LIABILITY FOR ANY LOSS OR DAMAGE TO SAID PROPERTY FROM ANY CAUSE WHATSOEVER, INCLUDING THE ACTIVE OR PASSIVE ACTS, OMISSIONS, OR NEGLIGENCE OF OWNER OR OWNER'S AGENTS, EMPLOYEES OR ASSIGNS. OCCUPANT ACKNOWLEDGES THAT OWNER DOES NOT WARRANT OR REPRESENT THAT STORED PROPERTY WILL BE SAFELY KEPT, NOR THAT IT WILL BE SECURE AGAINST HAZARDS. OCCUPANT RELEASES OWNER, ITS EMPLOYEES, AGENTS, SUCCESSORS, AND ASSIGNS FROM ANY AND ALL LIABILITY FOR PERSONAL PROPERTY DAMAGE OR LOSS OF PERSONAL PROPERTY; FOR DAMAGE OR LOSS FROM, AS EXAMPLES, FIRE, WATER, THE ELEMENTS, MOLD OR MILDEW, ACTS OF GOD, THEFT, BURGLARY, VANDALISM, MALICIOUS MISCHIEF, MYSTERIOUS DISAPPEARANCE, AND RODENT OR VERMIN DAMAGE; OR THE ACTS OR FAILURE TO ACT OR NEGLIGENCE OF OWNER, ITS EMPLOYEES, OR AGENTS. **IT IS AGREED BY OCCUPANT THAT THIS RELEASE OF OWNER'S LIABILITY IS A BARGAINED FOR CONDITION OF THE RENT SET FORTH HERE AND THAT WERE THE OWNER NOT RELEASED FROM LIABILITY AS SET FORTH HERE, A MUCH HIGHER RENT WOULD HAVE TO BE AGREED UPON.**

14. PERSONAL INJURY: OWNER AND OWNER'S AGENT SHALL NOT BE LIABLE TO OCCUPANT FOR INJURY OR DEATH SUFFERED BY ANY PERSON, INCLUDING OCCUPANT'S GUESTS OR INVITEES OCCURRING IN OR ABOUT THE SPACE OR FACILITY, OR ARISING OUT OF OCCUPANT'S USE OF THE SPACE OR FACILITY, FROM ANY CAUSE WHATSOEVER, EVEN IF SUCH INJURY OR DEATH IS CAUSED BY THE ACTIVE OR PASSIVE ACTS OR OMISSIONS, OR ACTIVE OR PASSIVE NEGLIGENCE OF OWNER, OR OWNER'S AGENTS OR EMPLOYEES. THIS RELEASE OF LIABILITY SPECIFICALLY EXTENDS TO ANY LOSSES OR INJURY RESULTING FROM ANY FAILURE IN ANY SECURITY SYSTEMS OR SECURITY PROCEDURES EMPLOYED AT THE SPACE FROM ANY CAUSE WHATSOEVER. Occupant and its invitees understand and agree to assume the risk of using a self-storage facility and recognize the inherent risks in lifting and moving property as well as the fact that the rented space is used for such storage and not for residential occupancy.

15. INSURANCE: OCCUPANT ACKNOWLEDGES THAT OWNER DOES NOT PROVIDE INSURANCE COVERING OCCUPANT'S STORED PROPERTY. OCCUPANT AGREES TO MAINTAIN, AT OCCUPANT'S EXPENSE, A POLICY OF FIRE AND EXTENDED COVERAGE INSURANCE WITH THEFT, VANDALISM, AND MALICIOUS MISCHIEF ENDORSEMENTS FOR THE FULL VALUE OF OCCUPANT'S STORED PROPERTY. TO THE EXTENT OCCUPANT DOES NOT MAINTAIN SUCH INSURANCE, OCCUPANT SHALL BE DEEMED TO HAVE "SELF INSURED" TOTALLY (I.E., NOT TO INSURE WITH ANY INSURANCE COMPANY) AND SHALL BEAR ALL RISK OF LOSS OR DAMAGE. THIS INSURANCE IS A MATERIAL CONDITION OF THIS AGREEMENT AND IS FOR THE BENEFIT OF BOTH OCCUPANT AND OWNER. OCCUPANT EXPRESSLY AGREES THAT THE CARRIER OF SUCH INSURANCE SHALL NOT BE SUBROGATED TO ANY CLAIM OF OCCUPANT AGAINST OWNER, OR OWNER'S AGENTS OR EMPLOYEES. OCCUPANT AGREES TO INDEMNIFY AND HOLD HARMLESS OWNER FROM ANY EXPENSE, COSTS, OR DAMAGE INCURRED BY REASON OF ANY CLAIM OR ACTION BASED IN WHOLE OR IN PART UPON SUCH SUBROGATION. WHILE CERTAIN INFORMATION MAY BE MADE AVAILABLE TO OCCUPANT WITH RESPECT TO INSURANCE, OWNER AND OWNER'S AGENTS ARE NOT INSURERS, ARE NOT AFFILIATED WITH ANY INSURANCE COMPANY, DO NOT ACT AS ANY INSURANCE COMPANY'S AGENT, BROKER, OR SOLICITOR, AND DO NOT ASSIST IN THE EXPLANATION OF COVERAGE OR IN THE MAKING OF CLAIMS UNDER ANY INSURANCE POLICY. *In lieu of obtaining Insurance for your stored goods, Occupant may obtain the Prime Protection Plan offered by Owner.* If proof of insurance is not provided by Occupant at time of rental, Occupant will be automatically enrolled, at Occupant's expense, in the Prime Protection Plan ("Protection Plan") made available by Owner. Owner does not acknowledge that Occupant's Personal Property has any value or that the Protection Plan purchased is sufficient to cover the actual value of the Personal Property. If Occupant is in default of the payment of its rent and/or Protection Plan for thirty (30) days, the Protection Plan will be terminated. Occupant may cancel the Protection Plan placed by Owner at any time if Occupant provides evidence of third-party insurance. Occupant's failure to maintain any insurance or protection shall mean that Occupant shall assume all risk of loss or damage that would have been covered by such programs. Failure to maintain the Protection Plan offered by Owner or insurance through a third party is grounds for terminating Occupant's lease.

16. SECURITY TYPE SYSTEMS: Owner employs certain measures to protect Owner's Facility referred to as "Security Type Systems," which are only for the benefit of the Owner. The operation or failure of any type of Security Type System installed by Owner shall not change Owner's aforementioned liability for any type of loss incurred by Occupant and shall in no way release Occupant from his/her obligation of insuring his/her Personal Property. These Security Type Systems may include gates, electronic gate codes, individual door alarms, and lighting. Check with the Facility Manager for specific systems at this Facility. However, Occupant acknowledges that these Security Type Systems are for the protection of the Facility as a whole and not the individual Space or the Occupant. These Security Type Systems may not operate properly in the event of a mechanical, electrical, or software failure and are **not** monitored 24 hours a day, 7 seven days a week. Security Type Systems should not be relied on to provide additional security for the Personal Property or the Occupant when using the Space.

17. INDEMNIFICATION OF OWNER: Occupant will indemnify and hold the Owner harmless from and against any and all manner of claims for damages or lost property or personal injury and costs including attorney's fees arising from Occupant's guests and invitees use of the Space on the Facility or from any activity, work or thing done, permitted or suffered by Occupant,

WS Agenda Item IV-B

Occupant's invitees and guests in or on the Space or about the Facility.

18. DAMAGES OR DESTRUCTION OF SPACE: In the event that the Space is damaged or destroyed by fire or other casualty, not caused by Occupant, Occupant's guests, or invitees, Owner shall have the right to remove the contents of the Space and store it at the Occupant's sole cost and expense without liability of any loss or damage whatsoever, and Occupant shall indemnify and hold Owner harmless from and against any loss, cost, or expense of Owner in connection with such removal and storage otherwise, this Agreement shall terminate on the date of the casualty.

19. CLIMATE CONTROL: State law does not define the term "climate controlled". The climate-controlled spaces may be heated or cooled depending on outside temperature. The climate-controlled spaces do not provide constant internal temperature control and Owner does not guarantee that temperature will not fluctuate. Occupant recognizes that under certain circumstances including, but not exclusively, mechanical failure, material shortages, electrical or other utility blackouts, brownouts, or other failures, acts of God, labor or materials shortages, strikes, malicious mischief, and fire, that the temperature may deviate from the desired temperature and Occupant understands that heating systems and their power sources are not redundant. Further, the temperature in the building containing the Space may vary from the temperature of the Space. Occupant agrees to release Owner from any and all liability arising from any such failure of the heating and air conditioning systems which occur as a result of a failure outside of Owner's direct control.

20. MOLD AND MILDEW: Owner does **not** represent that the Space is humidity controlled and does not warrant or represent that a minimum or maximum humidity will be maintained at any time during the term. Occupant understands that there is a risk of the growth of mold and/or mildew on Occupant's Personal Property in any Space. Owner does not warrant the Space to be water-tight or dry. Owner shall not be liable and is hereby released from liability for mold/mildew on Occupant's Personal Property from whatever source and no matter how it occurs. Occupant shall take whatever steps are necessary, including those listed in this Provision, to protect against and prevent mold on their Personal Property. Mold and mildew are naturally-occurring substances and it is possible to appear or grow on Occupant's Personal Property. To help avoid mold/mildew, Owner recommends storing Personal Property off the concrete floor, such as on pallets or shelves (do not attach to the Space), wrapping certain Personal Property in plastic and keeping goods susceptible to mold/mildew from touching the walls of the Space. Occupant understands that any Personal Property brought into the Space that is damp or wet will likely grow mold/mildew because of its wet or damp condition when brought into the Space. Occupant shall periodically inspect the Space and the Personal Property and take any and all actions necessary to protect Occupant's Personal Property from mold/mildew.

21. OWNER'S RIGHT TO ENTER: Owner, its employees or agents and the representatives of any governmental or quasi-governmental authority, including police and fire officials, shall have the right to remove Occupant's lock and enter the Space, without notice to Occupant, to take such action as may be necessary to preserve Owner's Personal Property in the event of an Emergency, or to immediately comply with any applicable law, governmental or court order, warrant, subpoena, or to enforce any of Owner's rights. For the purposes of this Agreement, "Emergency" shall be defined as any event which jeopardizes the health, safety, and/or well-being of any person or of the Facility or any of the buildings or the land appurtenant to the buildings or any other Personal Property or chattels stored at the Facility. Owner shall further have the right, on a non-emergency basis, to remove Occupant's lock and enter the Space with reasonable notice to Occupant to make any repairs, replacements, other desirable improvements or conduct any inspections of Owner's Personal Property (the "Work"). Owner will endeavor to give a minimum of three days' notice to Occupant of the Work and, if Occupant is available, will schedule an appointment with Occupant to remove Occupant's lock to allow the Work. If Occupant is unavailable or unable to provide Owner access, Owner may cut or remove and replace the lock after the Work has been completed with a lock of similar or better quality and the keys shall be sent to Occupant. Occupant agrees and understands that Owner reserves the right to relocate Occupant's property to another Space, if necessary, as a result of the Owner's entry.

22. SUBROGATION: Occupant agrees, for itself and its heirs and successors, to have its insurer waive any right of subrogation of any claim of Occupant against Owner, its employees, or agents.

23. OWNER'S LIEN: OWNER HAS A STATUTORY LIEN, THAT IS A CLAIM OR SECURITY INTEREST ON ALL PERSONAL PROPERTY STORED IN OCCUPANT'S SPACE FOR RENT, LABOR, OR OTHER CHARGES, PRESENT OR FUTURE, IN RELATION TO THE PERSONAL PROPERTY AND FOR ITS PRESERVATION OR EXPENSES REASONABLY INCURRED IN ITS SALE OR OTHER DISPOSITION PURSUANT TO THIS AGREEMENT. PERSONAL PROPERTY STORED IN OCCUPANT'S SPACE WILL BE SOLD OR OTHERWISE DISPOSED OF IF NO PAYMENT HAS BEEN RECEIVED FOR A CONTINUOUS THIRTY-DAY PERIOD AFTER DEFAULT. IN ADDITION, UPON OCCUPANT'S DEFAULT, OWNER MAY, WITHOUT NOTICE, DENY OCCUPANT ACCESS TO THE PERSONAL PROPERTY STORED IN OCCUPANT'S SPACE UNTIL SUCH TIME AS PAYMENT IS RECEIVED. IF ANY MONTHLY INSTALLMENT IS NOT MADE BY THE SEVENTH CALENDAR DAY AFTER THE RENT DUE DATE, OR IF ANY CHECK GIVEN IN PAYMENT IS DISHONORED BY THE FINANCIAL INSTITUTION ON WHICH IT IS DRAWN, THE OCCUPANT IS IN DEFAULT FROM DATE PAYMENT WAS DUE. (a) For purposes of Owner's lien: "personal property " means movable property, not affixed to land, and includes, but is not limited to, goods, wares, merchandise, motor vehicles, trailers, watercraft, household items, and furnishings. "Last known address" means the street address or post office box address provided by Occupant in the latest Rental Agreement or the address provided by Occupant in a subsequent written notice of a change of address by hand delivery, verified mail, or e-mail. (b) Owner's lien is superior to any other lien or security interest, except those which are evidenced by a certificate of title or perfected and recorded prior to the date of this Rental Agreement in

Georgia, in the name of Occupant, either in the county of Occupant's "last known address" or in the county where the self-service storage facility is located, except any tax lien as provided by law and except those liens or security interests of whom Owner has knowledge through Occupant's disclosure in this Rental Agreement or through other written notice. (c) Occupant attests that the personal property in Occupant's space(s) is free and clear of all liens and secured interests except for those liens and secured interests Occupant described herein above. Owner's lien attaches as of the date the personal property is brought to the self-service storage facility. Except as otherwise specifically provided in this Rental Agreement, the exclusive care, custody, and control of any and all personal property stored in the leased space shall remain vested in Occupant. Owner does not become a bailee of Occupant's personal property by the enforcement of Owner's lien. (d) If Occupant has been in default continuously for thirty (30) days, Owner may enforce its lien, provided Owner shall comply with the following procedure:

(1) Occupant shall be notified of Owner's intent to enforce Owner's lien by written notice delivered in person, by verified mail or by e-mail. Owner also shall notify other parties with superior liens or security interests as defined in this Rental Agreement. A notice given pursuant to this Rental Agreement shall be presumed sent when it is deposited with the United States Postal Service or the statutory overnight delivery service properly addressed with postage or delivery fees prepaid or sent by e-mail. If Owner sends notice of a pending sale of property to Occupant's last known e-mail address and does not receive a nonautomated response or a receipt of delivery to the e-mail address, Owner shall send notice of the sale to Occupant by verified mail to Occupant's last known address or to the last known address of the designated agent of the Occupant before proceeding with the sale. (a) Owner's notice to Occupant shall include an itemized statement of Owner's claim showing the sum due at the time of the notice and the date when the sum became due. (b) Owner's notice shall notify Occupant of denial of access to the personal property and provide the name, street address, e-mail address, and telephone number of Owner or its designated agent, whom Occupant may contact to respond to this notice. (c) Owner's notice shall demand payment within a specified time, not less than fourteen (14) days after delivery of the notice. (d) It shall state that, unless the claim is paid, within the time stated in the notice, the personal property will be advertised for public sale to the highest bidder, and will be sold at a public sale to the highest bidder, at a specified time and place.

(2) After the expiration of the time given in Owner's notice, Owner shall publish an advertisement of the public sale to the highest bidder, once a week, for two consecutive weeks, in the legal organ for the county where the self-service storage facility is located. The sale shall be deemed commercially reasonable if at least three (3) independent bidders attend the sale at the time and place advertised. "Independent bidder" means a bidder who is not related to and who has no controlling interest in, or common pecuniary interest with, Owner or any other bidder. (a) The advertisement shall include: a brief and general description of the personal property, reasonably adequate to permit its identification; the address of the self-storage facility, and the number, if any, of the space where the personal property is located, and the name of Occupant; and the time, place, and manner of the public sale. (b) The public sale to the highest bidder shall take place not sooner than fifteen (15) days after the first publication. (c) Regardless of whether a sale involves the property of more than one Occupant, a single advertisement may be used to advertise the disposal of property at the sale. A public sale includes offering the property on a publicly accessible website that regularly conducts online auctions of personal property. Such sale shall be considered incidental to the self-storage business and no license shall be required.

(3) If no one purchases the property at the public sale and if Owner has complied with the foregoing procedures, Owner may otherwise dispose of the property and shall notify Occupant of the action taken. Any sale or disposition of the personal property shall be held at the self-storage facility or at the nearest suitable place to where the personal property is held or stored.

(4) Before any sale or other disposition of personal property pursuant to this Agreement, Occupant may pay the amount necessary to satisfy the lien and the reasonable expenses incurred, and thereby redeem the personal property and thereafter Owner shall have no liability to any person with respect to such personal property.

(5) A Purchaser in good faith of the personal property sold to satisfy Owner's lien takes the property free of any rights of persons against whom the lien was valid, despite noncompliance by Owner with the requirements of this Agreement.

(6) In the event of a sale, Owner may satisfy his or her lien from the proceeds of the sale. Owner shall hold the balance of the proceeds, if any, for Occupant or any notified secured interest holder. If not claimed within two years of the date of sale, the balance of the proceeds shall be disposed of in accordance with Article 5 of Chapter 12 of Title 44, the "Disposition of Unclaimed Property Act" and as it may be amended. In no event shall Owner's liability exceed the proceeds of the sale. If the Rental Agreement contains a limit on the value of property stored in Occupant's storage space, the limit shall be deemed to be the maximum value of the property stored in that space. If the property upon which the lien is claimed is a motor vehicle, trailer, or watercraft and rent and other charges related to the property remain unpaid or unsatisfied for 60 days following the maturity of the obligation to pay rent, Owner may have the property towed in lieu of foreclosing on the lien. If a motor vehicle, trailer, or watercraft is towed as authorized in this section, Owner shall not be liable for the motor vehicle, trailer, or watercraft or any damages to the motor vehicle, trailer, or watercraft once the tow takes possession of the property.

WS Agenda Item IV-B

The act of overlocking/denying access or removing Occupant's lock shall not constitute an election of a remedy by Owner, and shall not constitute Owner taking possession of, or a bailment over, the Personal Property. The obligation to pay Rental Charge and other charges shall not be terminated by the overlock or lock removal. If Occupant is in default and is overlocked or if the lock is cut and replaced with Owner's lock, Owner is not required to remove/deactivate the overlock or take off Owner's lock (after lock cut) until 3 business days after payment has been made in full. Owner reserves the right not to remove its replacement lock until Occupant is present and replaces the lock with Occupant's own new lock, or Owner in its sole discretion can remove its lock leaving the Space unlocked. In any case Owner shall not be liable to Occupant for any damages Occupant suffers as a result of not being able to get access to the Space after late payment arising from failure to immediately remove Owner's lock or overlock. In the event of default, Occupant forfeits any concessions received and Rental Charge for the Space shall automatically increase to the current market rate. All remedies available to Owner shall be cumulative and the exercise of one or more remedies shall not exclude or waive Owner's rights as to any other remedy. The Owner is not liable for identity theft or other harm resulting from the misuse of information contained in a document or electronic storage media (i) that are part of the Occupant's property sold or otherwise disposed; and (ii) of which the Owner did not have actual knowledge. **The Owner's Liability arising from the sale of personal property under this section is limited to the net proceeds received from the sale of that property. Occupant agrees to a \$20.00 auction cancellation fee if the Space is listed for sale, but the Occupant redeems the goods prior to the sale date and the auction is cancelled.**

24. ASSIGNMENT, SUBLETTING AND TRANSFERRING BETWEEN UNITS: Occupant shall not assign this Agreement or sublet the whole or any portion of the Space rented hereunder without the prior written consent of Owner. Any such attempt to sublet or assign without written consent by Owner shall constitute default on the part of the Occupant and Occupant shall remain indebted to Owner as the Occupant under this Agreement notwithstanding any use by others. Occupants wishing to transfer into a different unit during the term of their lease may do so at the discretion of Owner and only to the extent the desired unit is available. Rental amounts paid for Occupant's current unit will not be credited towards the new unit and no refund of amounts paid for the current unit will be refunded.

25. WAIVER/ENFORCEABILITY: In the event any part of this Agreement shall be held invalid or unenforceable the remaining part of this Agreement shall be in full force and effect as though any invalid or unenforceable part or parts were not written into this Agreement. No waiver by Owner of any provisions hereof shall be deemed a waiver of any other provision hereof or of any subsequent default or breach by Occupant of the same or any other provision.

26. ATTORNEY'S FEES: In the event the Owner retains the services of an attorney to recover any sums due under this Agreement for any unlawful detainer, for the breach of any covenant or conditions hereof, or in defense of any demand, claim or action brought by the Occupant, the Occupant agrees to pay to the Owner the reasonable costs, expenses, and attorney's fees incurred in any such action.

27. SUCCESSION: This Agreement is binding upon the parties, their heirs, successors, personal representatives and assigns.

28. GOVERNING LAW: This Agreement and any actions between the parties shall be interpreted by and governed by the laws of the State where the facility is located.

29. WAIVER OF JURY TRIAL: Owner and Occupant waive their respective rights to trial by jury of any cause of action, claim, counterclaim, or cross complaint brought by either Owner against Occupant, or Occupant against Owner on any matter arising out of or in any way connected with this Agreement, Occupant's use or occupancy of the Space, or any claim of bodily injury or property damage or the enforcement of any remedy under any law, statute, or regulation.

30. LIMITED WARRANTY: This Agreement contains the entire agreement of the parties and no representation or agreements, oral or otherwise, between the parties not embodied herein shall be of any force or effect. The agents and employees of Owner are not authorized to make warranties about the Space, premises, and Facility referred to in this Agreement. Owner's agents' and employees' **ORAL STATEMENTS DO NOT CONSTITUTE WARRANTIES**, and shall not be relied upon by the Occupant nor shall any of said statements be considered a part of this Agreement. The entire agreement and understanding of the parties hereto is embodied in this writing and NO OTHER WARRANTIES are given beyond those set forth in this Agreement. The parties hereto agree that **the IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSES and all other warranties, express or implied, ARE EXCLUDED AND DISCLAIMED** from this transaction and shall not apply to the Space, and Facility referred to herein. It is further understood and agreed that Occupant accepts such Space and Facility AS IS and WITH ALL FAULTS. Owner may also terminate this Agreement should any of Owner's employees perform any services for Occupant at Occupant's request. Such employee shall be deemed to be the agent of the Occupant regardless of whether payment for such services is made or not, and Occupant agrees to indemnify and hold Owner harmless from any liability in connection with or arising from directly or indirectly such services performed by employees of Owner. Notwithstanding that Owner shall not be liable for such occurrences, Occupant agrees to notify Owner immediately upon the occurrences of any injury, damage, or loss suffered by Occupant or other person in any of such circumstances.

31. RULES: The Facility reserves the right to supplement this Agreement with additional Rules and Regulations. Said Rules and Regulations shall be made a part of this Agreement as if fully re-written herein. The Rules and Regulations can be issued with thirty (30) days' notice.

32. NOTICES: Except as otherwise required by law, all notices under this Agreement from Owner to Occupant shall be mailed by first class U.S. mail, postage pre-paid, to Occupant's last known address, or e-mailed to the e-mail address provided by Occupant

WS Agenda Item IV-B

in the Agreement and shall be conclusively presumed to have been received by Occupant three (3) business days after mailing or upon emailing. All notices from Occupant to Owner shall be mailed by first class U.S. mail, postage pre-paid, to Owner, at the office Mailing Address listed on the first page of this Agreement. Occupant is responsible for notifying Owner in writing, **via certified mail return receipt requested to the Mailing Address; or in person once form is produced by Owner; or via Owner's secure website on a form prescribed by Owner, or via e-mail if e-mail is acknowledged as received by Owner, of any change in Occupant's address or of intent to vacate at the end of the term.**

33. AGREEMENT TO MEDIATE: Realizing that in Self-Storage relationships there is always a possibility of differences of opinion or other disagreements and that what is most important is to resolve any disputes amicably, quickly, inexpensively and professionally and to return to business as soon as possible, it is with that spirit of cooperation that Owner and Occupant pledge to resolve differences and to use the procedures specified in this Agreement. Therefore, Owner and Occupant agree as follows: with the exception of non-payment of Occupant's Rental Charge and Owner's right to conduct a lien sale, declare an abandonment, or evict as a result of Default under this Agreement, or apply the security deposit, if any; that any litigation, claim, dispute, suit, action, controversy, proceeding or otherwise ("claim") between or involving Owner and Occupant, whether arising out of or relating in any way to this Agreement and/or any other document, any alleged breach of any duty, or otherwise will be submitted to non-binding mediation for a minimum of eight hours before any mediation organization approved by Owner and Occupant located within 25 miles of the Facility. In the mediation, Owner and Occupant shall each be represented by an individual authorized to make binding commitments on their respective behalves and may be represented by counsel. In addition, Owner and Occupant may, with permission of the mediator, bring such additional persons as are needed to respond to questions, contribute information and participate in the negotiations. The fees and expenses of the mediator and/or mediation organization shall be shared equally by Owner and Occupant. The mediator shall be disqualified as a witness, consultant, expert or counsel for any party with respect to the dispute and any related matters.

34. ARBITRATION: In the event of any claim, dispute or lawsuit by Occupant against Owner (or Owner against Occupant) arising from Occupant's rental or use of the storage space or this Rental Agreement, the claim or lawsuit shall be submitted to binding arbitration upon the request of either party and the service of that request on the other party. The parties agree that the arbitration shall be conducted and heard by a single arbitrator to resolve the claim, dispute or lawsuit. **THE ARBITRATION MUST BE CONDUCTED ON AN INDIVIDUAL BASIS AND OCCUPANT AND OWNER AGREE NOT TO ACT AS A CLASS-REPRESENTATIVE OR IN A PRIVATE ATTORNEY GENERAL CAPACITY IN ANY CLAIM, DISPUTE OR LAWSUIT.** Owner will not request to arbitrate any claim, dispute or lawsuit that Occupant brings in small claims court. However, if such a claim is transferred, removed or appealed to a different court, Owner may then choose to arbitrate. The arbitration must be brought within the time set by the applicable statute of limitations or within two years of Occupant vacating the premises, whichever occurs first. The Federal Arbitration Act (FAA) shall govern this arbitration agreement. The Arbitration shall be conducted by National Arbitration and Mediation (NAM) under its Comprehensive Dispute Resolution Rules and Procedures for the Self-Storage Industry. The NAM arbitration rules and procedures may be found www.namadr.com. Occupant understands that Occupant is entitled to a judicial adjudication of disputes with the Owner with respect to this Agreement and is waiving that right. The parties are aware of the limited circumstances under which a challenge to an arbitration award may be made and agree to those limitations. Owner and Occupant stipulate and agree that they have had sufficient time and opportunity to consider the implications of their decision to arbitrate and that this addendum concerning arbitration represents a voluntary choice after due consideration of the consequences of entering into this addendum. **IF OWNER CHOOSES ARBITRATION, OCCUPANT SHALL NOT HAVE THE RIGHT TO LITIGATE SUCH CLAIM OR LAWSUIT IN COURT OR TO HAVE A JURY TRIAL. OCCUPANT IS ALSO GIVING UP OCCUPANT'S RIGHT TO PARTICIPATE IN A CLASS ACTION OR OTHER COLLECTIVE ACTION LAWSUIT OR ARBITRATION.**

35. MILITARY SERVICE: In order to comply with SERVICE MEMBERS CIVIL RELIEF ACT it is Occupant's obligation to notify the Owner in writing that Occupant and any dependents of Occupant storing goods at the Facility are in active military service, in order to determine Occupant's qualifications under this Act. If Occupant's military status or Occupant's family member's military status changes, Occupant is required to notify the Owner in writing of this change immediately.

36. PEST CONTROL: Occupant is advised that Owner may use chemicals at the Facility including around the Space, for pest control. For this reason, no pets are allowed. Occupant is solely responsible for arranging, setting, and monitoring and disposing of any pest control devices within the Space. Occupant is advised to provide, set, maintain, and regularly remove, if necessary, any insect or rodent attraction/repellent/trap devices that Occupant deems necessary to protect Occupant's Personal Property from loss or damage due to insect or rodent infestations. The only extermination provided by Owner, if at all, is in common areas other than the Space.

37. SNOW REMOVAL: Occupant understands and agrees that Owner, (in a state where snow or ice occurs), does not treat for ice and does not begin to plow or move or clear snowfalls unless there are at least three (3) inches of snow. Further, Owner does not begin plowing operations until the snow fall has ended. Owner does not warrant at any time that all snow and ice will be removed or completely clear. During snowfalls, if conditions are not deemed safe by Owner to allow Occupant on to the Facility, such access will be denied. The Owner plows drive aisles at the Facility to within no less than 20 inches from the access door to the Space. Occupant understands that the act of plowing will result in additional snow being placed within the area between the plowing site and the door to the Space and that it is Occupant's responsibility to either safely remove the snow or ice between the plowed area of the drive aisle and the door to the Space, or to use extreme caution when crossing over the

WS Agenda Item IV-B

untreated area of the drive aisle between the plowing area and the door of the Space, even if unnatural accumulations of snow or ice are placed in such area.

38. PERMISSION TO COMMUNICATE: Occupant recognizes Owner and Occupant are entering into a business relationship as Owner and Occupant. As such, Occupant hereby consents to Owner phoning, faxing, e-mailing and texting Occupant (including automated calls and texts) and using social media for marketing and/or other business-related communications.

39. DEATH OR DISABILITY: Owner may contact such alternate/emergency contact person(s) listed on Customer Information Sheet in the event of a casualty (fire, accident or damage, etc.), or other emergency, or Owner's inability to reach Occupant. Further, unless Occupant refuses consent by marking this box [☐], Owner may at Owner's option allow such person(s) or Occupant's brother, sister, spouse, parent, or child over 18 to have access to the Space if such person signs an affidavit that Occupant is deceased, incarcerated, permanently missing or permanently incapacitated. We may discuss your account with any of such persons at any time.

40. REFUND POLICY: Owner will only refund accounts that are paid 30 days or more in advance. Owner does not pro-rate Rental Charges or issue refunds for partial month occupancy.

41. CHANGES: All items of this Agreement, including but without limitation, the monthly rental rate, conditions of occupancy and other fees and charges are subject to change at the option of the Owner upon thirty (30) days' prior written notice to the Occupant. If so changed the Occupant may terminate this Agreement on the effective date of such change by giving the Owner ten (10) days' prior written notice of termination after receiving notice of the change. If the Occupant does not give such notice of termination, the change shall become effective on the date stated in the Owner's notice and shall thereafter apply to the occupancy hereunder.

42. RELEASE OF INFORMATION: Occupant hereby authorizes Owner to release any information regarding Occupant and Occupant's occupancy as may be required or permitted by law or requested by governmental authorities or agencies, law enforcement or courts.

43. FINANCIAL INFORMATION: Owner does not warrant or guarantee that any financial information (credit card, checking account) will not be stolen or otherwise compromised. Occupant waives and releases any and all claims or actions against Owner for damages arising from the use of said information by others.

44. STORAGE OF MOTOR VEHICLES/BOATS: Vehicles (including, but not limited to, autos, trucks, trailers, mobile homes, boats, and campers) may not be stored overnight without permission of the Owner. A charge will be levied for such overnight vehicle storage. Any vehicle stored will only be allowed in the space allocated and referred to in this Agreement. Only one vehicle may be stored in each marked space and only vehicles with a current license and inspection tags will be permitted unless otherwise agreed to by the Owner. The loading and unloading of vehicles shall be done as quickly as possible. While loading and unloading, the Occupant will not block access to other storage spaces. In the event that any motor vehicle remains stored in the self-storage space after termination of the Agreement or upon Occupant's default for 60 days, and in addition to all other rights and remedies available to Owner, Owner is authorized to cause such vehicle to be removed by a person regularly engaged in the business of towing vehicles, without liability for the costs of removal, transportation or storage or damages caused by such removal, transportation or storage.

45. USE OF ELECTRICITY: Owner may offer the ability to use electricity within certain storage units for an additional monthly charge. If Occupant has elected this option for the Space or otherwise uses electricity in the Space, Occupant understands that the use of electricity is limited to reasonable personal use and is not intended for any commercial purpose. In the sole discretion of Owner, use deemed to be excessive or found to be for commercial purposes will be deemed a violation of the USE AND COMPLIANCE WITH LAW provision of this Agreement and subject the Occupant to immediate termination of this Agreement. Occupant further understands that Owner reserves the right, in its sole discretion, to cease providing access to electricity within this unit upon providing Occupant with prior notice. The use of electricity in connection with the Space does not alter any other terms or conditions of this Agreement. Should power be interrupted to the facility for any reason, Occupant hereby releases Owner from any loss or damage to any property stored at the facility by Occupant arising from said loss of electricity or power as well as any claim for consequential damages arising from said loss of electricity or power.

46. CONDUCT: Occupant will conduct and communicate in a professional, businesslike manner while at the Facility. Abusive or harassing language or conduct by Occupant is a breach of this Agreement, entitling Owner to immediately terminate this Agreement (including denial of vehicle gate access to the facility and denial of access to the Space) and to exercise any other remedies provided at law or in equity, including immediate removal of Occupant's property from the Space and Facility. If Occupant authorizes another person to enter the Facility and/or Space on Occupant's behalf or is at the Facility with the Occupant, then such person(s) shall also comply with this section and all other provisions of this Agreement or rules and regulations relating to conduct at the Facility. Occupant shall be responsible for the conduct of such person(s) who Occupant authorizes to enter the Facility and/or Space or are at the Facility with the Occupant. Owner shall be entitled to assume that any such person's possession of a key to the Space and gate code to the Facility is evidence of authority to enter Occupant's Space. If any provision of this Paragraph is violated, Owner shall have the right to immediately terminate this Agreement (including denial of vehicle gate access to the facility and denial of access to the Space) and to exercise any other remedies provided at law or in equity, including immediate removal of Occupant's property from the Space and Facility.

47. ELECTRONIC SIGNATURE: If not signed with an original signature below and electronic signature is used, Occupant understands and agrees that Occupant is consenting to be legally bound by the terms and conditions of this Agreement as if Occupant signed this Agreement in writing. Occupant agrees that no certification authority or other third-party verification is

WS Agenda Item IV-B

necessary to validate their e-signature and that the lack of such certification or third-party verification will not in any way affect the enforceability of the e-signature or any resulting agreement between Occupant and Owner.

NOTICE TO OCCUPANT: This is multi-page Rental Agreement. Do not sign it until Occupant has read all sides and fully understand the covenants contained herein and agree to be bound by them. Keep a copy of this Agreement to protect Occupant's legal rights. Occupant hereby acknowledges by signing this Agreement that Occupant has read, understood and agrees to be bound to all terms and conditions expressed in this Rental Agreement.

OCCUPANT:

Signature of Occupant or Occupant's authorized agent
(and title, if any)

OWNER:

Prime Storage



Printed name of individual signing

Dimitrios Papiris

Steven W. Miller, Mayor

DATE: November 20, 2023

GEORGIA DISCLOSURES: Prime Storage Holly Springs LLC, 300 Rabbit Hill Rd Holly Springs, GA, 30115 is the address of Owner and the actual location where the goods will be stored. This address may be used by the Occupant to make inquiries about the Rental transaction.

Return to:

State of Georgia
County of Cherokee

Grant of Utility Easement

This grant of easement made this _____ day of _____, 20____, from
City of Holly Springs _____ of the State of Georgia, hereinafter
called Grantor, to Idletown Development, Inc. _____ of the State of Georgia hereinafter
called Grantee. Grantor and Grantee understand and acknowledge that this easement shall be assigned to the **CHEROKEE
COUNTY WATER & SEWERAGE AUTHORITY** for public use.

WITNESSETH, the Grantor for and in consideration of the sum of \$1.00 and other valuable considerations in hand paid, at
and before the sealing and delivery of these presents, does grant, bargain, sell, and convey unto Grantee an easement and
perpetual right-of-way over, upon, through, under and/or across the property of the Grantor in Land Lot(s) 592, of
1 5th District, 2nd Section, Cherokee County, Georgia, and being a strip of land more particularly described and shown on
the plat attached hereto as **Exhibit "A"** and entitled Sanitary Sewer Easement Plat for Cherokee Water & Sewerage
(Subdivision Name, Phase, Unit and/or Pod, N/A _____ Lot
Number N/A) made a part hereof showing the dimensions and location of this easement. The permanent, exclusive
easement covered by this instrument is 20 feet wide, with the permission to use an additional 55' feet on both
sides of the easement during construction, unless otherwise shown on **Exhibit "A"**, the center of said permanent, exclusive
easement shall be the center line of the utility pipeline actually installed over, upon, unless otherwise shown on **Exhibit**
"A", through, under and/or across said lands. The easement begins and ends where the said pipeline enters and leaves
the property line as indicated above, and totals approximately 228.37 feet in length and approximately
1,931 square feet.

The permanent, exclusive easement covered by this instrument is for the purpose of a water line/main, sewer line/main
and/or utility installation together with the right to go upon said land to install said utility pipeline and installations with the
continuous right from time to time to go in and upon said easement and to construct, install, operate, maintain, inspect,
reconstruct, repair, renew, and replace therein the utility pipeline and other installations as may be necessary; also the right
to clear, keep clear, remove and dispose of all undergrowth, trees and other obstructions, objects and structures on said
easement, which are inconsistent with the rights of the Grantee and which may interfere with or endanger the construction,
operation and maintenance of said utility line/main and other installations; also the right of ingress and egress to and from
said easement over roads, if any, existing at the time for such ingress and egress, for the purpose of constructing, operating,
maintaining, repairing, renewing, replacing said utility pipeline and installations. Said right of way easement may be used
by the owners of said land, or their assigns, provided such use is not inconsistent with the rights conferred hereby and
further that such use does not interfere with, injure or endanger said utility pipeline and other installations and the
construction, repairing, renewal and replacement thereof and the uses for the purposes hereinbefore stated.

Grantor for both itself and its heirs and assigns understands and agrees in connection with this conveyance that any and
all construction, digging, grubbing, clearing, filling, or other earth moving or construction activities within or in the easement
area conveyed herein are prohibited without the express written permission from the Cherokee County Water & Sewerage
Authority.

The Grantor does hereby covenant that they are lawfully seized and possessed of the real estate above described, that
Grantor does have good and lawful right to convey the said property, and said property is free from all encumbrances, and
that they will forever warrant and defend title thereto against the claims of all persons whomsoever.

IN WITNESS WHEREOF, said GRANTOR hereunder set his hand and affixed his seal on the date written above.

WITNESS

Witness (Printed Name)

Witness (Signature)

GRANTOR(S)

City of Holly Springs, Georgia
Grantor (Printed Name)

Grantor (Signature)

Grantor (Printed Name)

Grantor (Signature)

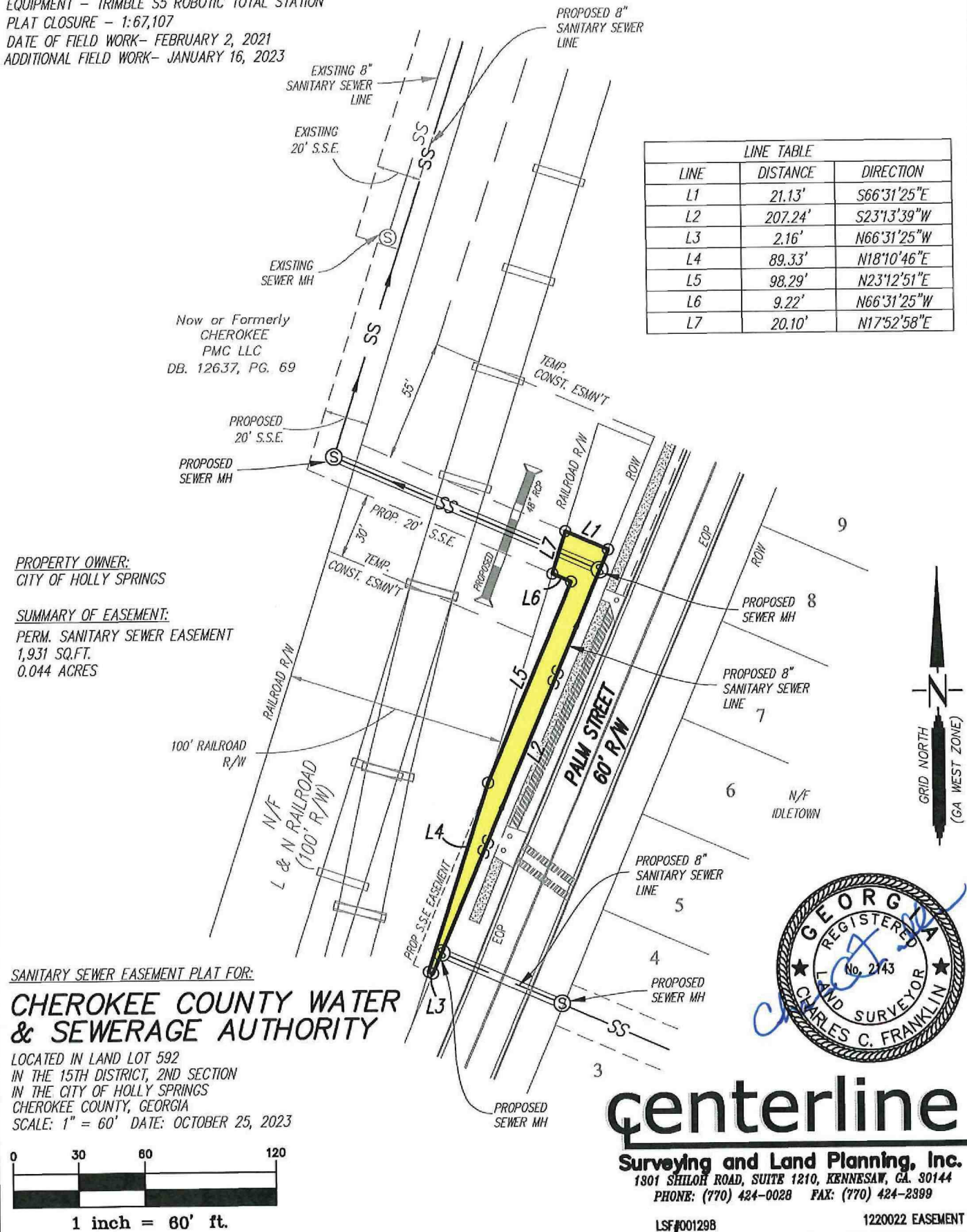
Sworn to and subscribed before me

This the _____ day of _____, 20____.

(SEAL)
Notary Public

TRAVERSE CLOSURE - 1:82,234
 TOTAL ANGULAR ERROR - 31 SECONDS
 ADJUSTMENT - COMPASS RULE
 EQUIPMENT - TRIMBLE S5 ROBOTIC TOTAL STATION
 PLAT CLOSURE - 1:67,107
 DATE OF FIELD WORK- FEBRUARY 2, 2021
 ADDITIONAL FIELD WORK- JANUARY 16, 2023

THIS PROPERTY IS NOT LOCATED WITHIN A FEMA
 100 YEAR FLOOD ZONE ACCORDING TO FEMA MAP
 # 13057C0244E, DATED: JUNE 7, 2019.



Magnum Contracting, LLC
2 Mountain Park Drive, W
Jasper GA 30143

www.magnumcontracting.net
(770) 421-6300
(770) 421-1110



Owner Change Order

COR Number: 001

Date: 11/13/2023

Project Number: 23006-GC

Contract Date: 10/10/2022

To:	Project:
CITY OF HOLLY SPRINGS 3237 HOLLY SPRINGS PARKWAY HOLLY SPRINGS, GEORGIA 30115	City of Holly Springs Barrett Memorial & Taylors Farm/Barrett Springs Parks Improvement Project

Description of Change:

Project Original Contract Sum	1,210,107.00
Total of Previously Approved Change Orders	0.00
Contract Amount Prior to this Change Order	1,210,107.00
Proposed Contract Amount of this Change Order	27,745.00
Proposed Contract Amount Including this Change Order	1,237,852.00

Accepted By:		
_____ Contractor (Company Name)	City of Holly Springs, Georgia _____ Owner (Company Name)	_____ Other (Company Name)
_____ By (Signature)	_____ By (Signature)	_____ By (Signature)
_____ Printed Name	Steven W. Miller, Mayor _____ Printed Name	_____ Printed Name
_____ Date	November 20, 2023 _____ Date	_____ Date
	_____ Owner's Change Order Number	

Magnum Contracting, LLC
2 Mountain Park Drive, W
Jasper GA 30143

www.magnumcontracting.net
(770) 421-6300
(770) 421-1110



Owner Change Order

COR Number: 001

Date: 11/13/2023

To: CITY OF HOLLY SPRINGS	Project: Barrett & Taylors Farm Parks Improvement Project
----------------------------------	--

Description	Quantity	Extended Price
* Playworld-2 EA 6' Benches and 1 EA In ground Trash Can, Material, Delivery, and Install	1.00 LS	4,825.00 4,825.00
* 5" Concrete Pavilion Pad 460 SF w/ Footings, Demo Asphalt, 4" Concrete Sidewalk 300 SF w/ Smooth Brush Finish	1.00 LS	22,920.00 22,920.00

Change Order Total: 27,745.00

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF HOLLY SPRINGS AUTHORIZING THE SUBMITTAL OF THE GEORGIA DEPARTMENT OF TRANSPORTATION LOCAL MAINTENANCE & IMPROVEMENT GRANT (LMIG) APPLICATION FOR THE FISCAL YEAR 2024; AND AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO ACT IN ALL MATTERS PERTAINING TO THE CITY OF HOLLY SPRINGS' ACCEPTANCE AND PARTICIPATION IN THE GEORGIA DEPARTMENT OF TRANSPORTATION LOCAL MAINTENANCE & IMPROVEMENT GRANT (LMIG)

WHEREAS, the Georgia Department of Transportation administers the Local Maintenance & Improvement Grant (LMIG) for various activities and projects related to roadway improvements; and

WHEREAS, the annual LMIG allocation is based on the total centerline road miles for each local road system and the total population of each city as compared with the total statewide centerline road miles and total statewide population; and

WHEREAS, the Georgia Department of Transportation uses current mileage numbers that are reported to the Office of Data Transportation by the City of Holly Springs; and

WHEREAS, a 30% match is required to obtain LMIG funds as stated in the Transportation Investment Act (TIA); and

NOW, THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOLLY SPRINGS, GEORGIA, that

1. The City of Holly Springs is hereby authorized to prepare and submit a Local Maintenance & Improvement Grant (LMIG) application to the Georgia Department of Transportation;
2. The Mayor and City Council authorize the City Manager or his designee to act in all matters in connection with this application and the City of Holly Springs' acceptance and participation in the Local Maintenance & Improvement Grant (LMIG) Program through the Georgia Department of Transportation;
3. The City of Holly Springs' officials and staff are directed to do any and all acts necessary to carry out the intent of this Resolution.

This Resolution is adopted this 20th day of November 2023.

Attest:

Steven W. Miller, Mayor

Karen Norred, City Clerk
(Seal)

2024 LMIG PROJECT REPORT
COUNTY/CITY: CITY OF HOLLY SPRINGS

ROAD NAME	BEGINNING	ENDING	LENGTH (MILES)	DESCRIPTION OF WORK
Holly Lane	Morgan Road	Sequoyah Circle	0.78	Patch and Pave
Spring Place	Holly Lane	End	0.07	Patch and Pave
Longbow Ct	Holly Lane	End	0.18	Patch and Pave
Indian Trail	Holly Lane	End	0.15	Patch and Pave
Morgan Trace	Holly Lane	End	0.51	Patch and Pave
Laurel Lane	Holly Lane	End	0.01	Patch and Pave
Morgan Walk	Holly Lane	End	0.16	Patch and Pave
Total			1.86	

CITY OF HOLLY SPRINGS

JOB DESCRIPTION

A. IDENTIFICATION INFORMATION

1. **Job Title:** Training Assistant

2. **Department:** Police

Division: Administration

3. **Classification:** Non-Exempt

Pay Grade: 17

B. INTRODUCTORY STATEMENT

This position is responsible for providing training support and logistics for the training aspects of the Police Department. This position requires some knowledge of regulations, policies, and procedures related to areas of assignment to assist law enforcement officers, staff of other agencies, and the public. Candidates must possess excellent attention to detail, thrive with multitasking, make independent decisions with minimal direction and supervision, maintain accurate records and files, maintain the confidentiality of sensitive criminal justice information, solve routine problems, and exercise good judgment and flexibility in support of changing situations and needs. Duties are performed under the general supervision of the department's Training Coordinator.

C. ESSENTIAL JOB FUNCTIONS

1. Evaluate and assist in development of training programs and tactics.
2. Ensure that required administrative procedures are followed in accordance with GA POST standards.
3. Maintain the FTEP program records.
4. Notify all personnel of the availability of in-service training, required training, advanced specialized training, and basic training.
5. Plan and develop progressive training programs.
6. Maintain employee training records.
7. Assist the Department's Training Coordinator with the execution of training programs.
8. Process individual training requests and class registration.
9. Submit updated information for GA POST training records.
10. Serve as liaison with the Regional Training Academies and the Georgia Public Safety Training Center.
11. Arrange for training instructors/classes.
12. Instruct classes and assist with roll call training as required.
13. Ensure that required training programs are attended.
14. When appropriate, request funds for all training in which the agency would incur tuition and/or subsistence expense.
15. Coordinate outside requests for agency instructors.

16. Serve as a member on Training Committee.
17. Advise the members of the command staff on the status of agency training.
18. Coordinate and assist with logistics of firearms range training.
19. Ensure safety procedures and range rules are followed, which are reviewed prior to every training event held at the range.
20. Work as range safety person during all times the range is in use.
21. Complete an annual Armory inspection of all types of weapons and equipment permitted for use by Holly Springs Police Department.
22. Require personal safety equipment during use of the range.
23. Regulate the storage of weapons, serialized equipment, and keep an update log all related equipment.
24. Maintain office and training supply inventory; requisition supplies as needed.
25. Perform related duties as assigned.

D. JOB FACTOR SPECIFICATIONS.

1. Job Requirements

a. Knowledge, Skill, and Ability

- i. Knowledge of local geography, including jurisdictional boundaries.
- ii. Basic knowledge of computers and job-related software programs.
- iii. Basic knowledge of Microsoft Office Suite, Police Records Management Software(s), and other job-related software programs.
- iv. Knowledge of Federal and State Laws, Local ordinances, and city and department policies.
- v. Ability to work independently in the absence of specific instruction or direct supervision.
- vi. Ability to handle multiple tasks or assignments simultaneously and use good judgment in prioritizing work by exercising effective time management skills.
- vii. Ability to pass a background investigation, including a Criminal History Background Check.
- viii. Skill in the operation of office equipment such as a computer, scanner, fax machine, copier, and telephone.
- ix. Skills in oral and written communication.

2. Responsibility

- a. This position has no supervision over any other employees.

3. Personal Work Relationships

- a. Contacts are typically with co-workers, other city personnel, law enforcement personnel, representatives of other agencies, and members of the general public.
- b. Contacts are typically to provide services, to give or exchange information,

to resolve problems, or to motivate or influence people.

4. Physical Effort and Work Environment

- a. Work is typically performed while sitting, standing, walking, running, bending, crouching, or stooping. The employee must occasionally lift light or heavy objects, use equipment requiring a high degree of dexterity, distinguish between shades of color, and use physical effort in the training environment.
- b. The work is performed indoors, in a vehicle, and outdoors. The employee may be exposed to inclement weather, infectious diseases, and life-threatening situations. The work may require the use of protective clothing and devices.

5. Guidelines.

- i. Guidelines include city and department policies and procedures. These guidelines are generally clear and specific but may require some interpretation in application.

6. Complexity and Scope of Work.

- i. The work consists of related office and field training duties and requirements. Frequent physical stress and the requirement to stay updated on current case law and required training trends contribute to the complexity of the position.
- ii. The purpose of this position is to provide support for the training requirements of the department. Successful performance contributes to the efficiency and effectiveness of those operations.

7. Minimum Qualifications.

- i. Knowledge and level of competency, commonly associated with completion of specialized training in the field of work, in addition to basic skills typically associated with a high school education.
- ii. Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with the completion of an apprenticeship/internship or having had a similar position for one to two years.
- iii. Possession of or ability to readily obtain a valid driver's license issued by the State of Georgia for the type of vehicle or equipment operated.

8. Supervisory Controls.

- i. The Department's Training Coordinator assigns work in terms of general instructions and direction. This will be followed through with spot-checks of completed work for compliance with procedures, accuracy, and the nature and propriety of the results.

E. APPROVAL SIGNATURES

I have read and understand the attached job description for the position of Training Assistant with the City of Holly Springs.

Employee (print) _____

Employee (signature) _____

Date _____

Chief of Police (print) _____

Chief of Police (signature) _____

Date _____

City Manager (print) _____

City Manager (signature) _____

Date _____

F. COMMENTS:

TargetSolutions Learning, LLC Agreement Schedule A

Date: Wednesday, November 8, 2023

Client Information

Client Name: City of Holly Springs, GA	
Address: P.O. Box 990 Holly Springs, IL 30142	
Primary Contact Name: Karen Norred	Primary Contact Phone: 770-721-7502

Agreement Term

Effective Date: 11/15/2023	Initial Term: 12 months
-----------------------------------	--------------------------------

Invoicing Contact Information

Billing Contact Name: Becky Bruce		
Billing Address: PO Box 990 Holly Springs, Georgia 30142		Billing Phone: (770) 721-7506
		Billing Email: bbruce@hollyspringsga.us
PO#:	Billing Frequency: Annual	Payment Terms: Net 30

Annual Fee(s)

Product Code	Product	Description	Minimum Annual Commitment	Price	Sub Total
VGS-GTEPMS	Guardian Tracking	Annual Subscription for Guardian Tracking -- Employee Performance Management Software	72	\$47.48	\$3,418.56

Annual Total: \$3,418.56

Grand Total: \$3,418.56

Please note this is not an invoice. An invoice will be sent within fourteen (14) business days.

Additional Terms and Conditions.

The following are in addition to the Client Agreement General Terms and Conditions.

1. Additional Named Users added after the Effective Date will be invoiced at the full per Named User fee. Such additional Named Users shall become part of the Minimum Annual Commitment for subsequent years, on the anniversary date of each contract year or upon renewals under the Agreement.
2. You agree to pay for the number of Named Users using or licensed to access the Services in a given contract year. Subject to the Minimum Annual Commitment, Changes in Named User counts will be reflected in the annual contract amount from that period forward for all Users.
3. Subject to the above Minimum Annual Commitment, annual fees for your use of the Services will be based upon the number of Named Users in a given contract year.
4. Named Users deactivated in a given contract year will not count towards the total number of Named Users in the year following such deactivation, unless reactivated.
5. Fees, both during the Initial Term, as well as any Renewal Terms, shall be increased by 5.0% per contract year. Changes in Named User counts will be reflected in the annual contract amount from that period forward for all Users.
6. All undisputed invoices are due and payable Net 30 days after invoice date ("Due Date"). Any fees unpaid for more than 10 days past the Due Date shall bear interest at 1.5% per month or the highest applicable rate permitted by law.
7. **AUTOMATIC RENEWAL. UNLESS OTHERWISE AGREED OR WHERE PROHIBITED BY APPLICABLE LAW OR REGULATION, UPON EXPIRATION OF THE ABOVE INITIAL TERM, THIS AGREEMENT WILL RENEW FOR A RENEWAL TERM EQUAL TO THE INITIAL TERM AT VECTOR SOLUTIONS' THEN CURRENT FEES, UNLESS NOTICE IS GIVEN BY EITHER PARTY OF ITS INTENT TO TERMINATE THE AGREEMENT AT LEAST SIXTY (60) DAYS PRIOR TO THE SCHEDULED TERMINATION DATE.**

Address for Notices:

4890 W. Kennedy Blvd., Suite 300
Tampa, FL 33609

P.O. Box 990
Holly Springs, IL 30142

VECTOR SOLUTIONS PUBLIC SECTOR SOFTWARE AS A SERVICE AGREEMENT

This Vector Solutions Software as a Service Agreement (the “Agreement”), effective as of the date noted in the attached Schedule A (the “Effective Date”), is by and between **TargetSolutions Learning, LLC, d/b/a Vector Solutions**, (“We/Us”) a Delaware limited liability company, and the undersigned customer (“You/Your”), (each a “Party” or “Parties”) and governs the purchase and ongoing use of the Services described in this Agreement.

GENERAL TERMS AND CONDITIONS

1. SERVICES. We shall provide the following Software as a Service (“**Services**”):

1.1. Access and Use. We grant You a non-exclusive, non-transferable revocable authorization to remotely access and use the software as a service offering identified in Schedule A (the “**Services**”) and, unless prohibited by law, We will provide access to any persons You designate for use as described in these terms and conditions. For clarification, We authorize access and use on a “one user per one authorization basis” and once granted, You are not allowed to transfer authorizations to other users. Your ability to use the Services may be affected by minimum system requirements or other factors, such as Your Internet connection.

1.2. Availability. We will use commercially reasonable efforts to provide access to and use of the Services twenty-four (24) hours a day, seven (7) days a week, subject to scheduled downtime for routine maintenance, emergency maintenance, system outages, and other outages beyond our control.

1.3. Help Desk. We will assist You as needed on issues relating to usage via e-mail, and a toll-free Help Desk five (5) days per week, at scheduled hours, currently 8:00am to 6:00 pm Eastern Time, Monday-Friday or <https://support.vectorsolutions.com/s/contactsupport>

1.4. Upgrades and Updates. We reserve the right, in our discretion, to make updates or upgrades to the Services that are necessary or useful to: (a) maintain or enhance: (i) the quality or delivery of the Services; (ii) the competitive strength of or market for the Services; or (iii) the Services’ cost efficiency or performance; or (b) to comply with applicable law. For no additional charge, You will receive access to any general upgrades and updates to the Services which We make generally available to our other customers. All updates and upgrades to the Services are subject to these terms and conditions.

1.5 Additional Services. From time to time, the Parties may decide in their discretion to add additional Services, subject to the Parties’ execution of one or more change forms which shall be substantially in the form of the Schedule A and shall incorporate these terms and conditions by reference. Each individual Schedule A shall have its own service term.

2. YOUR RESPONSIBILITIES AND USE RESTRICTIONS.

2.1. Compliance. You shall be responsible for all Users’ compliance with this Agreement and shall use commercially reasonable efforts to prevent unauthorized access to or use of the Services. You shall comply with all applicable laws, standards, and regulations and will not use the Services in a manner not specified or permitted by Us.

2.2. Identify Named Users. A “**Named User**” is defined as Your employees, consultants, contractors, and agents You authorize to access and use the Services You are purchasing during each contract year (“Term”) of the Agreement.

2.2.1. You will be responsible for the following: (a) cause each of Your Named Users to complete a unique profile if not created by Vector Solutions on their behalf; and (b) timely maintain a user database by adding a unique profile for each new Named User. Due to licensing and data retention requirements, Named Users may not be removed from our system unless required by law. You will be responsible for identifying Named Users from time to time during the Term of this Agreement through available system capabilities.

2.3. Future Functionality. You agree that Your purchases are not contingent on Our delivery of any future functionality or features. You are not relying on any comments regarding future functionality or features.

3. FEES AND PAYMENTS.

3.1. Fees and Payment. You will pay for the Services in accordance with the payment terms, frequency, and fee schedule in Schedule A attached to this Agreement. All fees collected by Us under this Agreement are fully earned when due and nonrefundable when paid, except if You terminate this Agreement for cause as described in Section 5.2.

3.2. Due Date. All fees due under this Agreement must be paid in United States Dollars or Canadian Dollars or as specified in Schedule A as applicable to Your location. We will invoice You in advance and all undisputed invoices are due and payable on the due date specified in Schedule A.

3.3. Suspension of Service. If You do not make an undisputed payment on time, We may suspend Your or Your Named Users’ access to the Services without further notice until all overdue payments are paid in full. Our suspension of Your use of the Services or termination of the Agreement for Your violation of the terms of this Agreement will not change Your obligation to pay any and all payments due for the applicable Term.

3.3.1. We may also suspend, terminate, or otherwise deny Your access or any Named User's access to or use of all or any part of the Services, without incurring any liability to You, if: (a) We receive a judicial or other governmental demand or order, subpoena, or law enforcement request that expressly or by reasonable implication requires Us to do so; or (b) We believe, in good faith and reasonable discretion, that: (i) You or any Named User, have failed to comply with any term of this Agreement, or accessed or used the Services beyond the scope of the rights granted, or for a purpose not authorized under this Agreement; or (ii) Your use of the Services causes a direct or indirect threat to our network function or integrity, or to Our other customers' ability to access and use the Services; or (iii) You or any Named User, are or have been involved in any fraudulent, misleading, or unlawful activities relating to or in connection with any of the Services; or (iv) this Agreement expires or is terminated. This Section 3.3 does not limit any of Our other rights or remedies under this Agreement.

3.4. **Taxes.** All fees under this Agreement exclude all sales, use, value-added taxes, and other taxes and government charges, whether Federal, State, or foreign, and You will be responsible for payment of all such taxes (other than taxes based on our income), fees, duties, and charges, and any related penalties and interest, arising from the payment of any and all fees under this Agreement including the access to or performance of the Services hereunder. If We have a legal obligation to pay or collect taxes for which You are responsible under the Agreement, then then We will invoice, and You will pay the appropriate amount unless You claim tax exempt status for amounts due under this Agreement and provide Us with a valid tax exemption certificate (authorized by the applicable governmental authority) promptly upon execution of this Agreement. If any taxes shall be required by law to be deducted or withheld from any fee payable hereunder by You to Us, You shall, after making the required deduction or withholding, increase such fee payable as may be necessary to ensure that We shall receive an amount equal to the fee We would have received had no such deduction or withholding been made.

4. INTELLECTUAL PROPERTY RIGHTS.

4.1. We alone (and our licensors, where applicable) shall own all rights, title, and interest in and to our software, website and technology, the course content (if any), and the Services We provide, including all documentation associated with the Services. If You provide any suggestions, ideas, enhancement requests, feedback, recommendations, or other information provided by You (collectively "**Feedback**"), We may use such Feedback to improve the Services without charge, royalties, or other obligation to You, and Our use of Your Feedback does not give You any property rights to the Services.

The Vector Solutions name and logo are trademarks of Vector Solutions, and no right or license is granted to You to use them. You shall own all rights, title, and interest in and to Your added software, Your content, and information collected from Your content pages ("**Your Data**"). You shall have no rights in or to any other data collected that is not affiliated with You. Your content, email addresses, and personal information of Your Named Users or Your EHS Active Employees You entered into the database, or any of Your customers or users is Your sole property. We will not, at any time, redistribute, share, or sell any of Your email addresses, email server domain names, customer names, or personal information. Course content that You purchase from third-party course providers and access through our LMS will require the sharing of certain user information with Us in order for Us to properly track and report usage.

4.2. You recognize that We regard the software We have developed to deliver the Services as our proprietary information and as confidential trade secrets of great value. You agree not to provide or to otherwise make available in any form the software or Services, or any portion thereof, to any person other than Your Named Users without our prior written consent. You further agree to treat the Services with at least the same degree of care with which You treat Your own confidential information and in no event with less care than is reasonably required to protect the confidentiality of the Services.

4.2.1 Except as otherwise agreed in writing or to the extent necessary for You to use the Services in accordance with this Agreement, You are not allowed to: (a) copy the course content in whole or in part; (b) display, reproduce, create derivative works from, transmit, sell, distribute, rent, lease, sublicense, transfer or in any way exploit the course content in whole or in part; (c) embed the course content into other products; (d) use any of our trademarks, service marks, domain names, logos, or other identifiers or any of our third party suppliers; (e) reverse engineer, decompile, disassemble, or access the source code of any of our Services or software, (f) use the software or Services for any purpose that is unlawful; (g) alter or tamper with the Services and/or associated documentation in any way; (h) attempt to defeat any security measures that We may take to protect the confidentiality and proprietary nature of the Services; (i) remove, obscure, conceal, or alter any marking or notice of proprietary rights that may appear on or in the Services and/or associated documentation; or (j) except as permitted by this Agreement, knowingly allow any individual or entity under Your control to access Services without authorization under this Agreement for such access.

4.3. We acknowledge that You alone shall own all rights, title, and interest in and to Your name, trademarks, or logos, and this Agreement does not give Us any rights of ownership to the same. You hereby authorize Us to use Your name, trademarks, or logos in promotional materials, press releases, advertising, or in other publications or websites, whether oral or written. If You do not consent to Our use of Your name or logo, You may withdraw Your consent at any time by notifying Us at logousage@vectorsolutions.com.

5. TERM, TERMINATION, AND NOTICE.

5.1 **Term.** The term of this Agreement will start on the Effective Date, and will remain in full force and effect for the initial term (the "**Initial Term**") indicated in Schedule A. Upon expiration or early termination of this Agreement by either Party as described below in Section 5.2 (Termination for Cause) or for any reason, You shall immediately discontinue all use of the Services and documentation, and You acknowledge that We will terminate Your ability to access the Services. Notwithstanding, access to the

Services may remain active for thirty (30) days solely for purpose of our record keeping (the “**Expiration Period**”). If You continue to access or use the Services following the Expiration Period, then Your continued use will renew the Agreement under the same terms and conditions, subject to any annual price adjustments.

5.2 Termination for Cause. Either Party may terminate this Agreement, effective upon written notice to the other Party (the “**Defaulting Party**”), if the Defaulting Party materially breaches this Agreement, and that breach is incapable of cure, or with respect to a material breach capable of cure, and the Defaulting Party does not cure the breach within thirty (30) days after receipt of written notice of the breach. If You terminate this Agreement due to Our material breach, then We will return an amount equal to the pro-rated fees already paid for the balance of the term as of the date of termination as Your only remedy.

5.3. Notice. All required notices by either Party shall be given by email, personal delivery (including reputable courier service), fees prepaid, or by sending the notice by registered or certified mail return receipt requested, postage prepaid, and addressed as set forth in Schedule A. Such notices shall be deemed to have been given and delivered upon receipt or attempted delivery (if receipt is refused), as the case may be, and the date of receipt identified by the applicable postal service on any return receipt card shall be conclusive evidence of receipt. Notices and other communications sent by e-mail shall be deemed received upon the sender's receipt of an acknowledgment from the recipient (such as by the "return receipt requested" function, as available, return e-mail or other written acknowledgment). Either Party, by written notice to the other as described above, may alter its address for written notices.

6. MUTUAL WARRANTIES AND DISCLAIMER.

6.1. Mutual Representations and Warranties. Each Party represents and warrants to the other Party that: (a) it is duly organized, validly existing, and in good standing as a corporation or other entity under the Laws of the jurisdiction of its incorporation or other organization; (b) it has the full right, power, and authority to enter into and perform its obligations and grant the rights, licenses, consents, and authorizations it grants or is required to grant under this Agreement; (c) the acceptance of this Agreement has been duly authorized by all necessary corporate or organizational action; and (d) when executed and delivered by both Parties, this Agreement will constitute the legal, valid, and binding obligation of each Party, enforceable against each Party in accordance with its terms.

6.2. Disclaimer. EXCEPT AS EXPRESSLY PROVIDED HEREIN, NEITHER PARTY MAKES ANY WARRANTIES OF ANY KIND, WHETHER EXPRESS, IMPLIED, STATUTORY OR OTHERWISE, INCLUDING ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW. WE DO NOT WARRANT THAT THE USE OF THE SERVICES WILL BE UNINTERRUPTED OR ERROR FREE. THE SERVICES AND ASSOCIATED DOCUMENTATION ARE PROVIDED “AS IS,” AND WE PROVIDE NO OTHER EXPRESS, IMPLIED, STATUTORY, OR OTHER WARRANTIES REGARDING THE SERVICES OR ASSOCIATED DOCUMENTATION.

6.3. Disclaimer of Third-Party Content. If You upload third-party content to our platform or Services, the third-party content providers are responsible for ensuring their content is accurate and compliant with national and international laws. We are not and shall not be held responsible or liable for any third-party content You provide or Your use of that third-party content. THERE IS NO WARRANTY OF ANY KIND, EXPRESS, IMPLIED, OR STATUTORY, REGARDING THIRD PARTY CONTENT ACCESSIBLE THROUGH THE SERVICES.

6.4 None of our employees, marketing partners, resellers, or agents are authorized to make any warranty other than the Warranties stated in this Agreement. The provisions in any specification, brochure, or chart are descriptive only and are not warranties.

7. LIMITATION OF LIABILITY. EXCEPT FOR CLAIMS RELATED TO VIOLATION OF INTELLECTUAL PROPERTY RIGHTS, GROSS NEGLIGENCE, FRAUD, OR WILFULL MISCONDUCT, (A) IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER PARTY, ANY AFFILIATE, THIRD-PARTY, OR YOUR USERS, WHETHER IN CONTRACT, WARRANTY, TORT (INCLUDING NEGLIGENCE) OR OTHERWISE, FOR SPECIAL, INCIDENTAL, INDIRECT OR CONSEQUENTIAL DAMAGES (INCLUDING LOST PROFITS), ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT, AND (B) IF YOU HAVE ANY BASIS FOR RECOVERING DAMAGES (INCLUDING FOR BREACH OF THIS AGREEMENT), YOU AGREE THAT YOUR EXCLUSIVE REMEDY WILL BE TO RECOVER DIRECT DAMAGES FROM US, UP TO AN AMOUNT EQUAL TO THE TOTAL FEES ALREADY PAID TO US FOR THE PRECEDING TWELVE (12) MONTHS.

7.1.1. TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, WHATEVER THE LEGAL BASIS FOR THE CLAIM, UNDER NO CIRCUMSTANCES SHALL WE BE LIABLE TO YOU, ANY AFFILIATE, ANY THIRD PARTY OR YOUR USERS FOR ANY CLAIM, CAUSE OF ACTION, DEMAND, LIABILITY, DAMAGES, AWARDS, FINES, OR OTHERWISE, ARISING OUT OF OR RELATING TO PERSONAL INJURY, DEATH, OR OTHER HARM CAUSED FROM USE OF OR RELIANCE ON THE CONTENT OF THE COURSES OR SERVICES. YOU, YOUR AFFILIATES, EMPLOYEES, CONTRACTORS, AGENTS, USERS, AND REPRESENTATIVES RELY ON THE CONTENT OF THE COURSES AND SERVICES AT YOUR OWN RISK.

SOME JURISDICTIONS DO NOT ALLOW THE EXCLUSION OR LIMITATION OF CERTAIN TYPES OF DAMAGES SO, SOLELY TO THE EXTENT SUCH LAW APPLIES TO YOU, THE ABOVE LIMITATIONS AND EXCLUSIONS MAY NOT APPLY TO YOU.

8. OBLIGATIONS OF BOTH PARTIES.

8.1. Our Obligation to You. We shall indemnify and hold You harmless from any and all claims, damages, losses, and expenses, including but not limited to reasonable attorney fees, arising out of or resulting from any third-party claim that any document, course, or intellectual property We provide or upload to our platform infringes or violates any intellectual property right of any person.

8.2. Your Obligation to Us. To the extent not prohibited by applicable law, You shall indemnify and hold Us harmless from any and all claims, damages, losses, and expenses, including but not limited to reasonable attorney fees, arising out of or resulting from any third-party claim that any document, courses, or intellectual property You provide or upload to our platform infringes or violates any intellectual property right of any person.

9. CONFIDENTIALITY.

9.1. Each Party may from time to time disclose to the other Party "Confidential Information" which shall mean and include the Services (including without limitation all courses accessed through the Services), all documentation associated with the Services, software code (include source and object code), marketing plans, technical information, product development plans, research, trade secrets, know-how, ideas, designs, drawings, specifications, techniques, programs, systems, and processes.

9.2. Confidential Information does not include: (a) information generally available to or known to the public through no fault of the receiving Party; (b) information known to the recipient prior to the Effective Date of the Agreement; (c) information independently developed by the recipient outside the scope of this Agreement and without the use of or reliance on the disclosing Party's Confidential Information; or (d) information lawfully disclosed by a third party. The obligations set forth in this Section shall survive termination of this Agreement.

9.3. Each Party agrees that it shall not disclose the Confidential Information of the other to any third party without the express written consent of the other Party, that it shall take reasonable measures to prevent any unauthorized disclosure by its employees, agents, contractors or consultants, that it shall not make use of any such Confidential Information other than for performance of this Agreement, and that it shall use at least the same degree of care to avoid disclosure of Confidential Information as it uses with respect to its own Confidential Information.

9.4. The confidentiality obligations imposed by this Agreement shall not apply to information required to be disclosed by compulsory judicial or administrative process or by law or regulation, provided that the receiving Party shall (if permitted) notify the disclosing Party of the required disclosure, shall use reasonable measures to protect the confidentiality of the Confidential Information disclosed, and shall only disclose as much Confidential Information as is required to be disclosed by the judicial or administrative process, law, or regulation.

10. MISCELLANEOUS.

10.1. Assignment. Neither Party may freely assign or transfer any or all of its rights without the other Party's consent, except to an affiliate, or in connection with a merger, acquisition, corporate reorganization, or sale of all or substantially all of its assets, provided however You shall not assign this Agreement to our direct competitors.

10.2. Governing Law. This Agreement shall be governed by, and enforced in accordance with, the laws of the state of Florida, except where Customer is a public entity or institution in which case the applicable state, provincial, or tribal law where You are located shall govern, in either case without regard to the state's or local laws conflicts of laws provisions. If You are purchasing goods under this Agreement, the Parties agree that the United Nations Convention on Contracts for the International Sale of Goods and the United Nations Convention on the Limitation Period in the International Sale of Goods shall not apply to this Agreement. EACH PARTY WAIVES, TO THE FULLEST EXTENT PERMITTED BY LAW, ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN ANY ACTION ARISING HEREUNDER.

10.3. Export Regulations. All Content and Services and technical data delivered under this Agreement are subject to applicable US and Canadian laws and may be subject to export and import regulations in other countries. Both Parties agree to comply strictly with all such laws and regulations and You acknowledge that You are responsible for obtaining such licenses to export, re-export, or import as may be required after delivery.

10.4. Force Majeure. In no event will either Party be liable or responsible to the other Party or be deemed to have defaulted under or breached this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement, (except for any obligations to make payments) when and to the extent such failure or delay in performing is due to, or arising out of, any circumstances beyond such Party's control (a "**Force Majeure Event**"), including, without limitation, acts of God, strikes, lockouts, war, riots, lightning, fire, storm, flood, explosion, interruption or delay in power supply, computer virus, governmental laws, regulations, or shutdown, national or regional shortage of adequate power or telecommunications, or other restraints.

10.5. No Waiver. No waiver, amendment or modification of this Agreement shall be effective unless in writing and signed by the Parties.

10.6. Severability. If any provision of this Agreement is found to be contrary to law by a court of competent jurisdiction, such provision shall be of no force or effect, but the remainder of this Agreement shall continue in full force and effect.

10.7. Survival. All provisions of this Agreement (including without limitation those pertaining to confidential information, intellectual property ownership, and limitations of liability) that would reasonably be expected to survive expiration or early termination of this Agreement will do so.

10.8. No Third-Party Beneficiaries. The Parties do not intend to confer any right or remedy on any third party under this Agreement.

10.9. Purchase Orders. You may issue a purchase order if required by Your company or entity and failure to do so does not cancel any obligation You have to Us. If You do issue a purchase order, it will be for Your convenience only. You agree that the terms and conditions of this Agreement shall control. Any terms or conditions included in a purchase order or similar document You issue that conflict with the terms and conditions of this Agreement will not apply to or govern the transaction resulting from Your purchase order.

10.10. Data Processing Agreement. If applicable, the parties shall negotiate in good faith and enter into any further data processing or transfer agreement, including any standard contractual clauses for transfers of data outside of the country where the personal data originates, as may be required to comply with applicable laws, rules and regulations regarding the collection, storage, transfer, use, retention and other processing of personal data.

10.11. Entire Agreement. This Agreement and Schedule A represent the entire understanding and agreement between the Parties, and supersedes all other negotiations, proposals, understandings, and representations (written or oral) made by and between You and Us. You acknowledge and agree that the terms of this Agreement are incorporated in, and are a part of, each purchase order, change order, or Schedule related to our provision of Services. This Agreement prevails over any additional or conflicting terms or conditions in any Customer purchase orders, online procurement terms, or other non-negotiated forms relating to the Services or this Agreement hereto even if dated later than the effective date of this Agreement.

SPECIAL TERMS AND CONDITIONS

CALIFORNIA CONSUMER PRIVACY ACT

If We will be processing personal information subject to the California Consumer Privacy Act, sections 1798.100 to 1798.199, Cal. Civ. Code (2018) as may be amended as well as all regulations promulgated thereunder from time to time ("**CCPA**"), on Your behalf in the course of the performance of the Services, then the terms "California consumer," "business purpose," "service provider," "sell" and "personal information" shall carry the meanings set forth in the CCPA.

CCPA Disclosures: To the extent the CCPA applies to our processing of any personal information pursuant to Your instructions in relation to this Agreement, the following also apply: (a) The Parties have read and understand the provisions and requirements of the CCPA and shall comply with them; (b) It is the intent of the Parties that the sharing or transferring of personal information of California consumers from You to Us, during the course of our performance of this Agreement, does not constitute selling of personal information as that term is defined in the CCPA, because You are not sharing or transferring such data to Us for valuable consideration; (c) We will only use personal information for the specific purpose(s) of performing the Services, including any Schedules within the direct business relationship with You.

SERVICE SPECIFIC TERMS AND CONDITIONS

A. Vector EHS Management Services

A. This Section A contains service specific terms and conditions that will apply only if You are purchasing **Vector EHS Management Services ("EHS Services")** in Schedule A. Otherwise, the following terms will not apply to You.

1. An "**EHS Active Employee**" is defined as Your employees, consultants, contractors, and agents who are contained in the Vector EHS employee and contractor table with an active status. An employee may or may not be a Named User. For EHS Services, You are allowed a Named User for each EHS Active Employee.
2. You will be able to activate or disable employees without incurring additional EHS Active Employee fees as long as the total number of EHS Active Employees does not exceed the number of employees included in Scheduled A.
3. EHS Active Employees added after the Effective Date in Schedule A shall be billed at the full per employee fee. Such additional EHS Active Employees shall become part of the Minimum Annual Commitment for subsequent years, on the anniversary date of each contract year or upon renewals under the Agreement.
4. You agree to pay for the number of EHS Active Employees in the EHS Services in a given contract year.
5. Subject to the Minimum Annual Commitment, if any, set forth in Schedule A, annual fees for Your use of the Services will be based upon the actual number of EHS Active Employees in a given contract year. Employees inactivated in a given contract year will not count towards the total number of employees in the year following such inactivation, unless reactivated.
6. You acknowledge that certain transmissions You receive as part of the EHS Services may contain sensitive personal information that You have provided. You understand that We do not control or own the data contained in such transmissions. As such, You will be responsible for ensuring that the information is secured and preventing the transmission and/or disclosure of such information to unauthorized recipient(s). In the event such information is disclosed to an unauthorized recipient(s), You shall be responsible for notifying Your EHS Active Employee(s) whose information may have been disclosed

to the extent required by law. Both Parties further agree to handle such data in compliance with any applicable Federal, State, or local laws or regulations. You shall also be responsible for any threatening, defamatory, obscene, offensive, or illegal content or conduct of any of Your EHS Active Employees when using the Services. To the extent not prohibited by applicable law, You shall indemnify, defend, and hold Us harmless against any claims that may arise as a result of these matters. With respect to Your use of the EHS Services, You acknowledge that We are not a covered entity or business associate under HIPAA.

B. Vector WorkSafe Services and Vector LiveSafe Services

This Section B. contains service specific terms and conditions that will apply if You are licensing or using Vector WorkSafe Services, LiveSafe Essentials or Vector LiveSafe Services (collectively "LiveSafe Services") in Schedule A. Otherwise, the following terms will not apply to You.

1. Authorized Users. **Authorized Users** (interchangeably may be referred to as "Named Users" means the employees, contractors and/or consultants under Your control who You authorized to operate the LiveSafe Services .

2. Your Responsibilities. You shall: (i) not permit any person or entity, other than designated Authorized Users, to access the LiveSafe Services; (ii) use commercially reasonable efforts to prevent unauthorized access to or use of the LiveSafe Services, (iii) provide prompt written notice of any unauthorized access or use; and (iv) instruct Authorized Users to comply with all applicable terms of this Agreement.

3. Your Data. You agree that We may only use data collected, extracted or received through Your use of the Services ("Your Data") in an anonymized and aggregated manner (without specifically identifying You, Your users or Your location(s)) for the sole purpose of reporting LiveSafe Services metrics, training and education about the LiveSafe Services, and improving the LiveSafe Services (except as may be required by law, court order, or as needed to provide the Services to You). Your Data shall not include any information collected, extracted, or received in response to the WorkSafe Integrated Health Survey. Within thirty (30) business days following Your written request, and not more than four (4) times per year or upon termination of this Agreement, We will provide to You a backup copy of Your Data in Our possession.

C. Vector Evaluations+ Services.

This Section C. contains service specific terms and conditions that will apply only if You are purchasing **Vector Evaluations+ Software as a Service** in Schedule A. Otherwise, the following terms will not apply to You.

1. Access and Use. We will provide You a nonexclusive, non-transferable, revocable authorization to remotely access and use the Vector Evaluations+ Software as a Service: (i) on Our application server over the Internet, (ii) transmit data related to Your use of the Service over the Internet, and (iii) download and use the Evals + mobile device application software (referred to collectively as "Evals+ Services"). We will provide accounts for Your users on the application server for storage of data and use of the Service. The number of Named Users, start of service, and duration, are as stated in Schedule A.

2. If Your active user accounts exceed the number of Named Users during the term of this Agreement, You agree to pay for the additional Users, based on the per User fees in Schedule A. Adjusted fees will apply beginning on the month the number of Named Users are exceeded and will be prorated for the remainder of the current 12-month period. You agree to pay for the number of Users using or authorized to access the Services in a given contract year.

3. Your Content. You will be the owner of all content created and posted by You. You will also be the owner of all content created and posted by Us on Your behalf, including but not limited to evaluation forms added to the system as part of support services We provide.

4. Third-Party Content. You are responsible for proper licensing of, and assuming liability for, copyrighted material which You post on Our system, or is posted on the system by Us on Your behalf. This includes but is not limited to copyright protected evaluation forms and other materials from third parties. If You upload third-party content to Our platform, such third-party content providers are responsible for ensuring their content is accurate and compliant with national and international laws.

5. Effect of Termination. You will have thirty (30) days after the effective date of termination or expiration of this Agreement to export Your data using the software tools provided, or to request Your data from Us. Form data will be available as exported comma separated variable (CSV) files and as PDF files. Uploaded data files will be available in their original format. After the thirty (30) day period, We have no obligation to maintain or provide data and may thereafter delete or destroy all copies of the Your data, unless legally prohibited.

D. Vector CheckIT™.

Customer Obligations. When purchasing Vector CheckIT™, You will identify stations, vehicles, drug safes, and other service specific details, as may be applicable.

E. Vector LMS and Services which include access to the Shared Resource Feature.

If You choose to participate by uploading Your information to the shared resource sections of our website, You hereby authorizes Us to share any intellectual property you own ("**User Generated Content**") that Your Users upload to the shared resources section of our website with our third-party customers and users that are unrelated to you ("**Our Other Customers**"); provided that We must provide notice to Your users during the upload process that such User Generated Content will be shared with Our Other Customers.

F. Casino Services.

When purchasing Casino Services, in addition to the Responsibilities and Restrictions in Section 2 of the General Terms and Conditions above, the following shall apply to You:

You must request Our written approval for third party access to the Services or content. Your request for third-party access shall include the third party's names, company, and contact information. Upon Our request, You shall execute a written agreement with the third party, securing for Us the rights provided in this Section, Section 4 (Intellectual Property Rights), and Special Section 1 (Confidentiality) prior to providing access to Our Software, Services or Content under this Agreement.

Use Restrictions. You shall not: (a) transmit or share the course content, with any persons other than authorized users (b) provide or otherwise make available the course content in whole or in part, in any form to any person without Our prior written consent; (c) transmit or share identification or password codes to persons other than authorized users (d) permit the identification or password codes to be cached in proxy servers, (e) permit access by individuals who are not authorized under this Agreement, or (f) permit access to the software through a single identification or password code being made available to multiple users on a network.

The Parties have executed this Agreement by their authorized representatives as of the last date set forth below.

TargetSolutions, LLC d/b/a Vector Solutions
4890 W. Kennedy Blvd., Suite 300
Tampa, FL 33609

City of Holly Springs, GA
P.O. Box 990
Holly Springs, IL 30142

By: _____

By: _____

Printed Name: Greg Sheehan

Printed Name: Steven W. Miller

Title: Team Leader-Government Solutions

Title: Mayor

Date: _____

Date: November 20, 2023

November 10, 2023



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

**Re: Hourly Services Proposal
Planning & Zoning Services**

Nancy:

We greatly appreciate the opportunity of working with the City of Holly Springs in order to assist with a variety of services related to Planning & Zoning within the Holly Springs Town Center District.

Specifically, Place Maker Design will provide assistance in review and editing of the applicable zoning ordinance as well as providing 3rd party zoning review for projects within the Town Center District. Place Maker Design will provide these services at our standard hourly rates as listed below:

▪ Principal/Senior Project Manager	\$200.00 per hour
▪ Architectural Project Manager	\$165.00 per hour
▪ Architectural Designer	\$125.00 per hour
▪ Architectural Intern/Draftsman	\$110.00 per hour
▪ Administration Services	\$90.00 per hour

Reimbursable Expenses:

Reimbursable expenses directly associated with the production of the services as outlined above will be billed at our cost plus 10%. These reimbursable expenses may include (but are not limited to) printing, couriers, travel expenses, etc.

Billing:

Billing will be handled monthly on a percent complete basis for each phase of work. Invoices are billed through the 25th and are typically sent at the end of each month with a net 15 day term. Unpaid invoices delinquent more than 60 days are subject to additional financial charges calculated from the due date at a 15% annual rate. Non-payment of invoices 60 days past due shall cause all work on the project to stop until such time as invoices are paid or other arrangements are made.

P L A C E ■ M A K E R ■ D E S I G N

280 Interstate North Circle ■ Suite 510 ■ Atlanta, Georgia 30339 ■ 404.549.4499

www.placemakerdesign.com



Terms:

The fees set forth in this proposal are good for a period of one year from the date this proposal is accepted. After one year the fees listed in this proposal will be adjusted to the standard hourly rates at that time. Commencement of work without a signed proposal through verbal notification constitutes approval of this proposal as a contract inclusive of the terms as listed. Services as defined by this proposal can be terminated after commencement of work only through written notification. At termination, an invoice will be sent to the client covering the services performed through the time of termination.

If you find this proposal acceptable, please return a signed copy at your earliest convenience as your authorization to proceed. Once again, thank you for the opportunity of working with you.

Sincerely,



Timothy Vaccaro
Principal

Steven W. Miller, Mayor

11/20/2023
signature/date

Cc: File

q:\proposals\2023\holly springs p&z proposal.docx

P L A C E ■ M A K E R ■ D E S I G N

280 Interstate North Circle ■ Suite 510 ■ Atlanta, Georgia 30339 ■ 404.549.4499

www.placemakerdesign.com



COUNCIL AGENDA REPORT

FROM: Nancy Moon

CC: City Clerk
Public Information

SUBJECT: Release of Charlotte's Ridge Performance Bonds

DATE: November 14, 2023

COUNCIL MEETING DATE: November 20, 2023

RECOMMENDATION

STAFF ANALYSIS

The following bonds/agreements have been requested for release:

Subdivision	Bond/Agreement Type	Number	Amount
Charlotte's Ridge	Performance	PB02129600033	\$117,471.00
Charlotte's Ridge	Performance	PB01129600030	\$399,336.36

The City Engineer has inspected these developments and approved the release.

CONCURRENCES

City Engineer/Building Official

FISCAL IMPACT

N/A

ALTERNATIVES

Denial

ATTACHMENTS

Final Plats for Road Acceptance

**City of Holly Springs
City Council Work Session Minutes
October 2, 2023**

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

Elected Officials Not Present: Mayor Steven W. Miller

Staff Present: City Attorney Robert M. Dyer, City Manager Robert H. Logan, City Clerk/Human Resources Director Karen Norred, Assistant City Clerk/Records Manager Lou Stewart, Finance Director Denise Lamazares, Community Development Director Nancy Moon, Chief Tommy Keheley, Captain Casey Barton and Information Technology Manager/Facilities Manager Ron Carter.

I. Call to Order

Mayor Pro Tem Zenchuk called the Work Session to order.

II. Pledge of Allegiance

Mayor Pro Tem Zenchuk led the Pledge of Allegiance

III. Invocation

Mayor Pro Tem Zenchuk gave the invocation

IV. Public Comments

No public comments were made.

V. Presentations

- A. Davenport & Company, LLC gave an overview of the public bond pricing results and recommendation

VI. New Business

- A. Discussed the adoption of a resolution authorizing the execution of various documents related to the issuance of the Urban Redevelopment Agency of the City of Holly Springs, Georgia's revenue bonds, including an intergovernmental contract with the Agency
- B. Discussed a request for a time extension from C. W. Matthews Contracting Company, Inc. for the Holly Springs Parkway Widening Project Phase II
- C. Discussed a request for the installation of "No Parking This Side of Road" signs on Landmark Church Road, along the northside of the roadway
- D. Discussed awarding the City of Holly Springs Depot Renovation Project to The Yanover Company DBA Yanover Construction

- E. Discussed the policy revisions for the Holly Springs Police Department Operations Manual Section 16.20 – Traffic Safety Checkpoints

VII. Adjournment

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

**City of Holly Springs
City Council Special Called Meeting Minutes
October 2, 2023**

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

Elected Officials Not Present: Mayor Steven W. Miller

Staff Present: City Attorney Robert M. Dyer, City Manager Robert H. Logan, City Clerk/Human Resources Director Karen Norred, Assistant City Clerk/Records Manager Lou Stewart, Finance Director Denise Lamazares, Community Development Director Nancy Moon, Chief Tommy Keheley, Captain Casey Barton and Information Technology Manager/Facilities Manager Ron Carter.

I. Call to Order

Mayor Pro Tem Zenchuk called the meeting to order.

II. New Business

- A. Councilman Whitaker made a motion to approve the adoption of a resolution authorizing the execution of various documents related to the issuance of the Urban Redevelopment Agency of the City of Holly Springs, Georgia's revenue bonds, including an intergovernmental contract with the Agency. Councilwoman Phillips seconded the motion. Motion carried 5-0.
- B. Councilman Whitaker made a motion to approve a request for a time extension from C. W. Matthews Contracting Company, Inc. for RFB #2021-02, Holly Springs Parkway Widening Project Phase II. Councilman Wilbur seconded the motion. Motion carried 5-0.
- C. Councilman Whitaker made a motion to approve a request for the installation of "No Parking This Side of Road" signs on Landmark Church Road, along the northside of the roadway. Councilman Moore seconded the motion. Motion carried 5-0.
- D. Councilman Whitaker made a motion to table awarding the City of Holly Springs Depot Renovation Project – RFB #2023-03 to Yanover Company DBA Yanover Construction with the qualifying low bid, in an amount not to exceed \$156,555. Councilwoman Phillips seconded the motion. Motion carried 5-0.
- E. Councilman Whitaker made a motion to approve the policy revisions for the Holly Springs Police Department Operations Manual Section 16.20 – Traffic Safety Checkpoints. Councilman Wilbur seconded the motion. Motion carried 5-0.

III. Adjournment

Councilman Whitaker made a motion to suspend the Special Called Meeting to hold the Parks and Recreation Authority meeting, prior to the Executive Session. Councilman Moore seconded the motion. Motion carried 5-0.

Councilman Whitaker made a motion to resume the Special Called Meeting. Councilwoman Phillips seconded the motion. Motion carried 5-0.

EXECUTIVE SESSION

- Real Estate

Councilman Whitaker made a motion to adjourn the Special Called Meeting to move into Executive Session for the purpose of Real Estate. Councilman Moore seconded the motion. Motion carried 5-0.

Meeting adjourned.

Respectfully submitted.

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

**City of Holly Springs
City Council Work Session Minutes
October 16, 2023**

Elected Officials Present: Mayor Steven W. Miller, Mayor Pro Tem Michael Roy Zenchuk II, Councilman Kevin Moore, Councilman Jeff Wilbur, Councilwoman Dee Phillips, and Councilman Kyle Whitaker.

Staff Present: Jeff Rusbridge from the City Attorney's Office, City Manager Robert H. Logan, City Clerk/Human Resources Director Karen Norred, Chief Tommy Keheley, Deputy Chief Greg Clyburn and Information Technology Manager/Facilities Manager Ron Carter, Detective Estan Holloway and Sergeant John Burns.

I. Call to Order

Mayor Miller called the Work Session to order.

Mayor Pro Tem Zenchuk made a motion to amend the October 16, 2023 Work Session agenda to include Item L under New Business, Discuss a request from the Canton Police Department for the donation of 18 Watch Guard BWC cameras and 21 Watch Guard In-Car camera systems and to amend the October 16, 2023 Business Meeting agenda to include Item L under New Business, Approve/deny a request from the Canton Police Department for the donation of 18 Watch Guard BWC cameras and 21 Watch Guard In-Car camera systems. Councilman Whitaker seconded the motion. Motion carried 5-0.

II. Public Comments

No public comments were made.

III. Unfinished Business

- A. Discussed awarding the City of Holly Springs Depot Renovation Project to The Yanover Company DBA Yanover Construction

IV. New Business

- A. Discussed quote from Douglas Outdoors, LLC for sidewalk repair and tree removal services
- B. Discussed designation of City of Holly Springs staff members for a Review Team concerning the Intergovernmental Agreement for the I-575 and Sixes Road Area Transportation Plan
- C. Discussed a resolution of the City of Holly Springs, Georgia to amend the Municipal Services Master Fee Schedule
- D. Discussed a resolution of the City of Holly Springs, Georgia declaring certain property as surplus

- E. Discussed renewal of the medical, dental and vision insurance plans with Cigna Healthcare
 - F. Discussed renewal of the Basic Life and AD&D Insurance, the voluntary life, the short-term and long-term disability, voluntary accident and critical illness insurance plans
 - G. Discussed renewal of the Health Reimbursement Arrangement (HRA), the Medical Flexible Spending Account (FSA), and contracting the COBRA administration with Medcom
 - H. Discussed quote from CivicPlus for an Agenda and Meeting Management Software
 - I. Discussed quote from CivicPlus for a new website design, hosting and security implementation
 - J. Discussed quote from Fire Systems, Inc. for the sprinkler system repairs at the Public Safety Building
 - K. Discussed quote from ServiceWise Electric for electrical labor and materials at the Public Works Building
 - L. Discussed the request from the Canton Police Department for the donation of eighteen (18) Watch Guard BWC cameras and twenty-one (21) Watch Guard In-Car camera systems
- V. Adjournment**
- Mayor Pro Tem Zenchuk made a motion to adjourn. Councilman Moore seconded the motion. Motion carried 5-0.

**City of Holly Springs
City Council Business Meeting Minutes
October 16, 2023**

Elected Officials Present: Mayor Steven W. Miller, Mayor Pro Tem Michael Roy Zenchuk II, Councilman Kevin Moore, Councilman Jeff Wilbur, Councilwoman Dee Phillips, and Councilman Kyle Whitaker.

Staff Present: Jeff Rusbridge from the City Attorney's Office, City Manager Robert H. Logan, City Clerk/Human Resources Director Karen Norred, Chief Tommy Keheley, Deputy Chief Greg Clyburn and Information Technology Manager/Facilities Manager Ron Carter, Detective Estan Holloway and Sergeant John Burns.

I. Call to Order

Mayor Steven W. Miller called the Business Meeting to order.

II. Pledge of Allegiance

Mayor Steven W. Miller led the Pledge of Allegiance.

III. Invocation

Mayor Pro Tem Zenchuk gave the invocation.

IV. Presentations

Yard of the Month – James W. Jones, III

Employee Recognitions

Estan Holloway – One Year of Service

Innovation in Planning Award

Councilman Wilbur made a motion to amend the agenda to move Unfinished Business item A and New Business items A-C and E-K to the consent agenda. Councilman Whitaker seconded the motion. Motion carried 5-0.

V. Consent Agenda

- A. September 7, 2023 City Council Work Session and Special Called Meeting Minutes
- B. September 7, 2023 – 11:00 a.m. City Council Public Hearing Minutes
- C. September 7, 2023 – 6:30 p.m. City Council Public Hearing Minutes
- D. September 25, 2023 City Council Work Session and Business Meeting Minutes

Unfinished Business Item

- A. Awarding the City of Holly Springs Depot Renovation Project – RFB #2023-03 to The Yanover Company DBA Yanover Construction with the qualifying low bid, in an amount not to exceed \$156,555

New Business Items

- A. Quote #6 from Douglas Outdoors, LLC for sidewalk repair and tree removal services, in an amount not to exceed \$8,375
- B. Designation of City of Holly Springs staff members for a Review Team concerning the Intergovernmental Agreement for the I-575 and Sixes Road Area Transportation Plan, and to ratify the City Manager's signature
- C. Resolution of the City of Holly Springs, Georgia to amend the Municipal Services Master Fee Schedule for Public Right-of-Way Use Applications
- E. Resolution of the City of Holly Springs, Georgia authorizing the renewal of Health Insurance effective January 1, 2024 with Cigna Healthcare for the medical, dental and vision lines of coverage and to renew the Open Access Plus Plan OAP base as the medical base plan, and to renew the Open Access Plus Plan OAP buy-up as the buy-up option; to renew the Q5 DPPO \$1000/Ortho dental plan; to renew the C1-Standard PPO Comprehensive vision plan; and to authorize the City Clerk/HR Director to execute all documents pertaining to these matters
- F. Resolution of the City of Holly Springs, Georgia authorizing the renewal of the Basic Life and AD&D Insurance, the voluntary life insurance, the short-term disability, the renewal of the long-term disability, the voluntary accident insurance, the voluntary critical illness insurance with the Standard Insurance Company; and to authorize the City Clerk/HR Director to execute all documents pertaining to these matters for plan year January 1, 2024 through December 31, 2024
- G. Resolution of the City of Holly Springs, Georgia authorizing the renewal of the Health Reimbursement Arrangement (HRA) with Medcom to reimburse the last \$250 of the eligible participant's deductible; authorizing the renewal of the Medical Flexible Spending Account (FSA) with Medcom and to allow eligible participants to set aside up to the annual maximum of \$3,050 and to carry over up to \$610; the renewal of contracting the COBRA administration; and to authorize the City Clerk/HR Director to execute all documents pertaining to the these matters for plan year January 1, 2024 through December 31, 2024
- H. Quote #Q-44382-1 from CivicPlus for the Agenda and Meeting Management Select Premium Software, in an amount not to exceed \$9,353
- I. Quote #Q-46067-1 from CivicPlus for the CivicEngage Central website design, hosting and security implementation, in an amount not to exceed \$26,912

J. Quote #Q00013766 from Fire Systems, Inc. for the sprinkler system repairs at the Public Safety Building, in an amount not to exceed \$3,770

K. Quote #7714 from ServiceWise Electric for electrical labor and materials at the Public Works Building, in an amount not to exceed \$26,541

VI. Unfinished Business

Item A was moved to the consent agenda

VII. New Business

Items A-C and E-K were moved to the consent agenda.

D. Mayor Pro Tem Zenchuk made a motion to approve a resolution of the City of Holly Springs, Georgia declaring certain property as surplus and authorizing its sale or disposal. Councilwoman Phillips seconded the motion. Motion carried 5-0.

L. Mayor Pro Tem Zenchuk made a motion to approve the request from the Canton Police Department for the donation of eighteen (18) Watch Guard BWC cameras and twenty-one (21) Watch Guard In-Car camera systems. Councilman Wilbur seconded the motion. Motion carried 5-0.

VIII. Reports

IX. Adjournment

Councilman Wilbur made a motion to adjourn the meeting to move into Executive Session for the purpose of Real Estate. Mayor Pro Tem Zenchuk seconded the motion. Motion carried 5-0.

Executive Session

- Real Estate

Meeting adjourned.

Respectfully submitted.

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

LEASE AGREEMENT

This Lease Agreement entered into this 1st day of December, 2023 among the DOWNTOWN DEVELOPMENT AUTHORITY OF HOLLY SPRINGS ("Landlord"), CITY OF HOLLY SPRINGS, GEORGIA and STONECREST HOMES GA, LLC. ("Tenant").

In consideration of the mutual covenants and agreements of this lease, and other good and valuable considerations, Landlord demises and leases to Tenant, and Tenant leases from Landlord, the Suite A in the Holly Springs Train Depot located at 164 Hickory Road, Holly Springs, Georgia 30115. This Lease is for the Suite A of the Holly Springs Train Depot only, but Tenant may use the parking lot and common areas inside the Holly Springs Train Depot. Suite A of the Holly Springs Train Depot shall be referred to as "the premises" or "the leased premises."

1. TERM OF LEASE

The term of this lease is one year beginning on December 1, 2023 and ending on November 30, 2024. The lease shall automatically be renewed for successive one (1) month terms, upon the same terms and conditions listed in this agreement unless either party notifies the other in writing at least 30 days before the end of a lease term that it does not desire to extend the lease. In addition, either party may terminate the lease at any time by giving a 30-day written notice to the other party that it wishes to terminate the lease.

2. RENT

Commencing on the 1st day of December, 2023, Tenant will pay Landlord on or before the twentieth (20th) day of each calendar month in advance five-hundred dollars (\$500.00) (the "Rent"), at the address set forth above. If the Commencement Date is in the middle of the month, Rent will be prorated for that month. The initial Rent payment will be forwarded by Tenant to Landlord within fifteen (15) days after the Commencement Date.

3. USE OF PREMISES

Tenant represents and warrants to Landlord that Tenant intends to use the premises for office uses only. Tenant's use of the premises is restricted to those purposes specified in this section unless Tenant obtains Landlord's prior written consent to any change in use. Tenant may not use, or permit using, the premises in any manner that results in waste of premises or constitutes a nuisance or for any illegal purpose.

4. REPAIRS AND MAINTENANCE

a. Repairs and Maintenance by Tenant. Tenant will, throughout the lease term and any extensions of it, at its own expense and risk, maintain the premises and all improvements in them in good order and condition, including but not limited to making all repairs and replacements

necessary to keep the premises and improvements in that condition. All maintenance, repairs, and replacements required by this section must be performed promptly when required and so as not to cause depreciation in the value of the premises.

b. Tenant's Failure to Repair or Maintain. If Tenant fails to perform its obligation to repair, replace, or maintain, as set forth in (a) above, within a reasonable time after notice from Landlord of the need for the repair, replacement, or maintenance, Landlord may enter the premises and make the repairs or replacements, or perform the maintenance, or have the repairs or replacements made or maintenance performed, at its own expense. On Landlord's notice to Tenant of the performance and cost of any maintenance, repairs, or replacements under this section, Tenant must immediately reimburse Landlord for any reasonable costs incurred by Landlord under this section, together with interest on the sum at the highest legal rate from the date of the notice until the date paid by Tenant to Landlord.

5. UTILITIES

a. Utility Charges. Landlord will pay all utility charges for water, electricity, heat, gas, and telephone service used in the premises during the lease term.

6. ALTERATIONS, ADDITIONS, AND IMPROVEMENTS

a. Consent of Landlord. Tenant may not make any alterations, additions, or improvements to the premises without Landlord's prior written consent. Landlord may not unreasonably withhold consent for nonstructural alterations, additions, or improvements.

b. Property of Landlord. All alterations, additions, or improvements made by Tenant will become Landlord's property when this lease terminates. But Landlord may require that Tenant remove any alterations, additions, and improvements installed or made by Tenant, and any other property Tenant placed on the premises when the lease terminates. If Landlord requires Tenant to remove the alterations, additions, or improvements, Tenant must repair any damage to the premises caused by the removal.

c. Alterations Required by Accessibility Laws. If any alterations, additions, or improvements to the premises are mandated by legal requirements related to accessibility by persons with disabilities ("accessibility alterations"), Landlord is responsible for making them. This allocation of responsibility for compliance with such legal requirements is a material inducement for the parties to enter this lease.

7. TRADE FIXTURES AND SIGNS

a. Trade Fixtures. Tenant may, at all times, erect or install shelves, bins, machinery, equipment, or other trade fixtures, in, on, or about the premises, if Tenant complies with all applicable governmental laws, ordinances, and regulations regarding the fixtures. Tenant may

remove all trade fixtures when this lease terminates if Tenant is not in default under the lease and the fixtures can be removed without structural damage to the building. Tenant must repair any damage to the premises caused by removing trade fixtures, and all the repairs must be completed before the lease terminates. Any trade fixtures not removed by Tenant when this lease terminates are considered abandoned by Tenant and will automatically become Landlord's property. If any trade fixture installed by Tenant is abandoned when the lease terminates, Tenant must pay Landlord any reasonable expense actually incurred by Landlord to remove the fixture from the premises, less the fair market value of the fixture once removed, if the fixture is removed within 30 days after Tenant has surrendered possession of the premises or before any subsequent tenant enters the premises or Landlord uses the trade fixtures.

b. Signs. Tenant may erect signs on any portion of the premises, including but not limited to the exterior walls, subject to applicable laws, ordinances, and regulations. Tenant must remove all signs when this lease terminates and repair any damage resulting from erecting or removing the signs.

8. MECHANIC'S LIENS

Tenant will not permit any mechanic's lien or liens to be placed upon the premises or improvements on the premises. Tenant will promptly pay any mechanic's lien that is filed on the premises or on improvements located on the premises. If default in payment of the lien continues for 20 days after Landlord's written notice to Tenant, Landlord may, at its option, pay the lien or any portion of it without inquiring into its validity. Any amounts Landlord pays to remove a mechanic's lien caused by Tenant to be filed against the premises or improvements on them, including expenses and interest, are due from Tenant to Landlord and must be repaid to Landlord immediately on rendition of notice, together with interest at twelve percent annually until repaid.

9. INSURANCE AND INDEMNITY

a. Liability Insurance. Tenant, at its own expense, must provide and maintain in force during the lease term, liability insurance in the amount of \$1,000,000. The policy must cover Landlord as well as Tenant, for any liability for property damage or personal injury arising from Tenant's occupying or using, or Landlord's owning the premises. This insurance is to be carried by one or more insurance companies authorized to transact business in Georgia and approved by Landlord.

b. Remedy for Failure to Provide Insurance. Tenant must furnish Landlord with certificates of all insurance required by this article. If Tenant does not provide the certificates within 30 days after request by Landlord, or if Tenant allows any insurance required under this article to lapse, Landlord may, at its option, take out and pay the premiums on the necessary insurance to comply with Tenant's obligations under this article. Landlord is entitled to reimbursement from Tenant for all amounts spent to procure and maintain the insurance, with interest at the rate of twelve percent annually from the date Tenant receives Landlord's notice of payment until reimbursement.

c. Tenant's General Indemnity. Tenant must indemnify and hold Landlord harmless against any claims, demands, damages, costs, and expenses, including reasonable attorney's fees for defending claims and demands, arising from the conduct or management of Tenant's business on the premises or its use of them; from any breach by Tenant of any conditions of this lease; or from any act or negligence of Tenant, its agents, contractors, employees, subtenants, concessionaires, or licensees in or about the premises. If any action or proceeding is brought against Landlord by reason of any such claim, Tenant, upon notice from Landlord, will defend the action or proceeding by counsel acceptable to Landlord. This section survives the expiration or earlier termination of this lease.

10. DEFAULT

(a) Tenant's Default. If Tenant is in breach of any of the terms of this Lease, and has failed to cure such breach within thirty (30) days after written notice of the breach from Landlord, Landlord may, at its option, without notice to Tenant, terminate this lease, or, in the alternative, Landlord may reenter and take possession of the premises and remove all persons and property without being considered guilty of any manner of trespass.

(b) Cumulative Remedies. All of Landlord's rights and remedies under this Section are cumulative, and none will exclude any other right or remedy provided by law or any other provision of this lease. All the rights and remedies may be exercised and enforced concurrently and whenever occasion for their exercise arises.

(c) Waiver of Breach. Any waiver by Landlord of a breach of this lease by the other party does not constitute a continuing waiver or a waiver of any subsequent breach.

11. INSPECTION BY LANDLORD

Tenant will permit Landlord and its agents, representatives, and employees to enter the premises at all reasonable times for the purpose of inspection or any other purpose necessary to protect Landlord's interest in the premises or to perform Landlord's duties under this lease.

12. ASSIGNMENT AND SUBLEASE

a. Tenant may not sublet, assign, encumber, or otherwise transfer this lease, or any right or interest in it or in the premises or the improvements on them, without Landlord's written consent. If Tenant sublets, assigns, encumbers, or otherwise transfers its rights or interests in this lease or in the premises or the improvements on them without Landlord's written consent, Landlord may, at its option, declare this lease terminated. If Landlord consents in writing to an assignment, sublease, or other transfer of all or any of Tenant's rights under this lease, the assignee or subtenant must assume all of Tenant's obligations under this lease, and Tenant will remain liable for every obligation under the lease. Landlord may not arbitrarily or unreasonably withhold consent under this section.

13. MISCELLANEOUS

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

LANDLORD:

Downtown Development Authority
of Holly Springs
P.O. Box 990
Holly Springs, GA 30142

TENANT:

Stonecrest Homes GA, LLC
625 West Crossville Rd. Ste. 204
Roswell, GA 30075

Either party may change the address to which notices are to be sent by sending written notice of the new address to the other party in accordance with this section.

b. Parties Bound. This agreement binds and inures to the benefit of the parties to the lease and their respective heirs, executors, administrators, legal representatives, successors, and assigns when this agreement permits.

c. Choice of Law. This agreement is to be construed under Georgia law, and all obligations of the parties created by this lease are performable in Cherokee County, Georgia.

d. Legal Construction. If one or more of the provisions contained in this agreement is for any reason held by a court of competent jurisdiction to be invalid, illegal, or unenforceable in any respect, the invalidity, illegality, or unenforceability will not affect any other provision of the agreement, which will be construed as if it had not included the invalid, illegal, or unenforceable provision.

e. Prior Agreements Superseded. This agreement constitutes the parties' sole agreement and supersedes any prior understandings or written or oral agreements between the parties with respect to the subject matter.

f. Amendment. No amendment, modification, or alteration of this agreement is binding unless in writing, dated subsequent to the date of this agreement, and duly executed by the parties.

g. Rights and Remedies Cumulative. The rights and remedies provided by this lease are cumulative, and either party's using any right or remedy will not preclude or waive its right to use any other remedy. These rights and remedies are in addition to any other rights the parties may have by law, statute, ordinance, or otherwise.

h. Attorney's Fees and Costs. If, as a result of either party's breaching this agreement, the other party employs an attorney or attorneys to enforce its rights under this lease, then the breaching or defaulting party will pay the other party the reasonable attorney's fees and costs

incurred to enforce the lease.

i. Force Majeure. Neither Landlord nor Tenant is required to perform any term or covenant in this lease so long as performance is delayed or prevented by force majeure, which includes acts of God, strikes, lockouts, material or labor restrictions by any governmental authority, civil riot, floods, hurricanes, and any other cause not reasonably within Landlord's or Tenant's control and that Landlord or Tenant cannot, by exercising due diligence, prevent or overcome, in whole or part.

j. Time of Essence. Time is of the essence of this agreement.

The undersigned Landlord and Tenant execute this agreement on the 20th day of November, 2023.

LANDLORD

TENANT

Downtown Development Authority
of Holly Springs
Ollie Evans
Chair

Stonecrest Homes GA, LLC
Charles D. Heiser, Jr.
Manager

City of Holly Springs, Georgia
Steven W. Miller
Mayor

STATEMENT OF CREDIT AVAILABILITY**APPLICATION INFORMATION**

Permit Type: NWP
USACE Permit Number: SAS- -
Project Name: Holly Springs Industrial Connector
Applicant: City of Holly Springs
County: Cherokee
Impacted HUC: 3150104

CREDIT NEED

Stream Credit Type: Stream (2004)
Stream Credits Needed: 4108.92
Wetland Credit Type: N/A
Wetland Credits Needed: 0.00

MITIGATION BANK NAMED

Bank/In-Lieu Fee (ILF) Program Name: Cochran's Creek Mitigation Bank
Bank/ILF Program Number: SAS- 2006 - 01661
Primary Service Area HUC(s): 03150104
Secondary Service Area HUC(s): n/a
Stream Credit Type Utilized: Stream (2004)
Stream Credits Utilized: 4108.92
Wetland Credit Type Utilized: N/A
Wetland Credits Utilized: 0.00

The Bank Representative hereby authorizes the Applicant to provide this statement of credit availability for the mitigation bank listed above as a potential source of compensatory mitigation in its U.S. Army Corps of Engineers (Corps) permit application for the above referenced project. The Bank Representative shall indicate the current status of credit availability (see check boxes below) for all inquiries of credit availability for Corps permit applications within the geographic service area(s) of the respective mitigation bank. Failure of the Bank Sponsor to provide a statement of credit availability for a Corps permit application will result in the Corps' determination that the mitigation credits are **NOT AVAILABLE** for purchase from the respective mitigation bank.

☒ By signing below, I certify that the mitigation credits specified above are currently **AVAILABLE** for purchase from the named Mitigation Bank. This certification does not create an obligation to sell the specified credits.

☐ By signing below, I certify that the mitigation credits are currently **NOT AVAILABLE** for purchase from the named Mitigation Bank. This certification does not preclude the Bank Sponsor from offering the specified credits for sale if they should later become available. However, the Applicant will be under no obligation to purchase the later-offered credits if the Applicant secures acceptable credits from another source.

Bank/ILF Representative:

By: **Jennifer Pahl**
 Name: Jennifer P. Pahl
 Date: 10/10/2023

Digitally signed by Jennifer Pahl
 DN: cn=JENNIFER PAHL, email=jpahl@corbis.com
 Reason: I am approving this document
 Date: 2023.10.10 12:39:25
 PDF GENERATED BY PHANTOM PDF VERSION 9.3.0

As the Applicant, I understand that failure to purchase mitigation credits as required by the Corps may result in a suspension or revocation of the permit and/or civil or criminal enforcement actions by the Corps or the U.S. Environmental Protection Agency.

Applicant:

By: _____
 Name: Steven W. Miller, Mayor
 Date: November 20, 2023

Note 1: Potential mitigation credits that have not been released for sale will only be considered “available” at the discretion of the Corps.

Note 2: If the purchase of available credits identified in this statement of credit availability cannot be finalized by either party (Banker or Applicant), the Applicant will need to immediately coordinate with the Corps to ensure that an alternative compensatory mitigation plan is proposed to offset project impacts.

Note 3: If credits are being purchased from multiple mitigation banks, then a Statement of Credit Availability is required from each mitigation bank.

Cochrans Creek Mitigation Bank

Dawsonville Bluffs, LLC
1305 Lakes Parkway, Suite 110
Lawrenceville, Georgia 30043

Purchaser: City of Holly Springs
Attn: Mr. Robert Logan
PO Box 990
Holly Springs, Georgia 30142

Project Name: Holly Springs Industrial Connector

USACE Permit No.: TBD
GA EPD BV No.: N/A

Project County: Cherokee
Project HUC: 03150104 Etowah
Service Area (P/S): Primary

Mitigation Bank: Cochrans Creek Mitigation Bank

Transaction 1:	
Mitigation Type:	Legacy Stream
# Credits:	4,108.92
Price Per Credit:	\$170.00
Transaction 1 Price:	\$698,516.40

Transaction 2:	
Mitigation Type:	N/A
# Credits:	0.00
Price Per Credit:	\$0.00
Transaction 2 Price:	\$0.00

Total Price:

\$698,516.40

Sale Terms:

- 1) Price quote valid for 15 days; credit availability must be confirmed prior to purchase
- 2) Price quote only; not a contract or formal offer of sale; credits are not guaranteed
- 2) All sales are final with no refunds; Credits are non-transferable

Bank Contact: Greg Smith, Corblu Ecology Group, LLC
Office: 770-682-9731
Mobile: 770-653-5668
Email: gsmith@corblu.com

Authorized By: Greg Smith, Authorized Agent and Representative for Dawsonville Bluffs, LLC

Signature:



Date: 10/10/2023

c: Chelsea Harris, AECOM via Email

INVOICE

Date	Invoice #
10/10/2023	0066

Bill to
City of Holly Springs Attn: Mr. Robert Logan PO Box 990 Holly Springs, Georgia 30142

Payable to
Dawsonville Bluffs, LLC 1305 Lakes Parkway Suite 110 Lawrenceville, Georgia 30043

Project/PO No.:	Terms	Bank
TBD	See Terms on Quotation	Cochrans Creek Mitigation Bank

Line Item	Description	Quantity	Unit Price	Amount
01	Legacy Stream Mitigation Credits	4,108.92	\$170.00	\$698,516.40
Total Due				\$698,516.40

Notes: Thank you for your business. If you have any questions or require any additional information please contact Greg Smith at 770-682-9731 or email gsmith@corblu.com.

Steven W. Miller, Mayor

November 20, 2023

Date

Attest:

Karen Norred, City Clerk
(Seal)

STATEMENT OF CREDIT AVAILABILITY**APPLICATION INFORMATION**

Permit Type: NWP
USACE Permit Number: SAS- -
Project Name: Holly Springs Industrial Connector
Applicant: City of Holly Springs
County: Cherokee
Impacted HUC: 3150104

CREDIT NEED

Stream Credit Type: N/A
Stream Credits Needed: 0.00
Wetland Credit Type: Riverine/Lacustrine Fringe (20
Wetland Credits Needed: 0.48

MITIGATION BANK NAMED

Bank/In-Lieu Fee (ILF) Program Name: Conasauga Bend Mitigation Bank
Bank/ILF Program Number: SAS- 2018 - 00541
Primary Service Area HUC(s): 03150101, 03150102, 03150103, 03150105
Secondary Service Area HUC(s): 03150104
Stream Credit Type Utilized: N/A
Stream Credits Utilized: 0.00
Wetland Credit Type Utilized: Riverine/Lacustrine Fringe (2018)
Wetland Credits Utilized: 0.48

The Bank Representative hereby authorizes the Applicant to provide this statement of credit availability for the mitigation bank listed above as a potential source of compensatory mitigation in its U.S. Army Corps of Engineers (Corps) permit application for the above referenced project. The Bank Representative shall indicate the current status of credit availability (see check boxes below) for all inquiries of credit availability for Corps permit applications within the geographic service area(s) of the respective mitigation bank. Failure of the Bank Sponsor to provide a statement of credit availability for a Corps permit application will result in the Corps' determination that the mitigation credits are **NOT AVAILABLE** for purchase from the respective mitigation bank.

☒ By signing below, I certify that the mitigation credits specified above are currently **AVAILABLE** for purchase from the named Mitigation Bank. This certification does not create an obligation to sell the specified credits.

☐ By signing below, I certify that the mitigation credits are currently **NOT AVAILABLE** for purchase from the named Mitigation Bank. This certification does not preclude the Bank Sponsor from offering the specified credits for sale if they should later become available. However, the Applicant will be under no obligation to purchase the later-offered credits if the Applicant secures acceptable credits from another source.

Bank/ILF Representative:

By: **Jennifer Pahl**
 Name: Jennifer P. Pahl
 Date: 10/10/2023

Digitally signed by Jennifer Pahl
 DN: cn=Jenifer Pahl, email=jpahl@corbu.com
 Reason: I am approving this document
 Location:
 Date: 2023.10.10 12:44:03
 PDF Form Version 3.0

As the Applicant, I understand that failure to purchase mitigation credits as required by the Corps may result in a suspension or revocation of the permit and/or civil or criminal enforcement actions by the Corps or the U.S. Environmental Protection Agency.

Applicant:

By: _____
 Name: Steven W. Miller, Mayor
 Date: November 20, 2023

Note 1: Potential mitigation credits that have not been released for sale will only be considered “available” at the discretion of the Corps.

Note 2: If the purchase of available credits identified in this statement of credit availability cannot be finalized by either party (Banker or Applicant), the Applicant will need to immediately coordinate with the Corps to ensure that an alternative compensatory mitigation plan is proposed to offset project impacts.

Note 3: If credits are being purchased from multiple mitigation banks, then a Statement of Credit Availability is required from each mitigation bank.

Conasauga Bend Mitigation Bank

Conasauga Bend Mitigation, LLC
1305 Lakes Parkway, Suite 110
Lawrenceville, Georgia 30043

Purchaser: City of Holly Springs
Attn: Mr. Robert Logan
PO Box 990
Holly Springs, Georgia 30142

Project Name: Holly Springs Industrial Connector

USACE Permit No.: TBD
GA EPD BV No.: N/A

Project County: Cherokee
Project HUC: 03150104 Etowah
Service Area (P/S): Secondary

Mitigation Bank: Conasauga Bend

Transaction 1:	
Mitigation Type:	Riverine Wetland
# Credits:	0.48
Price Per Credit:	\$800,000.00
Transaction 1 Price:	\$384,000.00

Transaction 2:	
Mitigation Type:	N/A
	0.00
Price Per Credit:	\$0.00
Transaction 2 Price:	\$0.00

Total 2018 Credits	0.48
Total Price:	\$384,000.00

Sale Terms:

- 1) Price quote valid for 15 days; credit availability must be confirmed prior to purchase
- 2) Price quote only; not a contract or formal offer of sale
- 2) All sales are final with no refunds; Credits are non-transferable

Bank Contact: Greg Smith, Corblu Ecology Group, LLC
Office: 770-682-9731
Mobile: 770-653-5668
Email: gsmith@corblu.com

Authorized By: Greg Smith, Authorized Agent & Representative for Conasauga Bend MB

Signature:



Date: 10/10/2023

c: Chelsea Harris, AECOM via Email

INVOICE

Date	Invoice #
10/10/2023	0016

Bill To
City of Holly Springs Attn: Mr. Robert Logan PO Box 990 Holly Springs, Georgia 30142

Payable To
Conasauga Bend Mitigation, LLC 1305 Lakes Parkway, Suite 110 Lawrenceville, Georgia 30043

Project/PO No.:	Terms	Bank
TBD	See Terms on Quote	Conasauga Bend

Line Item	Description	Quantity	Unit Price	Amount
01	Riverine Wetland Credits	0.48	\$800,000.00	\$384,000.00
Total Due Now				\$384,000.00

Notes: Thank you for your business. If you have any questions or require any additional information please contact Greg Smith at 770-682-9731 or email gsmith@corblu.com.

Steven W. Miller, Mayor

November 20, 2023

Date

Attest:

Karen Norred, City Clerk
(Seal)

AN ORDINANCE OF THE CITY OF HOLLY SPRINGS APPROVING APPROPRIATIONS FOR THE YEAR 2024 GENERAL FUND, AMERICAN RESCUE PLAN ACT OF 2021 FUND, OPERATING GRANT FUND, PARKS AND RECREATION FUND, TAX ALLOCATION DISTRICT FUND, HOTEL/MOTEL TAX FUND, SPECIAL PURPOSE LOCAL OPTION SALES TAX (SPLOST) V FUND, SPLOST VI 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 2024; 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 2024 fiscal year budget:

GENERAL FUND	\$ 13,975,000
AMERICAN RESCUE PLAN ACT OF 2021 FUND	\$ 2,000,000
OPERATING GRANT FUND	\$ 75,000
PARKS AND RECREATION FUND	\$ 875,000
TAX ALLOCATION DISTRICT FUND	\$ 446,112
HOTEL/MOTEL TAX FUND	\$ 6,000
SPLOST V FUND	\$ 7,685,000
SPLOST VI FUND	\$ 2,600,000
TOWN CENTER FUND	\$ 15,300,000
URBAN REDEVELOPMENT AGENCY	\$ 15,000,000
DEBT SERVICE FUND	\$ 3,850,000
STORMWATER FUND	\$ 610,000

SO ORDAINED, THIS 20th DAY OF NOVEMBER, 2023 BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HOLLY SPRINGS, GEORGIA.

CITY OF HOLLY SPRINGS

Attest:

Steven W. Miller, Mayor

Karen Norred, City Clerk
(Seal)



**CITY OF HOLLY SPRINGS
PROPOSED BUDGET
For The Year Ending December 31, 2024**

City of Holly Springs
Fiscal Year 2024
Proposed Budget
General Fund Revenues

Account Number	Description	Budgets		Variance
		FY 2023 Proposed	FY 2024 Proposed	
100-0000-31-1100	Real Property Tax	6,105,000	7,425,000	1,320,000
100-0000-31-1110	Real Property Tax - Public Utility	58,000	35,000	(23,000)
100-0000-31-1300	Personal Property Tax	180,000	125,000	(55,000)
100-0000-31-1310	Motor Vehicle Tax	40,000	25,000	(15,000)
100-0000-31-1315	Title Ad Valorem Tax (TAVT)	700,000	870,000	170,000
100-0000-31-1316	Apportioned Vehicles (AAVT)	4,000	4,000	-
100-0000-31-1320	Mobile Home Tax	150	150	-
100-0000-31-1340	Intangible Tax	100,000	60,000	(40,000)
100-0000-31-1350	Railroad Equipment Car Tax	1,000	650	(350)
100-0000-31-1600	Real Estate Transfer Tax	20,000	10,000	(10,000)
100-0000-31-1710	Franchise Tax - Electric	525,000	580,000	55,000
100-0000-31-1730	Franchise Tax - Gas	100,000	110,000	10,000
100-0000-31-1750	Franchise Tax - Cable	225,000	215,000	(10,000)
100-0000-31-1760	Franchise Tax - Telephone	5,500	5,500	-
100-0000-31-6100	Business & Occupational Tax	80,000	150,000	70,000
100-0000-31-6200	Insurance Premium Tax	1,500,000	1,450,000	(50,000)
100-0000-31-6300	Financial Institutions Tax	2,500	2,500	-
100-0000-31-9100	Penalties & Interest	10,000	10,000	-
100-0000-31-9500	FiFa Fees	2,000	2,000	-
100-0000-32-1100	Alcoholic Beverages License Fees	75,000	75,000	-
100-0000-32-1140	Pouring Permits	5,000	5,500	500
100-0000-32-2210	Zoning and Land Use Fees	12,500	15,000	2,500
100-0000-32-2230	Sign Permits	2,500	1,500	(1,000)
100-0000-32-2300	Special Event Permits	250	150	(100)
100-0000-32-2310	Vacant Lot Registration	30	25	(5)
100-0000-32-2320	Personal Transportation Veh Permit	30	50	20
100-0000-32-2990	Other Licenses & Permits	5,000	5,000	-
100-0000-32-3120	Building Permit Revenue	1,000,000	900,000	(100,000)
100-0000-32-3125	Certificate of Occupancy Fees	150,000	165,000	15,000
100-0000-32-3905	Building Permit - Reinspection Fees	25,000	5,000	(20,000)
100-0000-32-4105	Building Permit - Sub Fees	75,000	50,000	(25,000)
100-0000-32-4110	Occupational Tax Late Fees	1,000	1,000	-
100-0000-33-1000	Grant Revenue	5,000	185,000	180,000
100-0000-34-1100	Court Service Fees	12,000	5,000	(7,000)
100-0000-34-1120	Probation Fees	20,000	20,000	-
100-0000-34-1130	Drug Testing Fees	150	50	(100)
100-0000-34-1300	Planning & Development Fees	25,000	5,000	(20,000)
100-0000-34-1305	Plan Review Fees	125,000	75,000	(50,000)
100-0000-34-1400	Printing & Duplication	200	200	-
100-0000-34-1910	Election Qualifying Fees	-	750	750
100-0000-34-1920	Advertising Fees	500	250	(250)

City of Holly Springs
Fiscal Year 2024
Proposed Budget
General Fund Revenues

Account Number	Description	Budgets		Variance
		FY 2023 Proposed	FY 2024 Proposed	
100-0000-34-2120	Accident/Incident Reports	2,000	2,500	500
100-0000-34-2700	Wrecker Service Contract	18,500	18,500	-
100-0000-34-2900	Expungements	50	25	(25)
100-0000-34-6400	Background Checks	750	1,000	250
100-0000-34-9300	Bad Check Fees	100	100	-
100-0000-35-1100	Tree Recompense	5,000	5,000	-
100-0000-35-1170	Municipal Court Fines	500,000	600,000	100,000
100-0000-35-1320	Forfeitures	250	150	(100)
100-0000-35-1360	Proceeds from the Sale of Conf Assets	750	750	-
100-0000-35-1900	Other Fines-Code	30,000	25,000	(5,000)
100-0000-35-1905	Other Forfeitures	250	250	-
100-0000-36-1000	Interest Revenue	10,000	100,000	90,000
100-0000-36-3000	Unrealized Gain/Loss on Investment	5,000	5,000	-
100-0000-37-1000	Donations from Private Sources	5,000	2,500	(2,500)
100-0000-38-0000	Miscellaneous Revenue	10,428	4,450	(5,978)
100-0000-38-1000	Rents & Royalties	5,000	1,500	(3,500)
100-0000-38-3000	Reimbursements for Damaged Property	2,500	10,000	7,500
100-0000-39-2100	Proceeds from the Sale of Assets	25,000	100,000	75,000
100-0000-39-3500	Inception of Capital Leases	232,112	504,000	271,888
Totals		\$ 12,050,000	\$ 13,975,000	\$ 1,925,000

City of Holly Springs
Fiscal Year 2024 Proposed Budget
General Fund Expenditures

Account Number	Description	Budgets		Variance
		FY 2023 Proposed	FY 2024 Proposed	
100-1110-51-1100	Salaries & Wages -- Council	42,000	42,000	-
100-1110-51-2100	Employee Benefits -- Medical	90,863	120,730	(29,867)
100-1110-51-2110	Employee Benefits -- Dental	3,854	4,016	(162)
100-1110-51-2120	Employee Benefits -- Add Life	882	882	-
100-1110-51-2200	FICA	2,604	2,604	-
100-1110-51-2300	Medicare	609	609	-
100-1110-51-2400	Employee Benefits -- Retirement	3,488	3,444	44
100-1110-51-2600	Unemployment	144	173	(29)
100-1110-51-2700	Workers Comp Insurance	107	129	(22)
100-1110-52-3200	Communications	600	600	-
100-1110-52-3500	Travel	2,000	1,000	1,000
100-1110-52-3600	Dues and Fees	750	750	-
100-1110-52-3700	Education and Training	3,500	750	2,750
100-1110-52-3900	Other Expenditures	500	250	250
100-1110-53-1100	General Supplies & Materials	250	50	200
100-1110-53-1600	Small Equipment	250	-	250
100-1110-53-1700	Other Supplies -- Uniforms	350	-	350
100-1320-51-1100	Salaries & Wages	169,950	169,950	-
100-1320-51-2100	Employee Benefits -- Medical	10,162	11,894	(1,732)
100-1320-51-2110	Employee Benefits -- Dental	1,086	1,133	(47)
100-1320-51-2120	Employee Benefits -- Add Life	147	147	-
100-1320-51-2130	Employee Benefits -- Disability	1,008	1,008	-
100-1320-51-2200	FICA	9,114	9,114	-
100-1320-51-2300	Medicare	2,464	2,464	-
100-1320-51-2400	Employee Benefits -- Retirement	14,115	13,936	179
100-1320-51-2600	Unemployment	38	46	(8)
100-1320-51-2700	Workers Comp Insurance	727	872	(145)
100-1320-52-3200	Communications	600	600	-
100-1320-52-3500	Travel	50	50	-
100-1320-52-3600	Dues and Fees	2,000	2,250	(250)
100-1320-52-3700	Education and Training	1,500	1,250	250
100-1320-52-3900	Other Expenditures	1,000	1,000	-
100-1320-53-1100	General Supplies & Materials	250	150	100
100-1330-51-1100	Salaries & Wages	165,576	173,872	(8,296)
100-1330-51-2100	Employee Benefits -- Medical	51,786	43,713	8,073
100-1330-51-2110	Employee Benefits -- Dental	1,658	941	717
100-1330-51-2120	Employee Benefits -- Add Life	368	368	1
100-1330-51-2130	Employee Benefits -- Disability	1,078	1,393	(315)
100-1330-51-2200	FICA	10,266	10,780	(514)
100-1330-51-2300	Medicare	2,401	2,521	(120)
100-1330-51-2400	Employee Benefits -- Retirement	13,752	14,257	(505)
100-1330-51-2600	Unemployment	95	114	(19)

City of Holly Springs
Fiscal Year 2024 Proposed Budget
General Fund Expenditures

Account Number	Description	Budgets		Variance
		FY 2023 Proposed	FY 2024 Proposed	
100-1330-51-2700	Workers Comp Insurance	422	532	(110)
100-1330-52-1200	Professional Services	5,000	5,000	-
100-1330-52-3200	Communications	900	900	-
100-1330-52-3300	Advertising	250	250	-
100-1330-52-3500	Travel	2,500	2,500	-
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	1,000	250	750
100-1330-53-1120	General Supplies & Materials Postage	200	200	-
100-1330-53-1600	Small Equipment	3,500	2,500	1,000
100-1330-53-1630	Software	19,650	19,500	150
100-1330-53-1700	Other Supplies -- Uniforms	150	50	100
100-1400-52-3300	Advertising	1,500	500	1,000
100-1500-57-9000	Contingency	120,500	139,750	(19,250)
100-1510-51-1100	Salaries & Wages	220,027	242,291	(22,264)
100-1510-51-2100	Employee Benefits -- Medical	81,993	88,111	(6,118)
100-1510-51-2110	Employee Benefits -- Dental	2,173	538	1,635
100-1510-51-2120	Employee Benefits -- Add Life	441	441	-
100-1510-51-2130	Employee Benefits -- Disability	1,417	1,947	(530)
100-1510-51-2200	FICA	13,642	15,022	(1,380)
100-1510-51-2300	Medicare	3,190	3,513	(323)
100-1510-51-2400	Employee Benefits -- Retirement	18,275	19,868	(1,593)
100-1510-51-2600	Unemployment	114	137	(23)
100-1510-51-2700	Workers Comp Insurance	561	741	(180)
100-1510-52-1210	Professional Services - Audit	27,750	20,000	7,750
100-1510-52-3300	Advertising	1,500	2,650	(1,150)
100-1510-52-3400	Printing and Binding	2,000	1,000	1,000
100-1510-52-3500	Travel	-	50	(50)
100-1510-52-3600	Dues and Fees	12,500	10,000	2,500
100-1510-52-3700	Education and Training	1,500	1,500	-
100-1510-52-3900	Other Expenditures	250	250	-
100-1510-53-1100	General Supplies & Materials	1,300	1,300	-
100-1510-53-1120	General Supplies - Postage	6,000	7,500	(1,500)
100-1510-53-1600	Small Equipment	250	250	-
100-1510-53-1630	Software	4,950	5,500	(550)
100-1516-51-1100	Salaries & Wages	24,307	25,413	(1,106)
100-1516-51-2100	Employee Benefits -- Medical	4,674	13,427	(8,753)
100-1516-51-2110	Employee Benefits -- Dental	204	217	(13)
100-1516-51-2120	Employee Benefits -- Add Life	74	74	-
100-1516-51-2130	Employee Benefits -- Disability	171	204	(33)
100-1516-51-2200	FICA	1,507	1,576	(69)

City of Holly Springs
Fiscal Year 2024 Proposed Budget
General Fund Expenditures

Account Number	Description	Budgets		Variance
		FY 2023 Proposed	FY 2024 Proposed	
100-1516-51-2300	Medicare	352	368	(16)
100-1516-51-2400	Employee Benefits -- Retirement	2,019	2,084	(65)
100-1516-51-2600	Unemployment	19	23	(4)
100-1516-51-2700	Workers Comp Insurance	31	39	(8)
100-1516-53-1100	General Supplies & Materials	100	100	-
100-1516-53-1120	General Supplies - Postage	1,500	1,000	500
100-1516-53-1630	Software	-	4,800	(4,800)
100-1516-53-1700	Other Supplies -- Uniforms	75	50	25
100-1530-52-1200	Professional Services - Legal	15,000	35,000	(20,000)
100-1535-51-1100	Salaries & Wages	79,660	83,285	(3,625)
100-1535-51-2100	Employee Benefits -- Medical	18,119	12,787	5,332
100-1535-51-2110	Employee Benefits -- Dental	1,086	1,133	(47)
100-1535-51-2120	Employee Benefits -- Add Life	147	147	-
100-1535-51-2130	Employee Benefits -- Disability	480	669	(189)
100-1535-51-2200	FICA	4,939	5,164	(225)
100-1535-51-2300	Medicare	1,155	1,208	(53)
100-1535-51-2400	Employee Benefits -- Retirement	6,616	6,829	(213)
100-1535-51-2600	Unemployment	38	46	(8)
100-1535-51-2700	Workers Comp Insurance	203	255	(52)
100-1535-52-1200	Professional Services	20,000	20,000	-
100-1535-52-3200	Communications	600	600	-
100-1535-52-3600	Dues and Fees	500	500	-
100-1535-52-3900	Other Expenditures	250	250	-
100-1535-53-1100	General Supplies & Materials	500	250	250
100-1535-53-1600	Small Equipment	8,500	8,500	-
100-1535-53-1630	Software	135,000	205,000	(70,000)
100-1540-51-1100	Salaries & Wages	57,686	60,311	(2,625)
100-1540-51-2100	Employee Benefits -- Medical	5,081	5,947	(866)
100-1540-51-2110	Employee Benefits -- Dental	164	169	(5)
100-1540-51-2120	Employee Benefits -- Add Life	74	74	1
100-1540-51-2130	Employee Benefits -- Disability	389	485	(96)
100-1540-51-2200	FICA	3,577	3,739	(162)
100-1540-51-2300	Medicare	836	875	(39)
100-1540-51-2400	Employee Benefits -- Retirement	4,791	4,945	(154)
100-1540-51-2600	Unemployment	19	23	(4)
100-1540-51-2700	Workers Comp Insurance	147	185	(38)
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	1,500	1,500	-
100-1540-52-3700	Education and Training	1,000	4,500	(3,500)

City of Holly Springs
Fiscal Year 2024 Proposed Budget
General Fund Expenditures

Account Number	Description	Budgets		Variance
		FY 2023 Proposed	FY 2024 Proposed	
100-1540-52-3900	Other Expenditures	500	250	250
100-1540-53-1100	General Supplies & Materials	350	500	(150)
100-1540-53-1120	General Supplies & Materials Postage	200	100	100
100-1540-53-1600	Small Equipment	3,500	1,000	2,500
100-1540-53-1630	Software	6,000	10,000	(4,000)
100-1540-53-1700	Other Supplies -- Uniforms	50	50	-
100-1555-52-1200	Professional Services	15,000	20,000	(5,000)
100-1555-52-3100	Insurance	256,800	250,000	6,800
100-1565-51-1100	Salaries & Wages	67,365	69,872	(2,507)
100-1565-51-2100	Employee Benefits -- Medical	10,162	12,787	(2,625)
100-1565-51-2110	Employee Benefits -- Dental	326	338	(12)
100-1565-51-2120	Employee Benefits -- Add Life	147	147	-
100-1565-51-2130	Employee Benefits -- Disability	334	389	(55)
100-1565-51-2200	FICA	4,177	4,332	(155)
100-1565-51-2300	Medicare	977	1,013	(36)
100-1565-51-2400	Employee Benefits -- Retirement	3,926	4,049	(123)
100-1565-51-2600	Unemployment	76	91	(15)
100-1565-51-2700	Workers Comp Insurance	4,921	6,125	(1,204)
100-1565-52-1200	Professional Services	250	250	-
100-1565-52-2110	Disposal -- Garbage	500	500	-
100-1565-52-2140	Lawn Care	350	350	-
100-1565-52-2150	Pest Control	1,600	1,500	100
100-1565-52-2200	Repairs and Maintenance	16,000	10,000	6,000
100-1565-52-2210	Repairs and Maintenance - Vehicles	2,500	5,000	(2,500)
100-1565-52-2320	Rental of Equipment	6,500	7,000	(500)
100-1565-52-3200	Communications	12,000	15,000	(3,000)
100-1565-52-3600	Dues and Fees	750	1,375	(625)
100-1565-52-3900	Other Expenditures	2,000	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	2,000	-
100-1565-53-1220	Natural Gas	2,000	2,500	(500)
100-1565-53-1230	Electricity	15,000	13,500	1,500
100-1565-53-1270	Gasoline and Diesel	3,500	3,500	-
100-1565-53-1600	Small Equipment	2,000	2,000	-
100-1565-53-1630	Software	750	500	250
100-1565-53-1700	Other Supplies -- Uniforms	100	100	-
100-1570-51-1100	Salaries & Wages	-	82,738	(82,738)
100-1570-51-2100	Employee Benefits -- Medical	-	23,195	(23,195)
100-1570-51-2110	Employee Benefits -- Dental	-	1,133	(1,133)
100-1570-51-2120	Employee Benefits -- Add Life	-	147	(147)
100-1570-51-2130	Employee Benefits -- Disability	-	739	(739)
100-1570-51-2200	FICA	-	5,130	(5,130)

City of Holly Springs
Fiscal Year 2024 Proposed Budget
General Fund Expenditures

Account Number	Description	Budgets		Variance
		FY 2023 Proposed	FY 2024 Proposed	
100-1570-51-2300	Medicare	-	1,200	(1,200)
100-1570-51-2400	Employee Benefits -- Retirement	-	6,784	(6,784)
100-1570-51-2600	Unemployment	-	46	(46)
100-1570-51-2700	Workers Comp Insurance	-	424	(424)
100-1570-52-3200	Communications	-	600	(600)
100-1570-52-3500	Travel	-	700	(700)
100-1570-52-3600	Dues and Fees	-	1,600	(1,600)
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	177,070	130,682	46,388
100-2650-51-1300	Salaries & Wages - Overtime	1,000	500	500
100-2650-51-2100	Employee Benefits -- Medical	55,613	48,173	7,440
100-2650-51-2110	Employee Benefits -- Dental	2,131	1,104	1,027
100-2650-51-2120	Employee Benefits -- Add Life	441	294	147
100-2650-51-2130	Employee Benefits -- Disability	1,170	958	212
100-2650-51-2200	FICA	11,040	8,164	2,876
100-2650-51-2300	Medicare	2,582	1,909	673
100-2650-51-2400	Employee Benefits -- Retirement	13,793	9,814	3,979
100-2650-51-2600	Unemployment	152	137	15
100-2650-51-2700	Workers Comp Insurance	454	403	51
100-2650-52-1200	Professional Services - Public Defenders	10,000	4,800	5,200
100-2650-52-1230	Professional Services -Legal Solicitor/Judge	96,000	66,100	29,900
100-2650-52-2320	Rental of Equipment	1,750	1,750	-
100-2650-52-3200	Communications	500	500	-
100-2650-52-3300	Advertising	50	50	-
100-2650-52-3400	Printing and Binding	100	100	-
100-2650-52-3500	Travel	1,550	4,000	(2,450)
100-2650-52-3600	Dues and Fees	750	750	-
100-2650-52-3700	Education and Training	1,300	1,500	(200)
100-2650-52-3900	Other Expenditures	150	150	-
100-2650-53-1100	General Supplies & Materials	1,500	1,200	300
100-2650-53-1120	General Supplies - Postage	750	750	-
100-2650-53-1300	Food Supplies	4,100	2,400	1,700
100-2650-53-1600	Small Equipment	500	500	-
100-2650-53-1630	Software	20,000	24,000	(4,000)
100-2650-57-1000	Intergovernmental - Cherokee (Inmate Housing)	30,325	25,000	5,325
100-2650-57-2000	Payments to Other Agencies	-	225,000	(225,000)
100-3210-51-1100	Salaries & Wages	566,854	564,410	2,444
100-3210-51-1300	Salaries & Wages -- Overtime	4,000	4,250	(250)
100-3210-51-2100	Employee Benefits -- Medical	95,310	126,379	(31,069)

City of Holly Springs
Fiscal Year 2024 Proposed Budget
General Fund Expenditures

Account Number	Description	Budgets		Variance
		FY 2023 Proposed	FY 2024 Proposed	
100-3210-51-2110	Employee Benefits -- Dental	3,892	4,612	(720)
100-3210-51-2120	Employee Benefits -- Add Life	956	882	74
100-3210-51-2130	Employee Benefits -- Disability	3,478	4,159	(681)
100-3210-51-2200	FICA	35,641	35,257	384
100-3210-51-2300	Medicare	8,335	8,246	89
100-3210-51-2400	Employee Benefits -- Retirement	45,231	43,969	1,262
100-3210-51-2600	Unemployment	304	342	(38)
100-3210-51-2700	Workers Comp Insurance	17,862	19,947	(2,085)
100-3210-52-1200	Professional Services	1,000	1,000	-
100-3210-52-2200	Repairs and Maintenance	-	5,375	(5,375)
100-3210-52-2210	Repairs and Maintenance - Vehicles	5,500	5,500	-
100-3210-52-2320	Rental of Equipment	5,000	5,000	-
100-3210-52-3200	Communications	2,500	3,000	(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	5,000	1,000
100-3210-52-3600	Dues and Fees	5,000	5,000	-
100-3210-52-3700	Education and Training	6,000	5,000	1,000
100-3210-52-3900	Other Expenditures	2,000	2,000	-
100-3210-53-1100	General Supplies and Materials	2,000	2,000	-
100-3210-53-1120	General Supplies - Postage	1,000	750	250
100-3210-53-1270	Gasoline and Diesel	18,000	17,000	1,000
100-3210-53-1600	Small Equipment	4,000	2,500	1,500
100-3210-53-1630	Software	1,000	15,000	(14,000)
100-3210-53-1700	Other Supplies -- Uniforms	4,500	4,000	500
100-3221-51-1100	Salaries & Wages	290,027	324,312	(34,285)
100-3221-51-1300	Salaries & Wages -- Overtime	6,000	8,000	(2,000)
100-3221-51-2100	Employee Benefits -- Medical	82,116	102,763	(20,647)
100-3221-51-2110	Employee Benefits -- Dental	4,345	4,303	42
100-3221-51-2120	Employee Benefits -- Add Life	588	662	(74)
100-3221-51-2130	Employee Benefits -- Disability	1,823	2,430	(607)
100-3221-51-2200	FICA	18,354	20,603	(2,249)
100-3221-51-2300	Medicare	4,292	4,819	(527)
100-3221-51-2400	Employee Benefits -- Retirement	24,587	27,249	(2,662)
100-3221-51-2600	Unemployment	152	205	(53)
100-3221-51-2700	Workers Comp Insurance	11,057	13,801	(2,744)
100-3221-52-1200	Professional Services	750	500	250
100-3221-52-2200	Repairs and Maintenance	-	3,000	(3,000)
100-3221-52-2210	Repairs and Maintenance - Vehicles	3,000	4,000	(1,000)
100-3221-52-3200	Communications	1,500	3,500	(2,000)
100-3221-52-3400	Printing and Binding	250	250	-
100-3221-52-3500	Travel	2,000	2,000	-

City of Holly Springs
Fiscal Year 2024 Proposed Budget
General Fund Expenditures

Account Number	Description	Budgets		Variance
		FY 2023 Proposed	FY 2024 Proposed	
100-3221-52-3600	Dues and Fees	750	750	-
100-3221-52-3700	Education and Training	2,500	2,500	-
100-3221-52-3900	Other Expenditures	600	800	(200)
100-3221-53-1100	General Supplies and Materials	1,000	1,000	-
100-3221-53-1120	General Supplies - Postage	50	50	-
100-3221-53-1270	Gasoline and Diesel	10,000	13,000	(3,000)
100-3221-53-1600	Small Equipment	3,000	3,000	-
100-3221-53-1630	Software	5,500	5,000	500
100-3221-53-1700	Other Supplies -- Uniforms	1,750	2,000	(250)
100-3222-51-1100	Salaries & Wages	64,598	67,492	(2,894)
100-3222-51-1300	Salaries & Wages -- Overtime	2,000	2,000	-
100-3222-51-2100	Employee Benefits -- Medical	10,162	12,787	(2,625)
100-3222-51-2110	Employee Benefits -- Dental	328	338	(10)
100-3222-51-2120	Employee Benefits -- Add Life	147	147	-
100-3222-51-2130	Employee Benefits -- Disability	397	523	(126)
100-3222-51-2200	FICA	4,129	4,308	(179)
100-3222-51-2300	Medicare	966	1,008	(42)
100-3222-51-2400	Employee Benefits -- Retirement	5,531	5,698	(167)
100-3222-51-2600	Unemployment	38	46	(8)
100-3222-51-2700	Workers Comp Insurance	2,487	3,115	(628)
100-3222-52-2210	Repairs and Maintenance	-	600	(600)
100-3222-52-2210	Repairs and Maintenance - Vehicles	2,500	2,500	-
100-3222-52-3600	Dues and Fees	100	100	-
100-3222-52-3700	Education and Training	-	500	(500)
100-3222-53-1270	Gasoline and Diesel	5,000	4,000	1,000
100-3223-51-1100	Salaries & Wages	1,767,665	1,810,314	(42,649)
100-3223-51-1300	Salaries & Wages -- Overtime	52,000	50,000	2,000
100-3223-51-2100	Employee Benefits -- Medical	440,306	661,776	(221,470)
100-3223-51-2110	Employee Benefits -- Dental	19,737	19,740	(3)
100-3223-51-2120	Employee Benefits -- Add Life	4,116	3,969	147
100-3223-51-2130	Employee Benefits -- Disability	11,314	14,123	(2,809)
100-3223-51-2200	FICA	113,191	115,339	(2,148)
100-3223-51-2300	Medicare	26,472	26,975	(503)
100-3223-51-2400	Employee Benefits -- Retirement	151,632	152,544	(912)
100-3223-51-2600	Unemployment	1,064	1,231	(167)
100-3223-51-2700	Workers Comp Insurance	68,189	83,379	(15,190)
100-3223-52-1200	Professional Services	5,000	4,000	1,000
100-3223-52-2200	Repairs and Maintenance	5,000	24,100	(19,100)
100-3223-52-2210	Repairs and Maintenance - Vehicles	70,000	85,000	(15,000)
100-3223-52-3200	Communications	15,000	25,000	(10,000)
100-3223-52-3400	Printing and Binding	500	400	100
100-3223-52-3500	Travel	7,000	6,000	1,000

City of Holly Springs
Fiscal Year 2024 Proposed Budget
General Fund Expenditures

Account Number	Description	Budgets		Variance
		FY 2023 Proposed	FY 2024 Proposed	
100-3223-52-3600	Dues and Fees	4,000	4,000	-
100-3223-52-3700	Education and Training	12,000	10,000	2,000
100-3223-52-3900	Other Expenditures	1,900	2,000	(100)
100-3223-53-1100	General Supplies and Materials	4,000	4,000	-
100-3223-53-1270	Gasoline and Diesel	130,000	120,000	10,000
100-3223-53-1600	Small Equipment	20,000	22,000	(2,000)
100-3223-53-1630	Software	20,000	21,000	(1,000)
100-3223-53-1700	Other Supplies -- Uniforms	50,150	51,000	(850)
100-3223-57-2000	Payments to Other Agencies	7,500	7,500	-
100-3240-51-1100	Salaries & Wages	68,488	46,792	21,696
100-3240-51-1300	Salaries & Wages -- Overtime	2,000	-	2,000
100-3240-51-2100	Employee Benefits -- Medical	10,163	19,501	(9,338)
100-3240-51-2110	Employee Benefits -- Dental	328	567	(239)
100-3240-51-2120	Employee Benefits -- Add Life	147	74	74
100-3240-51-2130	Employee Benefits -- Disability	441	388	53
100-3240-51-2200	FICA	4,370	3,025	1,345
100-3240-51-2300	Medicare	1,022	707	315
100-3240-51-2400	Employee Benefits -- Retirement	5,854	4,001	1,853
100-3240-51-2600	Unemployment	38	23	15
100-3240-51-2700	Workers Comp Insurance	2,633	1,093	1,540
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	-	300	(300)
100-3240-52-3500	Travel	4,000	2,500	1,500
100-3240-52-3600	Dues and Fees	750	750	-
100-3240-52-3700	Education and Training	6,000	3,000	3,000
100-3240-53-1100	General Supplies and Materials	2,000	2,000	-
100-3240-53-1110	Weapons Supplies & Ammunition	40,000	40,000	-
100-3240-53-1270	Gasoline and Diesel	2,000	1,000	1,000
100-3240-53-1600	Small Equipment	10,000	8,000	2,000
100-3240-53-1630	Software	-	2,750	(2,750)
100-3240-53-1700	Other Supplies -- Uniforms	600	600	-
100-3240-57-1000	Intergovernmental	2,500	2,500	-
100-3260-52-1200	Professional Services	250	250	-
100-3260-52-2110	Disposal -- Garbage	1,500	1,200	300
100-3260-52-2150	Pest Control	1,000	1,000	-
100-3260-52-2200	Repairs & Maintenance	12,000	19,409	(7,409)
100-3260-52-2310	Rental of Land & Building	45,000	45,000	-
100-3260-52-3200	Communications	12,000	25,000	(13,000)
100-3260-52-3600	Dues and Fees	-	375	(375)
100-3260-53-1100	General Supplies and Materials	3,000	3,000	-
100-3260-53-1210	Water/Sewer	5,000	5,000	-

City of Holly Springs
Fiscal Year 2024 Proposed Budget
General Fund Expenditures

Account Number	Description	Budgets		Variance
		FY 2023 Proposed	FY 2024 Proposed	
100-3260-53-1230	Electricity	12,000	12,000	-
100-3260-53-1600	Small Equipment	9,200	2,500	6,700
100-3260-53-1630	Software	1,300	500	800
100-3450-51-1100	Salaries & Wages	68,691	99,640	(30,949)
100-3450-51-1300	Salaries & Wages -- Overtime	-	250	(250)
100-3450-51-2100	Employee Benefits -- Medical	10,161	30,034	(19,873)
100-3450-51-2110	Employee Benefits -- Dental	328	904	(576)
100-3450-51-2120	Employee Benefits -- Add Life	147	221	(74)
100-3450-51-2130	Employee Benefits -- Disability	426	798	(372)
100-3450-51-2200	FICA	4,259	6,193	(1,934)
100-3450-51-2300	Medicare	996	1,448	(452)
100-3450-51-2400	Employee Benefits -- Retirement	5,705	8,191	(2,486)
100-3450-51-2600	Unemployment	38	68	(30)
100-3450-51-2700	Workers Comp Insurance	2,566	3,457	(891)
100-3450-52-3200	Communications	500	500	-
100-3450-52-3500	Travel	500	-	500
100-3450-52-3600	Dues and Fees	250	250	-
100-3450-52-3700	Education and Training	250	250	-
100-3450-53-1100	General Supplies and Materials	-	100	(100)
100-3450-53-1600	Small Equipment	250	200	50
100-3450-53-1630	Software	3,000	3,000	-
100-3450-53-1700	Other Supplies -- Uniforms	1,000	1,000	-
100-3500-57-1000	Intergovernmental -- Cherokee Co	-	3,868,967	(3,868,967)
100-4200-52-1220	Professional Services -- Engineers	100	500	(400)
100-4200-52-2110	Disposal -- Garbage	1,200	750	450
100-4200-52-2150	Pest Control	750	750	-
100-4200-52-2200	Repair & Maintenance	71,100	78,000	(6,900)
100-4200-52-2210	Repair & Maintenance -- Vehicles	5,000	5,000	-
100-4200-52-2320	Rental of Equipment	2,000	2,000	-
100-4200-52-3600	Dues and Fees	800	500	300
100-4200-52-3850	Contract Labor	475,000	360,000	115,000
100-4200-52-3900	Other Expenditures	250	500	(250)
100-4200-53-1100	General Supplies & Materials	500	500	-
100-4200-53-1210	Water/Sewer	600	600	-
100-4200-53-1230	Electricity	1,500	1,500	-
100-4200-53-1270	Gasoline/Diesel	5,000	5,000	-
100-4200-53-1600	Small Equipment	3,000	3,000	-
100-4200-54-1400	Capital Outlay Infrastructure	3,035,480	-	3,035,480
100-4260-52-2200	Street Lights -- Repairs & Maintenance	5,000	20,000	(15,000)
100-4260-53-1230	Electricity -- Street Lights	130,000	130,000	-
100-4270-52-2200	Traffic Lights -- Repairs & Maintenance	20,000	15,000	5,000
100-4270-53-1230	Electricity -- Traffic Lights	3,000	3,000	-

City of Holly Springs
Fiscal Year 2024 Proposed Budget
General Fund Expenditures

Account Number	Description	Budgets		Variance
		FY 2023 Proposed	FY 2024 Proposed	
100-6240-52-2200	Repairs & Maintenance	31,500	31,500	-
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	-
100-6240-53-1100	General Supplies & Materials	750	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	224,867	235,622	(10,755)
100-7200-51-2100	Employee Benefits -- Medical	38,441	46,983	(8,542)
100-7200-51-2110	Employee Benefits -- Dental	1,623	1,683	(60)
100-7200-51-2120	Employee Benefits -- Add Life	515	515	-
100-7200-51-2130	Employee Benefits -- Disability	1,521	1,893	(372)
100-7200-51-2200	FICA	13,973	14,609	(636)
100-7200-51-2300	Medicare	3,268	3,417	(149)
100-7200-51-2400	Employee Benefits -- Retirement	18,718	19,321	(603)
100-7200-51-2600	Unemployment	152	182	(30)
100-7200-51-2700	Workers Comp Insurance	2,621	3,288	(667)
100-7200-52-1230	Professional Services -- Legal	1,000	1,000	-
100-7200-52-2210	Repair & Maintenance -- Vehicles	3,000	2,000	1,000
100-7200-52-3200	Communications	2,500	2,000	500
100-7200-52-3300	Advertising	500	500	-
100-7200-52-3400	Printing and Binding	200	200	-
100-7200-52-3500	Travel	1,000	1,000	-
100-7200-52-3600	Dues and Fees	1,000	1,200	(200)
100-7200-52-3700	Education and Training	1,000	2,000	(1,000)
100-7200-52-3900	Other Expenditures	250	250	-
100-7200-53-1100	General Supplies & Materials	250	200	50
100-7200-53-1120	General Supplies -- Postage	-	50	(50)
100-7200-53-1270	Gasoline/Diesel	4,000	4,000	-
100-7200-53-1400	Books and Periodicals	100	50	50
100-7200-53-1600	Small Equipment	1,500	1,000	500
100-7200-53-1630	Software	4,000	21,500	(17,500)
100-7200-53-1700	Other Supplies -- Uniforms	250	250	-
100-7400-51-1100	Salaries & Wages	131,441	137,422	(5,981)
100-7400-51-2100	Employee Benefits -- Medical	28,501	25,321	3,180
100-7400-51-2110	Employee Benefits -- Dental	390	217	173
100-7400-51-2120	Employee Benefits -- Add Life	294	221	74
100-7400-51-2130	Employee Benefits -- Disability	1,057	1,104	(47)
100-7400-51-2200	FICA	8,149	8,520	(371)
100-7400-51-2300	Medicare	1,906	1,993	(87)
100-7400-51-2400	Employee Benefits -- Retirement	10,917	11,268	(351)
100-7400-51-2600	Unemployment	76	68	8

City of Holly Springs
Fiscal Year 2024 Proposed Budget
General Fund Expenditures

Account Number	Description	Budgets		Variance
		FY 2023 Proposed	FY 2024 Proposed	
100-7400-51-2700	Workers Comp Insurance	6,262	6,309	(47)
100-7400-52-1220	Professional Services -- Engineering	75,000	80,000	(5,000)
100-7400-52-1230	Professional Services -- Legal	7,000	7,000	-
100-7400-52-1300	Technical Services --Planning	1,500	-	1,500
100-7400-52-3200	Communications	600	600	-
100-7400-52-3300	Advertising	2,500	2,500	-
100-7400-52-3400	Printing and Binding	23,500	28,000	(4,500)
100-7400-52-3500	Travel	750	750	-
100-7400-52-3600	Dues and Fees	1,750	2,000	(250)
100-7400-52-3700	Education and Training	750	1,000	(250)
100-7400-52-3860	Planning & Zoning Meetings	3,000	3,000	-
100-7400-52-3900	Other Expenditures	250	250	-
100-7400-53-1100	General Supplies and Materials	1,250	1,500	(250)
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	5,250	2,500	2,750
100-7400-53-1630	Software	30,500	11,800	18,700
100-7520-51-1100	Salaries & Wages	13,190	9,193	3,997
100-7520-51-2200	FICA	819	570	249
100-7520-51-2300	Medicare	191	133	58
100-7520-51-2400	Employee Benefits -- Retirement	1,095	754	341
100-7520-51-2700	Workers Comp Insurance	56	47	9
100-7520-57-1000	Intergovernmental - Cherokee Office of Economic D	13,000	13,000	-
100-7550-51-1100	Salaries & Wages	60,551	-	60,551
100-7550-51-2100	Employee Benefits -- Medical	18,122	-	18,122
100-7550-51-2110	Employee Benefits -- Dental	1,086	-	1,086
100-7550-51-2120	Employee Benefits -- Add Life	147	-	147
100-7550-51-2130	Employee Benefits -- Disability	635	-	635
100-7550-51-2200	FICA	3,816	-	3,816
100-7550-51-2300	Medicare	892	-	892
100-7550-51-2400	Employee Benefits -- Retirement	5,112	-	5,112
100-7550-51-2600	Unemployment	38	-	38
100-7550-51-2700	Workers Comp Insurance	263	-	263
100-7550-52-3200	Communications	600	-	600
100-7550-52-3500	Travel	700	-	700
100-7550-52-3600	Dues and Fees	1,400	-	1,400
100-7550-52-3700	Education and Training	1,300	-	1,300
100-7550-53-1630	Software	1,000	-	1,000
100-8000-58-1200	Capital Lease - Principal	113,781	347,079	(233,298)
100-8000-58-2200	Capital Lease - Interest	-	78,152	(78,152)
100-9000-61-1000	Transfer to TAD	45,591	67,875	(22,284)
	<i>Total</i>	\$ 12,050,000	\$ 13,975,000	\$ (1,925,000)

City of Holly Springs
Fiscal Year 2024 Proposed Budget
American Rescue Plan Act of 2021

Account Number	Description	Budgets		Variance
		FY 2023 Proposed	FY 2024 Proposed	
230-0000-36-1000	Interest Revenue	1,500	-	(1,500)
230-0000-13-4000	Fund Balance	5,767,700	2,000,000	(3,767,700)
	TOTAL REVENUES	\$ 5,769,200	\$ 2,000,000	\$ (3,769,200)
230-3500-57-1000	Intergovernmental -- Cherokee Co	3,150,975	-	3,150,975
230-4910-54-1400	Capital Outlay Infrastructure	2,618,225	2,000,000	618,225
	TOTAL EXPENDITURES	\$ 5,769,200	\$ 2,000,000	\$ 3,769,200

City of Holly Springs
Fiscal Year 2024 Proposed Budget
Operating Grant Fund

Account Number	Description	Budgets		Variance
		FY 2023 Proposed	FY 2024 Proposed	
250-0000-33-1000	Grant Revenue	75,000	75,000	-
	TOTAL REVENUES	\$ 75,000	\$ 75,000	\$ -
250-7640-57-2000	Payments to Other Agencies	75,000	75,000	-
	TOTAL EXPENDITURES	\$ 75,000	\$ 75,000	\$ -

City of Holly Springs
Fiscal Year 2024 Proposed Budget
Parks Recreation Fund

Account Number	Description	Budgets		Variance
		FY 2023 Proposed	FY 2024 Proposed	
270-0000-31-4200	Beer/Wine Alcoholic Bev. Excise Tax	300,000	300,000	-
270-0000-31-4250	Distilled Spirit Alcoholic Bev. Excise Tax	120,000	125,000	5,000
270-0000-31-4300	Local Option Mixed Drink Tax	60,000	80,000	20,000
270-0000-31-9100	Penalties and Interest	-	250	250
270-0000-38-1000	Rents and Royalties	20,000	25,000	5,000
270-0000-13-4000	Prior Year Fund Balance	-	344,750	344,750
	TOTAL REVENUES	\$ 500,000	\$ 875,000	\$ 375,000
270-5530-52-2110	Disposal - Garbage Depot	500	500	-
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	1,750	-
270-5530-53-1100	General Supplies - Depot	1,500	1,000	500
270-5530-53-1210	Water/Sewer - Depot	250	250	-
270-5530-53-1220	Natural Gas - Depot	2,300	2,000	300
270-5530-53-1230	Electricity - Depot	5,000	5,000	-
270-5530-53-1600	Small Equipment - Depot	500	500	-
270-5530-54-1300	Capital Outlay - Buildings	250,000	-	250,000
270-6220-52-2110	Disposal - Garbage Parks	1,000	1,750	(750)
270-6220-52-2140	Lawn Care	8,000	8,000	-
270-6220-52-2150	Pest Control - Parks	750	750	-
270-6220-52-2200	Repairs & Maintenance - Parks	48,825	26,328	22,497
270-6220-52-2320	Rental of Equipment	1,000	1,000	-
270-6220-52-3200	Communications - Parks	375	500	(125)
270-6220-52-3600	Dues and Fees	500	500	-
270-6220-52-3850	Contract Labor	60,000	167,600	(107,600)
270-6220-53-1100	General Supplies & Materials - Parks	2,000	2,000	-
270-6220-53-1210	Water/Sewer - Parks	6,000	6,500	(500)
270-6220-53-1230	Electricity - Parks	3,500	4,500	(1,000)
270-6220-53-1600	Small Equipment - Parks	500	500	-
270-6220-54-1200	Capital Outlay - Parks	100,000	70,000	30,000
270-9000-61-1100	Transfer to Debt Service Fund	-	568,322	(568,322)
	TOTAL EXPENDITURES	\$ 500,000	\$ 875,000	\$ (375,000)

City of Holly Springs
Fiscal Year 2024 Proposed Budget
Tax Allocation District Fund

Account Number	Description	Budgets		Variance
		FY 2023 Proposed	FY 2024 Proposed	
272-0000-33-7000	Intergovernmental - Cherokee County Government	59,289	87,544	28,255
272-0000-33-7050	Intergovernmental - Cherokee County School District	195,255	290,693	95,438
272-0000-39-1000	Transfers from General Fund	45,591	67,875	22,284
	TOTAL REVENUES	\$ 300,135	\$ 446,112	\$ 145,977
272-9000-61-1100	Transfer to Debt Service Fund	300,135	446,112	(145,977)
	TOTAL EXPENDITURES	\$ 300,135	\$ 446,112	\$ (145,977)

City of Holly Springs
Fiscal Year 2024 Proposed Budget
Hotel/Motel Tax Fund

Account Number	Description	Budgets		Variance
		FY 2023 Proposed	FY 2024 Proposed	
275-0000-31-4100	Hotel/Motel Tax	6,000	6,000	-
	TOTAL REVENUES	\$ 6,000	\$ 6,000	\$ -
275-7540-52-3300	Advertising/Promotions	5,000	5,000	-
275-7540-57-2000	Payment to Other Agencies	1,000	1,000	-
	TOTAL EXPENDITURES	\$ 6,000	\$ 6,000	\$ -

City of Holly Springs
Fiscal Year 2024 Proposed Budget
SPLOST V Fund

Account Number	Description	Budgets		Variance
		FY 2023 Proposed	FY 2024 Proposed	
326-0000-31-3200	SPLOST V Revenue	2,825,000	1,500,000	(1,325,000)
326-0000-33-1001	Grant Revenue - LMIG	160,000	185,000	25,000
326-0000-33-1002	Grant Revenue - SRTA	850,000	-	(850,000)
326-0000-39-3000	Proceeds from GTIB Loan Phase II	3,500,000	2,000,000	(1,500,000)
326-0000-39-3000	Proceeds from GTIB Loan Phase III	4,500,000	4,000,000	(500,000)
	TOTAL REVENUES	\$ 11,835,000	\$ 7,685,000	\$ (4,150,000)
326-1565-54-1300	Capital Outlay - Buildings	250,000	-	250,000
326-3200-54-2100	Capital Outlay - Police Equipment	10,000	-	10,000
326-4200-54-1200	Capital Outlay - Sites	1,500,000	1,000,000	500,000
326-4200-54-2100	Capital Outlay - Equipment	25,000	-	25,000
326-4200-54-1410	Capital Outlay - Infrastructure	600,000	185,000	415,000
326-4200-54-1425	Capital Outlay - Industrial Connector	250,000	-	250,000
326-4200-54-1435	Capital Outlay - HS Pkwy Phase II	4,750,000	2,000,000	2,750,000
326-4200-54-1445	Capital Outlay - HS Pkwy Phase III	3,000,000	3,000,000	-
326-4200-54-1450	Capital Outlay - Holly Street LCI	100,000	-	100,000
326-4224-54-1430	Capital Outlay - HS Pkwy Sidewalk	100,000	250,000	(150,000)
326-4224-54-1440	Capital Outlay - Hickory Road Sidewalk	1,000,000	1,000,000	-
326-4270-54-1400	Capital Outlay - Fox Creek/Turner Village	250,000	250,000	-
	TOTAL EXPENDITURES	\$ 11,835,000	\$ 7,685,000	\$ 4,150,000

City of Holly Springs
Fiscal Year 2024 Proposed Budget
SPLOST VI Fund

Account Number	Description	Budget
		FY 2024 Proposed
327-0000-31-3200	SPLOST VI Revenue	2,600,000
	TOTAL REVENUES	\$ 2,600,000
327-4200-54-1445	Capital Outlay - HS Pkwy Phase III	2,600,000
	TOTAL EXPENDITURES	\$ 2,600,000

City of Holly Springs
Fiscal Year 2024 Proposed Budget
Town Center Fund

Account Number	Description	Budgets		Variance
		FY 2023 Proposed	FY 2024 Proposed	
350-0000-39-1000	Transfers from DDA	300,000	300,000	-
350-0000-39-1000	Transfers from URA - Site	3,454,000	-	(3,454,000)
350-0000-39-1000	Transfers from URA - Buildings	-	15,000,000	15,000,000
	TOTAL REVENUES	\$ 3,754,000	\$ 15,300,000	\$ 11,546,000
350-1565-52-1200	Professional Services	-	300,000	(300,000)
350-1565-54-1200	Capital Outlay - Site Improvements	3,754,000	5,000,000	(1,246,000)
350-1565-54-1300	Capital Outlay - Buildings	-	10,000,000	(10,000,000)
	TOTAL EXPENDITURES	\$ 3,754,000	\$ 15,300,000	\$ (11,546,000)

City of Holly Springs
Fiscal Year 2024 Proposed Budget
Urban Redevelopment Agency

Account Number	Description	Budgets		Variance
		FY 2023 Proposed	FY 2024 Proposed	
360-0000-13-4000	Fund Balance	3,454,000	15,000,000	11,546,000
	TOTAL REVENUES	\$ 3,454,000	\$ 15,000,000	\$ 11,546,000
360-9000-61-1000	Transfers to Town Center Fund	3,454,000	15,000,000	(11,546,000)
	TOTAL EXPENSES	\$ 3,454,000	\$ 15,000,000	\$ (11,546,000)

City of Holly Springs
Fiscal Year 2024 Proposed Budget
Debt Service Fund

Account Number	Description	Budgets		Variance
		FY 2023 Proposed	FY 2024 Proposed	
400-0000-13-4000	Fund Balance	-	585,566	585,566
400-0000-39-1000	Transfer from DDA	2,000,000	2,250,000	250,000
400-0000-39-1000	Transfer from Parks and Recreation	-	568,322	568,322
400-0000-39-1000	Transfers from TAD	300,135	446,112	145,977
	TOTAL REVENUES	\$ 2,300,135	\$ 3,850,000	\$ 1,549,865
400-8000-57-9000	Contingency	814,869	19,440	795,429
400-8000-58-1100	Debt Service - Principal HSPRA 2016	329,475	336,978	(7,503)
400-8000-58-2100	Debt Service - Interest HSPRA 2016	29,300	21,757	7,543
400-8000-58-1100	Debt Service - Principal HSPRA 2023	-	128,000	(128,000)
400-8000-58-2100	Debt Service - Interest HSPRA 2023	-	81,586	(81,586)
400-8000-58-1100	Debt Service - Principal URA 2019	555,556	555,556	-
400-8000-58-1100	Debt Service - Principal URA 2020	230,770	230,770	-
400-8000-58-1100	Debt Service - Principal URA 2021	-	519,702	(519,702)
400-8000-58-1100	Debt Service - Principal URA 2023	-	790,000	(790,000)
400-8000-58-2100	Debt Service - Interest URA 2019	118,000	100,702	17,298
400-8000-58-2100	Debt Service - Interest URA 2020	67,355	62,026	5,329
400-8000-58-2100	Debt Service - Interest URA 2021	154,810	152,231	2,579
400-8000-58-2100	Debt Service - Interest URA 2023	-	851,250	(851,250)
	TOTAL EXPENDITURES	\$ 2,300,135	\$ 3,850,000	\$ (1,549,865)

City of Holly Springs
Fiscal Year 2024 Proposed Budget
Stormwater Fund

Account Number	Description	Budgets		Variance
		FY 2023 Proposed	FY 2024 Proposed	
560-0000-34-4260	Stormwater Utility Fees	470,000	610,000	140,000
	TOTAL REVENUES	\$ 470,000	\$ 610,000	\$ 140,000
560-4910-51-1100	Salaries & Wages	58,287	60,916	(2,629)
560-4910-51-2100	Employee Benefits - Medical Insurance	10,161	36,277	(26,116)
560-4910-51-2110	Employee Benefits - Dental	328	1,133	(805)
560-4910-51-2150	Employee Benefits - ADD Life	377	147	230
560-4910-51-2125	Employee Benefits - Disability	147	485	(338)
560-4910-51-2200	FICA	3,614	3,777	(163)
560-4910-51-2300	Medicare	845	883	(38)
560-4910-51-2400	Employee Benefits - Retirement	4,841	4,995	(154)
560-4910-51-2600	Unemployment	38	46	(8)
560-4910-51-2700	Workers Comp Insurance	2,748	3,410	(662)
560-4910-52-1230	Professional Services Legal	1,000	1,000	-
560-4910-52-2100	Professional Services Engineering	100,000	100,000	-
560-4910-52-2150	Pest Control	-	500	(500)
560-4910-52-2200	Repairs & Maintenance	152,314	216,630	(64,316)
560-4910-52-2210	Repairs & Maintenance Vehicles	2,500	2,500	-
560-4910-52-2320	Rental of Equipment	5,000	1,000	4,000
560-4910-52-3200	Communications	2,000	1,000	1,000
560-4910-52-3400	Printing & Binding	100	-	100
560-4910-52-3600	Dues & Fees	6,500	5,000	1,500
560-4910-52-3700	Training	2,500	1,500	1,000
560-4910-52-3850	Contract Labor	5,000	-	5,000
560-4910-52-3900	Other Expenditures	250	250	-
560-4910-53-1100	General Supplies and Materials	500	500	-
560-4910-53-1120	General Supplies - Postage	1,500	500	1,000
560-4910-53-1210	Water/Sewer	1,000	1,000	-
560-4910-53-1270	Gasoline & Diesel	4,000	5,000	(1,000)
560-4910-53-1600	Small Tools & Equipment	1,000	3,200	(2,200)
560-4910-53-1700	Office Supplies Uniforms	250	250	-
560-4910-56-1000	Depreciation	95,000	150,000	(55,000)
560-4910-57-9000	Contingency	4,700	6,100	(1,400)
560-8000-58-2200	Capital Lease Interest	3,500	2,000	1,500
	TOTAL EXPENSES	\$ 470,000	\$ 610,000	\$ (140,000)

AN ORDINANCE OF THE CITY OF HOLLY SPRINGS APPROVING APPROPRIATIONS FOR THE FIVE-YEAR CAPITAL IMPROVEMENT PLAN (CIP) 2024-2028

WHEREAS, the Mayor and City Council of the City of Holly Springs have prepared a Five-Year Capital Improvement Plan (CIP) for fiscal years 2024-2028; 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 2024-2028 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 2024-2028 for projects to be funded from sources anticipated, projected, or recommended beyond 2024 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 2024-2028, attached hereto as Exhibit "A" and incorporated herein by reference.

SO ORDAINED, THIS 20th DAY OF NOVEMBER 2023 BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HOLLY SPRINGS, GEORGIA.

CITY OF HOLLY SPRINGS

Attest:

Steven W. Miller, Mayor

Karen Norred, City Clerk
(Seal)



**CITY OF HOLLY SPRINGS
CAPITAL IMPROVEMENT PLAN
FOR THE YEARS 2024 - 2028**

City of Holly Springs
Capital Improvement Plan
For the Years 2024 - 2028

Transportation Facilities, Improvements and Related Debt

Project	2024	2025	2026	2027	2028	Total
Cedar Valley Court	-	-	57,636	-	-	57,636
Cedar Valley Drive	-	-	57,636	-	-	57,636
Childers Road	38,940	-	-	-	-	38,940
Crestmont Lane	-	174,829	-	-	-	174,829
Cypress Court	-	-	42,266	-	-	42,266
Fox Creek Blvd	-	-	48,030	-	-	48,030
Fox Creek Crossing	-	-	57,636	-	-	57,636
Fox Creek Drive	-	-	24,976	-	-	24,976
Fox Creek/Turner Village Traffic Signal	250,000	-	-	-	-	250,000
Fox Overlook	-	-	5,764	-	-	5,764
Hickory Road Sidewalk Project (Fill in the Gaps)	1,000,000	-	-	-	-	1,000,000
Hickory Road Culvert/Grade Change Project	2,000,000	-	-	-	-	2,000,000
Hickory Springs Parkway (fka Industrial Connector)	-	506,300	506,300	-	-	1,012,600
Holly Commons Parkway	-	-	-	38,424	-	38,424
Holly Lane	-	140,248	-	-	-	140,248
Holly Springs Parkway (Home Depot to Kroger)	-	37,375	-	-	-	37,375
Holly Springs Parkway Sidewalk (Serenity)	250,000	-	-	-	-	250,000
Holly Springs Parkway Widening Project Ph II	2,000,000	-	-	-	-	2,000,000
Holly Springs Parkway Widening Project Ph III	6,600,000	1,500,000	1,500,000	-	-	9,600,000
Holly Street LCI Project	-	100,000	100,000	750,000	50,000	1,000,000
Indian Trail	-	28,818	-	-	-	28,818
Jacee Circle	25,000	-	-	-	-	25,000
Joel Court	-	19,212	-	-	-	19,212
Kimberly Place	96,060	-	-	-	-	96,060

**City of Holly Springs
Capital Improvement Plan
For the Years 2024 - 2028**

Transportation Facilities, Improvements and Related Debt (Continued)

Project	2024	2025	2026	2027	2028	Total
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
Old Holly Springs Road	-	38,424	-	-	-	38,424
Palm Street Improvement Project	-	-	500,000	1,000,000	500,000	2,000,000
Paper Trail Way	-	-	-	-	11,527	11,527
Peninsula Point	-	-	-	134,484	-	134,484
Rachel Drive	-	19,212	-	-	-	19,212
Red Coat Lane	-	-	24,976	-	-	24,976
Royal Crescent Court	-	-	-	-	7,685	7,685
Royal Crescent Terrace	-	-	-	-	76,848	76,848
Serena Lane	-	-	-	19,212	-	19,212
Sixes Road	-	-	-	-	461,088	461,088
Spring Place	-	15,370	-	-	-	15,370
Spring Trail	-	28,843	-	-	-	28,843
St. James Place	-	-	-	-	15,370	15,370
Sweetgum Circle	25,000	-	-	-	-	25,000
Wellstar Way	-	-	-	76,830	-	76,830
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
	<u>\$ 12,285,000</u>	<u>\$ 3,289,223</u>	<u>\$ 3,425,219</u>	<u>\$ 2,663,040</u>	<u>\$ 1,622,518</u>	<u>\$ 23,285,000</u>

**City of Holly Springs
Capital Improvement Plan
For the Years 2024 - 2028**

Public Safety Vehicles, Equipment and Related Debt

Project	2024	2025	2026	2027	2028	Total
Public Safety Equipment and Vehicles	-	250,000	250,000	250,000	250,000	1,000,000
	<u>\$ -</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 1,000,000</u>

General Government Buildings and Related Debt

Project	2024	2025	2026	2027	2028	Total
General Government Buildings	10,000,000	5,000,000	5,000,000	-	-	20,000,000
General Government Site Improvements	5,300,000	-	-	-	-	5,300,000
	<u>\$ 15,300,000</u>	<u>\$ 5,000,000</u>	<u>\$ 5,000,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 25,300,000</u>

Public Works and Fleet Vehicles and Equipment

Project	2024	2025	2026	2027	2028	Total
Public Works Equipment	-	25,000	25,000	25,000	25,000	100,000
	<u>\$ -</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>	<u>\$ 100,000</u>

Park and Recreation Facilities and Related Debt

Project	2024	2025	2026	2027	2028	Total
Parks - Site Improvements	70,000	-	551,320	551,320	551,312	1,723,952
	<u>\$ 70,000</u>	<u>\$ -</u>	<u>\$ 551,320</u>	<u>\$ 551,320</u>	<u>\$ 551,312</u>	<u>\$ 1,723,952</u>

Total:	<u>\$ 27,655,000</u>	<u>\$ 8,564,223</u>	<u>\$ 9,251,539</u>	<u>\$ 3,489,360</u>	<u>\$ 2,448,830</u>	<u>\$ 51,408,952</u>
---------------	----------------------	---------------------	---------------------	---------------------	---------------------	----------------------



COUNCIL AGENDA REPORT

FROM: Karen Norred

SUBJECT: Update to the City's Employee Compensation Plan

DATE: November 2, 2023

COUNCIL MEETING DATE: November 20, 2023

RECOMMENDATION

Consider updating the Employee Compensation Plan.

REPORT-IN-BRIEF

Last year, Condrey and Associates, Inc. updated the City's Employee Classification and Compensation Plan. To keep the salary table current, Condrey and Associates, Inc. recommends considering an annual market adjustment. The adjustment should be applied as an increase to the salary schedule and a general percentage salary increase for all employees when market conditions dictate. They recommend applying approximately 75%-100% of the market conditions using the Employment Cost Index published by the United States Bureau of Statistics.

During the budget meetings with the City Manager and Finance Director, it was determined that a 2% increase to the salary table would be applied.

CONCURRENCES

City Manager and Finance Director

FISCAL IMPACT

ALTERNATIVES

ATTACHMENTS

Salary table

BM Agenda Item V-F

Table \$39,900		2.5% per step		102%		Step														
Grade	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	Grade	
1	24,836.81	25,457.73	26,094.17	26,746.52	27,415.19	28,100.57	28,803.08	29,523.16	30,261.24	31,017.77	31,793.21	32,588.04	33,402.74	34,237.81	35,093.76	35,971.10	36,870.38	37,792.14	1	
2	26,094.17	26,746.52	27,415.19	28,100.57	28,803.08	29,523.16	30,261.24	31,017.77	31,793.21	32,588.04	33,402.74	34,237.81	35,093.76	35,971.10	36,870.38	37,792.14	38,736.94	39,705.37	2	
3	27,415.19	28,100.57	28,803.08	29,523.16	30,261.24	31,017.77	31,793.21	32,588.04	33,402.74	34,237.81	35,093.76	35,971.10	36,870.38	37,792.14	38,736.94	39,705.37	40,698.00	41,715.45	3	
4	28,803.08	29,523.16	30,261.24	31,017.77	31,793.21	32,588.04	33,402.74	34,237.81	35,093.76	35,971.10	36,870.38	37,792.14	38,736.94	39,705.37	40,698.00	41,715.45	42,758.34	43,827.29	4	
5	30,261.24	31,017.77	31,793.21	32,588.04	33,402.74	34,237.81	35,093.76	35,971.10	36,870.38	37,792.14	38,736.94	39,705.37	40,698.00	41,715.45	42,758.34	43,827.29	44,922.98	46,046.05	5	
6	31,793.21	32,588.04	33,402.74	34,237.81	35,093.76	35,971.10	36,870.38	37,792.14	38,736.94	39,705.37	40,698.00	41,715.45	42,758.34	43,827.29	44,922.98	46,046.05	47,197.20	48,377.13	6	
7	33,402.74	34,237.81	35,093.76	35,971.10	36,870.38	37,792.14	38,736.94	39,705.37	40,698.00	41,715.45	42,758.34	43,827.29	44,922.98	46,046.05	47,197.20	48,377.13	49,586.56	50,826.23	7	
8	35,093.76	35,971.10	36,870.38	37,792.14	38,736.94	39,705.37	40,698.00	41,715.45	42,758.34	43,827.29	44,922.98	46,046.05	47,197.20	48,377.13	49,586.56	50,826.23	52,096.88	53,399.30	8	
9	36,870.38	37,792.14	38,736.94	39,705.37	40,698.00	41,715.45	42,758.34	43,827.29	44,922.98	46,046.05	47,197.20	48,377.13	49,586.56	50,826.23	52,096.88	53,399.30	54,734.29	56,102.64	9	
10	38,736.94	39,705.37	40,698.00	41,715.45	42,758.34	43,827.29	44,922.98	46,046.05	47,197.20	48,377.13	49,586.56	50,826.23	52,096.88	53,399.30	54,734.29	56,102.64	57,505.21	58,942.84	10	
11	40,698.00	41,715.45	42,758.34	43,827.29	44,922.98	46,046.05	47,197.20	48,377.13	49,586.56	50,826.23	52,096.88	53,399.30	54,734.29	56,102.64	57,505.21	58,942.84	60,416.41	61,926.82	11	
12	42,758.34	43,827.29	44,922.98	46,046.05	47,197.20	48,377.13	49,586.56	50,826.23	52,096.88	53,399.30	54,734.29	56,102.64	57,505.21	58,942.84	60,416.41	61,926.82	63,474.99	65,061.87	12	
13	44,922.98	46,046.05	47,197.20	48,377.13	49,586.56	50,826.23	52,096.88	53,399.30	54,734.29	56,102.64	57,505.21	58,942.84	60,416.41	61,926.82	63,474.99	65,061.87	66,688.41	68,355.62	13	
14	47,197.20	48,377.13	49,586.56	50,826.23	52,096.88	53,399.30	54,734.29	56,102.64	57,505.21	58,942.84	60,416.41	61,926.82	63,474.99	65,061.87	66,688.41	68,355.62	70,064.51	71,816.13	14	
15	49,586.56	50,826.23	52,096.88	53,399.30	54,734.29	56,102.64	57,505.21	58,942.84	60,416.41	61,926.82	63,474.99	65,061.87	66,688.41	68,355.62	70,064.51	71,816.13	73,611.53	75,451.82	15	
16	52,096.88	53,399.30	54,734.29	56,102.64	57,505.21	58,942.84	60,416.41	61,926.82	63,474.99	65,061.87	66,688.41	68,355.62	70,064.51	71,816.13	73,611.53	75,451.82	77,338.11	79,271.57	16	
17	54,734.29	56,102.64	57,505.21	58,942.84	60,416.41	61,926.82	63,474.99	65,061.87	66,688.41	68,355.62	70,064.51	71,816.13	73,611.53	75,451.82	77,338.11	79,271.57	81,253.35	83,284.69	17	
18	57,505.21	58,942.84	60,416.41	61,926.82	63,474.99	65,061.87	66,688.41	68,355.62	70,064.51	71,816.13	73,611.53	75,451.82	77,338.11	79,271.57	81,253.35	83,284.69	85,366.81	87,500.98	18	
19	60,416.41	61,926.82	63,474.99	65,061.87	66,688.41	68,355.62	70,064.51	71,816.13	73,611.53	75,451.82	77,338.11	79,271.57	81,253.35	83,284.69	85,366.81	87,500.98	89,688.50	91,930.71	19	
20	63,474.99	65,061.87	66,688.41	68,355.62	70,064.51	71,816.13	73,611.53	75,451.82	77,338.11	79,271.57	81,253.35	83,284.69	85,366.81	87,500.98	89,688.50	91,930.71	94,228.98	96,584.70	20	
21	70,064.51	71,816.13	73,611.53	75,451.82	77,338.11	79,271.57	81,253.35	83,284.69	85,366.81	87,500.98	89,688.50	91,930.71	94,228.98	96,584.70	98,999.32	101,474.31	104,011.16	106,611.44	21	
22	77,338.11	79,271.57	81,253.35	83,284.69	85,366.81	87,500.98	89,688.50	91,930.71	94,228.98	96,584.70	98,999.32	101,474.31	104,011.16	106,611.44	109,276.73	112,008.65	114,808.86	117,679.08	22	
23	85,366.81	87,500.98	89,688.50	91,930.71	94,228.98	96,584.70	98,999.32	101,474.31	104,011.16	106,611.44	109,276.73	112,008.65	114,808.86	117,679.08	120,621.06	123,636.59	126,727.50	129,895.69	23	
24	94,228.98	96,584.70	98,999.32	101,474.31	104,011.16	106,611.44	109,276.73	112,008.65	114,808.86	117,679.08	120,621.06	123,636.59	126,727.50	129,895.69	133,143.08	136,471.66	139,883.45	143,380.54	24	
25	104,011.16	106,611.44	109,276.73	112,008.65	114,808.86	117,679.08	120,621.06	123,636.59	126,727.50	129,895.69	133,143.08	136,471.66	139,883.45	143,380.54	146,965.05	150,639.18	154,405.16	158,265.28	25	
26	114,808.86	117,679.08	120,621.06	123,636.59	126,727.50	129,895.69	133,143.08	136,471.66	139,883.45	143,380.54	146,965.05	150,639.18	154,405.16	158,265.28	162,221.92	166,277.46	170,434.40	174,695.26	26	
27	143,380.54	146,965.05	150,639.18	154,405.16	158,265.29	162,221.92	166,277.47	170,434.41	174,695.27	179,062.65	183,539.21	188,127.69	192,830.89	197,651.66	202,592.95	207,657.77	212,849.22	218,170.45	27	

Position/Grade Analysis by Grade
City of Holly Springs Personnel Project

DEPT	POSITION	GRADE
CM/1	City Manager	27
CM/2	Assistant City Manager	26
PD/1	Police Chief	26
CD/1	Community Development Director	25
FIN/1	Finance Director	25
CC/1	City Clerk and HR Director	24
PD/2	Deputy Police Chief	24
PD/3	Police Captain	23
CD-BI/1	Chief Building Official	22
CC-MST/1	Communications and External Affairs Director	22
IT/1	Information Technology and Facilities Manager	22
PD/4	Police Lieutenant	22
PD/5	Police Sergeant	21
MC/1	Court Administrator	20
PD/6	Police Corporal	20
PD/7	Probation Officer/Corporal	20
PD/8	Detective	19
PD/10	Police Officer	18 ⁴
CD-BI/2	Stormwater Coordinator	18
FIN/2	Accountant	17 ³
CD/2	Planner	17 ¹
CD-BI/3	Building Inspector	16 ²
PD/9	Police Information Technology Technician	16
CD-BI/4	Stormwater Inspector	16
CD-BI/5	Stormwater Inspector/Equipment Operator	16

¹ May be designated Senior Planner and placed at grade 19.

² May be designated Senior Building Inspector and placed at grade 17.

³ May be designated Senior Accountant and placed at grade 19.

⁴ May be designated Senior Police Officer and placed at grade 19.

DEPT	POSITION	GRADE
FIN/3	Accounting Specialist	14
PD/11	Administrative Coordinator/T.A.C.	14
CC/2	Assistant City Clerk/Records Manager	14
CD/3	Community Development Coordinator	14
MC/2	Senior Court Clerk	14
CC/3	Administrative Assistant	12
IT-BLDG/1	Building and Grounds Technician	12
CD/4	Community Development Technician	12
MC/3	Court Clerk	12
PD/12	Evidence and Property Custodian	12
CD-BI/6	Permit Technician	12
IT-BLDG/2	Custodian	7

**AN ORDINANCE TO AMEND PORTIONS OF THE CODE OF THE
CITY OF HOLLY SPRINGS, GEORGIA, AS AMENDED; TO CHAPTER 50 –
PEDDLERS AND SOLICITORS ARTICLE II – SOLICITORS, PEDDLERS
AND ITENERANT MERCHANTS**

WHEREAS, the City Council desires to amend Article II of Chapter 50 of the Code of the City of Holly Springs, Georgia in several respects, with deletions shown by striking through the portions to be deleted;

NOW THEREFORE, BE IT ORDAINED AND ESTABLISHED by the Mayor and Council of the City of Holly Springs, Georgia as follows:

SECTION 1. Chapter 50, Article II is hereby amended to make the following changes:

- (a) Section 50-34(7) is deleted.
- (b) Section 50-36 is deleted.
- (c) Section 50-37 is deleted.
- (d) Section 50-39 is deleted, and the following is substituted in its place:

Sec. 50-39. - Regulations governing solicitations.

The following regulations shall apply to all solicitors, peddlers, and itinerant merchants engaged in solicitation activities in the city, regardless of exemption status:

(1) *Solicitation activities shall only be conducted between the hours of 9:30 a.m. and sunset Eastern Standard Time, and between the hours of 9:30 a.m. and sunset Eastern Daylight Savings Time.*

(2) *Solicitation activities shall not be conducted in defiance of any notice exhibited by a residence or business indicating that solicitors are not welcome or not invited. For purposes of barring door-to-door sales, any premises which has a sign stating "No Solicitation" or "No Door-to-Door Sales" or similar language shall suffice to prohibit door-to-door sales on those premises. In addition to any individual building or location, a residential subdivision, a residential multiple-unit building, a commercial shopping center, or a multi-tenant commercial building may post a sign to be applicable to the entire subdivision, shopping center, or building.*

(3) *The police chief or designee shall maintain a list of addresses of residents and businesses which have notified the city that solicitors are not welcome or not invited to their residence or business. Solicitation activities shall not be conducted at these residences or businesses. Any solicitor, peddler or itinerant merchant may obtain a copy of this list upon reimbursing the city for photocopying expenses.*

(4) *To the extent practical, each solicitor, peddler or itinerant merchant shall identify the streets and routes which they will follow on each day sales will be conducted. If changes in routes are made, then such changes must be immediately reported to the police chief.*

(5) *No license holder under this article shall shout, make any outcry, blow a horn, ring a bell, or use any other sound device, including any loud speaking radio or amplifying system, upon any of the streets, alleys, parks or other public places of the city or upon any private premises in the city where sound of sufficient volume is emitted or produced therefrom capable of being plainly heard upon the streets, avenues, alleys, parks or other public places for the purpose of attracting attention to any goods, wares or merchandise such certificate holder proposes to sell.*

SECTION 2. If any Section, sub-section, sentence, clause, phrase or any portion of this Ordinance be declared invalid or unconstitutional by any court of 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 take effect upon its adoption at two regular consecutive meetings as provided by state law.

SO ORDAINED this 20th day of November, 2023.

CITY OF HOLLY SPRINGS

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

Sec. 50-34. - Application for solicitor's license.

Application for a solicitor's license shall be made to the police chief, or designee, on an application provided by the city which shall contain the following information:

- (1) The solicitor's name, address and telephone number. If the solicitor is a chapter or other affiliate of an organization having its principal office outside the city, the name and address of the parent organization;
- (2) The name and address of the person or persons who will be in charge of conducting the solicitation activities;
- (3) The name, address and telephone number of each individual engaging in door-to-door solicitation and other solicitation activities on behalf of the solicitor;
- (4) An outline of the method or methods to be used in conducting the solicitation activities;
- (5) The period within which such soliciting activity shall be conducted, including the proposed dates and times for such solicitation activities; and
- (6) A brief description of the nature, character and quality of the goods or merchandise to be offered for sale, if any.
- ~~(7) Whether or not the person having the management or supervision of the solicitation activities has been convicted of a crime, misdemeanor or the violation of any municipal ordinance, the nature of such offense, and the punishment assessed therefore.~~

~~Sec. 50-36. - Bond requirement.~~

~~All solicitors, peddlers, and itinerant merchants, not exempted by section 50-33, shall furnish to the city a cash bond in the amount of \$500.00 in conjunction with the licensing application and prior to the issuance of the license. The cash bond shall be refunded to the licensee not later than 30 days after the expiration of the license provided that no claims against the solicitor, peddler, or itinerant merchant have been filed prior to the date of such refund.~~

~~Sec. 50-37. - Damages.~~

~~Any person aggrieved or damaged by the action of a solicitor, peddler, or itinerant merchant shall have a right of action on the bond for recovery of money deposited or damages or both.~~

Sec. 50-39. - Regulations governing solicitations.

The following regulations shall apply to all solicitors, peddlers, and itinerant merchants engaged in solicitation activities in the city, regardless of exemption status:

- (1) Solicitation activities shall only be conducted between the hours of 9:30 a.m. and 6:30 p.m. **sunset** Eastern Standard Time, and between the hours of 9:30 a.m. and 8:00 p.m. **sunset** Eastern Daylight Savings Time.
- (2) Solicitation activities shall not be conducted in defiance of any notice exhibited by a residence or business indicating that solicitors are not welcome or not invited. For purposes of barring door-to-door sales, any premises which has a sign stating "No Solicitation" or "No Door-to-Door Sales" or similar language shall suffice to prohibit door-to-door sales on those premises. In addition to any individual building or location, a residential subdivision, a residential multiple-unit building, a commercial shopping center, or a multi-tenant commercial building may post a sign to be applicable to the entire subdivision, shopping center, or building.

- (3) ~~In addition,~~ The police chief or designee shall maintain a list of addresses of residents and businesses which have notified the city that solicitors are not welcome or not invited to their residence or business. Solicitation activities shall not be conducted at these residences or businesses. Any solicitor, peddler or itinerant merchant may obtain a copy of this list upon reimbursing the city for photocopying expenses.
- (4) To the extent practical, each solicitor, peddler or itinerant merchant shall identify the streets and routes which they will follow on each day sales will be conducted. If changes in routes are made, then such changes must be immediately reported to the police chief.
- (5) No license holder under this article shall shout, make any outcry, blow a horn, ring a bell, or use any other sound device, including any loud speaking radio or amplifying system, upon any of the streets, alleys, parks or other public places of the city or upon any private premises in the city where sound of sufficient volume is emitted or produced therefrom capable of being plainly heard upon the streets, avenues, alleys, parks or other public places for the purpose of attracting attention to any goods, wares or merchandise such certificate holder proposes to sell.



COUNCIL AGENDA REPORT

FROM: Karen Norred

SUBJECT: Andrews Technology Master Customer Agreement and UKG Time & Attendance Project Statement of Work

DATE: November 2, 2023

COUNCIL MEETING DATE: November 20, 2023

RECOMMENDATION

Consider approving the Andrews Technology Master Customer Agreement and the Statement of Work for the migration of the timekeeping system to the UKG Ready Web-Based Time & Attendance Software.

REPORT-IN-BRIEF

Last year, UKG acquired the Novatime system. Over the next three years, Andrews Technology will migrate all Novatime clients to the UKG Ready system. Andrews Technology announced a promotion to provide a 50% discount for the software implementation. Andrews Technology will honor the Software license rate and Annual Maintenance rate. The migration will require a UKG time clock to replace the Novatime clocks.

CONCURRENCES

City Manager and Finance Director

FISCAL IMPACT

The total due upon approval is \$3,890, which consists of the implementation fee, 1 Synergy time clock, and the programming fee for that time clock. The term would begin on January 1, 2024, and expire on December 31, 2028.

ALTERNATIVES

ATTACHMENTS

Andrews Technology Master Customer Agreement and the Statement of Work.



Andrews Technology HMS, Inc.

1213 Culbreth Drive

Wilmington, NC 28405

sales@andrewstechnology.net

(800) 319-8096 Fax: (516) 674-8119



VENDOR HOSTED ORDER FORM

Invoice To:	City of Holly Springs	Hosted By:	Vendor
Ship To:	TBD	Terms:	5 Year Term
Account Executive:	Jamie Blundell		\$3,890 Due Upon Execution Software License & Maintenance Billed Annually Service Dates 1/1/24 - 12/31/28
Qty	Description	Item	Monthly
	UKG Web-Based Time & Attendance System		
75	UKG Web-Based Time & Attendance Software	\$4.20	\$315.00
75	Employee Web Services (PC Entry, Mobile Applications)	Included	Included
30	Supervisor Module: Approval/Reporting/Review/Modification	\$5.00	\$150.00
1	Edmunds Payroll Interface (Over 400 Guaranteed Interfaces)	Included	Included
1	Electronic In-Out Board	Included	Included
1	Labor Tracking (Activity Based Reporting - 8 Levels)	Included	Included
1	Standard Supply & Demand Scheduling Module	Included	Included
1	Accrual Module (Includes Sick, Vacation, Personal, etc.)	Included	Included
1	Borrowing Manager	Included	Included
1	Archive Module	Included	Included
1	Leave of Absence Module (FMLA Case Tracking)	Included	Included
75	Single Sign On	\$0.50	Optional
1	Advanced Scheduling Module (up to 200)	\$700	Optional
1	Automatic Report Generator (Up to 5 Gig/month)	\$50	Optional
1	Document Storage (Up to 5 Gig/month of Upload/Download and Storage)	\$50	Optional
75	Facial Recognition/Thermal Reading Module	\$1.50	Optional
1	iPad Station Fee (Client must provide iPads)	\$50	Optional
	Monthly Total		\$465.00
1	12 Month Vendor Hosting Total	\$5,580/yr	Paid through 1/1/24
EA	Synel Synergy HID Proximity Terminal	\$2,095	\$2,095
EA	InTouch DX Biometric Terminal	\$2,795	Optional
	UKG Thermal Reader	\$695	Optional
	Implementation		\$3,000
	UKG Migration Promotion: Software Implementation Discount	50%	-\$1,500
	Hardware Programming		\$295
	Annual Software & Hardware Maintenance	\$1682/yr	Paid through 1/1/24
	Sales Tax		TBD
	12 Month System Total		\$3,890
	One Time Implementation Fees		
	Initial Planning Session	Included	
	Rules Questionnaire Assistance	Included	
	Install UKG Web-Based Software	Included	
	Install Payroll Rules and Employee File	Included	
	Unlimited Administrative/Supervisor Training	Included	
	System Test/Go Live	Included	
	Total One Time Fees	\$	3,000

Customer Authorization _____ Mayor
Title

Andrews Technology HMS, Inc. _____
Title

November 20, 2023
Date

Date

ANDREWS TECHNOLOGY
UKG TIME & ATTENDANCE PROJECT
Statement of Work

Prepared for City of Holly Springs
August 21, 2023

Overall Statement of Responsibility.....	1
Master Agreement.....	2
Statement of Work	
- Deliverables.....	7
- Vendor Installation Responsibilities.....	7
-Customer Installation Responsibilities.....	8
- Professional Services Overview.....	9
- Software Training Overview.....	11
- Phase _____ Sign-off.....	12
Exhibit A - Order Form.....	See Attached
Exhibit B – Maintenance Agreement.....	13

Andrews Technology - Overall Statement of Responsibility

Andrews Technology has **complete responsibility** for the following:

- Delivery of System as described on the Andrews Technology UKG Order Form
- Installation of UKG Web Based Software on UKG Servers
- Configuration of Software
- Rules Questionnaire Assistance
- Employee File Creation Assistance
- Installation of Rules and Employee File
- Installation of EDMUNDS Interface
- Unlimited Training of all Administrators and Supervisors
 - Training is central site or via web
- System Testing (Adjustments as Required)
- Support During Go Live Period(s)
- Unparalleled Customer Satisfaction During all of the Above
- Ongoing System Maintenance (see "Maintenance Agreement – Exhibit B")
 - Includes all software licenses and time clocks shown on the Andrews Technology Purchase Order Form –(See Exhibit A).

Andrews Technology **Master Customer Agreement**

This Master Customer Agreement (called the "Agreement") and its applicable Transaction Documents along with the above Description of Responsibilities and Exhibits are the complete Agreement regarding the products and services provided by Andrews Technology to the City of Holly Springs.

Definitions

Transaction Document is any document including, but not limited to the: "Master Customer Agreement"; "Statement of Work"; "Project Plan"; "Payment Schedule" and "Maintenance Agreement" that requires execution to be effective.

Change Order is a document completed by both of us that authorizes a change to a Transaction Document or Statement of Work.

Discovery is a process performed to define a Statement of Work.

Deliverable is any item, specified in a Transaction Document or Statement of Work, which we provide (Software, Hardware, Documentation, Training, Reports or Materials, Etc.).

Materials are work products such as programs, program listings, programming tools, documentation, reports, and drawings. The term "Materials" does not include Program Products, but does include modifications of a Program Product.

Product is a machine, its features, elements, cables, or accessories, or any combination thereof or a program product. The term "Product" includes the documentation required to install, support, use, and maintain the product.

Program Product is a commercially available software product and the documentation required to install, support, use, and maintain it. City of Holly Springs is the licensee (Andrews Technology is not the licensee.).

Services are technical work that we perform to complete a Statement of Work or the delivery of customer offerings. Deliverables may result from such work.

Statement of Work is a detailed list of tasks to be performed during the implementation of a project.

Changes to the Master Agreement, Project Plan or Statement of Work: Any modification of the above including, but not limited to, additional project phases, changes in system design or timeline, after execution below, will be considered a change in the agreement. Any such change may only be modified by a Change Order, which both of us must sign prior to performed services. Any such changes may affect the estimated schedule, payments, and other terms.

Our Relationship

Mutual Responsibilities: Each of us agrees that under this Agreement:

- All information exchanged is non-confidential. If either of us requires the exchange of confidential information, it will be done under a signed Non-Disclosure Agreement;
- Each will allow the other reasonable opportunity to comply before it claims that the other has not met its obligations;
- Neither of us will bring a legal action against the other more than two years after the cause of action arose.

Your other responsibilities: You agree to do the following:

- To not assign or otherwise transfer, this Agreement, without our prior written consent;
- To provide us with sufficient, free and safe access to your facilities for us to fulfill our obligations; and

To not disclose the terms of this Agreement without our prior written consent.

License Terms

Customer agrees to comply, in all material respects, with the following terms and conditions:

1. to operate and process the Software and use the Service for its own internal business purposes only, without the right to further sublicense;
2. not to decompile, disassemble or reverse engineer the Software;
3. that the license to use the Software and the Service is limited based upon authorized Usage;
4. not permit use of the Software or the Service (including timesharing or networking use) by any third party;
5. not remove the Equipment from the place of original installation without the Company's prior written consent nor sell or encumber the Equipment;
6. to grant permission to combine Customer's business data with that of other customers in a manner that does not identify the Customer or any individual in order to evaluate and improve the services offered to customers;
7. that the sublicense agreement inures to the benefit of the licensors of software and other applications, and that such licensors may directly enforce the terms of the sublicense agreement in order to protect their interests in the Software and the Service.
8. to take all reasonable steps to ensure that no unauthorized persons have access to the Service, and to ensure that no persons authorized to have such access shall take any action that would be in violation of this Agreement;

9. to ensure that the Customer has the right to publish and disclose the data and other content Customer includes in the Service, and that the Content will not (i) infringe or violate any third-party right, including (but not limited to) intellectual property, privacy, or publicity rights; (ii) be abusive, profane, or offensive to a reasonable person; or (iii) be hateful or threatening;
10. that Customer shall not (i) use, or allow the use of, the Service or the Content in contravention of any federal, state, local, foreign or other applicable law, or rules or regulations of regulatory or administrative organizations; (ii) introduce into the Service any virus or other code or routine intended to disrupt or damage the Service, or alter, damage, delete, retrieve, or record information about the Service or its users; (iii) excessively overload the systems used to provide the Service; (iv) perform any security integrity review, penetration test, load test, denial of service simulation or vulnerability scan (including without limitation the use any tool designed to automatically emulate the actions of a human user in connection with such testing); or (v) otherwise act in a fraudulent, malicious or negligent manner when using the Service;
11. to comply with the minimum security requirements for using the Service as reasonably determined by Company;
12. that when using and applying the information generated by the Services, Customer is responsible for ensuring that Customer complies with the applicable requirements of federal and state law; that if Customer is using any payroll service hereunder: (i) Customer is solely responsible for the content and accuracy of all reports and documents prepared in whole or in part by using such Service, (ii) using such Service does not release Customer of any professional obligation concerning the preparation and review of such reports and documents, (iii) Customer does not rely upon the Service provider or its third party licensor(s) for any advice or guidance regarding compliance with federal and state laws or the appropriate tax treatment of items reflected on such reports or documents, and (iv) Customer will review any calculations made by using such Service to satisfy itself that those calculations are correct.
13. that Customer will acknowledge and agree that no person nor entity not a party to this Agreement will be a third party beneficiary of any provision of this Agreement and, by way of further clarification, none of its employees or other personnel is an intended beneficiary with respect to the payroll or other services provided in connection with the Service or Software; and

14. that Customer will acknowledge and agree that use of the Service includes the ability to enter into agreements and/or to make transactions electronically. As such, the following provision will be included in Partner's agreement with the Customer: "Use of the Service includes the ability to enter into agreements and/or to make transactions electronically. CUSTOMER ACKNOWLEDGES THAT WHEN IT INDICATES ACCEPTANCE OF AN AGREEMENT AND/OR TRANSACTION ELECTRONICALLY, THAT ACCEPTANCE WILL CONSTITUTE ITS LEGAL AGREEMENT AND INTENT TO BE BOUND BY AND TO PAY FOR SUCH AGREEMENTS AND TRANSACTIONS. THIS ACKNOWLEDGEMENT THAT CUSTOMER INTENDS TO BE BOUND BY SUCH ELECTRONIC ACCEPTANCE APPLIES TO ALL AGREEMENTS AND TRANSACTIONS CUSTOMER ENTERS INTO THROUGH THE SERVICE, SUCH AS ORDERS, CONTRACTS, STATEMENTS OF WORK, AND NOTICES OF CANCELLATION.

Personnel

Each of us will authorize a person to represent us in all matters concerning this Agreement. These representatives will be available throughout the term of this Agreement. Each of us will 1) address all notices to the other's representative and 2) promptly notify the other in writing if this person is replaced.

You agree to not hire or attempt to hire any Andrews Technology employee on either a temporary or permanent basis, either directly or through a third party, without the express written consent of Andrews Technology.

Ownership and Proprietary Rights

Notwithstanding anything to the contrary stated herein, no transfer is made to Customer of any ownership to or proprietary rights in the Licensed Products, software programs, software interfaces and Documentation, and all copies of the Licensed Products, software programs, software interfaces and Documentation, including modifications by Andrews Technology contained in customized versions and related software. Customer shall NOT have any right to copy any Licensed Products, software programs, software interfaces and Documentation for use, sale, sublicensing, distribution or any other purpose.

Compliance with Laws

You agree to comply, and assist us in complying, with all applicable 1) Federal, State, and local laws and regulations and 2) building codes, ordinances, and standards.

Prices, Payment, and Taxes

You will pay to Andrews Technology the price reflected in City of Holly Springs Response Form. Payment is due on the dates agreed. Annual Maintenance after year one will be billed directly from Andrews Technology to the City of Holly Springs.

Charges for services outside of the scope of the Customer Master Agreement; Project Plan and Statement of Work are billed at a rate of \$225/hour including travel. Our payment terms are Net 30.

You agree to pay all transportation charges as required by the project and mutually agreed upon for the shipment of Equipment and Program Products (if applicable) to the location you specify.

Occasionally a manufacturer will charge us "rework" charges if a configuration is changed after a certain point in the manufacturing cycle. We will make every effort to avoid rework

charges on your behalf. If rework charges are incurred due to configuration changes requested by you, these charges will be passed on to you. You will be notified in advance of such charges.

Confidentiality

Andrews Technology will maintain the confidentiality of any information received throughout this project. This includes any confidential employee information. Upon termination Andrews Technology will return any confidential information at the request of the Customer. Customer has the responsibility of extracting any data from the system prior to the termination date. After the termination date access to the database will no longer be granted.

Termination

We may terminate this agreement or associated document for non-payment upon providing thirty days written notice. Otherwise, a Statement of Work terminates when our obligations under it are met.

You may terminate this Agreement effective upon the completion of the Statement of Work.

Customer may terminate the agreement if it does not appropriate funding to continue the use of UKG, or related services. To so terminate, Customer must give Andrews Technology written notice of the non-appropriation at least 30 days before the next annual billing following the non-appropriation. Customer may also terminate for cause. Andrews Technology will be provided a 30 day cure period to resolve any identified issues to prevent the termination.

Any terms of this Agreement, which by their nature extend beyond its termination, remain in effect until fulfilled, and apply to respective successors and assignees.

Electronic Communications

Each of us may communicate with the other by electronic means. Each of us agrees that email and respective attachments when accepted by return email are binding.

Governing Law

The laws of the State of Georgia govern this Agreement. Any legal action brought under this agreement shall be brought only in the State of Georgia.

Agreed to: City of Holly Springs

Agreed to: Andrews Technology

By: _____
Authorized signature

By: _____
Authorized signature

Name (type or print):

Name (type or print):

Title

Title

Date: _____
City of Holly Springs

Date: _____
Andrews Technology

STATEMENT OF WORK

ANDREWS TECHNOLOGY – DELIVERABLES

As per the electronically attached "Order Form – Exhibit A", Andrews Technology has the following responsibilities throughout the three phased Project Plan as described above:

Software Phase

- Delivery of Software as described on Andrews Technology Purchase Order Form
- Installation of UKG Web Based Software on UKG Servers
- Configuration of Software
- Rules Questionnaire Assistance
- Employee File Creation Assistance
- Installation of Rules and Employee File
- Installation of EDMUNDS Interface
- Unlimited Training of all Administrators and Supervisors Associated with Phase I
 - Training is central site or via web
- System Testing (Adjustments as Required)
- Support During Go Live Period
- Unparalleled Customer Service During all of the Above

Hardware Phase – (HID Proximity)

- Delivery of Wall Mounted Hardware
- Installation of Hardware
- Unlimited Training of all Administrators and Supervisors Associated with Phase II
 - Training is central site or via web
- System Testing (Adjustments as Required)
- Support During Go Live Period
- Unparalleled Customer Service During all of the Above

Go Live Phase

- Unlimited Training of all Administrators and Supervisors Associated with Phase III
 - Training is central site or via web
- System Testing (Adjustments as Required)
- Support During Go Live Period
- Unparalleled Customer Service During all of the Above

Ongoing System Maintenance (see "Maintenance Agreement – Exhibit B")

- Includes all hardware and software listed on Andrews Technology Purchase Order Form(s)

Other Andrews Technology Installation Responsibilities

To ensure an optimally performing UKG System, Andrews Technology will perform the following:

- Provide a person who will function as the Project Manager, responsible for securing and scheduling resources for City of Holly Springs.
- Verify that all hardware and technology readiness checks have been completed.
- If necessary, recommend a Network Readiness and Performance Assessment to ascertain what improvements are required to provide sufficient response time.
- Understand any other applications that will reside on the database server, and discuss any performance implications.
- Advise the customer of any conditions, which, in the opinion of Andrews Technology, will reduce the performance of the UKG System.
- Provide server configuration assistance as requested.

Customer Installation Responsibilities

- Schedule personnel for appropriate Andrews Technology training classes to be held at a central customer site or via the web.
- Unless otherwise specified on the order form, Customer is responsible for any ethernet cabling/jacks, phone lines, power and surge suppression at the terminal locations, unless otherwise noted.
- Provide a Customer Project Manager whose responsibilities include but are not limited to:
 - Participate in periodic meetings and status conference calls.
 - Review and approve all Project Plan Phases.
- Andrews Technology will need a completed pay rules questionnaire addressing specific pay policies, basic work rules and overtime limits. Andrews Technology must receive the completed document within three (3) weeks of scheduled installation date. The pay rules survey establishes the baseline rules used to initialize the UKG system. During the Implementation Phase you will have an opportunity to test your baseline rules.
- Provide Andrews Technology with payroll contact information for interfacing to the payroll system, if applicable.
- Work with your Andrews Technology project leader to verify communications to all terminals.

- Provide Andrews Technology access to the appropriate resources during all phases.
- Provide appropriate resources to test the UKG System to the System Specification.
- Sign-off that the Software Phase Responsibilities have been completed.
- Sign-off that the Hardware Phase Responsibilities have been completed. (If Applicable)
- Sign-off that the Go Live Phase Responsibilities have been completed.

Professional Services Overview

Payroll Rules Questionnaire:

The purpose of this document is to assist your payroll staff in defining the rules and regulations that govern your labor cost management requirements. This survey is also used as a guideline for Andrews Technology to custom configure your UKG system. Your staff members responsible for payroll and work regulations should complete this. Your Andrews Technology Representative will guide you through this survey and Andrews Technology technical staff members will answer any questions that you may have.

Employee File Creation:

City of Holly Springs is responsible for the creation of an employee import file. The content of which will be discussed with your assigned Andrews Technology project leader.

Software Configuration and Programming

Once your Payroll Rules Questionnaire and Employee File are created, your UKG software will be configured to meet your specifications. During Phase I, test data will be entered and test reports will be generated and validated. This will be a thorough process. Modifications will be made as required.

Ethernet Cable/Phone Line Installation (Not Applicable)

City of Holly Springs is responsible for the installation of all Ethernet cable and jacks and phone lines/jacks. Andrews Technology can assist you by providing information regarding the correct type of communications cable and proven installation techniques to insure error free transfer of punch data from the terminal to your UKG software. If POE is an identified requirement, Ethernet Jacks would not be necessary and Andrews Technology would design and implementation work accordingly.

Software Installation:

Communications will be tested between the server and terminal(s) after the customer installs the hardware.

Software Training:

The next aspect of the Implementation Phase of the project is the training of the key users and supervisors. Arrangements should be made to allow for uninterrupted training. This ensures that the quality of the training received is the highest possible. All training will be central site (at the customer's main office or via the web). City of Holly Springs is responsible for notifying all attendees of their assigned class schedule. All software training for key users and supervisors is **unlimited** in availability. (See below for more information)

Hardware Trainer: Andrews Technology upon completion of software installation will train the customer's Installer as to how to install and program selected terminals. (Not Applicable)

Implementation Testing and Adjustments:

Once the hardware and software is installed, programming and configuration of the system will be tested and adjustments may be made. Any changes that need to be made which vary from the pay rules survey will be identified as a change order item and may be billed on a time and materials basis. It is highly recommended that City of Holly Springs run a parallel test for one (1) to two (2) pay periods. This gives the UKG key users and supervisors time to familiarize themselves with the operation of the new software, as well as, develop new ways for management information review.

Interface Installation and Training:

The EDMUNDS Payroll interface should be reviewed by the project leaders from both teams to determine if any modifications are required. The EDMUNDS Payroll interface will be tested and is 100% guaranteed to work in accordance with the customer's application specifications.

Software Training Overview

Key User Training

Suggested Attendees: Payroll Manager, HR Manager, Supervisor/Administrative Assistant

Course Description – Initial Training For Key Users

This session will last for approximately six hours at your facility after the installation of the software. The class is intended to provide participants with an understanding of how to maintain employee records and schedules, setup supervisor's privileges and accounts, edit timesheets and process reports. This course also provides key users with an understanding of pay period operations that are necessary for keeping track of and managing employee time and labor data, as well as accessing and interpreting pay period based reports.

Course Description – Follow-up Training for Key Users

Following the initial training session and system installation, Andrews Technology support personnel will return for a second training session at your facility. This session will be for the previously trained employees and will last from two to four (2 to 4) hours. It will be a review of the first class; and an opportunity to answer any questions that have come up since the first training session. Additional classes are available at no additional charge.

Supervisor Training

Suggested Attendees: Supervisors and Supervisor Assistants

Course Description- Initial Supervisor Training

This course provides participants with an understanding of the daily operations that are necessary for keeping track of and managing employee time and labor data. This includes providing information needed to build and maintain individual and group schedules. Procedures will be covered for the standard client and the Supervisor and Employee Web Services. This training is available at the customer's central site or via the web. Class size should not exceed 12 students per class (maximum 2 hours per class). Supervisors are expected to train their employees on the use of Employee Web Services (if appropriate). Andrews Technology will train supervisors as to how to train their employees how to use biometric terminals. Andrews Technology has full responsibility for training employees on the use of all data collection technology (EWS/Swipe/Biometric).

Course Description – Follow-up Training for Supervisors

Following the initial training session and system installation, Andrews Technology support personnel will return for a second training session at your facility. This session will be a refresher for previously trained employees, and an introduction for supervisors not yet trained. The class will last from two to four hours. It will be a review of the first class; and an opportunity to answer any questions that have come up since the first training session. Additional classes are available at no charge. Our quote includes 24/7/365 support and unlimited onsite and webex training/support.

Statement Of Work Phase Completion Sign-Off

When a Phase is complete, a meeting of both implementation teams is held. At this meeting, the system is signed off as being complete for all areas of responsibility as addressed in the Statement of Work.

Software Phase Sign-Off

Agreed to: City of Holly Springs

Agreed to: Andrews Technology

By: _____
Authorized signature

By: _____
Authorized signature

Steven W. Miller
Name (type or print):

Jamie Blundell
Name (type or print):

Mayor
Title

President
Title

Date: November 20, 2023
City of Holly Springs

Date: _____
Andrews Technology

Hardware Phase Sign-Off

Agreed to: City of Holly Springs

Agreed to: Andrews Technology

By: _____
Authorized signature

By: _____
Authorized signature

Steven W. Miller
Name (type or print):

Jamie Blundell
Name (type or print):

Mayor
Title

President
Title

Date: November 20, 2023
City of Holly Springs

Date: _____
Andrews Technology

Go Live Phase Sign-Off

Agreed to: City of Holly Springs

Agreed to: Andrews Technology

By: _____
Authorized signature

By: _____
Authorized signature

Steven W. Miller
Name (type or print):

Jamie Blundell
Name (type or print):

Mayor
Title

President
Title

Date: November 20, 2023
City of Holly Springs

Date: _____
Andrews Technology

Exhibit B - Maintenance Agreement

Execution below entitles City of Holly Springs (the "Customer") to full maintenance coverage provided by Andrews Technology ("Vendor") for the attached time and attendance system for five years from the date of execution below. This agreement is renewed automatically every five years unless advised by the Customer in writing no less than thirty days prior to the five year anniversary of the date of execution of this agreement.

Maintenance coverage is all inclusive and is described in more detail below:

- On-Site Maintenance includes the following features:
 - All technicians are dispatched locally
 - Service is available 24 hours-a-day; seven days-a-week.
 - Customer's assigned technical team can be reached directly by cell phone 24/7.
 - Toll-Free support is available as a back-up to direct contact with assigned technical team.
 - On-site support is available.
 - Machine replacement is next day provided call received prior to 2:00pm.
 - Parts replacement is next day provided call is received prior to 2:00pm as mentioned above.
 - Customer is responsible for annually completing brief "Customer Satisfaction Survey" to determine assigned technician's performance regarding above standards.
- Hardware depot maintenance. Vendor will overnight the customer a replacement device. The Customer is responsible for sending the failing device back to the Vendor.
- Labor
- Hardware upgrades
- Software upgrades
- Toll-free online support
- On-line support

If the customer elects not to execute this document, and therefore be covered on a time and materials basis, the customer is responsible for all machine and parts replacements. The Vendor's hourly rate for service, including travel, is \$225 per hour (two hour minimum). Hardware and software upgrades are chargeable to the Customer when not covered under maintenance contract.

Maintenance Terms

WARRANTEE: Vendor warrants the listed products to be free from defects in material and workmanship, and perform in material respects in accordance with the system specifications (or equivalent) document under normal use for the Warranty Period of 90 days. The term of this agreement will begin after the expiration of the warranty, run for a term of five years from such date, and continue for subsequent five-year terms thereafter until terminated. After the first 5 year term, maintenance will be billed at the applicable rate at that time.

MAINTENANCE COVERAGE: Five years of software and equipment support for the products listed above will be provided by Vendor to maintain proper functioning of the entire system and the replacement of malfunctioning devices. This signed agreement provides unlimited remote telephone and/or internet support, covering any questions with the configuration or operation of the system. Software updates or patches of the installed version will be provided on a need, or request, basis at no additional charge.

SUPPORT TERMS: Support is available twenty-four hours a day; seven days a week except holidays. Without a support contract, service will be billed at the prevailing hourly rate. In this instance, there will be a two hour minimum per phone call for support.

PRICE INCREASES: The annual maintenance charges will not exceed the consumer price index in place at the time of the announced increase. Historically 3% annually.

LIMITS OF LIABILITY: Failure due to customer alteration of equipment with which the above products are connected, moving or altering of the software or equipment, and/or any problems caused by such actions are not covered under this agreement and are subject to billing at the prevailing hourly rate. This agreement does not cover accidents, misuse, theft, power failure/surge, lightning or storm, or other casualties. The unserviceability of the products will be solely determined by the Vendor. This agreement is not valid until properly signed by the Customer's authorized agent and the Vendor, and may not be amended unless approved by both parties, in writing, and signed by a duly authorized officer of both parties. This agreement may be canceled by either party upon 30 days written notice. Terms are net, paid yearly in advance and renewed each year at the prevailing rates. Additional equipment, or software, may be added by the customer providing written notification. In no situation, will the Vendor, or its employees, be held responsible for any loss incurred pertaining to the use, misuse, or failure of the above-mentioned products and or services.

Agreed to: City of Holly Springs

Agreed to: Andrews Technology

By: _____
Authorized signature

By: _____
Authorized signature

Name (type or print):

Name (type or print):

Title

Title

Date: November 20, 2023
City of Holly Springs

Date: _____
Andrews Technology

Synel Synergy

TIME CLOCK



Hardware

- Pair the Synergy with our time and attendance software to provide employees a secure method for clocking in/out for shifts/breaks, while eliminating buddy punching. Device can also perform job transfers, collect tip info, etc.
- Synergy quickly identifies each employee by fingerprint. Add verification options such as badge or PIN to increase security and eliminate buddy punching. Terminal is plastic, wall mountable, and accommodates 10k employees.
- Synergy achieves fast matching times while performing complex operations at the clock. Four user-programmable function keys plus in/out keys. Updates and patches can be applied remotely. Completely encrypted communications.

Specifications

BIOMETRIC AUTHENTICATION

High speed processor	ARM9-400MHz
Capacity with photo	20,000 employees
Capacity w/o photo	676,000 employees
Capacity w/ photo & 2 prints	5,200 employees
External reader	Optional
USB (memory device)	2 USB 2.0 Ports
SD-card	Can be added - up to 32GB
Power	DC 12V, 2A, 100-240, POE optional
Environment	Temperature 5-45°C, humidity 10%-90%
Physical Dimensions	210x145x48mm
Display	3.5" Color TFT LCD; 320x240 pixels
Camera	1.3MP Color Camera
Sound	Yes
Keyboard	6 function keys, 10 alphanumeric keys, menu key
Backup battery RTC	3 hours (120 minutes operational backup)
Coupon Printer	Optional
Certifications	Yes
Data Transmission Protocols	RCP/IP/HTTP/HTTPS, RS485/232, USB, WiFi (WPA2-Enterprise TKIP or AES)
Communication Option	GPRS (Cellular), WiFi, Ethernet (TCP/IP), RS232/485

Supported Readers	Magnetic: Track I & Track II Barcode: Code 39, Code 128, Interleaved 2 of 5, UPC Mifare: 14443 type A 13.56 MHZ 14443 type B 13.56 MHZ (custom) HID: 125 KHZ proximity HID iClass: iClass cards 13.56 MHZ Proximity: 125 KHZ EM chip
Authentication Methods	FP, PIN, FP & PIN, FP & Card, FP & Camera
Fingerprint Unit	Suprema
FP Template Size	Suprema - 768 Bytes
Registered FP Capability	9,050
Fake Identification Rate	Fingerprint Identification < 1 second, Card Identification < 0.2 seconds
Network Interface	10/100 Base-T Ethernet
Operating system	Advanced Linux Open Source embedded OS
Output	1 Relay
Input	1 Input



COUNCIL AGENDA REPORT

FROM: Nancy Moon

CC: City Clerk
Public Information

SUBJECT: Release of Edgewater Phase 4A Maintenance Bond
Release of Turner Village Performance and Maintenance Escrow Agreements, Stormwater Maintenance Cash Guarantee Agreement
Release of Spring Meadows Phase 2A Maintenance Bond
Acceptance of Roads—Edgewater Phase 4A, Spring Meadows Phase 2A, Turner Village

DATE: October 31, 2023

COUNCIL MEETING DATE: November 20, 2023

RECOMMENDATION

STAFF ANALYSIS

The following bonds/agreements have been requested for release:

Subdivision	Bond/Agreement Type	Number	Amount
Edgewater Phase 4A	Maintenance	1001019805	\$113,505.55
Spring Meadows Phase 2A	Maintenance	SU1168536	\$36,970.55
Turner Village	Performance	N/A	\$81,941.00
Turner Village	Maintenance	N/A	\$139,765.00
Turner Village	Maintenance (Stormwater)	N/A	\$7,645.00

In addition, the following roads are requested for acceptance:

Subdivision	Road	Linear Feet
Edgewater Phase 4A	Fieldbrook Crossing	1214
Edgewater Phase 4A	Stoneview Drive	833
Spring Meadows Phase 2A	Ellenton Place	844
Spring Meadows Phase 2A	Treeline Trail	272
Turner Village	Ruths Drive	683
Turner Village	Ruths Boulevard	295
Turner Village	Turner Lane	984

The City Engineer has inspected these developments and approved the release.

CONCURRENCES

City Engineer/Building Official

FISCAL IMPACT

N/A

ALTERNATIVES

Denial

ATTACHMENTS

Final Plats for Road Acceptance

Plat:
Recorded 9/19/2018 3:03 PM
Patty Baker
Clerk of Superior Court
Cherokee County, GA
Book 118 Page 1654
Participant IDs: 9550823439

[illegible]

LAND LOTS 328 & 393 ~ 15TH DISTRICT ~ 2ND SECTION
CITY OF HOLLY SPRINGS
CHEROKEE COUNTY, GEORGIA



REVISING			
NO.	DATE	BY	DESCRIPTION
1.	08/20/18	JLF	ADDRESS CITY CORRECTION

WATTS & BROWNING ENGINEERS, INC.
CIVIL ENGINEERS & LAND SURVEYORS
1180 BELLS FERRY ROAD
MARIETTA, GEORGIA 30068-6030
PHONE: (770) 381-5100
FAX: (770) 381-0870
WWW.WBENG.COM
LSF000429 - PEF000714

SCALE:	1" = 50'
DATE SURVEYED:	12/08/14
DATE UPDATED:	06/05/15
SURVEYED BY:	KENTON
DATE DRAFTED:	07/04/18
DRAWN DRAFTER:	N/A
ISSUED BY:	JAT
CHECKED BY:	M
FIELD BOOK #:	2498
JOB NUMBER:	175300
FOLDER NUMBER:	175300
COORD FILE:	N/A
DTIC FILE:	& VIMS/CONTRACTS/BLVD-CROSS-ROADS COUNTY/ALBANY
PLAT FILE:	CHERRY/RM/14
SHEET:	3 OF 6

COWSIA MAN-HOLE NUMBERS	
MANHOLE ID	COWSIA MANHOLE CODE
EX MH 10	AC-S-22A-18-6-15
MH 12	AC-S-22A-18-6-15-1
MH 13	AC-S-22A-18-6-15-3
MH 14	AC-S-22A-18-6-15-4
MH 15	AC-S-22A-18-6-15-5
MH 16	AC-S-22A-18-6-15-6
MH 17	AC-S-22A-18-6-15-7
MH 18	AC-S-22A-18-6-15-8
MH 19	AC-S-22A-18-6-15-9
MH 20	AC-S-22A-18-6-15-10
MH 21	AC-S-22A-18-6-15-11
MH 22	AC-S-22A-18-6-15-12
MH 22.1.1	AC-S-22A-18-6-15-13
MH 22.1.2	AC-S-22A-18-6-15-14
EX MH 15.1	AC-S-22A-18-6-16
EX MH 16.2	AC-S-22A-18-6-17
MH 13.1	AC-S-22A-18-6-15-3.1
MH 13.2	AC-S-22A-18-6-15-3.2
MH 13.3	AC-S-22A-18-6-15-3.3
MH 13.4	AC-S-22A-18-6-15-3.4
MH 13.5	AC-S-22A-18-6-15-3.5

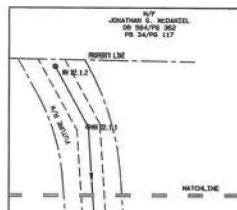
GRAPHIC SCALE
0 50 100
(IN FEET)
1 inch = 50 ft.

CERTIFICATE OF APPROVAL OF WATER & SEWER SYSTEM

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

Ch. P. 9-1-18

CHEROKEE COUNTY WATER & SEWERAGE AUTHORITY DATE



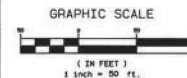
COWISA MANHOLE NUMBERS	
MANHOLE ID	COWISA MANHOLE ID
EX MH1 10	AC-S-22A-18-6-15
MH11	AC-S-22A-18-6-15-1
MH12	AC-S-22A-18-6-15-2
MH13	AC-S-22A-18-6-15-3
MH14	AC-S-22A-18-6-15-4
MH15	AC-S-22A-18-6-15-5
MH16	AC-S-22A-18-6-15-6
MH17	AC-S-22A-18-6-15-7
MH18	AC-S-22A-18-6-15-8
MH19	AC-S-22A-18-6-15-9
MH20	AC-S-22A-18-6-15-10
MH21	AC-S-22A-18-6-15-11
MH22	AC-S-22A-18-6-15-12
MH22.1	AC-S-22A-18-6-15-12.1
MH22.2	AC-S-22A-18-6-15-12.2
EX MH1 10.1	AC-S-22A-18-6-15-10.1
EX MH1 10.2	AC-S-22A-18-6-17
MH13.1	AC-S-22A-18-6-15-3.1
MH13.2	AC-S-22A-18-6-15-3.2
MH13.3	AC-S-22A-18-6-15-3.3
MH13.4	AC-S-22A-18-6-15-3.4
MH13.5	AC-S-22A-18-6-15-3.5

CERTIFICATE OF APPROVAL OF WATER & SEWER SYSTEM

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

[Signature] 9-11-18.

CHEROKEE COUNTY WATER & SEWERAGE AUTHORITY DATE



1. 1000 MONTHS - FIRST 2000

FINAL PLAT OF
EDGEWATER SUBDIVISION
PHASE 4A
LOCATED IN
S 328 & 393 ~ 15TH DISTRICT ~ 2ND S
CITY OF HOLLY SPRINGS
CHEROKEE COUNTY, GEORGIA



REVISIONS		
NO.	DATE	DESCRIPTION
1.	05/25/88	ADD ADDRESS CITY COMPANY.



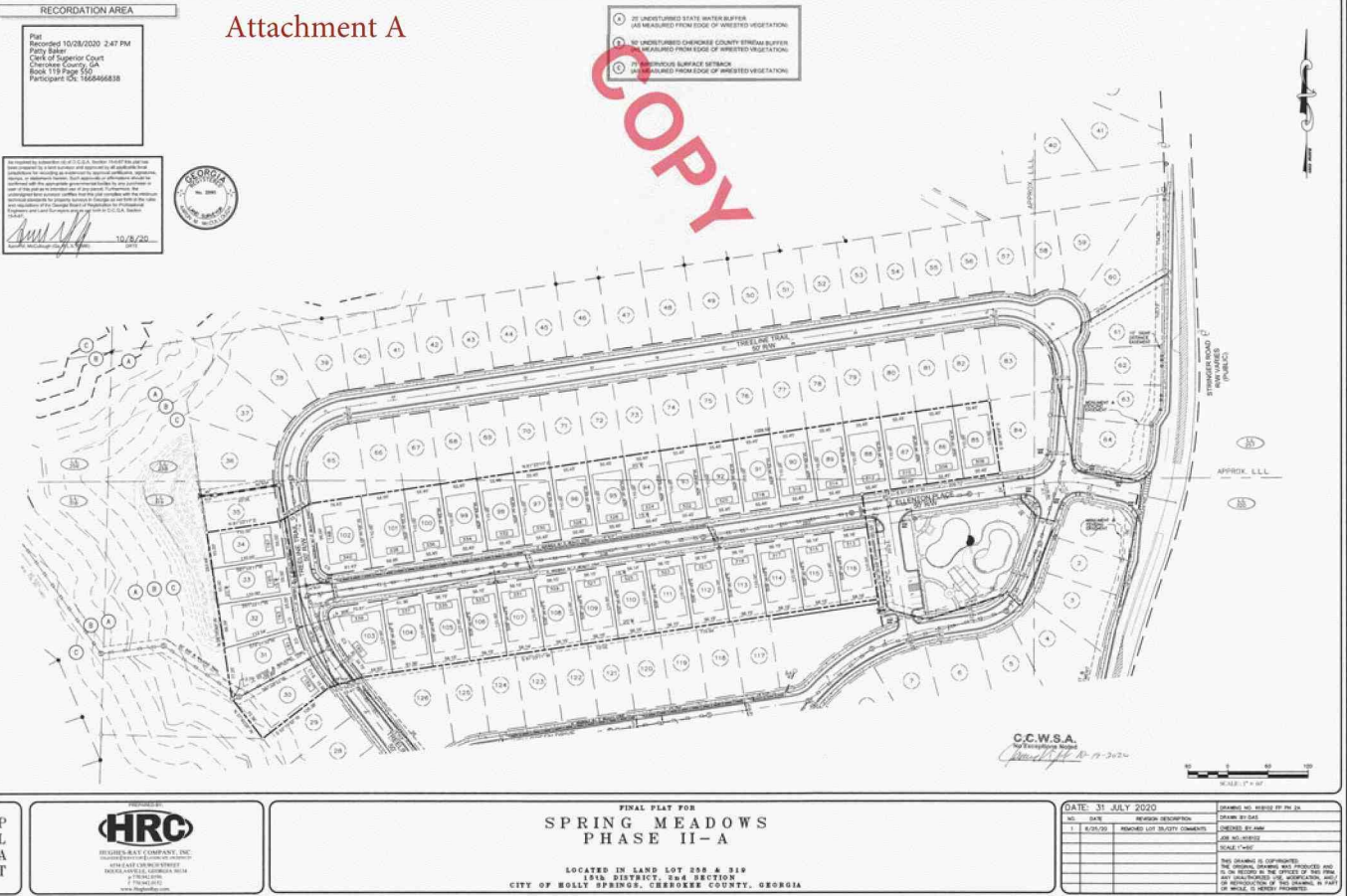
WATTS & BROWNING ENGINEERS, INC.
CIVIL ENGINEERS & LAND SURVEYORS
1180 BELLS FERRY ROAD
MARIETTA, GEORGIA 30066-6033
PHONE: (770) 264-5195
FAX: (770) 264-5196
WWW.WENEDR.COM
LSF000429 - PEF000714

SCALE:	1" = 50'
DATE SURVEYED:	12/09/1978
DATE UPDATED:	06/05/1995
SURVEYED BY:	SDOTD
DATE DRAFTED:	07/24/1979
UPDATE DRAFTER:	N/A
DRAWN BY:	N/A
CHECKED BY:	N/A
FIELDS BOOK #:	246
JOB NUMBER:	17533
FOLDER NUMBER:	17533
GANG FILE:	N/A
ASIC FILE:	& VMM/CORRECTIONAL DEPARTMENT
CORRYAL O/P:	CORRECTIONAL DEPT
PLAT FILE:	
SHEET:	4 OF 2

BM Agenda Item V-I/J/K

Attachment A

- 1. UNDISTURBED STATE WATER BUFFER
2. UNDISTURBED CHEROKEE COUNTY WETLANDS BUFFER
3. UNDISTURBED SURFACE SETBACK
4. UNDISTURBED FROM EDGE OF IMPERVIOUS VEGETATION



BM Agenda Item V-I/J/K

Attachment A

Plat
Recorded 10/6/2021 9:36 AM
Patty Baker
Clerk of Superior Court
Cherokee County, GA
Book 119 Page 1607
Participant IDs: 5354338898



RECEIVED FOR SUPERIOR COURT CLERK

APPLICANT/DEVELOPER
MANOR RESTORATIONS, LLC
4763 TOWNSHIP CHASE
MARIETTA, GEORGIA 30066

24 HOUR CONTACT:
BERNIE SMITH
770-652-0044

CURVE	RADIUS	LENGTH	CHORD	BEARING
C 1	130.00	220.72	195.17	S37°52'30"W
C 2	100.00	102.25	87.85	S00°00'00"E
C 3	100.00	102.25	87.85	S27°52'30"E
C 4	100.00	102.25	87.85	S00°00'00"E
C 5	100.00	102.25	87.85	S27°52'30"E
C 6	100.00	102.25	87.85	S00°00'00"E

CURVE	RADIUS	LENGTH	CHORD	BEARING
C1	22.00	29.37	22.94	S37°52'30"W
C2	22.00	14.85	14.26	S37°52'30"W
C3	155.00	32.57	32.56	S37°52'30"E
C4	155.00	24.10	24.07	S37°52'30"E
C5	155.00	24.10	24.07	S37°52'30"E
C6	155.00	24.10	24.07	S37°52'30"E
C7	155.00	24.10	24.07	S37°52'30"E
C8	155.00	24.10	24.07	S37°52'30"E
C9	155.00	24.10	24.07	S37°52'30"E
C10	155.00	24.10	24.07	S37°52'30"E
C11	155.00	24.10	24.07	S37°52'30"E
C12	155.00	24.10	24.07	S37°52'30"E
C13	155.00	24.10	24.07	S37°52'30"E
C14	155.00	24.10	24.07	S37°52'30"E
C15	155.00	24.10	24.07	S37°52'30"E
C16	155.00	24.10	24.07	S37°52'30"E
C17	155.00	24.10	24.07	S37°52'30"E
C18	155.00	24.10	24.07	S37°52'30"E
C19	155.00	24.10	24.07	S37°52'30"E
C20	155.00	24.10	24.07	S37°52'30"E
C21	155.00	24.10	24.07	S37°52'30"E
C22	155.00	24.10	24.07	S37°52'30"E
C23	155.00	24.10	24.07	S37°52'30"E
C24	155.00	24.10	24.07	S37°52'30"E
C25	155.00	24.10	24.07	S37°52'30"E
C26	155.00	24.10	24.07	S37°52'30"E
C27	155.00	24.10	24.07	S37°52'30"E
C28	155.00	24.10	24.07	S37°52'30"E
C29	155.00	24.10	24.07	S37°52'30"E
C30	155.00	24.10	24.07	S37°52'30"E
C31	155.00	24.10	24.07	S37°52'30"E
C32	155.00	24.10	24.07	S37°52'30"E
C33	155.00	24.10	24.07	S37°52'30"E
C34	155.00	24.10	24.07	S37°52'30"E
C35	155.00	24.10	24.07	S37°52'30"E
C36	155.00	24.10	24.07	S37°52'30"E
C37	155.00	24.10	24.07	S37°52'30"E
C38	155.00	24.10	24.07	S37°52'30"E
C39	155.00	24.10	24.07	S37°52'30"E
C40	155.00	24.10	24.07	S37°52'30"E
C41	155.00	24.10	24.07	S37°52'30"E
C42	155.00	24.10	24.07	S37°52'30"E
C43	155.00	24.10	24.07	S37°52'30"E
C44	155.00	24.10	24.07	S37°52'30"E
C45	155.00	24.10	24.07	S37°52'30"E
C46	155.00	24.10	24.07	S37°52'30"E
C47	155.00	24.10	24.07	S37°52'30"E
C48	155.00	24.10	24.07	S37°52'30"E
C49	155.00	24.10	24.07	S37°52'30"E
C50	155.00	24.10	24.07	S37°52'30"E
C51	155.00	24.10	24.07	S37°52'30"E
C52	155.00	24.10	24.07	S37°52'30"E
C53	155.00	24.10	24.07	S37°52'30"E
C54	155.00	24.10	24.07	S37°52'30"E
C55	155.00	24.10	24.07	S37°52'30"E
C56	155.00	24.10	24.07	S37°52'30"E
C57	155.00	24.10	24.07	S37°52'30"E
C58	155.00	24.10	24.07	S37°52'30"E
C59	155.00	24.10	24.07	S37°52'30"E
C60	155.00	24.10	24.07	S37°52'30"E



centerline
Surveying and Land Planning, Inc.
1800 Atlanta Road, Suite 100, Marietta, GA 30066
Phone: 770-444-4444
Fax: 770-444-4444

TURNER VILLAGE
LAND LOT 665, 16TH DISTRICT
IN THE CITY OF HOLLY SPRINGS
CHEROKEE COUNTY, GEORGIA

NO.	DATE	BY	REVISION
1.	9-24-21	DJA	SEE THE DESCRIPTION ABOVE
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			

GRAPHIC SCALE
1 inch = 50' ft.
SHEET NO. 2 of 2

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF HOLLY SPRINGS, GEORGIA, TO ACCEPT AND AUTHORIZE STREETS TO BECOME PUBLICLY MAINTAINED STREETS

WHEREAS, the City of Holly Springs has general authority and control over the streets within its jurisdiction, including the acceptance of streets for maintenance purposes; and

WHEREAS, the below mentioned streets are located in the corporate limits of the City of Holly Springs; and

WHEREAS, the below mentioned streets have been constructed and inspected in accordance with the standard specification and details; and

WHEREAS, the below mentioned streets, as shown on the attached maps, be placed upon the Municipal Street System as municipally-maintained streets; and

NOW THEREFORE, IT IS HEREBY RESOLVED that the Mayor and City Council of the City of Holly Springs hereby accept and authorize the following streets, substantially as set forth in Exhibit “A” attached hereto and located within Edgewater Subdivision-Phase 4A to become publicly maintained streets:

Subdivision	Road	Linear Feet
Edgewater Phase 4A	Fieldbrook Crossing	1214
Edgewater Phase 4A	Stoneview Drive	833

This Resolution is adopted this 20th day of November, 2023.

CITY OF HOLLY SPRINGS

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

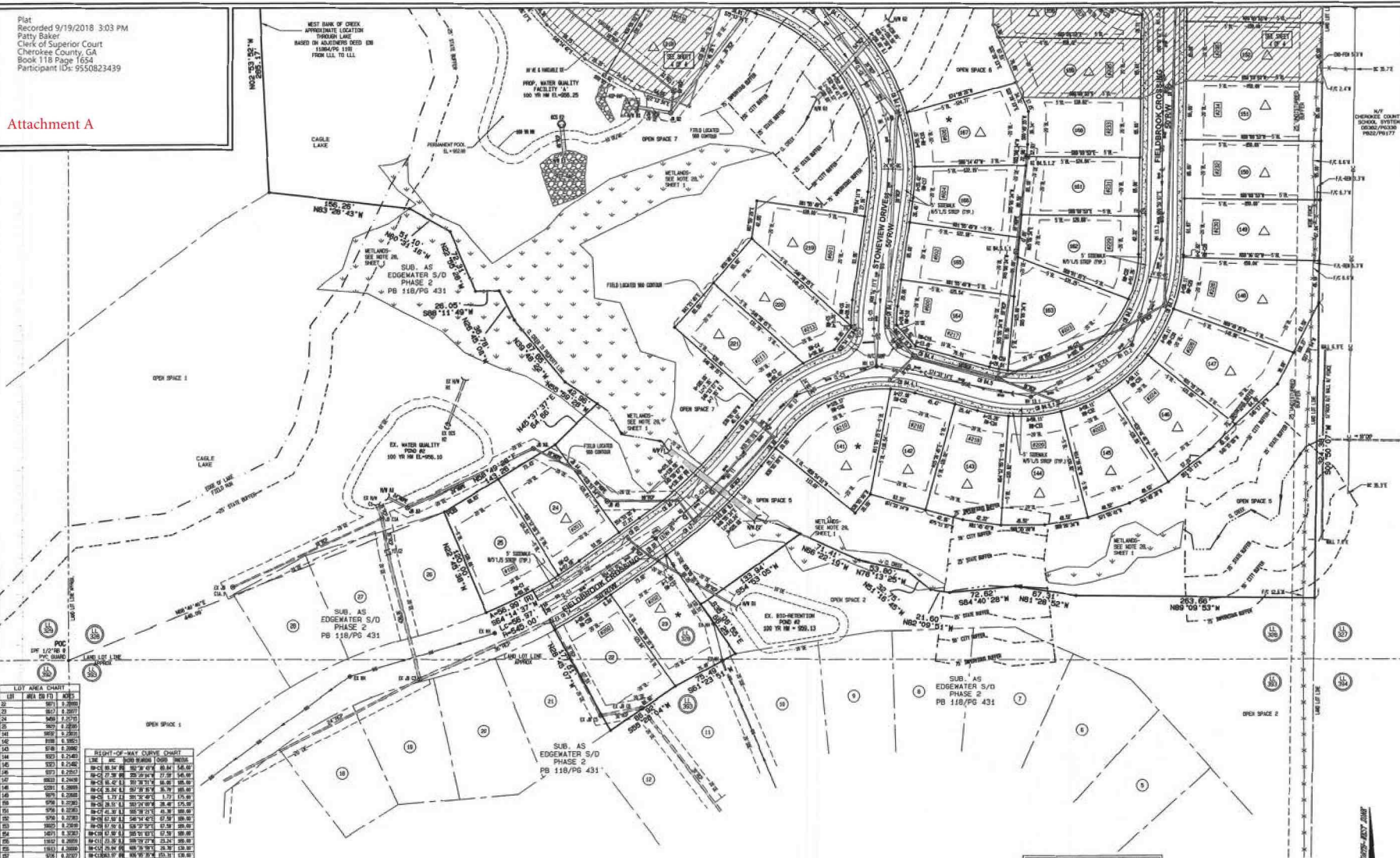
Plat
Recorded 9/19/2018 3:03 PM
Patty Baker
Clerk of Superior Court
Cherokee County, GA
Book 118 Page 1654
Participant IDs: 9550823439

LOT AREA CHART

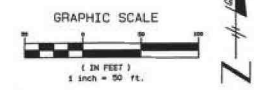
LOT	AREA	CHART
101	1.0000	1.0000
102	1.0000	1.0000
103	1.0000	1.0000
104	1.0000	1.0000
105	1.0000	1.0000
106	1.0000	1.0000
107	1.0000	1.0000
108	1.0000	1.0000
109	1.0000	1.0000
110	1.0000	1.0000
111	1.0000	1.0000
112	1.0000	1.0000
113	1.0000	1.0000
114	1.0000	1.0000
115	1.0000	1.0000
116	1.0000	1.0000
117	1.0000	1.0000
118	1.0000	1.0000
119	1.0000	1.0000
120	1.0000	1.0000
121	1.0000	1.0000
122	1.0000	1.0000
123	1.0000	1.0000
124	1.0000	1.0000
125	1.0000	1.0000
126	1.0000	1.0000
127	1.0000	1.0000
128	1.0000	1.0000
129	1.0000	1.0000
130	1.0000	1.0000
131	1.0000	1.0000
132	1.0000	1.0000
133	1.0000	1.0000
134	1.0000	1.0000
135	1.0000	1.0000
136	1.0000	1.0000
137	1.0000	1.0000
138	1.0000	1.0000
139	1.0000	1.0000
140	1.0000	1.0000
141	1.0000	1.0000
142	1.0000	1.0000
143	1.0000	1.0000
144	1.0000	1.0000
145	1.0000	1.0000
146	1.0000	1.0000
147	1.0000	1.0000
148	1.0000	1.0000
149	1.0000	1.0000
150	1.0000	1.0000
151	1.0000	1.0000
152	1.0000	1.0000
153	1.0000	1.0000
154	1.0000	1.0000
155	1.0000	1.0000
156	1.0000	1.0000
157	1.0000	1.0000
158	1.0000	1.0000
159	1.0000	1.0000
160	1.0000	1.0000
161	1.0000	1.0000
162	1.0000	1.0000
163	1.0000	1.0000
164	1.0000	1.0000
165	1.0000	1.0000
166	1.0000	1.0000
167	1.0000	1.0000
168	1.0000	1.0000
169	1.0000	1.0000
170	1.0000	1.0000
171	1.0000	1.0000
172	1.0000	1.0000
173	1.0000	1.0000
174	1.0000	1.0000
175	1.0000	1.0000
176	1.0000	1.0000
177	1.0000	1.0000
178	1.0000	1.0000
179	1.0000	1.0000
180	1.0000	1.0000
181	1.0000	1.0000
182	1.0000	1.0000
183	1.0000	1.0000
184	1.0000	1.0000
185	1.0000	1.0000
186	1.0000	1.0000
187	1.0000	1.0000
188	1.0000	1.0000
189	1.0000	1.0000
190	1.0000	1.0000
191	1.0000	1.0000
192	1.0000	1.0000
193	1.0000	1.0000
194	1.0000	1.0000
195	1.0000	1.0000
196	1.0000	1.0000
197	1.0000	1.0000
198	1.0000	1.0000
199	1.0000	1.0000
200	1.0000	1.0000

RIGHT-OF-WAY CURVE CHART

LINE	BEG	END	CHORD	CHORD BEG	CHORD END	CHORD CHORD
1	100+00.00	100+00.00	0.00	0.00	0.00	0.00
2	100+00.00	100+00.00	0.00	0.00	0.00	0.00
3	100+00.00	100+00.00	0.00	0.00	0.00	0.00
4	100+00.00	100+00.00	0.00	0.00	0.00	0.00
5	100+00.00	100+00.00	0.00	0.00	0.00	0.00



COWWA MANHOLE NUMBERS		
MANHOLE ID	COWWA MANHOLE ID	STATION
MAN 10	AC-5-22A-15-6-15	
MAN 11	AC-5-22A-15-6-15-2	
MAN 12	AC-5-22A-15-6-15-3	
MAN 13	AC-5-22A-15-6-15-4	
MAN 14	AC-5-22A-15-6-15-5	
MAN 15	AC-5-22A-15-6-15-6	
MAN 16	AC-5-22A-15-6-15-7	
MAN 18	AC-5-22A-15-6-15-8	
MAN 19	AC-5-22A-15-6-15-9	
MAN 20	AC-5-22A-15-6-15-10	
MAN 21	AC-5-22A-15-6-15-11	
MAN 22	AC-5-22A-15-6-15-12	
MAN 22.1	AC-5-22A-15-6-15-12.1	
MAN 22.2	AC-5-22A-15-6-15-12.2	
EX MAN 15.1	AC-5-22A-15-6-16	
EX MAN 15.2	AC-5-22A-15-6-17	
MAN 13.1	AC-5-22A-15-6-15-3.1	
MAN 13.2	AC-5-22A-15-6-15-3.2	
MAN 13.3	AC-5-22A-15-6-15-3.3	
MAN 13.4	AC-5-22A-15-6-15-3.4	
MAN 13.5	AC-5-22A-15-6-15-3.5	



CERTIFICATE OF APPROVAL OF WATER & SEWER SYSTEM

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

[Signature] 9-11-18

CHEROKEE COUNTY WATER & SEWERAGE AUTHORITY DATE

FINAL PLAT OF
EDGEWATER SUBDIVISION
PHASE 4A
LOCATED IN
LOTS 328 & 393 ~ 15TH DISTRICT ~ 2ND S
CITY OF HOLLY SPRINGS
CHEROKEE COUNTY, GEORGIA



RETURNING		
NO.	DATE	DESCRIPTION
1.	08/22/18	ADRIEN CITY COMETS



WATTS & BROWNING ENGINEERS, INC.
CIVIL ENGINEERS & LAND SURVEYORS
1180 BELLS FERRY ROAD
MARIETTA, GEORGIA 30066-6030
PHONE: (770) 384-5195
FAX: (770) 384-5196
WWW.WENGINC.COM
LSF000429 - PEF000714

SCALE:	1" = 80'
DATE SURVEYED:	06/28/14
DATE UPDATED:	08/05/15
SURVEYED BY:	JRTHORN
DATE DRAFTED:	07/24/14
UPDATE DRAFTED:	N/A
DRAWN BY:	JAT
CHECKED BY:	ME
FIELD BOOK #:	2496
JOB NUMBER:	129300
FOLDER NUMBER:	129300
COORD FILE:	N/A
TITIC FILE: A:\MIDWEST\GIS\DATA\PROJECTS\129300\129300.DWG	
COUNTY/LA/VIS:	CHESTER/10W/15.2
PLAT FILE:	B
SHEET:	3 OF 4

[illegible]

WATTS & BROWNING ENGINEERS, INC.
CIVIL ENGINEERS & LAND SURVEYORS
1180 BELLS FERRY ROAD
MARIETTA, GEORGIA 30066-6030
PHONE: (770) 261-2800
FAX: (770) 261-2809
WWW.WBENR.COM
LSF000429 - REF000714

SCALE:	1" = 50'
DATE SURVEYED:	12/20/14
DATE UPDATED:	08/05/15
SURVEYED BY:	SD/STH
DATE DRAFTED:	07/24/15
UPDATE DRAFTER:	N/A
DRAWN BY:	N/A
CHECKED BY:	RM
FIELD BOOK #:	2485
JOB NUMBER:	173520
FOLDER NUMBER:	173520
CGO FILE:	N/A
CGSC FILE:	8 173520/173520/173520 173520/173520/173520
COUNTY/ALQ/CD:	CHEROKEE/100/15/2
PLAT FILE:	8
SHEET:	4 OF 5

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF HOLLY SPRINGS, GEORGIA, TO ACCEPT AND AUTHORIZE STREETS TO BECOME PUBLICLY MAINTAINED STREETS

WHEREAS, the City of Holly Springs has general authority and control over the streets within its jurisdiction, including the acceptance of streets for maintenance purposes; and

WHEREAS, the below mentioned streets are located in the corporate limits of the City of Holly Springs; and

WHEREAS, the below mentioned streets have been constructed and inspected in accordance with the standard specification and details; and

WHEREAS, the below mentioned streets, as shown on the attached maps, be placed upon the Municipal Street System as municipally-maintained streets; and

NOW THEREFORE, IT IS HEREBY RESOLVED that the Mayor and City Council of the City of Holly Springs hereby accept and authorize the following streets, substantially as set forth in Exhibit “A” attached hereto and located within Spring Meadows Subdivision-Phase 2A to become publicly maintained streets:

Subdivision	Road	Linear Feet
Spring Meadows Phase 2A	Ellenton Place	844
Spring Meadows Phase 2A	Treeline Trail	272

This Resolution is adopted this 20th day of November, 2023.

CITY OF HOLLY SPRINGS

Steven W. Miller, Mayor

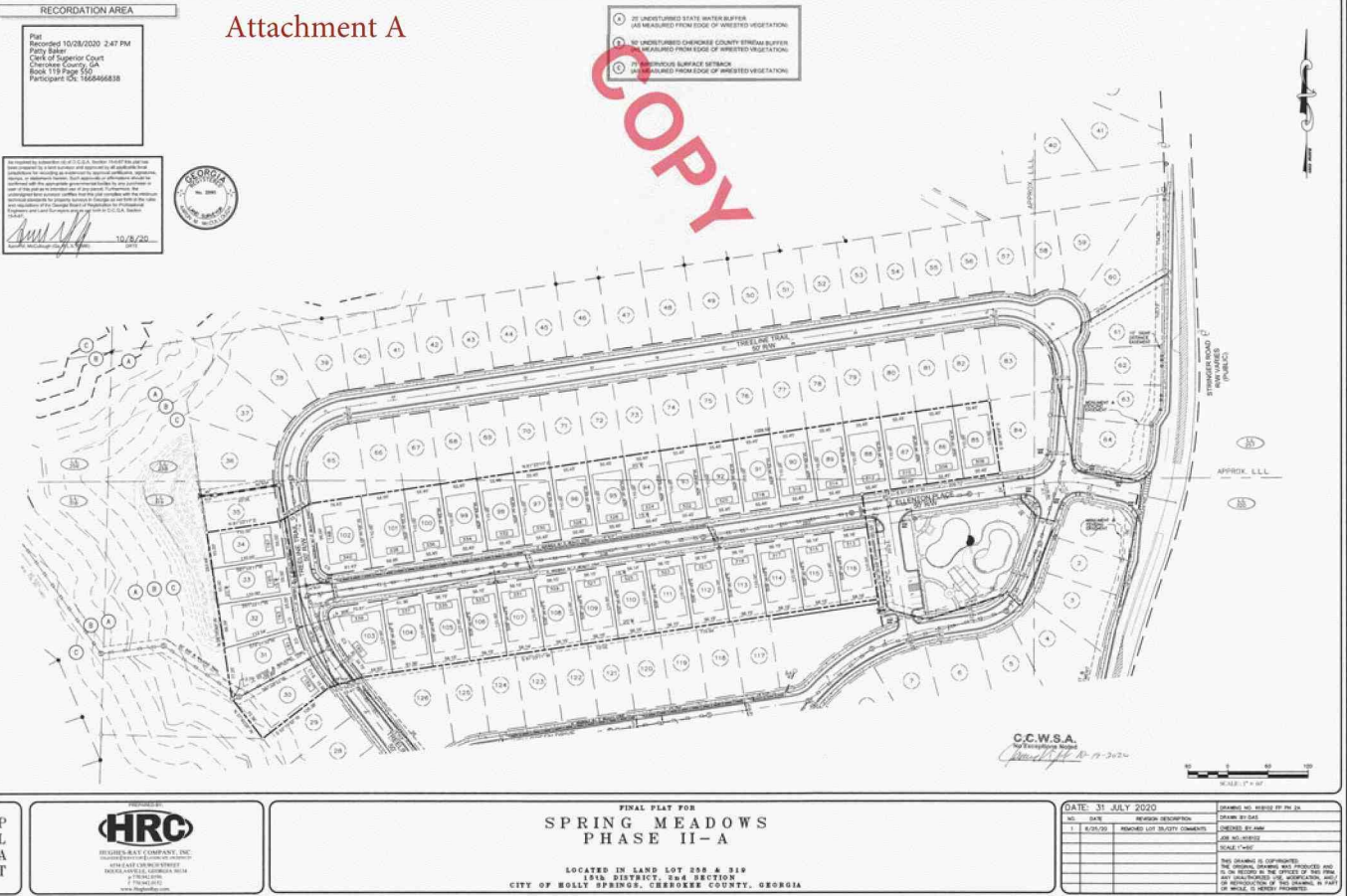
Attest:

Karen Norred, City Clerk
(Seal)

BM Agenda Item V-M

Attachment A

- 1. UNDISTURBED STATE WATER BUFFER
2. UNDISTURBED CHEROKEE COUNTY WETLANDS BUFFER
3. UNDISTURBED SURFACE SETBACK
4. UNDISTURBED FROM EDGE OF IMPERVIOUS VEGETATION



A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF HOLLY SPRINGS, GEORGIA, TO ACCEPT AND AUTHORIZE STREETS TO BECOME PUBLICLY MAINTAINED STREETS

WHEREAS, the City of Holly Springs has general authority and control over the streets within its jurisdiction, including the acceptance of streets for maintenance purposes; and

WHEREAS, the below mentioned streets are located in the corporate limits of the City of Holly Springs; and

WHEREAS, the below mentioned streets have been constructed and inspected in accordance with the standard specification and details; and

WHEREAS, the below mentioned streets, as shown on the attached maps, be placed upon the Municipal Street System as municipally-maintained streets; and

NOW THEREFORE, IT IS HEREBY RESOLVED that the Mayor and City Council of the City of Holly Springs hereby accept and authorize the following streets, substantially as set forth in Exhibit “A” attached hereto and located within Turner Village Subdivision to become publicly maintained streets:

Subdivision	Road	Linear Feet
Turner Village	Ruths Drive	683
Turner Village	Ruths Boulevard	295
Turner Village	Turner Lane	984

This Resolution is adopted this 20th day of November, 2023.

CITY OF HOLLY SPRINGS

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

BM Agenda Item V-N

Attachment A

Plat
Recorded 10/6/2021 9:36 AM
Patty Baker
Clerk of Superior Court
Cherokee County, GA
Book 119 Page 1607
Participant IDs: 5354338898



RECEIVED FOR SUPERIOR COURT CLERK:

APPLICANT/DEVELOPER
MANOR RESTORATIONS, LLC
4763 TOWNSHIP CHASE
MARIETTA, GEORGIA 30066

24 HOUR CONTACT:
BERNIE SMITH
770-652-0044

CURVE	RADIUS	LENGTH	CHORD	BEARING
C 1	130.00	220.72	195.17	S37°52'30"W
C 2	100.00	102.25	87.85	S00°00'00"E
C 3	100.00	102.25	87.85	S37°52'30"W
C 4	100.00	102.25	87.85	S00°00'00"E
C 5	100.00	102.25	87.85	S37°52'30"W
C 6	100.00	102.25	87.85	S00°00'00"E

CURVE	RADIUS	LENGTH	CHORD	BEARING
C1	22.00	29.37	22.94	S37°52'30"W
C2	22.00	14.95	14.26	S37°52'30"W
C3	155.00	32.57	32.56	S37°52'30"W
C4	155.00	24.10	24.07	S37°52'30"W
C5	155.00	24.10	24.07	S37°52'30"W
C6	155.00	24.10	24.07	S37°52'30"W
C7	155.00	24.10	24.07	S37°52'30"W
C8	155.00	24.10	24.07	S37°52'30"W
C9	155.00	24.10	24.07	S37°52'30"W
C10	155.00	24.10	24.07	S37°52'30"W
C11	155.00	24.10	24.07	S37°52'30"W
C12	155.00	24.10	24.07	S37°52'30"W
C13	155.00	24.10	24.07	S37°52'30"W
C14	155.00	24.10	24.07	S37°52'30"W
C15	155.00	24.10	24.07	S37°52'30"W
C16	155.00	24.10	24.07	S37°52'30"W
C17	155.00	24.10	24.07	S37°52'30"W
C18	155.00	24.10	24.07	S37°52'30"W
C19	155.00	24.10	24.07	S37°52'30"W
C20	155.00	24.10	24.07	S37°52'30"W
C21	155.00	24.10	24.07	S37°52'30"W
C22	155.00	24.10	24.07	S37°52'30"W
C23	155.00	24.10	24.07	S37°52'30"W
C24	155.00	24.10	24.07	S37°52'30"W
C25	155.00	24.10	24.07	S37°52'30"W
C26	155.00	24.10	24.07	S37°52'30"W
C27	155.00	24.10	24.07	S37°52'30"W
C28	155.00	24.10	24.07	S37°52'30"W
C29	155.00	24.10	24.07	S37°52'30"W
C30	155.00	24.10	24.07	S37°52'30"W
C31	155.00	24.10	24.07	S37°52'30"W
C32	155.00	24.10	24.07	S37°52'30"W
C33	155.00	24.10	24.07	S37°52'30"W
C34	155.00	24.10	24.07	S37°52'30"W
C35	155.00	24.10	24.07	S37°52'30"W
C36	155.00	24.10	24.07	S37°52'30"W
C37	155.00	24.10	24.07	S37°52'30"W
C38	155.00	24.10	24.07	S37°52'30"W
C39	155.00	24.10	24.07	S37°52'30"W
C40	155.00	24.10	24.07	S37°52'30"W
C41	155.00	24.10	24.07	S37°52'30"W
C42	155.00	24.10	24.07	S37°52'30"W
C43	155.00	24.10	24.07	S37°52'30"W
C44	155.00	24.10	24.07	S37°52'30"W
C45	155.00	24.10	24.07	S37°52'30"W
C46	155.00	24.10	24.07	S37°52'30"W
C47	155.00	24.10	24.07	S37°52'30"W
C48	155.00	24.10	24.07	S37°52'30"W
C49	155.00	24.10	24.07	S37°52'30"W
C50	155.00	24.10	24.07	S37°52'30"W
C51	155.00	24.10	24.07	S37°52'30"W
C52	155.00	24.10	24.07	S37°52'30"W
C53	155.00	24.10	24.07	S37°52'30"W
C54	155.00	24.10	24.07	S37°52'30"W
C55	155.00	24.10	24.07	S37°52'30"W
C56	155.00	24.10	24.07	S37°52'30"W
C57	155.00	24.10	24.07	S37°52'30"W
C58	155.00	24.10	24.07	S37°52'30"W
C59	155.00	24.10	24.07	S37°52'30"W
C60	155.00	24.10	24.07	S37°52'30"W



centerline
Surveying and Land Planning, Inc.
1800 Atlanta Road, Suite 100, Marietta, GA 30066
Phone: 770-444-4444
Fax: 770-444-4444

FINAL PLAT FOR:
TURNER VILLAGE
LAND LOT 665, 16TH DISTRICT
IN THE CITY OF HOLLY SPRINGS
CHEROKEE COUNTY, GEORGIA

NO.	DATE	BY	REVISION
1.	9-24-21	DJA	SEE THE DESCRIPTION ABOVE
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			

SCALE: 1" = 50'
PROJECT No.:
SHEET No.:
2 of 2



COUNCIL AGENDA REPORT

FROM: Ron Carter

CC: City Clerk
Public Information

SUBJECT: New Public Works Facility HVAC Quotes

DATE: 10/24/2023

COUNCIL MEETING DATE: 11/20/2023

RECOMMENDATION

Award job to lowest quote from Comfort Zone Heating & Cooling for \$12,456.00.

REPORT-IN-BRIEF

Quotes were obtained from three HVAC contractors, Comfort Zone Heating & Cooling, Brody HVAC, and Rogers Mechanical Contractors. All with the same equipment and installation services.

The amount of each quote was:

Comfort Zone Heating & Cooling - \$12,456.00

Brody HVAC - \$16,050.00

Rogers Mechanical Contractors - \$20,770.00

DISCUSSION

None

CONCURRENCES

Finance and Administration

FISCAL IMPACT

\$12,456.00

ALTERNATIVES

Status quo

ATTACHMENTS

Quotes



Proposal

Date: October 16, 2023

Proposal #:

Revision:

Prepared by: TH

Referral:

Valid until:

Submitted To: City of Holly Springs
Street: 3237 Holly Springs Parkway
City, State, Zip: Holly Springs, Ga 30115
Phone: 770.345.5536
Email: rcarter@hollyspringsga.us

Job Name: Public Works Facility HVAC
Job Location: 956 Univeter Road
Contact: Ron Carter
Phone: 770.345.5536
Email: rcarter@hollyspringsga.us

Job Description

Installation of 2 new hanging heaters and 1 new ductless system

Qty	Description	Amount
2	Installation of Reznor 200k BTU gas-fired 82% Power Vented Heaters MFG#UDX200 (1 year warranty on parts) Includes running new flu thru roof. Penetration to be sealed by others	6,598.00
1	Installation of 12,000 BTU Daikin Wall Mount Ductless Unit (5 year warranty on parts) Including New line set, and drain line (electrical to be done by others) Run new Bath Vent ducting Install new Thru wall vent (electrical to be done by others) Provide Permit for Job Meet or exceed all mechanical codes with the installation of the equipment Start system up and test operation ***1 Year Labor Warranty*** *Failure of equipment or parts due to lack of maintenance, Failure to timely change air filters, Condensation drain system cleaning, Condenser coil washings, etc. are not covered by warranty & may void the labor warranty at the discretion of Seller. - Comfort Zone is fully insured & licensed corporation - Certificates available upon request - Price includes removal of replaced equipment, supplies, Freon, clean-up & taxes	5,858.00
WF		

THANK YOU FOR THE OPPORTUNITY TO QUOTE YOUR HVAC PROJECT!

If you have any questions concerning this proposal, contact Travis Hoffmeier at (770-855-3580) or email: Travis@comfortzone.cool

Sell Price:	\$12,456.00
Energy Tax Credit:	\$0.00
GA Power Rebate:	\$0.00
AGL Rebate:	\$0.00
Other Rebates & Credits:	\$0.00
TOTAL COST:	\$12,456.00

R03

11/20/2023

Steven W. Miller, Mayor

Date

Attest:

Karen Norred, City Clerk
(Seal)



C+!/Ä-.8%:4-." **City of Holly Springs - Ron Carter**

E668.!!" **956 Univeter Road**

C,/1)&/4/.)P,\$" **Canton, GA 30115**

(.7.8. 2." **Public Works Facility HVAC**

<4/." **10/09/2023**

BAÄ ." **7706455536 (Work)**

'-4,3" **rcarter@hollyspringsga.us**

Equipment To Be Installed:

*+,S-, /"	Reznor 115V Unit Heater	0/1" 2	ÄÄ !" _____	#S%ÄÄ%&"()(" _____	QÄ#@ " 200000	EF#" _____	@&BF" _____
*+,S-, /"	Daikin RXB12BVVJU Heat Pump	0/1" 1	ÄÄ !" 1	#S%ÄÄ%&"()(" 17	QÄ#@ " 12000	EF#" _____	@&BF" _____
*+,S-, /"	Daikin FTXB12BXVJU Hi Wall A/	0/1" 1	ÄÄ !" 1	#S%ÄÄ%&"()(" 17	QÄ#@ " 12000	EF#" _____	@&BF" _____
*+,S-, /"	_____	0/1" _____	ÄÄ !" _____	#S%ÄÄ%&"()(" _____	QÄ#@ " _____	EF#" _____	@&BF" _____

**Scope
or
Work:**

Brody HVAC will provide materials and labor as required to install (2) 200K BTU Unit Heaters to provide moderate heat to the primary building. We will also provide a new Daikin Heat Pump system to fully heat and cool the proposed office and bathroom area. We will provide ducting for a bath fan as well. This proposal does not include necessary services from the Propane company plumber, roofer to provide penetration for flue piping, or electrical contractor to provide power for the devices installed. We will work closely with each.

Marked items are included in all proposals:

____ (.234,-%536%(,78,9.84 /%	____ :,:%&+\$\$31%8%B3. +-%	____ 5+!/6.%E,8%<4-\$.8%
____ :,:%<,!2Ä .2/%	____ :,:%(./+8 % E,8%B3. +-%	____ @4,3%H+486%
X =Ä,%Ä3/49%,8, 9%	____ :,:%&+\$\$31%8%<+2/%=, .%	X CÄ-\$3./.%&/48/K+\$&1!%-.%Ä!/%
X @,9A%Ä3/49%,8, 9%	____ :,:%(./+8 % E,8%<+2/%=, .	X CA48.%&1!/-.%Ä%B8Ä\$.8%B8.!!+8.!!%
X :,:%'+,-\$. /%B46%	____ <+2/%&.43%:,:%CÄ .2/Ä !%	X C3.4 %8 Ä8JE8.4%#SÄ %CÄ-\$3./,Ä %
____ :,:%(ÄÄ7%C+8D%	____ :,:%&+\$\$31%8%<,7+!8!%	____ (-.ÄM.%!/, 9%'+,-\$. /%
____ :,:%(ÄÄ7%C+8D%\$/.8%	____ :,:%(./+8 % E,8%H8,33.!!%	____ E33%C84 .%L%=,7/%(*+,8.-. /!%
____ (ÄÄ7%F34!A, 9%	____ :,:%<+2/%G !+34/,Ä %	X =4DÄ8%4884 /1%1.48!Q%
____ :,:% >,D84/Ä %G!Ä34/Ä %B46!%	X CÄ .2/%ÄÄ%I,!, 9%H4!%=, .%	X B48/!%4884 /1%1.48!Q%
____ :,:%(,78,9.84 /%	____ :,:%H4!%&+\$\$31%5+3./%	X CÄ-\$8.!!Ä8% 4884 /1%1.48!Q%
____ <,9/43%B8Ä984--4D3Ä.8-Ä!/4/%	____ :,:%CÄ 6. !4/,%B+-\$%	____ @.4/%!2A4 9.8% 4884 /1%1.48!O%
____ =Ä;%E-D,. /%CÄ /8Ä3%	____ :,:%CÄ 6. !4/,%B,\$, 9%	X B8Ä\$Ä!4343,6%641!Q%
____ <+2/%Ä84 !/,Ä !%	____ :,:%&-Ä!%<./2/Ä8%	

**Misc
Notes:**

This proposal and subsequent invoice is subject to payment terms as described at <https://brodyhvac.com/payment-terms>. By accepting this proposal, the published terms are also accepted.

Job Total	\$ 16,050.00
Other	\$ _____
Other	\$ _____
Other	\$ _____
Total Amount Due	\$ 16,050.00

[Click To Approve Proposed Agreement](#)

* All proposals based upon all work being performed and completed in a professional manner using industry installation standards.
All parts/materials/labor requested by the customer that are not specifically included in proposal are subject to additional charges.

Prepared By: CA4!%Q.2J.8 Customer Acceptance _____ Date _____



From

Rogers Mechanical**Contractors LLC**

220 Turner Boulevard

Ball Ground GA 30107

844-844-1336

<http://rmciga.com>**Quote No.****2019980**

Type

Replacement

Prepared By

Service Projects

Created On

10/20/2023

Valid Until

11/19/2023

Quote For**City of Holly Springs**

3235 Holly Springs

Parkway, Public Safety

Holly Springs GA 30115

Description of Work

Budget HVAC Numbers for:

Public Works Facility

Located at: 956 Univeter Road Canton, GA 30115

Services to be completed

HVAC

Budget HVAC Numbers:

Per The Customers Request For Apples To Apples Bidding,

Rogers Mechanical will provide labor and material to:

- ~ Install a Daikin 12K Heat Pump wall unit in the open 12x15 office.
- ~ Install a unit pad outside on the ground to the right of the building, not behind the building.
- ~ Install a Daikin 12K outdoor heat pump unit on the outdoor pad.
- ~ Cut the wall on the right side of the building for the line set and communication cable to be ran.
- ~ The wall penetration will have a cover over the opening and the opening will be sealed.
- ~ Install a line set from the indoor unit to the new outdoor unit.
- ~ Install a communication cable from the indoor unit to the outdoor unit.
- ~ Cut the wall on the back side of the building for the drain line.
- ~ The wall penetration will have a cover over the opening and the opening will be sealed.
- ~ Install PVC drain line from the wall hung unit to the back of the building outside.
- ~ Install a transfer grill from the office to the bathroom with sheet metal ducting between the two sheetrock walls with stamped grills on both sides.
- ~ Purge the refrigerant system with dry nitrogen then pull the system into a deep vacuum while using a micron gauge for a proper vacuum.

Rogers Mechanical will provide labor and material to:

- ~ Install two Reznor 200,000 K BTU Hanging Heaters, one to the right of the bay doors and one to the left of the bay doors with both facing the center of the building.

- ~ Tie into the existing gas line (Supplied and funded by others) with hard BM gas pipe, no flexible piping.
- ~ Install two propane gas kits.
- ~ Install threaded rods and strut to support the 2 unit heaters hanging from the ceiling.
- ~ Penetrate the roof and install the flue piping with caps.
- ~ Roof penetration and flashing (supplied, funded and installed by bonded roofer – (price not included in the proposal).
- ~ Install two wi-fi thermostat at the unit heaters.
- ~ Install thermostat wire and junction box.
- ~ The line voltage wire and breaker will be supplied and installed by an electrician – (price not included in the proposal).
- ~ Rogers will supply our own scissor lift.

We will perform manufactures recommended start up function test on all modes of operation for this unit from the wireless remote sensor. We will remove all trash off the premises and dispose of properly.

Notes:

- . The electrical wiring , breakers, labor and associated conduit etc. is supplied and installed by others which is not included in this proposal.
- . The gas piping piping, hangers and supports etc. and labor is supplied and installed by others which is not included in this proposal except for the last 5 feet at the unit heaters.
- . The roof and wall penetrations material and labor is supplied and installed by the bonded roofer which is not included in this proposal.
- . The pricing as outlined above includes the cost to dispose of all the existing equipment and debris created from this project.
- . The new equipment will be warranted by the manufacturer for the following periods from the date of startup: The compressor will be covered for a period of five (5) years and all other parts will be covered for a period of one (1) year.
- . We will guarantee our workmanship for one year from the date of startup.
- . The project as outlined is based on all the work being completed Monday - Friday, 7am - 5pm. No overtime or afterhours work is included in this pricing.
- . Exclusions: Sealed mechanical drawings. Structure load calculations. Code updating extras. Overtime labor. Roof rails. Visual barriers. Wire size upgrades. Breaker replacements. Painting. Sheetrock / Ceiling repair. Smoke Detectors. Fire Dampers. Permitting. Unless stated above.

Thank You,
Stephen

GRAND TOTAL \$20,770.00

By my signature below, I authorize work to begin and agree to pay the Grand Total.

Name: _____ Date: _____

Signature: _____



COUNCIL AGENDA REPORT

FROM: Ron Carter

CC: City Clerk
Public Information

SUBJECT: Data Protection Service by Barracuda Networks, Inc. - Interdev

DATE: 10/31/2023

COUNCIL MEETING DATE: 11/20/2023

RECOMMENDATION

Acquire the data protection services provided by Barracuda Network, Inc. for \$3,356.16 for one year.

REPORT-IN-BRIEF

Even though Microsoft provides a form of data protection built into their products, reports show that it is not exactly robust enough to handle business needs adequately.

To accomplish this task adequately, Barracuda Networks, Inc. provides a cloud-based product that fills in the gaps that Microsoft has.

DISCUSSION

None

CONCURRENCES

Finance and Administration

FISCAL IMPACT

\$3,356.16

ALTERNATIVES

Status quo

ATTACHMENTS

Quotes & Brochure

Barracuda Cloud-to-Cloud Backup

Easy-to-use, cloud native backup for your
Microsoft Office 365 data

Microsoft recommends you use third-party backup for your Office 365 data. A good backup with quick recovery is critical after a ransomware attack or accidental deletion. Restoring sites, entire folders, or mailboxes can be a tedious, manual process—and if the data you need is mission-critical, that means costly downtime you can't afford.

Barracuda Cloud-to-Cloud Backup is an easy-to-use cloud native solution that provides comprehensive, cost-effective, scalable backup and recovery for your Microsoft Office 365 data, including Teams, Exchange Online, SharePoint, and OneDrive.

Easy to use

A newly redesigned, globally accessible user interface makes it fast and easy to find and recover data. Very fast search and filter options make restoring data back to your organization as easy as possible. And you can go from sign-up to running your first backup in five minutes. Complete visibility and reporting of source backup status, health monitoring, and storage statistics make it easy to understand backup status, while the audit log and email alerts keep you informed about the details of every action.

Flexible, comprehensive Office 365 support

Barracuda Cloud-to-Cloud Backup gives you the flexibility to restore Teams, Exchange, SharePoint and OneDrive data either fully or with highly granular detail. Full SharePoint support means you can backup and restore everything in SharePoint, including different site templates, custom lists, permissions, and metadata.

Cloud native backup

Cloud-to-Cloud Backup is a SaaS solution. There's no software or hardware for you to manage. Because your Office 365 data is already in the cloud, retaining your encrypted backup files in the network means better performance and instant scalability. With three external copies of your backup files for redundancy and security, backing up to the cloud just makes sense. And you can sign up and start running your first backup in just five minutes.

Features

Ease of use

- Flexible full or granular restore of Teams, Exchange, SharePoint and OneDrive
- Easy to deploy, manage, and use
 - Easy per user licensing
 - Sign up to running first backup in five minutes
- Customizable backup selection using Azure AD groups
- Intuitive UI
- Fast and easy to find and recover data
- Point-in-time recovery
- Scheduled or on-demand backup
- Five levels of role-based access control—you decide who can back up, restore, or view data
- Barracuda Cloud storage is SSAE Type II certified
- Multi-factor authentication
- Available in Japanese, French, Italian, German, Spanish, and English localized versions

Flexible recovery

- Protect Teams, Exchange Online, SharePoint Online and OneDrive for Business
- Unlimited storage and retention—retain all your data for as long as you need
- Flexible Recovery
 - Restore email to another user
 - File-revision recovery—recover specific file revisions as needed
- Full SharePoint support
 - Back-up and restore everything in SharePoint, from all different site templates, permissions, custom lists, and metadata.
 - Restore SharePoint libraries, lists, and documents to other SharePoint sites
- Back-up and restore archive mailboxes
- Backup and restore OneNote in OneDrive
- Granular reporting
 - Granular, item-level reporting for backups and restores
 - Audit-log reporting for all actions across your account
 - Configurable email notification—monitor your account through customizable email reports

Cloud native

- Full Software-as-a-Service solution—no hardware or software to manage
- Instant scalability
- Sign-up to running first backup in five minutes
- Storage locations available worldwide
- User data is encrypted in transit (TLS) and at rest using industry standard AES 256* encryption
- Retains three external copies of backed up data



Alpharetta (Global)

900 Holcomb Woods Parkway
Roswell, GA 30076
7706434400
www.interdev.com

BM Agenda Item V-P



We have prepared a quote for you

Data Protection, Cloud to Cloud Backup 1 Year

QUOTE # 006627 V1

PREPARED FOR

City of Holly Springs, GA

PREPARED BY

Taylor McGruder

7706434400
tmcgruder@interdev.com
www.interdev.com

Renewal

Description	Price	Qty	Ext. Price
Data Protection, Cloud to Cloud Backup, per User, 1 Month	\$44.16	76	\$3,356.16
Subtotal:			\$3,356.16

7706434400
 tmcgruder@interdev.com
 www.interdev.com

Data Protection, Cloud to Cloud Backup 1 Year



Prepared by:

Alpharetta (Global)

Taylor McGruder
 770-643-4400
 Fax 6786721555
 tmcgruder@interdev.com

Prepared for:

City of Holly Springs, GA

P.O. Box 990
 Holly Springs, GA 30142
 Ron Carter
 (770) 345-5536
 rcarter@hollyspringsga.us

Quote Information:

Quote #: 006627

Version: 1
 Delivery Date: 10/31/2023
 Expiration Date: 11/02/2023

Quote Summary

Description	Amount
Renewal	\$3,356.16
Total:	\$3,356.16

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Alpharetta (Global)

City of Holly Springs, GA

Signature: _____



Name: Taylor McGruder

Title: Sales

Date: 10/31/2023

Signature: _____

Name: Steven W. Miller, Mayor

Date: November 20, 2023



FINANCIAL HIGHLIGHTS
As of October 31, 2023



Budget Summary
84% of year lapsed

	2022 Year End (audited)	2023 Budget	2023 Year to Date	% Annual Budget
REVENUES BY FUND				
General Fund	11,334,756	12,050,000	7,747,465	64.29%
Operating Grant Fund	75,353	75,000	102,030	136.04%
American Rescue Plan (ARP) Act of 2021	2,003	5,769,200	71,268	1.24%
Parks & Recreation Fund	484,836	500,000	2,298,785	459.76%
Tax Allocation District	279,561	300,135	159,878	53.27%
Hotel/Motel Tax Fund	4,765	6,000	4,746	79.11%
Urban Redevelopment Agency	3,785,668	3,454,000	2,523,759	73.07%
SPLOST III Fund	2,982	290,000	22,150	7.64%
SPLOST V Fund	4,272,346	11,835,000	5,717,002	48.31%
Town Center Fund	4,185,668	3,754,000	2,848,759	75.89%
Debt Service Fund	649,368	2,300,135	3,258,430	141.66%
Stormwater Utility Fund	471,014	470,000	91,305	19.43%
TOTAL REVENUES - ALL FUNDS	\$ 25,548,319	\$ 40,803,470	\$ 24,845,578	60.89%

EXPENDITURES/EXPENSES BY FUND				
General Fund	12,323,943	12,050,000	10,350,557	85.90%
Operating Grant Fund	75,353	75,000	121,234	161.65%
American Rescue Plan (ARP) Act of 2021	-	5,769,200	3,285,310	56.95%
Parks & Recreation Fund	291,689	500,000	2,344,212	468.84%
Tax Allocation District	-	300,135	39,619	13.20%
Hotel/Motel Tax Fund	3,945	6,000	7,435	123.92%
Urban Redevelopment Agency	3,785,668	3,454,000	2,523,759	73.07%
SPLOST III Fund	269,746	290,000	41,530	14.32%
SPLOST V Fund	4,058,237	11,835,000	4,914,459	41.52%
Town Center Fund	4,151,922	3,754,000	5,396,508	143.75%
Debt Service Fund	1,081,371	2,300,135	1,289,371	56.06%
Stormwater Utility Fund	793,309	470,000	113,254	24.10%
TOTAL EXPENDITURES/ EXPENSES - ALL FUNDS	\$ 26,835,183	\$ 40,803,470	\$ 30,427,248	74.57%



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

	10/31/2022 Actual (audited)	2022 Annual Amended Budget	% of Annual Budget	10/31/2023 Actual	2023 Budget	% of Annual Budget
REVENUES BY FUND						
General Fund	5,473,535	12,450,000	43.96%	7,747,465	12,050,000	64.29%
Operating Grant Fund	65,488	90,000	72.76%	102,030	75,000	136.04%
American Rescue Plan (ARP) Act of 2021	2,884,802	5,767,700	50.02%	71,268	5,769,200	1.24%
Parks & Recreation Fund	407,909	407,150	100.19%	2,298,785	500,000	459.76%
Tax Allocation District	-	275,000	0.00%	159,878	300,135	53.27%
Hotel/Motel Tax Fund	3,484	6,000	58.06%	4,746	6,000	79.11%
Urban Redevelopment Agency	2,465,846	9,375,000	26.30%	2,523,759	3,454,000	73.07%
SPLOST III Fund	2,982	286,000	1.04%	22,150	290,000	7.64%
SPLOST V Fund	2,744,915	7,950,000	34.53%	5,717,002	11,835,000	48.31%
Town Center Fund	2,465,846	9,428,400	26.15%	2,848,759	3,754,000	75.89%
Debt Service Fund	179,368	1,084,000	16.55%	3,258,430	2,300,135	141.66%
Stormwater Utility Fund	70,126	460,000	15.24%	91,305	470,000	19.43%
TOTAL REVENUES - ALL FUNDS	\$ 16,764,302	\$ 47,579,250	35.23%	\$ 24,845,578	\$ 40,803,470	60.89%
EXPENDITURES/EXPENSES BY FUND						
General Fund	8,727,108	10,375,000	84.12%	10,350,557	12,050,000	85.90%
Operating Grant Fund	62,268	90,000	69.19%	121,234	75,000	161.65%
American Rescue Plan (ARP) Act of 2021	-	5,767,700	0.00%	3,285,310	5,769,200	56.95%
Parks & Recreation Fund	273,894	407,150	67.27%	2,344,212	500,000	468.84%
Tax Allocation District	-	-	0.00%	39,619	300,135	13.20%
Hotel/Motel Tax Fund	3,945	6,000	65.75%	7,435	6,000	123.92%
Urban Redevelopment Agency	2,465,846	9,375,000	26.30%	2,523,759	3,454,000	73.07%
SPLOST III Fund	-	286,000	0.00%	41,530	290,000	14.32%
SPLOST V Fund	3,095,386	7,950,000	38.94%	4,914,459	11,835,000	41.52%
Town Center Fund	2,494,155	9,428,400	26.45%	5,396,508	3,754,000	143.75%
Debt Service Fund	930,149	2,000,000	46.51%	1,289,371	2,300,135	56.06%
Stormwater Utility Fund	275,809	460,000	59.96%	113,254	470,000	24.10%
TOTAL EXPENDITURES/ EXPENSES - ALL FUNDS	\$ 18,328,560	\$ 46,145,250	39.72%	\$ 30,427,248	\$ 40,803,470	74.57%

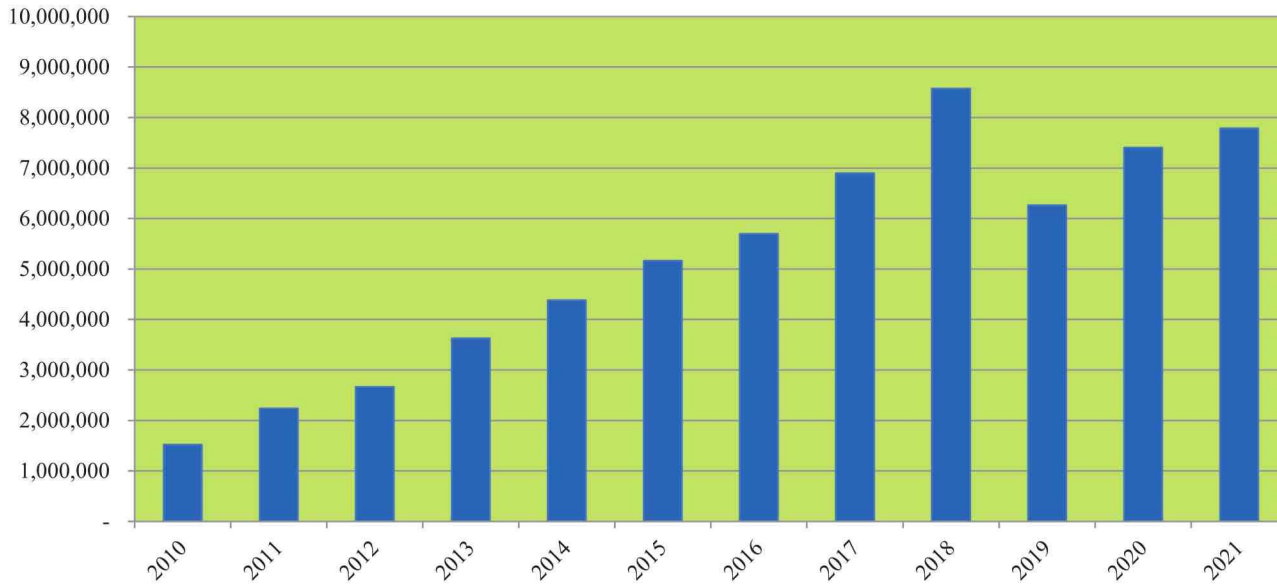


**Changes in Fund Balance/Net Position
As of October 31, 2023**

Fund				Unaudited	
	Balance as of 1/1/2023 (audited)	Revenues	Expenditures/ Expenses	Balance as of 10/31/2023	Net Increase/ (Decrease)
General Fund	7,789,731	7,747,465	10,350,557	5,186,639	(2,603,092)
Operating Grant Fund	37,137	102,030	121,234	17,933	(19,204)
American Rescue Plan (ARP) Act of 2021	2,471	71,268	3,285,310	(3,211,571)	(3,214,042)
Parks & Recreation Fund	979,642	2,298,785	2,344,212	934,215	(45,427)
Tax Allocation District	279,561	159,878	39,619	399,821	120,260
Hotel/ Motel Tax Fund	9,350	4,746	7,435	6,662	(2,689)
Urban Redevelopment Agency	-	2,523,759	2,523,759	-	-
SPLOST III Fund	19,381	22,150	41,530	-	(19,381)
SPLOST V Fund	(318,356)	5,717,002	4,914,459	484,188	802,543
Town Center Fund	(359,093)	2,848,759	5,396,508	(2,906,841)	(2,547,749)
Debt Service Fund	3,314	3,258,430	1,289,371	1,972,373	1,969,059
Stormwater Utility Fund	6,688,553	91,305	113,254	6,666,604	(21,949)
	<u>\$ 15,131,691</u>	<u>\$ 24,845,578</u>	<u>\$ 30,427,248</u>	<u>\$ 9,550,022</u>	<u>\$ (5,581,670)</u>

General Fund - History of Fund Balance

GENERAL FUND FUND BALANCE



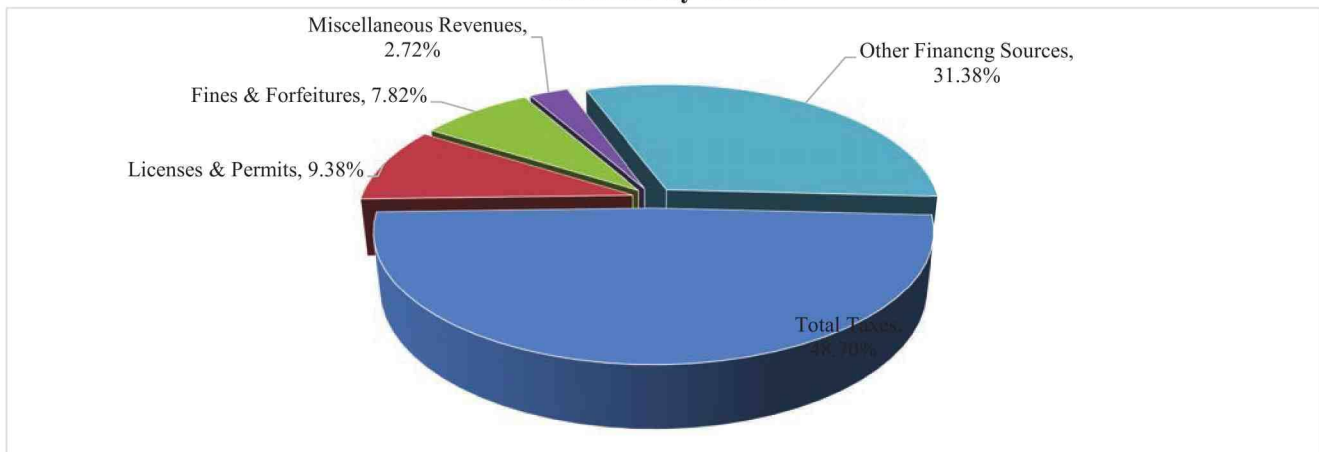


Budget Comparison Report - General Fund

84% of year lapsed

REVENUES	October 2023 Transactions	2023 Budget	YTD Transactions	% of Annual Budget
Property Taxes	343,149	6,105,000	521,691	8.55%
Motor Vehicle Taxes	1,730	40,000	19,584	48.96%
Motor Vehicle Title Ad Valorem Tax	77,214	700,000	717,813	102.54%
Mobile Home Tax	-	150	91	60.46%
Recording Intangible Taxes	3,317	100,000	48,865	48.86%
Penalties & Interest	329	10,000	8,781	87.81%
Fifa Fees	75	2,000	2,070	103.50%
Franchise Tax	-	525,000	568,449	108.28%
Railroad Equipment Car Tax	-	1,000	644	64.42%
Real Estate Transfer Tax	472	20,000	7,747	38.74%
Business & Occupation Tax	21,579	80,000	95,946	119.93%
Financial Institutions Tax	-	2,500	2,449	97.96%
Insurance Premium Tax	1,439,368	1,500,000	1,439,368	95.96%
Total Taxes	1,981,452	9,658,150	3,773,029	39.07%
Licenses & Permits	60,528	1,501,310	727,027	48.43%
Fines & Forfeitures	67,114	548,450	605,591	110.42%
Miscellaneous Revenues	1,537	64,978	70,153	107.96%
Interest Income	9,697	15,000	140,297	935.31%
Transfer from Other Funds	-	-	1,920,000	100%
Proceeds from the Sale of Assets	-	25,000	69,835	279.34%
Inception of Capital Leases	-	232,112	441,534	190.22%
Donation from Private Sources	-	5,000	-	0.00%
TOTAL GENERAL FUND REVENUES	\$ 2,120,329	\$ 12,050,000	\$ 7,747,465	64.29%

Revenues by Source

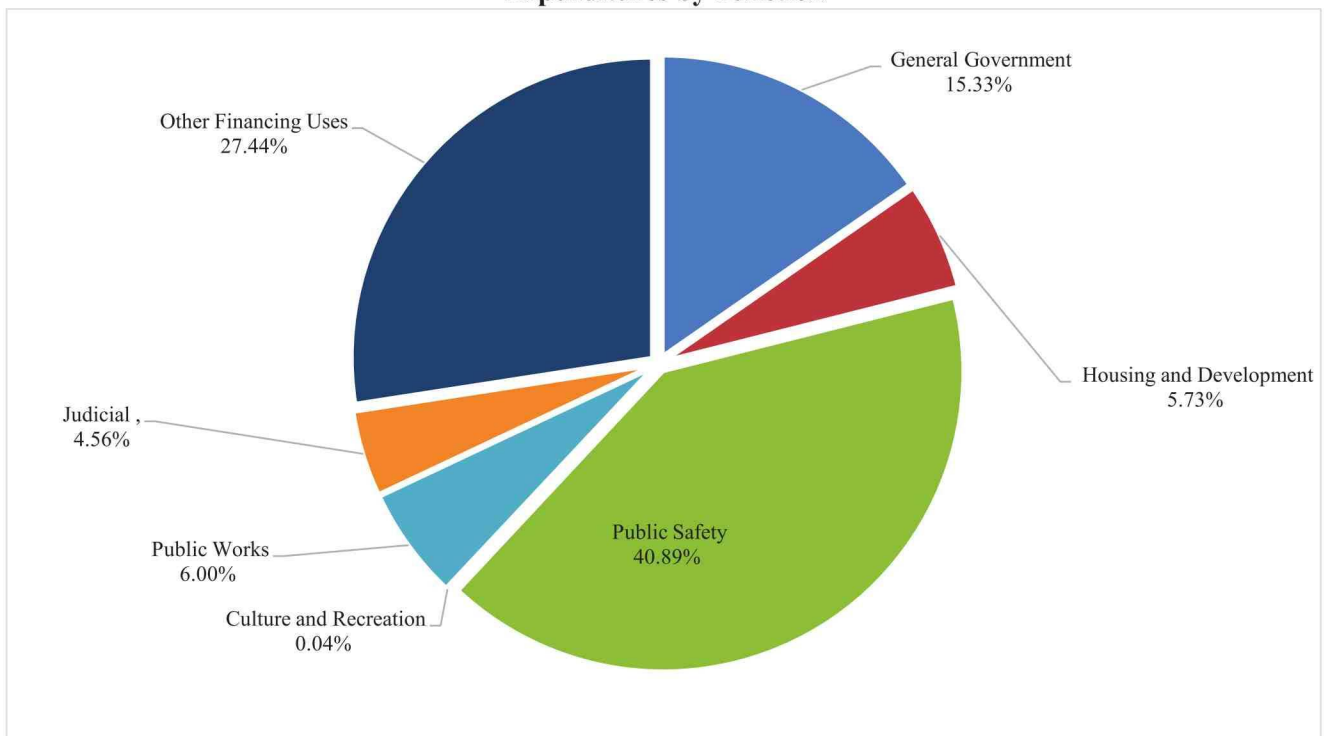




Budget Comparison Report - General Fund
84% of year lapsed

EXPENDITURES	October 2023 Transactions	2023 Budget	YTD Transactions	% of Annual Budget
General Government	119,020	2,062,948	1,587,128	76.93%
Housing and Development	44,343	793,905	592,974	74.69%
Public Safety	352,799	4,799,724	4,232,764	88.19%
Culture and Recreation	175	39,000	4,589	11.77%
Public Works	54,500	3,760,280	620,852	16.51%
Judicial	37,404	434,771	471,973	108.56%
Other Financing Uses	-	-	2,840,277	100%
TOTAL GENERAL FUND EXPENDITURES	\$ 608,241	\$ 11,890,628	\$ 10,350,557	87.05%

Expenditures by Function





Budget Comparison Report - All Funds
84% of year lapsed

Unaudited

	2022 Year End Actuals	2023 Budget	Year to Date	% 2023 Annual Budget
<u>GENERAL FUND</u>				
Revenues:	11,334,756	12,050,000	7,747,465	64.29%
Expenditures:	12,323,943	12,050,000	10,350,557	85.90%
Excess Revenues over (under) Expenditures	(989,187)	-	(2,603,092)	
<u>AMERICAN RESCUE PLAN (ARP) ACT OF 2021</u>				
Revenues:	2,003	5,769,200	71,268	1.24%
Expenditures:	-	5,769,200	3,285,310	56.95%
Excess Revenues over (under) Expenditures	2,003	-	(3,214,042)	
<u>OPERATING GRANT FUND</u>				
Revenues:	75,353	75,000	102,030	136.04%
Expenditures:	75,353	75,000	121,234	161.65%
Excess Revenues over (under) Expenditures	-	-	(19,204)	
<u>PARKS & RECREATION FUND</u>				
Revenues:	484,836	500,000	2,298,785	459.76%
Expenditures:	291,689	500,000	2,344,212	468.84%
Excess Revenues over (under) Expenditures	193,147	-	(45,427)	
<u>TAX ALLOCATION DISTRICT</u>				
Revenues:	279,561	300,135	159,878	53.27%
Expenditures:	-	300,135	39,619	13.20%
Excess Revenues over (under) Expenditures	279,561	-	120,260	
<u>HOTEL/MOTEL TAX FUND</u>				
Revenues:	4,765	6,000	4,746	79.11%
Expenditures:	3,945	6,000	7,435	123.92%
Excess Revenues over (under) Expenditures	820	-	(2,689)	



Budget Comparison Report - All Funds
84% of year lapsed

Unaudited

	2022 Year End Actuals	2023 Budget	Year to Date	% 2023 Annual Budget
<u>URBAN REDEVELOPMENT AGENCY</u>				
Revenues:	3,785,668	3,454,000	2,523,759	73.07%
Expenditures:	3,785,668	3,454,000	2,523,759	73.07%
Excess Revenues over (under) Expenditures	-	-	-	
<u>SPLOST III FUND</u>				
Revenues:	2,982	290,000	22,150	7.64%
Expenditures:	269,746	290,000	41,530	14.32%
Excess Revenues over (under) Expenditures	(266,764)	-	(19,381)	
<u>SPLOST V FUND</u>				
Revenues:	4,272,346	11,835,000	5,717,002	48.31%
Expenditures:	4,058,237	11,835,000	4,914,459	41.52%
Excess Revenues over (under) Expenditures	214,109	-	802,543	
<u>TOWN CENTER FUND</u>				
Revenues:	4,185,668	3,754,000	2,848,759	75.89%
Expenditures:	4,151,922	3,754,000	5,396,508	143.75%
Excess Revenues over (under) Expenditures	33,745	-	(2,547,749)	
<u>DEBT SERVICE FUND</u>				
Revenues:	649,368	2,300,135	3,258,430	141.66%
Expenditures:	1,081,371	2,300,135	1,289,371	56.06%
Excess Revenues over (under) Expenditures	(432,003)	-	1,969,059	
<u>STORMWATER UTILITY FUND</u>				
Revenues:	471,014	470,000	91,305	19.43%
Expenses:	793,309	470,000	113,254	24.10%
Excess Revenues over (under) Expenses	(322,295)	-	(21,949)	



Investments
As of October 31, 2023

South State Bank

Downtown Development Authority - CD .75%	100,000
--	---------

Subtotal Ameris Bank	\$ 100,000
-----------------------------	-------------------

Goldman Sachs Autocallable GS Momentum Builder	208,623
Certificate of Deposit - CD 4.00% Maturity Date - 4/21/2024	309,849
Certificate of Deposit - CD 4.00% Maturity Date - 4/21/2024	257,248
Certificate of Deposit - CD 4.00% Maturity Date - 4/21/2024	516,817
Certificate of Deposit - CD 4.00% Maturity Date - 4/21/2024	519,733
Certificate of Deposit - CD 4.00% Maturity Date - 4/21/2024	254,154
Certificate of Deposit - CD 4.00% Maturity Date - 4/21/2024	256,146
Certificate of Deposit - CD 4.00% Maturity Date - 4/21/2024	76,964
Certificate of Deposit - CD 4.50% Maturity Date - 9/21/2024	1,000,000

Subtotal South State Investment Services	\$ 3,399,533
---	---------------------

Total Investments	\$ 3,499,533
--------------------------	---------------------



Cash
As of October 31, 2023

Ameris Bank

Downtown Development Authority - Checking	6,487
---	-------

Subtotal Ameris Bank	\$ 6,487
-----------------------------	-----------------

South State Bank

General Fund	489,155
Main Street Board	79,385
American Rescue Plan (ARP) Act of 2021	2,555,034
Parks & Recreation Fund	903,460
Tax Allocation District (TAD)	282,345
Hotel Motel Tax Fund	6,125
Money Market Account	4,301,338
Municipal Court Fund	55,643
Operating Grant Fund	8,811
Police Forfeiture Account	1,806
Police Seized Asset Account	26
SPLOST V	262,501
Town Center Fund	82,320
Debt Service Fund	1,972,372
Stormwater Utility Fund	35,426
Tree Replacement Fund	30,261

Subtotal South State Bank	\$ 11,066,008
----------------------------------	----------------------

South State Investment Services

Budget Stabilization Cash Account	91
-----------------------------------	----

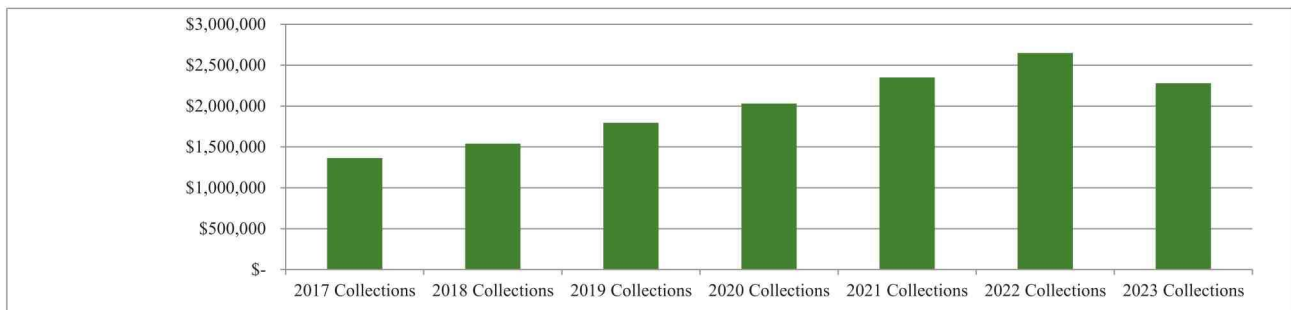
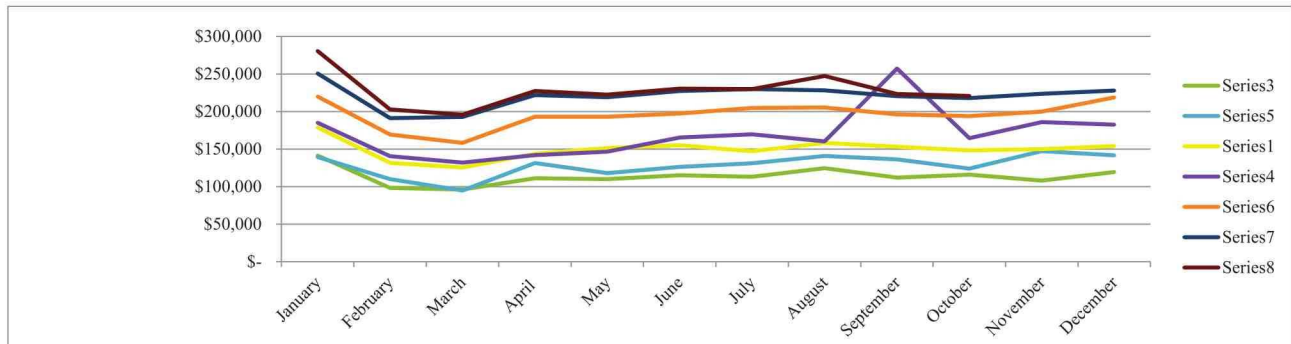
Subtotal South State Investment Services	\$ 91
---	--------------

Total Cash	\$ 11,072,585
-------------------	----------------------



Special Purpose Local Option Sales Tax Collections
As of October 31, 2023

	2017 Collections	2018 Collections	2019 Collections	2020 Collections	2021 Collections	2022 Collections	2023 Collections	% Change from Prior Year
January	\$ 141,344	\$ 139,474	\$ 178,754	\$ 184,956	\$ 219,927	\$ 250,695	\$ 280,583	11.92%
February	98,189	109,987	131,700	140,587	169,237	191,168	202,766	6.07%
March	96,130	94,765	125,375	131,947	158,258	192,686	195,742	1.59%
April	111,048	131,392	143,535	141,914	193,138	221,796	227,217	2.44%
May	110,063	117,981	151,269	146,483	193,137	219,102	222,579	1.59%
June	114,965	126,193	154,922	165,255	197,249	227,296	230,478	1.40%
July	113,172	131,005	146,946	169,488	204,832	229,938	229,808	-0.06%
August	124,429	140,651	158,066	160,110	205,351	228,172	247,254	8.36%
September	111,901	136,184	153,139	257,264	196,323	220,495	223,389	1.31%
October	115,857	124,067	148,285	164,463	193,776	217,820	220,673	1.31%
November	108,048	147,256	149,921	185,812	199,817	223,696		
December	119,270	141,583	153,903	182,579	218,887	228,006		
	\$ 1,364,416	\$ 1,540,538	\$ 1,795,816	\$ 2,030,858	\$ 2,349,931	\$ 2,650,872	\$ 2,280,490	





**Downtown Development Authority
As of October 31, 2023**

Revenues	October 2023 Transactions	2023 Budget	YTD Transactions	% of Annual Budget
Interest Revenue	-	\$0	25	100%
Miscellaneous Revenue	-	5,000	-	0.00%
Proceeds from Sale of Property	-	2,300,000	2,700,000	117.39%
TOTAL REVENUES	\$ -	\$2,305,000	\$ 2,700,025	117.14%

Expenditures				
Dues & Fees	-	500	305	61.00%
Training	-	250	100	40.00%
Water & Sewer	-	250	-	0.00%
Other Expenditures	-	2,500	-	0.00%
Sponsorships	-	1,500	-	0.00%
Transfers to Primary Government	-	2,300,000	2,700,000	117.39%
TOTAL EXPENDITURES	\$ -	\$ 2,305,000	\$ 2,700,405	117.15%



GENERAL FUND REVENUE DETAIL
As of October 31, 2023

	October 2023 Transactions	2023 Budget	YTD Transactions	% of Annual Budget
Real Property Tax	343,149	6,105,000	521,691	8.55%
Real Property Tax - Public Utility	7,930	58,000	7,930	13.67%
Personal Property Tax	20,698	180,000	41,353	22.97%
Motor Vehicle Tax	1,730	40,000	19,584	48.96%
Motor Vehicle Title Ad Valorem Tax	77,214	700,000	717,813	102.54%
Apportioned Vehicles (AAVT)	-	4,000	4,129	103.23%
Mobile Home Tax	-	150	91	60.46%
Intangible Tax	3,317	100,000	48,865	48.86%
Railroad Equipment Car Tax	644	1,000	644	64.42%
Real Estate Transfer Tax	472	20,000	7,747	38.74%
Franchise Tax - Electric	-	525,000	568,449	108.28%
Franchise Tax - Gas	27,519	100,000	110,077	110.08%
Franchise Tax - Cable	36,042	225,000	170,425	75.74%
Franchise Tax - Telephone	1,387	5,500	5,618	102.15%
Business & Occupational Tax	21,579	80,000	95,946	119.93%
Insurance Premium Tax	1,439,368	1,500,000	1,439,368	95.96%
Financial Institutions Tax	-	2,500	2,449	97.96%
Penalties & Interest	329	10,000	8,781	87.81%
FiFa Fees	75	2,000	2,070	103.50%
Total Taxes	1,981,452	9,658,150	3,773,029	39.07%
Alcoholic Beverage Licenses	14,000	75,000	16,600	22.13%
Alcohol Pouring Permit	375	5,000	4,910	98.20%
Zoning and Land Use Permits	1,970	12,500	10,997	87.98%
Planning and Development Fees	-	25,000	-	0.00%
Sign Permit Fees	50	2,500	1,200	48.00%
Special Event Permits	-	250	150	60.00%
Vacant Lot Registration	-	30	25	83.33%
Personal Transportation Veh Permit	10	30	180	600.00%
Other Licenses and Permits	325	5,000	1,995	39.90%
Building Permit Revenue	32,150	1,000,000	515,937	51.59%
Certificate of Occupancy Fees	6,500	150,000	78,000	52.00%
Building Permit - Reinspection Fees	-	25,000	1,400	5.60%
Building Permit-Sub Fee	3,754	75,000	39,937	53.25%
Occupational Tax Late Fees	23	1,000	921	92.13%
Plan Review Fees	1,372	125,000	54,774	43.82%
Total Licenses and Permits	60,528	1,501,310	727,027	48.43%
Municipal Court Fines	66,714	500,000	557,700	111.54%
Cash confiscations-Forfeitures	-	250	126	50.56%
Proceeds From Sale of Confiscations	-	750	665	88.67%
Court Costs	400	12,000	700	5.83%
Drug Testing Fees	-	150	-	0.00%
Expungements	-	50	-	0.00%
Tree Recompense Revenue	-	5,000	26,400	528.00%
Other Fines & Forfeitures-Code	-	30,000	20,000	66.67%
Other Forfeitures	-	250	-	0.00%
Total Fines and Forfeitures	67,114	548,450	605,591	110.42%



GENERAL FUND REVENUE DETAIL
As of October 31, 2023

	October 2023 Transactions	2023 Budget	YTD Transactions	% of Annual Budget
Grant Revenue	-	5,000	14,907	298.13%
Probation Fees	1,207	20,000	12,851	64.26%
Printing and Duplicating Service Fees	-	200	148	73.81%
Advertising Fees	-	500	-	0.00%
Accident/Incident Reports	180	2,000	1,960	98.00%
Wrecker Service Contract	-	18,500	18,500	100.00%
Background Checks	150	750	920	122.67%
Bad Check Fees	-	100	-	0.00%
Miscellaneous Revenue	-	10,428	3,246	31.13%
Rents and Royalties	-	5,000	780	15.60%
Reimbursement for Damaged Property	-	2,500	16,841	673.65%
Total Miscellaneous Income	1,537	64,978	70,153	107.96%
Interest Revenue	13,250	10,000	140,297	1402.97%
Unrealized Gain or Loss on Investments	(3,553)	5,000	-	0.00%
Total Investment Income	9,697	15,000	140,297	935.31%
Inception of Capitla Leases	-	232,112	441,534	190.22%
Transfers from other funds	-	-	1,920,000	100%
Proceeds from Sale of Assets	-	25,000	69,835	279.34%
Donations from Private Sources	-	5,000	-	0.00%
Total Other Financing Sources	-	262,112	2,431,369	927.61%
TOTAL GENERAL FUND REVENUES	\$ 2,120,329	\$ 12,050,000	\$ 7,747,465	64.29%



**General Fund Expenditures
As of October 31, 2023**

	October 2023 Transactions	2023 Budget	YTD Transactions	% of Annual Budget
<i>Governing Body</i>				
Salaries & Wages-Council	3,500	42,000	35,000	83.33%
Employee Benefits-Medical	7,575	90,863	75,802	83.42%
Employee Benefits-Dental	325	3,854	3,249	84.30%
Employee Benefits-ADD Life	69	882	761	86.32%
FICA	131	2,604	1,311	50.35%
Medicare	31	609	307	50.36%
Employee Benefits-Retirement	291	3,488	2,907	83.33%
Unemployment	14	144	166	115.00%
Workers Comp Insurance	-	107	109	102.09%
<i>Total Salaries and Benefits</i>	<u>11,936</u>	<u>144,551</u>	<u>119,612</u>	<u>82.75%</u>
Communications	45	600	603	100.50%
Travel	-	2,000	595	29.76%
Dues and Fees	(544)	750	760	101.29%
Education and Training	-	3,500	630	18.00%
Other Expenditures	-	500	186	37.25%
General Supplies and Materials	-	250	-	0.00%
Small Equipment	-	250	-	0.00%
Other Supplies - Uniforms	-	350	-	0.00%
<i>Total Operations</i>	<u>(499)</u>	<u>8,200</u>	<u>2,774</u>	<u>33.83%</u>
<i>City Manager</i>				
Salaries & Wages	13,073	169,950	137,267	80.77%
Employee Benefits-Medical	839	10,162	8,492	83.56%
Employee Benefits-Dental	92	1,086	917	84.41%
Employee Benefits-ADD Life	12	147	135	91.67%
Employee Benefits-Disability	84	1,008	924	91.67%
FICA	808	9,114	8,489	93.14%
Medicare	189	2,464	1,985	80.57%
Employee Benefits-Retirement	1,176	14,115	11,763	83.33%
Unemployment	-	38	46	120.00%
Workers' Comp. Insurance	-	727	742	102.09%
<i>Total Salaries and Benefits</i>	<u>16,274</u>	<u>208,811</u>	<u>170,759</u>	<u>81.78%</u>
Communications	40	600	553	92.17%
Travel	-	50	-	0.00%
Dues and Fees	-	2,000	2,188	109.41%
Education and Training	-	1,500	797	53.13%
Other Expenditures	-	1,000	834	83.43%
General Supplies and Materials	-	250	50	19.92%
Small Equipment	-	-	440	100%
<i>Total Operations</i>	<u>40</u>	<u>5,400</u>	<u>4,862</u>	<u>90.04%</u>
<i>City Clerk</i>				
Salaries & Wages	12,756	165,576	128,207	77.43%
Employee Benefits-Medical	2,826	51,786	24,212	46.75%
Employee Benefits-Dental	76	1,658	624	37.66%
Employee Benefits-ADD Life	31	368	276	74.91%
Employee Benefits-Disability	116	1,078	1,060	98.33%
FICA	749	10,266	7,535	73.39%
Medicare	175	2,401	1,762	73.39%
Employee Benefits-Retirement	1,146	13,752	11,460	83.33%
Unemployment	-	95	131	138.06%
Workers' Comp. Insurance	-	422	431	102.09%
<i>Total Salaries and Benefits</i>	<u>17,875</u>	<u>247,402</u>	<u>175,698</u>	<u>71.02%</u>



**General Fund Expenditures
As of October 31, 2023**

	October 2023 Transactions	2023 Budget	YTD Transactions	% of Annual Budget
Professional Services	-	5,000	413	8.26%
Communications	63	300	657	219.10%
Advertising	-	250	-	0.00%
Travel	230	2,500	269	10.77%
Dues and Fees	2,173	6,500	6,678	102.75%
Education and Training	-	1,500	600	40.00%
Other Expenditures	-	500	289	57.78%
General Supplies and Materials	15	250	441	176.48%
General Supplies - Postage	9	200	112	56.13%
Small Equipment	-	3,500	2,626	75.02%
Software	-	21,000	3,432	16.34%
Other Supplies - Uniforms	-	150	-	0.00%
Total Operations	2,491	41,650	15,518	37.26%
Elections				
Advertising	-	1,500	-	0.00%
Intergovernmental - Elections	-	-	-	100%
Total Operations	-	1,500	-	100.00%
Contingency				
Contingency	-	120,500	-	0.00%
Total Operations	-	120,500	-	0.00%
Financial Administration				
Salaries & Wages	17,884	220,027	182,118	82.77%
Salaries & Wages OVERTIME	-	-	12	100%
Employee Benefits-Medical	5,380	81,993	50,818	61.98%
Employee Benefits-Dental	44	2,173	437	20.13%
Employee Benefits-ADD Life	37	441	380	86.11%
Employee Benefits-Disability	162	1,417	1,678	118.39%
FICA	1,028	13,642	10,508	77.03%
Medicare	240	3,190	2,457	77.04%
Employee Benefits-Retirement	1,523	18,275	15,229	83.33%
Unemployment	-	114	137	120.00%
Workers' Comp. Insurance	-	561	573	102.09%
Total Salaries and Benefits	26,297	341,833	264,347	77.33%
Professional Services - Audit	-	27,750	17,150	61.80%
Advertising/Promotions	165	1,500	2,721	181.39%
Printing and Binding	-	2,000	983	49.17%
Travel	-	150	385	256.86%
Dues and Fees	44	12,500	8,361	66.89%
Education and Training	-	1,500	919	61.27%
Other Expenditures	33	150	237	157.75%
General Supplies and Materials	-	1,000	1,200	120.00%
General Supplies-Postage	105	6,000	6,062	101.04%
Small Equipment	-	250	1,527	610.72%
Software	-	5,200	4,950	95.19%
Total Operations	347	58,000	44,496	76.72%
Licensing				
Salaries & Wages	1,870	24,307	19,707	81.08%
Employee Benefits-Medical	751	4,674	7,546	161.44%
Employee Benefits-Dental	27	204	252	123.54%
Employee Benefits-ADD Life	6	74	67	91.00%
Employee Benefits-Disability	15	171	171	100.23%
FICA	103	1,507	1,084	71.93%
Medicare	24	352	254	72.02%
Employee Benefits-Retirement	168	2,019	1,683	83.33%
Unemployment	-	19	23	120.00%
Workers' Comp. Insurance	-	31	32	102.06%
Total Salaries and Benefits	2,964	33,358	30,818	92.39%



General Fund Expenditures
As of October 31, 2023

	October 2023 Transactions	2023 Budget	YTD Transactions	% of Annual Budget
General Supplies and Materials	-	100	-	0.00%
General Supplies - Postage	-	1,500	1,114	74.26%
Other Supplies-Uniforms	-	75	-	0.00%
Total Operations	-	1,675	1,114	66.50%
Legal				
Professional Services - Legal	-	15,000	28,347	188.98%
Total Operations	-	15,000	28,347	188.98%
Information Technology				
Salaries & Wages	6,128	79,660	65,139	81.77%
Employee Benefits-Medical	795	18,119	7,951	43.88%
Employee Benefits-Dental	92	1,086	917	84.41%
Employee Benefits-ADD Life	8	147	88	59.56%
Employee Benefits-Disability	56	480	602	125.34%
FICA	357	4,939	3,793	76.80%
Medicare	83	1,155	887	76.80%
Employee Benefits-Retirement	551	6,616	5,513	83.33%
Unemployment	-	38	46	120.00%
Workers' Comp. Insurance	-	203	207	102.09%
Total Salaries and Benefits	8,069	112,443	85,142	75.72%
Professional Services	-	25,000	-	0.00%
Communications	172	600	1,088	181.34%
Dues and Fees	-	500	479	95.78%
Other Expenditures	-	250	130	52.07%
General Supplies and Materials	-	500	2	0.40%
Small Equipment	-	3,500	7,300	208.57%
Software	6,633	135,000	177,529	131.50%
Total Operations	6,805	165,350	186,528	112.81%
Human Resources				
Salaries & Wages	4,437	57,686	44,915	77.86%
Employee Benefits-Medical	421	5,081	4,213	82.92%
Employee Benefits-Dental	14	164	137	83.29%
Employee Benefits-ADD Life	6	74	67	90.99%
Employee Benefits-Disability	40	389	442	113.54%
FICA	269	3,577	2,727	76.22%
Medicare	63	836	638	76.27%
Employee Benefits-Retirement	399	4,791	3,993	83.33%
Unemployment	-	19	12	65.68%
Workers' Comp. Insurance	-	147	150	102.09%
Total Salaries and Benefits	5,650	72,764	57,293	78.74%



General Fund Expenditures
As of October 31, 2023

	October 2023 Transactions	2023 Budget	YTD Transactions	% of Annual Budget
Professional Services	-	30,000	-	0.00%
Advertising/Promotions	-	100	-	0.00%
Communications	23	300	227	75.51%
Travel	-	1,000	597	59.70%
Dues and Fees	-	1,500	861	57.42%
Education and Training	-	1,000	285	28.50%
Other Expenditures	324	500	414	82.88%
General Supplies and Materials	-	250	297	118.91%
General Supplies-Postage	-	200	-	0.00%
Small Equipment	-	3,500	247	7.07%
Software	-	6,000	1,167	19.44%
Other Supplies - Uniforms	-	150	-	0.00%
Total Operations	346	44,500	4,096	9.20%
Risk Management				
Professional Services	-	15,000	15,000	100.00%
Liability Insurance	1,700	256,800	185,318	72.16%
Total Operations	1,700	271,800	200,318	73.70%
General Government Building				
Salaries & Wages	4,545	67,365	49,287	73.16%
Employee Benefits-Medical	790	10,162	7,905	77.79%
Employee Benefits-Dental	27	326	273	83.77%
Employee Benefits-ADD Life	12	147	135	91.67%
Employee Benefits-Disability	32	334	354	106.13%
FICA	273	4,177	2,965	70.98%
Medicare	64	977	693	70.98%
Employee Benefits-Retirement	327	3,926	3,272	83.33%
Unemployment	5	76	103	135.55%
Workers' Comp. Insurance	-	4,921	5,024	102.09%
Total Salaries and Benefits	6,076	92,411	70,010	75.76%
General Government Building - Capital Outlay				
Issuance Cost	-	-	45,000	100%
Professional Services	-	250	600	240.00%
Disposal - Garbage	30	500	275	54.98%
Lawn Care	-	350	241	68.76%
Pest Control	-	1,600	1,332	83.25%
Repairs and Maintenance	881	16,000	5,212	32.57%
Repairs and Maintenance - Vehicles	18	2,500	13,551	542.05%
Rental of Equipment	728	6,500	6,019	92.61%
Communications	1,210	12,000	15,550	129.59%
Printing and Binding	-	-	4	100%
Dues and Fees	308	750	1,165	155.27%
Other Expenditures	-	2,000	521	26.06%
General Supplies and Materials	954	8,000	6,925	86.56%
General Supplies - postage	-	-	9	100%
Water and Sewer	275	2,000	6,219	310.97%
Natural Gas	203	2,000	1,991	99.55%
Electricity	1,079	15,000	10,056	67.04%
Gasoline and Diesel	426	3,500	3,011	86.02%
Small Equipment	-	2,000	1,179	58.96%
Software	-	750	-	0.00%
Other Supplies-Uniforms	-	100	-	0.00%
Capital Outlay - Sites	-	-	-	100%
Capital Outlay - Buildings	-	-	-	100%
Total Operations & Capital	6,113	75,800	118,860	156.81%
Communication & Eternal Affairs				
Salaries & Wages	6,087	-	6,087	100%
FICA	364	-	364	100%
Medicare	85	-	85	100%
Total Salaries and Benefits	6,536	-	6,536	#DIV/0!
TOTAL GENERAL GOVERNMENT	\$ 119,020	\$ 2,062,948	\$ 1,587,128	76.93%



General Fund Expenditures
As of October 31, 2023

	October 2023 Transactions	2023 Budget	YTD Transactions	% of Annual Budget
<i>Municipal Court</i>				
Salaries & Wages	11,930	177,070	132,652	74.92%
Salaries & Wages - Overtime	-	1,000	-	0.00%
Employee Benefits-Medical	3,955	55,613	41,646	74.88%
Employee Benefits-Dental	124	2,131	1,414	66.37%
Employee Benefits-ADD Life	37	441	404	91.67%
Employee Benefits-Disability	116	1,170	1,263	107.93%
FICA	699	11,040	7,756	70.26%
Medicare	164	2,582	1,814	70.26%
Employee Benefits-Retirement	1,149	13,793	11,494	83.33%
Unemployment	-	152	137	90.00%
Workers' Compensation	-	454	463	102.09%
<i>Total Salaries and Benefits</i>	18,174	265,446	199,044	74.98%
Professional Services - Public Defender	260	10,000	4,252	42.52%
Professional Services - Solicitor/Judge	8,000	120,000	76,541	63.78%
Rental of Equipment	138	1,750	1,193	68.18%
Communications	38	500	380	76.02%
Advertising	-	50	-	0.00%
Printing & Binding	-	100	-	0.00%
Travel	-	1,000	537	53.70%
Dues and Fees	-	750	1,032	137.57%
Education and Training	-	675	1,150	170.37%
Other Expenditures	24	150	162	108.33%
General Supplies and Materials	-	1,500	579	38.60%
General Supplies and Materials Postage	78	750	481	64.10%
Food Supplies	-	4,100	1,596	38.92%
Small Equipment	-	500	110	22.00%
Software	710	20,000	9,579	47.90%
Intergovernmental - Inmate Housing	55	7,500	23,375	311.67%
Payment to Other Agencies	9,927	-	151,962	100%
<i>Total Operations</i>	19,230	169,325	272,929	161.19%
TOTAL JUDICIAL	\$ 37,404	\$ 434,771	\$ 471,973	108.56%
<i>Police Administration</i>				
Salaries & Wages	41,128	566,854	429,534	75.77%
Salaries & Wages-Overtime	313	4,000	1,057	26.44%
Employee Benefits-Medical	8,208	95,310	73,806	77.44%
Employee Benefits-Dental	373	3,892	3,392	87.16%
Employee Benefits-ADD Life	72	956	752	78.62%
Employee Benefits-Disability	347	3,478	3,710	106.66%
FICA	2,497	35,641	26,041	73.06%
Medicare	584	8,335	6,090	73.07%
Employee Benefits-Retirement	3,769	45,231	37,693	83.33%
Unemployment	6	304	377	124.03%
Workers' Compensation	-	17,862	18,235	102.09%
<i>Total Salaries and Benefits</i>	57,298	781,863	600,685	76.83%
Professional Services	350	1,000	700	70.00%
Repairs & Maintenance	-	-	5,383	100%
Repair & Maintenance-Vehicle	382	5,500	6,829	124.17%
Rental of Equipment	536	5,000	4,841	96.82%
Communications	215	2,500	2,344	93.77%
Advertising	-	5,000	2,758	55.17%
Printing and Binding	-	600	-	0.00%
Travel	-	6,000	2,919	48.65%
Dues and Fees	-	5,000	4,163	83.27%
Education and Training	-	6,000	3,117	51.95%
Other Expenditures	-	2,000	898	44.91%
General Supplies and Materials	0	2,000	1,089	54.44%
General Supplies - Postage	99	1,000	522	52.22%
Gasoline/Diesel	1,101	18,000	9,679	53.77%
Small Equipment	-	4,000	1,979	49.49%
Software	11	1,000	129	12.91%
Other Supplies - Uniforms	28	4,500	2,058	45.73%
Capitaloutlay - Vehicles	-	-	151,901	100%
<i>Total Operations and Capital</i>	2,722	69,100	201,311	291.33%



**General Fund Expenditures
As of October 31, 2023**

	October 2023 Transactions	2023 Budget	YTD Transactions	% of Annual Budget
<i>Criminal Investigation Division</i>				
Salaries & Wages	25,131	290,027	282,043	97.25%
Salaries & Wages-Overtime	519	6,000	3,241	54.01%
Employee Benefits-Medical	7,703	82,116	74,964	91.29%
Employee Benefits-Dental	394	4,345	3,749	86.28%
Employee Benefits-ADD Life	61	588	649	110.42%
Employee Benefits-Disability	235	1,823	2,490	136.60%
FICA	1,527	18,354	16,877	91.95%
Medicare	357	4,292	3,947	91.96%
Employee Benefits-Retirement	2,049	24,587	20,489	83.33%
Unemployment	-	152	182	120.00%
Workers' Compensation	-	11,057	11,288	102.09%
<i>Total Salaries and Benefits</i>	<u>37,977</u>	<u>443,341</u>	<u>419,918</u>	<u>94.72%</u>
Professional Services	-	750	-	0.00%
Repair & Maintenance	-	-	2,991	100%
Repair & Maintenance-Vehicle	98	3,000	5,455	181.84%
Communications	217	1,500	2,293	152.86%
Printing and Binding	-	250	216	86.40%
Travel	-	2,000	719	35.97%
Dues and Fees	3	750	433	57.79%
Education and Training	-	2,500	1,095	43.80%
Other Expenditures	-	500	667	133.39%
General Supplies and Materials	-	1,000	269	26.89%
General Supplies and Materials-Postage	-	50	-	0.00%
Gasoline and Diesel	999	10,000	8,568	85.68%
Small Equipment	-	3,000	2,990	99.67%
Software	-	5,500	4,420	80.36%
Other Supplies - Uniforms	-	1,000	1,900	190.00%
<i>Total Operations and Capital</i>	<u>1,317</u>	<u>31,800</u>	<u>32,016</u>	<u>100.68%</u>
<i>Vice</i>				
Salaries & Wages	5,146	64,598	55,910	86.55%
Salaries & Wages-Overtime	236	2,000	4,821	241.04%
Employee Benefits-Medical	795	10,162	7,947	78.20%
Employee Benefits-Dental	27	328	273	83.26%
Employee Benefits-ADD Life	12	147	135	91.67%
Employee Benefits-Disability	44	397	475	119.64%
FICA	318	4,129	3,610	87.43%
Medicare	74	966	844	87.40%
Employee Benefits-Retirement	461	5,531	4,609	83.33%
Unemployment	-	38	46	120.00%
Workers' Compensation	-	2,487	2,539	102.09%
Capital Outlay - Vehicles	-	-	42,574	100%
<i>Total Salaries and Benefits</i>	<u>7,113</u>	<u>90,783</u>	<u>123,783</u>	<u>136.35%</u>



**General Fund Expenditures
As of October 31, 2023**

	October 2023 Transactions	2023 Budget	YTD Transactions	% of Annual Budget
Repairs & Maintenance Vehicles	74	2,500	283	11.31%
Repairs & Maintenance	-	-	598	100%
Dues and Fees	-	100	(2,711)	-2711.22%
Gasoline	377	5,000	2,729	54.58%
Other Supplies - Uniforms	-	-	39	100%
Small Equipment	-	-	2,026	100%
Total Operations and Capital	451	7,600	2,964	39.00%
Patrol				
Salaries & Wages	129,506	1,767,665	1,326,143	75.02%
Salaries & Wages-Overtime	3,799	52,000	30,649	58.94%
Employee Benefits-Medical	34,835	440,306	336,895	76.51%
Employee Benefits-Dental	1,398	19,737	13,182	66.79%
Employee Benefits-ADD Life	282	4,116	3,197	77.68%
Employee Benefits-Disability	1,008	11,314	11,477	101.44%
FICA	7,912	113,191	80,467	71.09%
Medicare	1,850	26,472	18,819	71.09%
Employee Benefits-Retirement	12,636	151,632	126,362	83.33%
Unemployment	12	1,064	1,297	121.92%
Workers' Compensation	-	68,189	69,651	102.14%
Total Salaries and Benefits	193,237	2,655,686	2,018,138	75.99%
Professional Services	-	5,000	1,450	29.00%
Repair & Maintenance	221	5,000	22,357	447.14%
Repair & Maintenance-Vehicle	4,792	70,000	86,567	123.67%
Communications	1,896	15,000	19,000	126.67%
Printing and Binding	-	500	179	35.80%
Travel	143	7,000	3,529	50.41%
Dues and Fees	150	4,000	5,092	127.29%
Education & Training	1,544	12,000	7,100	59.17%
Other Expenditures	190	2,000	1,495	74.76%
General Supplies and Materials	394	4,000	2,954	73.85%
Gasoline and Diesel	9,579	130,000	81,307	62.54%
Small Equipment	2,329	20,000	22,467	112.34%
Software	-	20,000	20,513	102.57%
Other Supplies - Uniforms	1,416	51,000	22,001	43.14%
Capital Outlay - Vehicles	-	-	201,620	100%
Capital Outlay - Machinery & Equipment	-	-	6,157	100%
Payment to Other Agencies	480	7,500	13,261	176.81%
Total Operations and Capital	23,135	353,000	517,049	146.47%
Police Training				
Salaries & Wages	3,553	68,488	52,393	76.50%
Salaries & Wages-Overtime	-	2,000	580	29.00%
Employee Benefits-Medical	3	10,163	5,885	57.90%
Employee Benefits-Dental	-	328	191	58.28%
Employee Benefits-ADD Life	-	147	86	58.33%
Employee Benefits-Disability	-	441	327	74.05%
FICA	200	4,370	3,208	73.41%
Medicare	47	1,022	750	73.40%
Employee Benefits-Retirement	488	5,854	4,878	83.33%
Unemployment	-	38	46	120.00%
Workers' Compensation	-	2,633	2,688	102.09%
Total Salaries and Benefits	4,291	95,484	71,031	74.39%
Repair & Maintenance-Vehicle	-	2,000	1,711	85.57%
Repairs & Maintenance	-	-	598	100%
Travel	-	4,000	1,113	27.83%
Dues and Fees	-	750	567	75.66%
Education and Training	-	6,000	-	0.00%
General Supplies and Materials	-	2,000	515	25.75%
Weapons Supplies & Ammunition	1,606	40,000	7,157	17.89%
Gasoline and Diesel	-	2,000	1,231	61.57%
Small Equipment	-	10,000	5,343	53.43%
Other Supplies - Uniforms	-	500	717	143.30%



**General Fund Expenditures
As of October 31, 2023**

	October 2023 Transactions	2023 Budget	YTD Transactions	% of Annual Budget
Capital Outlay - Vehicles	-	-	45,439	100%
Intergovernmental	-	2,500	2,500	100.00%
Total Operations and Capital	<u>1,606</u>	<u>69,750</u>	<u>66,892</u>	<u>95.90%</u>
Police Stations and Buildings				
Professional Services	-	250	-	0.00%
Disposal-Garbage/Recycle	91	1,500	825	54.98%
Pest Control	-	1,000	694	69.38%
Repairs and Maintenance	5,327	12,000	14,238	118.65%
Rental of Land & Building	3,521	45,000	38,735	86.08%
Communications	1,170	12,000	15,147	126.23%
Dues & fees	308	-	308	100%
General Supplies and Materials	536	3,000	3,964	132.12%
Water/Sewer	450	5,000	4,242	84.84%
Electricity	1,016	12,000	9,411	78.42%
Small Equipment	50	9,200	360	3.91%
Software	-	1,300	-	0.00%
Total Operations	<u>12,470</u>	<u>102,250</u>	<u>87,924</u>	<u>85.99%</u>
Probation				
Salaries & Wages	7,669	68,691	63,738	92.79%
Employee Benefits-Medical	1,978	10,161	10,634	104.65%
Employee Benefits-Dental	73	328	365	111.21%
Employee Benefits-ADD Life	18	147	153	104.17%
Employee Benefits-Disability	67	426	598	140.41%
FICA	462	4,259	3,912	91.85%
Medicare	108	996	915	91.86%
Employee Benefits-Retirement	475	5,705	4,754	83.33%
Unemployment	6	38	56	147.26%
Workers' Compensation	-	2,566	2,620	102.09%
Total Salaries and Benefits	<u>10,857</u>	<u>93,317</u>	<u>87,745</u>	<u>94.03%</u>
Communications	40	500	403	80.60%
Travel	-	500	-	100%
Dues and Fees	36	250	192	76.63%
Education and Training	-	250	-	0.00%
General Supplies and Materials	-	250	66	26.46%
Software	250	3,000	2,500	83.33%
Other Supplies - Uniforms	-	1,000	147	14.70%
Total Operations and Capital	<u>326</u>	<u>5,750</u>	<u>3,308</u>	<u>57.53%</u>
Fire Services				
Intergovernmental-Fire Services	-	-	-	0.00%
Total Fire Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>
TOTAL PUBLIC SAFETY	<u>\$ 352,799</u>	<u>\$ 4,799,724</u>	<u>\$ 4,232,764</u>	<u>88.19%</u>
Highways and Streets				
Professional Services-Engineering	750	100	1,950	1950.00%
Disposal-Garbage/Recycling	-	1,200	-	0.00%
Pest Control	-	250	699	279.60%
Repairs & Maintenance	181	75,000	60,028	80.04%
Repairs & Maintenance-Vehicles	6	5,000	553	11.07%
Rental of Equipment	340	2,000	3,667	183.35%
Dues and Fees	-	-	989	100%
Contract Labor	38,931	475,000	406,860	85.65%
Other Expenditures	-	250	-	0.00%
General Supplies and Materials	99	500	181	36.24%
Water and Sewer	60	-	529	100%
Electricity	61	1,500	538	35.83%
Gasoline/Diesel	618	5,000	2,840	56.81%
Small Equipment	1,085	1,000	4,452	445.17%
Capital Outlay Infrastructure	-	3,035,480	-	0.00%
Total Operations	<u>42,131</u>	<u>3,602,280</u>	<u>483,286</u>	<u>13.42%</u>



**General Fund Expenditures
As of October 31, 2023**

	October 2023 Transactions	2023 Budget	YTD Transactions	% of Annual Budget
<i>Street Lights</i>				
Repairs & Maintenance	2,208	5,000	23,284	465.68%
Electricity-Street Lights	9,393	130,000	103,776	79.83%
Total Street Lights	<u>11,601</u>	<u>135,000</u>	<u>127,060</u>	<u>94.12%</u>
<i>Traffic Lights</i>				
Repairs & Maintenance	546	20,000	8,537	42.69%
Electricity-Traffic Lights	222	3,000	1,969	65.63%
Total Traffic Lights	<u>768</u>	<u>23,000</u>	<u>10,506</u>	<u>45.68%</u>
TOTAL PUBLIC WORKS	<u>\$ 54,500</u>	<u>\$ 3,760,280</u>	<u>\$ 620,852</u>	<u>16.51%</u>
<i>Tree Commission</i>				
Repairs & Maintenance	-	31,500	-	0.00%
Travel	-	750	-	0.00%
Dues and Fees	175	500	175	35.00%
Education and Training	-	1,000	-	0.00%
General Supplies & Materials	-	750	414	55.20%
Books and Periodicals	-	500	-	0.00%
Total Operations	<u>175</u>	<u>35,000</u>	<u>589</u>	<u>1.68%</u>
<i>Culture and Recreation</i>				
Intergovernmental-Sequoyah Regional	-	4,000	4,000	100.00%
TOTAL CULTURE AND RECREATION	<u>\$ 175</u>	<u>\$ 39,000</u>	<u>\$ 4,589</u>	<u>11.77%</u>
<i>Building Inspections</i>				
Salaries & Wages	16,680	224,867	165,757	73.71%
Employee Benefits-Medical	2,436	38,441	25,686	66.82%
Employee Benefits-Dental	136	1,623	1,209	74.48%
Employee Benefits-ADD Life	37	515	417	80.89%
Employee Benefits-Disability	142	1,521	1,589	104.47%
FICA	1,017	13,973	10,093	72.23%
Medicare	238	3,268	2,361	72.23%
Employee Benefits-Retirement	1,963	18,718	19,633	104.89%
Unemployment	-	152	182	120.00%
Workers' Compensation	-	2,621	2,676	102.09%
Total Salaries and Benefits	<u>22,649</u>	<u>305,699</u>	<u>229,601</u>	<u>75.11%</u>



**General Fund Expenditures
As of October 31, 2023**

	October 2023			% of Annual
	Transactions	2023 Budget	YTD Transactions	Budget
Professional Services-Legal	1,000	1,000	1,000	100.00%
Repairs & Maintenance - Vehicles	173	3,000	1,376	45.88%
Communications	207	2,500	1,616	64.65%
Advertising -Promotions	-	10,000	-	0.00%
Printing & Binding	-	200	-	0.00%
Travel	-	1,000	-	0.00%
Dues and Fees	15	1,000	833	83.34%
Education and Training	-	1,000	1,623	162.25%
Other Expenditures	-	250	188	75.05%
General Supplies and Materials	-	250	-	0.00%
General Supplies - Postage	11	-	68	100%
Gasoline/Diesel	248	4,000	1,785	44.63%
Books and Periodicals-Code Books	-	100	-	0.00%
Small Equipment	-	1,500	997	66.49%
Software	-	4,000	3,366	84.15%
Other Supplies - Uniforms	-	250	-	0.00%
Total Operations	1,654	30,050	12,853	42.77%
Urban Redevelopment and Housing				
Intergovernmental	-	-	-	0.00%
Total Operations	-	-	-	100%
Planning and Zoning				
Salaries & Wages	4,842	131,441	103,950	79.09%
Employee Benefits-Medical	2,914	28,501	36,068	126.55%
Employee Benefits-Dental	73	390	963	246.89%
Employee Benefits-ADD Life	13	294	272	92.52%
Employee Benefits-Disability	87	1,057	1,281	121.18%
FICA	249	8,149	5,921	72.65%
Medicare	59	1,906	1,389	72.85%
Employee Benefits-Retirement	104	10,917	5,068	46.42%
Unemployment	(6)	76	84	110.53%
Workers' Compensation	(458)	6,262	4,103	65.52%
Total Salaries and Benefits	7,877	188,993	159,097	84.18%
Professional Services-Engineering	5,245	75,000	53,456	71.27%
Professional Services-Legal	-	7,000	5,705	81.50%
Technical Services - Planning	-	2,500	-	0.00%
Communications	45	600	414	68.97%
Advertising	-	20,000	1,308	6.54%
Printing & Binding	3,894	500	15,648	3129.52%
Travel	-	1,000	329	32.85%
Dues and Fees	-	2,500	1,975	79.00%
Education and Training	-	750	48	6.33%
Planning & Zoning Meeting Fees	-	3,000	3,185	106.17%
Other Expenditures	-	250	404	161.58%
General Supplies and Materials	5	250	1,572	628.71%
General Supplies - Postage	16	1,000	530	52.99%
Gasoline & Diesel	-	50	-	0.00%
Small Equipment	-	250	5,339	2135.72%
Software	-	30,500	-	0.00%
Total Operations	9,206	145,150	89,911	61.94%



General Fund Expenditures
As of October 31, 2023

	October 2023 Transactions	2023 Budget	YTD Transactions	% of Annual Budget
<i>Economic Development</i>				
Salaries & Wages	676	13,190	10,301	78.10%
FICA	40	819	615	75.14%
Medicare	9	191	144	75.35%
Employee Benefits - Retirement	91	1,095	913	83.33%
Workers Comp Insurance	-	56	57	102.07%
<i>Total Salaries & Benefits</i>	818	15,351	12,030	78.37%
Professional Services	-	-	-	0.00%
<i>Total Operations</i>	-	-	-	100.00%
<i>Main Street Program</i>				
Salaries and Wages	-	60,551	44,915	74.18%
Employee Benefits - Medical	1,508	18,122	15,084	83.24%
Employee Benefits - Dental	92	1,086	917	84.41%
Employee Benefits - Add Life	12	147	135	91.67%
Employee Benefits - Disability	62	635	674	106.09%
FICA	-	3,816	2,683	70.31%
Medicare	-	892	627	70.33%
Employee Benefits - Retirement	426	5,112	4,260	83.33%
Unemployment	-	38	39	102.00%
Workers Comp Insurance	-	263	269	102.09%
<i>Total Salaries and Benefits</i>	2,100	90,662	69,602	76.77%
Communications	40	600	568	94.67%
Travel	-	700	388	55.43%
Dues and Fees	-	1,400	1,531	109.38%
Education and Training	-	1,300	1,450	111.54%
Other Expenditures	-	-	143	100%
Supplies - Special Events	-	-	2,200	100%
Software	-	1,000	600	59.99%
<i>Total Operations</i>	40	5,000	6,881	137.61%
<i>Intergovernmental</i>				
Intergovernmental - COED	-	13,000	13,000	100.00%
Total Intergovernmental	-	13,000	13,000	100.00%
TOTAL HOUSING AND DEVELOPMENT	\$ 44,343	\$ 793,905	\$ 592,974	74.69%
<i>Capital Lease</i>				
Capital lease - Interest	8,493	-	32,757	100%
Capital lease - Other debt	-	-	-	100%
Capital lease Principal	66,750	113,781	200,928	176.59%
TOTAL CAPITAL LEASE	\$ 75,243	\$ 113,781	\$ 233,685	205.38%
<i>Other Financing Uses</i>				
Transfer to Other Funds	-	45,591	2,606,593	5717.34%
TOTAL OTHER FINANCING USES	\$ -	\$ 45,591	\$ 2,606,593	5717.34%
TOTAL GENERAL FUND EXPENDITURES	\$ 690,021	\$ 12,050,000	\$ 10,350,557	85.90%



**American Rescue Plan (ARP) Act of 2021
As of October 31, 2023**

REVENUES:	October 2023 Transactions	2023 Budget	YTD Transactions	% of Annual Budget
Interest Revenue	8,942	1,500	71,268	4751.21%
Miscellaneous Revenue	-	5,767,700	-	0.00%
TOTAL REVENUES	\$ 8,942	\$ 5,769,200	\$ 71,268	1.24%
EXPENDITURES:				
Intergovernmental Fire Services	-	3,150,975	3,239,490	102.81%
Repairs & Maintenance	-	-	10,575	100%
Capital Outlay - Infrastructure	5,245	2,618,225	35,245	1.35%
TOTAL EXPENDITURES	\$ 5,245	\$ 5,769,200	\$ 3,285,310	56.95%



**Operating Grant Fund
As of October 31, 2023**

REVENUES:	October 2023 Transactions	2023 Budget	YTD Transactions	% of Annual Budget
Atlanta Regional Commission Grant	-	75,000	102,030	136.04%
TOTAL REVENUES	\$ -	\$ 75,000	\$ 102,030	136.04%
EXPENDITURES:				
Payments to Other Agencies-FOCUS	8,187	75,000	121,234	161.65%
TOTAL EXPENDITURES	\$ 8,187	\$ 75,000	\$ 121,234	161.65%



Parks&RecreationFund
As of October 31, 2023

REVENUES:	October 2023 Transactions	2023 Budget	YTD Transactions	% of Annual Budget
Alcoholic Bev Excise Tax Beer & Wine	19,448	300,000	213,858	71.29%
Alcoholic Bev Excise Tax Distilled Spirit	6,633	120,000	84,975	70.81%
Local Option Mixed Drink Tax	5,598	60,000	59,906	99.84%
Penalties and Interest	66	-	713	100%
Miscellaneous Revenue	-	-	2	100%
Transfers from General Fund	-	-	1,920,000	100%
Rents and Royalties	9,492	20,000	19,331	96.66%
TOTAL REVENUES	\$ 41,237	\$ 500,000	\$ 2,298,785	459.76%
EXPENDITURES:				
Disposal-GarbageDepot	-	500	-	0.00%
Pest Control - Depot	-	750	589	78.50%
Repairs & Maintenance - Depot	136	5,000	1,898	37.95%
Communications	138	1,750	1,383	79.04%
General Supplies - Depot	-	1,500	12	0.80%
Water/Sewer - Depot	12	250	116	46.49%
Natural Gas - Depot	97	2,300	1,112	48.36%
Electricity - Depot	246	5,000	2,860	57.21%
Small Equipment - Depot	-	500	-	0.00%
Professional Services	-	-	12,140	100%
Capital Outlay - Buildings	0	250,000	66,908	26.76%
Disposal - Garbage Parks	146	1,000	1,313	131.34%
Lawn Care	349	8,000	7,498	93.72%
Pest Control - Parks	-	750	563	75.03%
Repairs & Maintenance - Parks	10,528	48,825	42,661	87.37%
Rental - Equipment & Land	-	1,000	-	0.00%
Communications	40	375	403	107.47%
Advertising	-	-	306	100%
Dues and Fees	-	500	1,602	320.44%
Contract Labor	6,450	60,000	34,050	56.75%
General Supplies and Materials - Parks	-	2,000	1,405	70.27%
Water/Sewer - Parks	809	6,000	6,483	108.05%
Electricity - Parks	362	3,500	3,223	92.09%
Small Equipment - Parks	-	500	-	0.00%
Capital Outlay - Sites	-	-	1,134,430	100%
Capital Outlay - Site Improvements	-	100,000	39,782	39.78%
Capital Outlay - Improv JC Mullins	-	-	49,788	100%
Capital Outlay - Improv Barrett Park	-	-	10,009	100%
Capital Outlay - Improv Barrett Spring	-	-	6,528	100%
Capital Outlay - Buildings	-	-	737,781	100%
Transfers to Other Funds	-	-	179,368	100%
TOTAL EXPENDITURES	\$ 19,313	\$ 500,000	\$ 2,344,212	468.84%



**Tax Allocation District Fund
As of October 31, 2023**

REVENUES:	October 2023 Transactions	2023 Budget	YTD Transactions	% of Annual Budget
Intergovernmental Cherokee County Governm	8,652	59,289	12,722	21.46%
Intergovernmental Cherokee County School D	28,729	195,255	147,157	75.37%
Transfers from General Fund	-	45,591	-	0.00%
TOTAL REVENUES	\$ 37,381	\$ 300,135	\$ 159,878	53.27%
EXPENDITURES:				
Transfer to Debt Service Fund	-	300,135	39,619	13.20%
TOTAL EXPENDITURES	\$ -	\$ 300,135	\$ 39,619	13.20%



Hotel/Motel Tax Fund
As of October 31, 2023

	October 2023		YTD		% of Annual
REVENUES:	Transactions	2023 Budget	Transactions		Budget
Hotel/Motel Taxes	521	6,000	4,746		79.11%
TOTAL REVENUES	\$ 521	\$ 6,000	\$ 4,746		79.11%
EXPENDITURES:					
Advertising/Promotions	795	5,000	7,435		148.70%
Payment to Other Agencies	-	1,000	-		0.00%
TOTAL EXPENDITURES	\$ 795	\$ 6,000	\$ 7,435		123.92%



**Urban Redevelopment Agency
As of October 31, 2023**

	October 2023		YTD		% of Annual
REVENUES:	Transactions	2023 Budget	Transactions		Budget
Proceeds from General Long-term Det	-	3,454,000	2,523,759		73.07%
TOTAL REVENUES	\$ -	\$ 3,454,000	\$ 2,523,759		73.07%
 EXPENDITURES:					
Transfer to Town Center Fund	-	3,454,000	2,523,759		73.07%
TOTAL EXPENDITURES	\$ -	\$ 3,454,000	\$ 2,523,759		73.07%



SPLOST III Fund
As of October 31, 2023

	October 2023		YTD	% of Annual
REVENUES:	Transactions	2023 Budget	Transactions	Budget
Transfer from Other Funds	-	-	22,150	100%
Special Assessments - Crestmont	-	5,964	-	0.00%
Prior Year Fund Balance	-	284,036	-	0.00%
TOTAL REVENUES	\$ -	\$ 290,000	\$ 22,150	7.64%
EXPENDITURES:				
Capital Outlay-Infrastructure	-	-	(3,067)	100%
Capital Outlay-Infrastructure	-	290,000	44,597	15.38%
TOTAL EXPENDITURES	\$ -	\$ 290,000	\$ 41,530	14.32%



SPLOST V Fund
As of October 31, 2023

	October 2023		YTD	% of Annual
REVENUES:	Transactions	2023 Budget	Transactions	Budget
SPLOST V Revenue	1,378,818	2,825,000	2,280,490	80.73%
Grant Revenue-LMIG	-	160,000	158,523	99.08%
Grant Revenue-SRTA	-	850,000	637,834	75.04%
Assessments - Roads & sidewalks	7,062	-	107,682	100%
Proceeds from GTIB Loan	295,387	8,000,000	2,532,474	31.66%
TOTAL REVENUES	\$ 1,681,267	\$ 11,835,000	\$ 5,717,002	48.31%
EXPENDITURES:				
Capital Outlay-Buildings	15,140	250,000.00	448,780	179.51%
Capital Outlay-Public Safety Equipment	-	10,000	12,537	125.37%
Capital Outlay-Sites	-	1,500,000	4,200	0.28%
Capital Outlay-LMIG	1,245	600,000	782,754	130.46%
Capital Outlay-HOTL Vehicle Bridge	-	-	89,035	100%
Capital Outlay-Industrial Connector	22,118	250,000	199,713	79.89%
Capital Outlay-HS Pkwy Phase II	309,953	4,750,000	3,090,914	65.07%
Capital Outlay-HS Pkwy Phase III	47,067	3,000,000	236,391	7.88%
Capital Outlay-Holly Street	-	100,000	-	0.00%
Capital Outlay-Equipment	-	25,000	33,364	133.46%
Capital Outlay - HS Pkwy Sidewalk	-	100,000	-	0.00%
Capital Outlay - Hickory Sidewalk	-	1,000,000	-	0.00%
Capital Outlay - Fox Creek/Turner Village	555	250,000	16,771	6.71%
TOTAL EXPENDITURES	\$ 396,077	\$ 11,835,000	\$ 4,914,459	41.52%



Town Center Fund
As of October 31, 2023

Revenues	October 2023 Transactions	2023 Budget	YTD Transactions	% of Annual Budget
Transfer from Other Funds	-	3,754,000	2,848,759	75.89%
TOTAL REVENUES	\$ -	\$ 3,754,000	\$ 2,848,759	75.89%

Expenditures				
Capital Outlay - Site Improvements	860,416	3,754,000	5,194,213	138.36%
Capital Outlay - Buildings	-	-	97,963	100%
Capital Outlay - Buildings Parking Deck	103,898	-	104,332	100%
TOTAL EXPENDITURES	\$ 964,314	\$ 3,754,000	\$ 5,396,508	143.75%



Debt Service Fund
As of October 31, 2023

Revenues	October 2023 Transactions	2023 Budget	YTD Transactions	% of Annual Budget
Transfer from Other Funds	-	2,300,135	3,258,430	141.66%
TOTAL REVENUES	\$ -	\$ 2,300,135	\$ 3,258,430	141.66%
Expenditures				
Contingency	-	814,869	-	0.00%
Debt Service - Bond Principal HSPRA	-	329,475	329,441	99.99%
Debt Service - Bond Interest HSPRA	-	29,300	29,295	99.98%
Debt Service - Bond Principal URA 2019	-	555,556	555,556	100.00%
Debt Service - Bond Principal URA 2020	-	230,770	115,385	50.00%
Debt Service - Bond Interest URA 2019	-	118,000	117,948	99.96%
Debt Service - Bond Interest URA 2020	-	67,355	34,263	50.87%
Debt Service - Bond Interest URA 2021	-	154,810	107,484	69.43%
TOTAL EXPENDITURES	\$ -	\$ 2,300,135	\$ 1,289,371	56.06%



Stormwater Utility Fund
As of October 31, 2023

REVENUES:	October 2023 Transactions	2023 Budget	YTD Transactions	% of Annual Budget
Stormwater Utility Fees	76,533	470,000	91,305	19.43%
TOTAL REVENUES	\$ 76,533	\$ 470,000	\$ 91,305	19.43%
EXPENSES:				
Salaries & Wages	9,714	58,287	48,570	83.33%
Employee Benefits - Medical Insurance	1,694	10,161	8,470	83.36%
Employee Benefits - Dental Insurance	54	328	270	82.32%
Employee Benefits - Disability	24	147	120	81.63%
Employee Benefits - ADD Life	62	377	310	82.23%
FICA	602	3,614	3,010	83.29%
Medicare	140	845	700	82.84%
Employee Benefits - Retirement	806	4,841	4,030	83.25%
Unemployment	6	38	30	78.95%
Workers Comp Insurance	458	2,748	2,290	83.33%
Professional Services	-	1,000	175	17.50%
Professional Services - Engineer	-	100,000	29,113	29.11%
Repairs & Maintenance	-	152,314	5,284	3.47%
Repairs & Maintenance - Vehicles	16	2,500	782	31.30%
Rental of Equipment	150	5,000	1,520	30.40%
Pest Control	-	-	750	100%
Communications	78	2,000	909	45.46%
Printing and Binding	-	100	54	54.00%
Dues and Fees	53	6,500	396	6.09%
Training	-	2,500	869	34.76%
Contract Labor	-	5,000	-	0.00%
Other Expenditures	-	250	292	116.93%
General Supplies & Materials	14	500	158	31.59%
General Supplies - Postage	23	1,500	243	16.20%
Water/Sewer	60	1,000	584	58.44%
Gasoline & Diesel	101	4,000	885	22.13%
Small Equipment	-	1,000	154	15.40%
Other Supplies-Uniforms	-	250	170	67.84%
Depreciation	-	95,000	-	0.00%
Contingency	-	4,700	-	0.00%
Capital Lease Interest	-	3,500	3,115	89.01%
TOTAL EXPENSES	\$ 14,055	\$ 470,000	\$ 113,254	24.10%



**Main Street Board
Budget To Actual Comparison Report
As of October 31, 2023**

Revenues	October 2023 Transactions	2023 Budget	YTD Transactions	% of Annual Budget
Business & Occupation Licenses	-	60,662	65,662	108%
Alcohol Beverage Licenses	-	25,000	-	0.00%
Alcohol Pouring Permits	-	-	4,250	100%
Donations From Private Sources	-	5,000	-	0.00%
Rents and Royalties	-	5,000	-	0.00%
TOTAL REVENUES	\$ -	\$ 95,662	\$ 69,912	73.08%

Expenditures				
Salaries & Wages	0	60,551	44,915	74.18%
Employee Benefits - Medical	1,508	18,122	15,084	83.24%
Employee Benefits- Dental	92	1,086	917	84.41%
Employee Benefits-Add Life	12	147	135	91.67%
Employee Benefits-Disability	62	635	674	106.09%
FICA	-	3,816	2,683	70.31%
Medicare	-	892	627	70.33%
Employee Benefits-Retirement	852	5,112	4,260	83.33%
Unemployment	-	38	39	102.00%
Workers Comp Insurance	-	263	269	102.09%
Communications	40	600	568	94.67%
Travel	-	700	388	55.43%
Dues and Fees	-	1,400	1,531	109.38%
Education and Training	-	1,300	1,450	111.54%
Other Expenditures	-	-	143	100%
Software	-	1,000	600	59.99%
Small Equipment	-	-	2,200	100%
TOTAL EXPENDITURES	\$ 2,566	\$ 95,662	\$ 76,482	79.95%



**Holly Springs Tree Commission
Budget to Actual Comparison Report
As of October 31, 2023**

	October 2023		YTD	
Revenues	Transactions	2023 Budget	Transactions	% Variance
Development Fees/Recompense	-	34,980	26,400.00	75.47%
Donations from Private Source	-	20	-	0.00%
TOTAL REVENUES	\$ -	\$ 35,000.00	\$ 26,400.00	75.43%
Expenditures				
Landscaping/Tree Planting & Care	-	31,500	-	0.00%
Travel	-	750	-	0.00%
Dues and Fees	175.00	500	175.00	35.00%
Education and Training	-	1,000	-	0.00%
Tree Seedlings	-	750	414.00	55.20%
Books and Periodicals	-	500	-	0.00%
TOTAL EXPENDITURES	\$ 175.00	\$ 35,000.00	\$ 589.00	1.68%

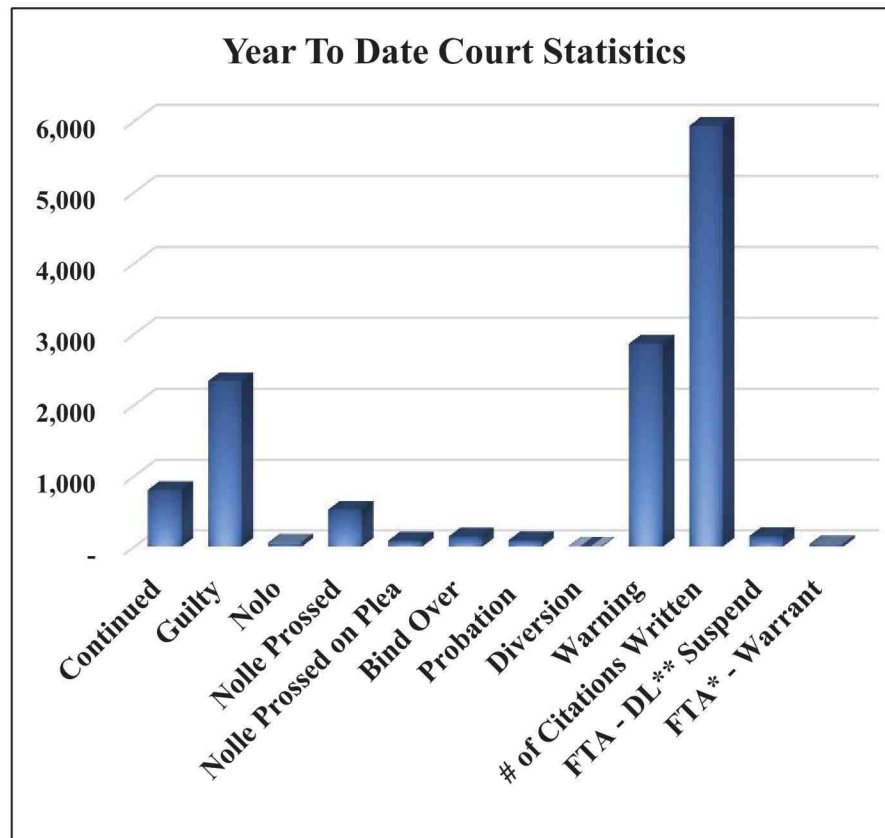


City of Holly Springs Court Statistics 2023 Year to Date

	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Continued	123	72	80	43	60	81	85	93	38	128			803
Guilty	317	226	280	155	188	219	293	258	143	256			2,335
Nolo	7	5	7	2	4	6	6	7	4	10			58
Nolle Prossed	54	60	53	51	64	93	37	38	41	34			525
Nolle Prossed on Plea	8	2	7	5	3	18	10	7	12	14			86
Bind Over	24	27	5	6	19	11	16	10	9	16			143
Probation	14	6	13	6	5	7	5	8	12	14			90
Diversion	0	3	0	0	1	0	0	0	2	6			12
Warning	381	289	341	323	355	250	199	247	263	214			2,862
# of Citations													
Written	654	615	649	676	629	608	455	503	662	482			5,933
FTA - DL** Suspend	4	23	5	6	13	22	16	17	15	26			147
FTA* - Warrant	8	3	4	4	1	2	1	4	3	6			36
	1,594	1,331	1,444	1,277	1,342	1,317	1,123	1,192	1,204	1,206	-	-	13,030

* Failure to Appear

** Driver's License





OPTECH

family of companies

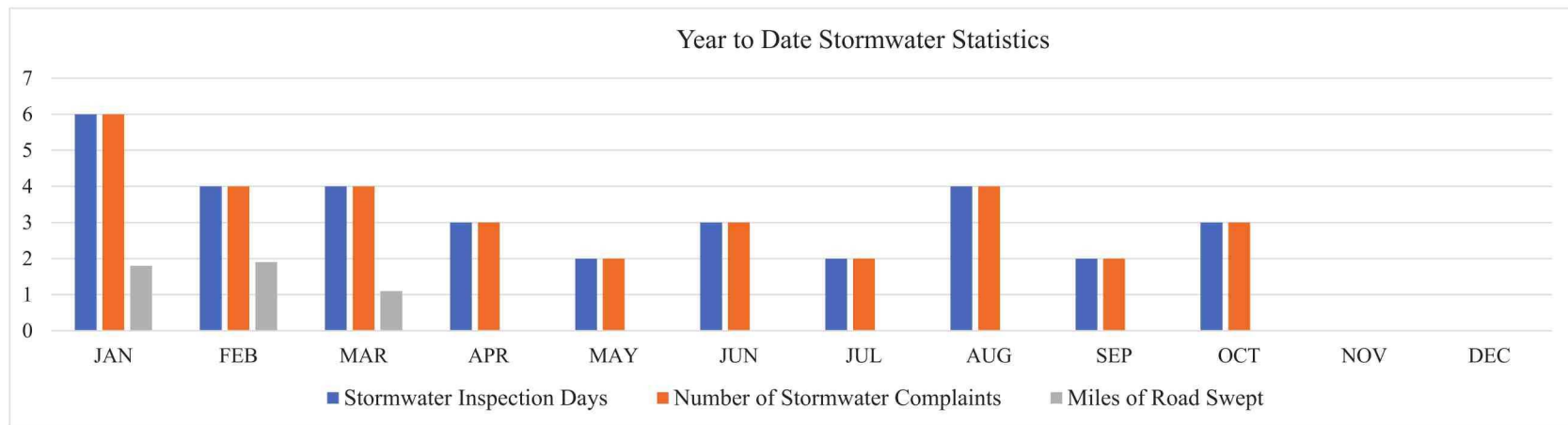
**City of Holly Springs
Monthly Operation Report
Executive Summary**

Description	Oct-23
Pot Hole Repair	0
Tree Service Work	1
ROW Mowing	27
Dead Animal Pick Up	1
Street Sweeping	0
Road Salting	0
Sign Maintenance	1
Traffic Signals	0
Equipment Maintenance	4
Misc. Work Orders	20
PARKS	
J.B. Owens	17
Barrett Park	16
J.C. Mullins	24
Monthly Totals	111



City of Holly Springs Stormwater Statistics 2023 Year to Date

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Stormwater Inspection Days	6	4	4	3	2	3	2	4	2	3			33
Number of Stormwater Complaints	6	4	4	3	2	3	2	4	2	3			33
Miles of Road Swept	1.8	1.9	1.1	0	0	0	0	0	0	0			4.8

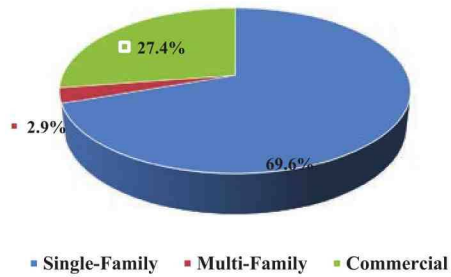




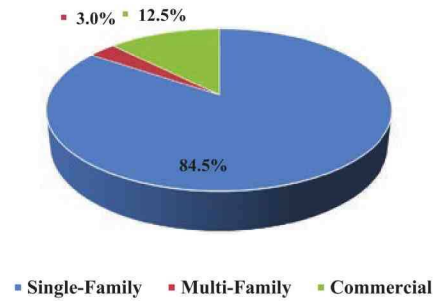
City of Holly Springs
Building Permits and Certificates of Occupancy
2023 Year to Date

	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Single-Family													
Houses	3	6	12	36	4	24	10	17	21	9			142
Accessory Structures	2	5	5	4	5	1	1	5					28
Additions						1		1		2			4
Basement Buildouts	3	1	2		4	1	3	3	1	3			21
Mechanical	2	3	4	2	8	7	3	10		5			44
Plumbing	4	3	1	5	4	1	3	2		2			25
Electrical	1	1		1	3		1	4	2	3			16
Miscellaneous	6		10	3	9	6	6	2	8	5			55
Residential Fence	3	4	6	2	9	3	22	12	1	4			66
Certificates of Completion	1			1	5	3	7	8		7			32
Certificates of Occupancy	22	23	32	18	20	17	9	19	15	16			191
Multi-Family													
Townhomes						14							14
Apartments													0
Misc-Multi Family													0
Certificates of Occupancy	3	2	2			1							8
Commercial													
New Structures	2				2		1						5
Addition-C													0
Tenant Build Outs	1				1		2	1	1				6
Accessory Structures	2	8		1		3	6						20
Mechanical		1											1
Plumbing			1	1									2
Electrical	1	2		2	1		1			4			11
Misc-C	19	3	2	1	7		2	3	3	4			44
Signs	2	1	2	2	2	2	2	1	3				17
Utilities	2	2		4	1	1	4	2	6	4			26
Commercial Fence													0
Certificates of Completion	5			1		1	5	1					13
Certificates of Occupancy	6	3	4		1	1	4			1			20

Year To Date Permits Issued



Year To Date Certificates of Occupancy Issued





**City of Holly Springs
Occupational Tax Summary
2023 Year to Date**

Construction Trade
Equipment Rental
Home Occupation
Insurance Company
Professional Services
Restaurant

Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total	
-	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
-	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
6	5	6	4	2	2	4	3	3	1	-	-	36	56.25%
-	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
7	3	7	-	2	1	2	3	2	1	-	-	28	43.75%
-	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
13	8	13	4	4	3	6	6	5	2	-	-	64	100.00%

