



City of Holly Springs

Date: Monday, October 19, 2020

Location: 3235 Holly Springs Parkway

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

I. CALL TO ORDER

II. PUBLIC COMMENTS

III. OLD BUSINESS

IV. NEW BUSINESS

- A. Discuss a resolution appointing Councilman Jeff Wilbur to the Holly Springs Parks and Recreation Authority

Presented By: Robert H. Logan, City Manager

- B. Discuss a resolution appointing Councilman Jeff Wilbur to Standing Committees of the City Council

Presented By: Robert H. Logan, City Manager

- C. Discuss a First Responders Day Proclamation

Presented By: Robert H. Logan, City Manager

- D. Discuss a resolution in support of the Land and Water Conservation Fund Pre-Application and the 50% match equivalent of the grant award to construct multi-use trails

Presented By: Nancy Moon, Community Development Director

- E. Discuss intersection improvements to the intersection of Rabbit Hill Road, Hillgrove Drive, and Hallbrooke Drive

Presented By: Nancy Moon, Community Development Director

- F. Discuss a resolution authorizing the submittal of the Georgia Transportation Infrastructure Bank (GTIB) grant and low-interest loan program application administered by the State Road and Tollway Authority (SRTA); and authorizing the City Manager or his designee to act in all matters pertaining to the City of Holly Springs' participation in the Georgia Transportation Infrastructure Bank (GTIB) grant and low-interest loan program administered by the State Road and Tollway Authority (SRTA)

Presented By: Nancy Moon, Community Development Director

IIV. ADJOURNMENT

EXECUTIVE SESSION IMMEDIATELY FOLLOWING

- Litigation

City Council Business Meeting

Agenda

7:00 p.m.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

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

III. INVOCATION

IV. SPECIAL PRESENTATION

- First Responders Day Proclamation

V. CONSENT AGENDA

1. September 10, 2020 City Council Work Session & Special Called Meeting Minutes
2. September 28, 2020 City Council Work Session & Business Meeting Minutes
3. Master Services Agreement No. 60922 between MCCi and the City of Holly Springs, Georgia
4. Addendum No. 1 to Master Services Agreement No. 60922
5. A resolution to amend the Municipal Services Master Fee Schedule

6. A resolution to remove Jeremy Smith from and add Jeff Wilbur to South State Bank signature cards

VI. NEW BUSINESS

7. Approve/deny a resolution appointing Councilman Jeff Wilbur to the Holly Springs Parks and Recreation Authority Board
8. Approve/deny a resolution appointing Councilman Jeff Wilbur to Standing Committees of the City Council
9. Approve/deny a resolution in support of the Land and Water Conservation Fund Pre-Application and the 50% match equivalent of the grant award to construct multi-use trails
10. Approve/deny converting the intersection of Rabbit Hill Road, Hillgrove Drive, and Hallbrooke Drive to a four-way stop intersection and authorize the City Manager or his designee to execute the documents
11. Approve/deny a resolution authorizing the submittal of the Georgia Transportation Infrastructure Bank (GTIB) grant and low-interest loan program application administered by the State Road and Tollway Authority (SRTA); and authorizing the City Manager or his designee to act in all matters pertaining to the City of Holly Springs' participation in the Georgia Transportation Infrastructure Bank (GTIB) grant and low-interest loan program administered by the State Road and Tollway Authority (SRTA)

VII. REPORTS

VIII. ADJOURNMENT

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

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

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

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

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

WHEREAS, Councilman Jeremy Smith tendered his resignation from office, effective August 29, 2020; and

WHEREAS, as a result of Councilman Smith's resignation, a vacancy exists within the Holly Springs Parks and Recreation Authority; and

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

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

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

Member	Appointed by	Board/Commission	Term Expiration
Jeff Wilbur	Jeff Wilbur	Holly Springs Parks & Recreation Auth	12/20

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

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

SO RESOLVED THIS 19th DAY OF OCTOBER, 2020.

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

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

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

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

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

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

WHEREAS, Councilman Jeremy Smith tendered his resignation from office, effective August 29, 2020; and

WHEREAS, as a result of Councilman Smith's resignation, vacancies exist within the Planning and Zoning Committee and the Police Committee; and

WHEREAS, Jeff Wilbur has agreed to be appointed to said Standing Committees of the City Council:

Planning and zoning: Co-Chair: Jeff Wilbur Term Expiration: 12/31/2020

Police: Co-Chair: Jeff Wilbur Term Expiration: 12/31/2020

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

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

SO RESOLVED THIS 19th DAY OF OCTOBER 2020.

Mayor Steven W. Miller

Attest:

Karen Norred, City Clerk
(Seal)



PROCLAMATION FIRST RESPONDERS DAY

WHEREAS, first responders include 911 dispatchers, law-enforcement officers, professional and volunteer firefighters, professional and volunteer emergency medical services personnel, emergency management professionals, search and rescue teams, rescue pilots and divers, and the Georgia National Guard, among others in the public safety sector; and

WHEREAS, these courageous men and woman are our first and best defense against all threats, both foreign and domestic; and

WHEREAS, each day, our first responders stand ready to aid Georgians who are in need, often risking their own safety in the execution of their duties; and

WHEREAS, first responders undergo extensive education and training in order to achieve the expertise required to respond to emergency situations; and

WHEREAS, on First Responders Day and throughout the year, Georgians are encouraged to celebrate the service and sacrifice of the first responders who make our communities the best in which to live, work and raise a family; now

THEREFORE, I, Steven W. Miller, Mayor of the City of Holly Springs, do hereby proclaim October 28, 2020, as First Responders Day in the City of Holly Springs.

In witness thereof, I have hereunto set my hand and caused the Seal to be affixed this 19th day of October in the year of the Lord, Two Thousand and Twenty.

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF HOLLY SPRINGS, GEORGIA, IN SUPPORT OF THE LAND AND WATER CONSERVATION FUND PRE-APPLICATION AND THE 50% MATCH EQUIVALENT OF THE GRANT AWARD TO CONSTRUCT MULTI-USE TRAILS

WHEREAS, at the Regular Council Meeting of the City of Holly Springs of Cherokee County, Georgia, held on October 19, 2020, a motion was made and duly seconded that the city of Holly Springs agrees to submit a Pre-application for funding from the Land and Water Conservation Fund (LWCF). The City of Holly Springs further agrees that in the event the City's pre-application is recommended for funding by the Department of Natural Resources, the City of Holly Springs certifies and assures that it has the ability and intention to finance fifty percent (50%) of the total project cost and will move forward with due diligence to prepare, or have prepared, appropriate documentation required for a formal LWCF application.

This Resolution is adopted this 19th day of October, 2020.

By _____
Steven W Miller, Mayor

Attest:

Karen Norred, City Clerk

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF HOLLY SPRINGS AUTHORIZING THE SUBMITTAL OF THE GEORGIA TRANSPORTATION INFRASTRUCTURE BANK (GTIB) GRANT AND LOW-INTEREST LOAN PROGRAM APPLICATION ADMINISTERED BY THE STATE ROAD AND TOLLWAY AUTHORITY (SRTA); AND AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO ACT IN ALL MATTERS PERTAINING TO THE CITY OF HOLLY SPRINGS' PARTICIPATION IN THE GEORGIA TRANSPORTATION INFRASTRUCTURE BANK (GTIB) GRANT AND LOW-INTEREST LOAN PROGRAM ADMINISTERED BY THE STATE ROAD AND TOLLWAY AUTHORITY (SRTA)

WHEREAS, the State Road and Tollway Authority (SRTA) administers the Georgia Transportation Infrastructure Bank (GTIB) Grants and Loans program for highly competitive transportation projects that have enhanced mobility and driven economic development in local communities throughout Georgia; and

WHEREAS, applications will be accepted from September 1st through October 23rd ; and

WHEREAS, the application will be evaluated by staff for competitiveness and submitted to the GTIB Advisory Committee for consideration; and

WHEREAS, after the Advisory Committee reviews the application a recommendation will be made to the SRTA Board, who will approve or deny the application; 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 Georgia Transportation Infrastructure Bank (GTIB) Grant and Loan application to the State Road and Tollway Authority (SRTA);
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' participation in the Georgia Transportation Infrastructure Bank (GTIB) Grant and Loan Program through the State Road and Tollway Authority (SRTA);
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 19th day of October 2020.

Attest:

Steven W. Miller, Mayor

Karen Norred, City Clerk
(Seal)

City of Holly Springs
City Council Work Session Meeting Minutes
September 10, 2020

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

Elected Officials Absent: Councilwoman Dee Phillips.

Staff Present: City Attorney Robert M. Dyer, City Manager Robert H. Logan, Chief Michael Carswell, Community Development Director Nancy Moon, Finance Director Denise Lamazares, and Main Street Director/Assistant City Clerk Erin Honea.

Mayor Miller called the Work Session to order.

Mayor Miller led the Pledge of Allegiance. Mayor Pro Tem Zenchuk gave the invocation.

No action taken.

Chief Carswell announced that Cherokee County would be streaming a 9/11 service on their Facebook page on Friday.

Mayor Miller recognized Jeff Wilbur's attendance, and announced that he was the unopposed qualifying candidate for the Ward 5 Council seat.

Mayor Pro Tem Zenchuk made a motion to adjourn. Councilwoman Barnett seconded the motion. Motion carried 3-0.

Meeting adjourned.

City of Holly Springs
City Council Special Called Meeting Minutes
September 10, 2020

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

Elected Officials Absent: Councilwoman Dee Phillips.

Staff Present: City Attorney Robert M. Dyer, City Manager Robert H. Logan, Chief Michael Carswell, Community Development Director Nancy Moon, Finance Director Denise Lamazares, and Main Street Director/Assistant City Clerk Erin Honea.

Mayor Miller called the Special Called Meeting to order.

Mayor Pro Tem Zenchuk made a motion to approve Items 1-5 which included:

1. A resolution authorizing the submittal of the Georgia Department of Transportation Local Maintenance & Improvement Grant Application for the fiscal year 2021 and the City Manager to act in all matters pertaining to the City of Holly Springs' participation in the Georgia Department of Transportation Local Maintenance & Improvement Grant;
2. A resolution to open three (3) General Fund Budget Stabilization Certificates of Deposit (CDs) at South State Bank and authorizing the City Manager to manage said Certificates of Deposit;
3. An agreement among Gunnin Land Surveying, the City of Holly Springs, and the Holly Springs Downtown Development Authority for Land Surveying Services for a boundary survey at 251 Walnut Street, Holly Springs, Georgia and authorize and ratify the City's Manager's execution of the agreement;
4. A Merchant Services Agreement among Paymentech, LLC for itself and on behalf of JPMorgan Chase Bank, N.A., Link2Gov, Corp., and the City of Holly Springs and authorize and ratify the City Manager's execution of the agreement;
5. A resolution to accept a right-of-way donation from DD HSP, LLC. Councilwoman Barnett seconded the motion. Motion carried 3-0.

Mayor Pro Tem Zenchuk asked that Litigation be added to the Executive Session.

Councilman Whitaker made a motion to adjourn the Special Called Meeting and enter into Executive Session for the purposes of Litigation and Personnel. Mayor Pro Tem Zenchuk seconded the motion. Motion carried 3-0.

Meeting adjourned.

Respectfully Submitted.

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

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City of Holly Springs
City Council Work Session Meeting Minutes
September 28, 2020

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

Staff Present: City Attorney Robert M. Dyer, City Manager Robert H. Logan, City Clerk Karen Norred, Chief Michael Carswell, Community Development Director Nancy Moon, Finance Director Denise Lamazares, and Main Street Director/Assistant City Clerk Erin Honea.

Mayor Miller called the Work Session to order.

Councilwoman Barnett made a motion to move Item II, Appointment of Ward 5 Councilmember, from the Business Meeting agenda to the Work Session. Mayor Pro Tem Zenchuk seconded the motion. Motion carried 4-0.

Mayor Pro Tem Zenchuk made a motion to approve appointing Jeffrey D. Wilbur to fill the unexpired term of Ward 5 Councilman Jeremy Smith. Councilwoman Barnett seconded the motion. Motion carried 4-0.

City Clerk Karen Norred administered the Oath of Office to Councilman Wilbur.

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

Meeting adjourned.

City of Holly Springs
City Council Meeting Minutes
September 28, 2020

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

Staff Present: City Attorney Robert M. Dyer, City Manager Robert H. Logan, City Clerk Karen Norred, Chief Michael Carswell, Community Development Director Nancy Moon, Finance Director Denise Lamazares, and Main Street Director/Assistant City Clerk Erin Honea.

Mayor Miller called the Business Meeting to order.

At the request of Mayor Miller, Jeremy Smith led the invocation. Mayor Pro Tem Zenchuk concluded the invocation.

Mayor Miller recognized Jeremy Smith for his fifteen years of service as the Ward 5 councilmember.

Chief Tim Prather presented the Cherokee County Fire & Emergency Services Annual Report.

Mayor Miller presented the Fire Prevention Week Proclamation to Chief Tim Prather and Senior Fire Educator Lisa Grisham.

Mayor Pro Tem Zenchuk made a motion to move Items 5-15 to the Consent Agenda. Councilwoman Phillips seconded the motion. Motion carried 5-0.

Consent Agenda

1. August 3, 2020 City Council Work Session and Special Called Meeting Minutes
2. August 17, 2020 City Council Work Session, Special Called Meeting, and Business Meeting Minutes
3. Release of Cagle Heights Phase I-Topping Performance Bond # 1001058943, Cagle Heights Phase I-Sidewalk Performance Bond # 1001058945, Cagle Heights Phase II-Topping Performance Bond # 21BSBHR6448, Cagle Heights Phase II-Sidewalk Performance Bond # 80151239 and II Performance Bonds
4. Release of Edgewater Phase 1 and 2-Topping Performance Bond # EACX175000013

5. Addendum No. 1, Oasis Project No. P194487, Proposal for Construction Materials Testing for the Hickory Road and Palm Street Intersection Improvement Project from Oasis Consulting Services
6. A revised Lighting Services Agreement for service address 0 Hickory Road between Georgia Power and the City of Holly Springs, Georgia
7. Change Order #1 from North Georgia Foundations for Parcel D – Pond Wall B-1 in an amount not to exceed \$45,647.60
8. A proposal from BM&K, P.C. and the City of Holly Springs, Georgia for the design of curb, gutter, and sidewalk on Hickory Road and Palm Street in an amount not to exceed \$12,900
9. The authorization for the City Engineer to proceed with the surveying of approximately 21 acres along Holly Springs Parkway as proposed by GeoSurvey, Ltd.
10. The authorization for the City Engineer to proceed with the surveying of approximately 14 acres along Holly Street as proposed by GeoSurvey, Ltd.
11. Awarding the Poplar Way Drainage Repair Project to Georgia Development Partners, LLC in an amount not to exceed \$21,798
12. Change Order #2 from Weaver Grading for the stormwater infrastructure project for the Master Detention Pond B-1 in an amount not to exceed \$9,207.25 and authorize the Mayor to execute the Change Order
13. Option 1 to purchase a 2020 Model 600BAH on a '21 Freightliner M2 street sweeper in an amount not to exceed \$255,520 from TYMCO, Inc.
14. A resolution to authorize the write off of certain accounts from Delinquent Personal Property taxes
15. Title VI Nondiscrimination Agreement between the Georgia Department of Transportation and the City of Holly Springs, Georgia

Councilwoman Phillips made a motion to approve the September 28, 2020 Consent Agenda. Councilwoman Barnett seconded the motion. Motion carried 5-0.

Councilwoman Barnett made a motion to approve the HCM Client File Agreement between MSI Benefits Group, Inc. and the City of Holly Springs, Georgia, Option 1, Planning, HCM File platform set-up, eligibility data formatting, HCM File delivery to client and IRS e-File in an amount not to exceed \$4.00 per 1095-C Form. Councilman Whitaker seconded the motion. Motion passed 4-1. Mayor Pro Tem Zenchuk opposed.

Finance Director Denise Lamazares announced that the August finance report was in the packet.

Councilwoman Phillips made a motion to adjourn the Business Meeting and enter into Executive Session for the purpose of Litigation. Councilwoman Barnett seconded the motion. Motion carried 5-0.

Meeting adjourned.

Respectfully Submitted.

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

MASTER SERVICES AGREEMENT NO. 60922

This Master Services Agreement No. 60922 ("**Agreement**") is effective on the date of the last signature, ("**Effective Date**") and is made by and between MCCi, LLC, a Florida limited liability company, and its Affiliates with its principal office located at 3717 Apalachee Parkway, Suite 201, Tallahassee, FL 32311 ("**MCCi**") and Client (defined herein). MCCi and Client may each be referred to individually herein as "**Party**" or collectively as the "**Parties**".

The terms "**Client**" in this Agreement shall also include Client's "**Affiliates**," defined as a legal entity that directly or indirectly controls, is controlled by, or is under common control with the party. It is agreed that Client's Affiliates shall enjoy the same rights, benefits and obligations set forth in this Agreement as are applicable to Client.

The Parties hereto intending to be legally bound hereby, agree as follows:

1. Scope of Service

MCCi and Client may develop and enter into one or more sales orders, attached herein or incorporated by reference, incorporating a description of the specific goods and/or services requested by Client (each, and as modified in writing by the Parties, an "**Order**"). MCCi will provide to Client those goods and/or services described as its obligation in the Order (collectively, the "**Services**"). If applicable, each Order will also describe items specifically required to be delivered by MCCi to Client (the "**Deliverables**"), and the acceptance criteria for each of the Deliverables. Further, each Order will set forth, among other things, tasks to be performed by the Parties and roles and responsibilities of each Party. Each Order shall specifically identify this Agreement and indicate that it is subject to the terms hereof. To the extent there are any conflicts or inconsistencies between this Agreement and any Order or Client purchase order, except in regard to Sections 2 or 3 herein, the provisions of this Agreement shall govern and control. To the extent that there are any conflicts or inconsistencies between this Agreement and any Client-entered third party government purchasing agreement ("**Purchasing Vehicle**"), the provisions of the Purchasing Vehicle shall govern and control.

No change order, notice, direction, authorization, notification or request (collectively, "**Change Order**") will be binding upon Client or MCCi, nor will such Change Order be the basis for any claim for additional compensation by MCCi, until Client and MCCi have agreed in writing to change the terms of an applicable Order, or to execute a new Order, as appropriate.

2. Fees

Client shall pay to MCCi the fees and other compensation set forth in each Order. By executing the applicable Order, Client acknowledges their pre-approval for any Order Expenses quoted. Unless otherwise specified, Client will also reimburse MCCi for all reasonable out-of-pocket travel, living and other ancillary expenses paid or incurred by MCCi in connection with the Services ("**Order Expenses**"). If relevant, MCCi will follow Client's expense policy, to the best of its ability. If a dispute occurs regarding MCCi's billing of Order Expenses in

conformity with Client's expense policy and greater than five percent (5%) of a specific bill, such dispute will be subject to investigation and correction; otherwise Client agrees to reimburse MCCi for the full amount of expenses billed. The Client acknowledges that it may incur expenses due to circumstances such as non-refundable airline tickets, training/install charges, hotel reservations, rental cars, etc., in the event that i) Client cancels or reschedules the event, after MCCi has made these arrangements; or ii) If Client site/team is not prepared upon MCCi's arrival, which results in cancellation, delays, and/or the need to reperform Deliverables.

Client acknowledges that the price of the license and/or subscription for the use of a third-party licensed product is subject to increases during the term of the license and/or subscription or at the time of renewal. In the event that MCCi is reselling a license and/or subscription to a third-party product to Client with at least 15 days prior to written notice (an email will be sufficient) of an increase in the price of the license and/or subscription. To the extent that Client does not agree to pay such increase in the license and/or subscription, Client must provide written notice to MCCi within 15 days of notice of such increase. Upon receipt of such notice, MCCi will cancel Client's license and/or subscription to the third-party licensed product.

3. Invoicing and Payment

Unless otherwise stated in an Order, MCCi will invoice Client for all fees, charges and reimbursable expenses on a monthly basis and upon completion of each Order.

Client agrees to pay all undisputed invoices and undisputed portions of a disputed invoice in full within thirty (30) days from the date of each invoice. Failure to pay invoices by the due date, unless MCCi has been informed by said due date that an invoice is being contested and the reason therefore, may result in the imposition of interest charges to the extent allowable by law as well as any associated legal and collection fees incurred.

Client further agrees to pay amounts equal to any federal, state or local sales, use, excise, privilege or other taxes or assessments, however designated or levied, relating to any amounts payable by Client to MCCi under this Agreement or any other Agreement between the Parties, exclusive of taxes based on MCCi's net income or net worth, and understands and accepts that any pricing defined in an Order does not include such taxes.

All recurring software maintenance support, subscriptions, and/or other service packages ("**Recurring Services**") will automatically renew and be billed unless Client has terminated the Agreement per Section 4 below or provided sixty (60) days written notice prior to the scheduled renewal date of the Recurring Services. Once payment has been received, no refunds for Recurring Services are available.

4. Term, Termination, and Cancellation

This Agreement will commence on the Effective Date and will be effective for a one (1) year period and will renew automatically for

MASTER SERVICES AGREEMENT NO. 60922

one (1) year periods and continue in full force and effect, unless terminated by either Party as set forth below. Termination of this Agreement or any Order hereunder may occur upon any of the following:

- (a) Thirty (30) days after a Party's receipt of written notice from the other Party that this Agreement or the Services, in whole or in part under an Order, shall be terminated; or
- (b) Thirty (30) days after one Party notifies the other in writing that they are in breach or default of this Agreement, unless the negligent Party cures such breach or default within such thirty (30) day period; or
- (c) Fifteen (15) days after the filing of a petition in bankruptcy by or against either Party, any insolvency of a Party, any appointment of a receiver for such Party, or any assignment for the benefit of such Party's creditors (a "**Bankruptcy Event**"), unless such Party cures such Bankruptcy Event within the fifteen (15) day period.

In all events, Client shall be liable for full payment for Services and reimbursement of MCCi's expenses incurred through the effective date of termination. If Client cancels or puts on hold an Order between completed milestones, MCCi will invoice Client for a pro-rated share of the uncompleted milestone(s) for Services performed through the date of such termination or delay.

5. Working Arrangements

All Services shall be performed remotely, unless otherwise agreed to by the Parties. If Services are to be performed on Client's premises, Client shall provide the following to MCCi Personnel: (i) a suitable and adequate work environment, including space for work and equipment for performance of the Services; (ii) access to and use of Client's facilities and relevant information, including all necessary software, hardware and documentation; (iii) timely assistance in the acquisition of, or correction of any hardware or software problems that would affect the performance of Services; and (iv) any other items set forth in each Order.

Client will ensure that all Client's personnel, vendors, and/or subcontractors who may be necessary or appropriate for the successful performance of the Services will, on reasonable notice: (i) be available to assist MCCi Personnel by answering business, technical and operational questions and providing requested documents, guidelines and procedures in a timely manner; (ii) participate in the Services as reasonably necessary for performance under an Order; and (iii) be available to assist MCCi with any other activities or tasks required to complete the Services in accordance with the Order.

6. MCCi Personnel

Neither MCCi nor its Personnel are or shall be deemed to be employees of Client but rather as independent contractors. MCCi shall be responsible for the compensation of its Personnel, in addition to any applicable employment taxes, workmen's compensation and any other taxes, insurance or provisions associated with the employment of such personnel.

In addition, MCCi shall be responsible for all acts or omissions of its Personnel. MCCi will also not discriminate in the referral or hiring of MCCi Personnel on the bases of race, religion, sexual orientation, color, sex, age, national origin, disability that does not affect the ability for an individual to perform his or her job, or other protected categories as required by state, federal, and local laws.

MCCi may utilize independent subcontractors in satisfying its obligations under this Agreement (collectively with MCCi employees "**Personnel**"). MCCi affirms to Client that these resources will adhere to and are subject to the same representations made by MCCi throughout this Agreement.

Upon receipt of notice from Client that any MCCi Personnel is not suitable, MCCi shall remove such person from the performance of Services and will provide a qualified replacement as quickly as possible.

Unless a particular MCCi Personnel member has been identified as a key resource to the relevant Order, MCCi at its sole discretion may reassign, if and as necessary, other appropriately qualified MCCi Personnel to the relevant Order as long as such assignment will not affect MCCi's fee for the Services defined or ability to satisfy its Deliverables.

Neither Party shall be deemed to be a legal representative of the other nor has any authority, either express or implied, to bind or obligate the other in any way.

7. Non-Solicitation

Each Party agrees not to directly or indirectly solicit, offer employment to, or accept any services outside of this Agreement from any employee or independent contractor of the other Party who provided services for the non-soliciting Party within the previous twelve (12) months, during the term of this Agreement, and for twelve (12) months thereafter. Notwithstanding the foregoing, either Party may solicit for employment, offer employment to, employ, or engage as a consultant or advisor, any of the other Party's personnel who: (i) had no previous direct contact with the soliciting Party's personnel in connection with, and during the performance of, the Services hereunder, or (ii) have responded to a general, publicly-available advertisement for employment at such Party (including its affiliates), or (iii) make unsolicited approaches or inquiries to such Party (including its affiliates) regarding employment opportunities. The current employing Party, in its sole discretion, may waive this provision in writing for an individual. In consideration for such waiver, other Party agrees to pay a placement fee equal to fifty percent (50%) of such person's new total annual compensation. This placement fee shall be due immediately upon such person's commencement of services.

8. Confidential Information

The Parties acknowledge that in the course of MCCi providing Services for Client hereunder, each may receive Confidential

MASTER SERVICES AGREEMENT NO. 60922

Information (as defined below) of the other Party. Any and all Confidential Information in any form or media obtained by a Recipient shall be held in confidence and shall not be copied, reproduced, or disclosed to third parties for any purpose whatsoever except as necessary in connection with the Services provided under this Agreement. The Recipient further acknowledges that it shall not use such Confidential Information for any purposes other than in connection with the activities contemplated by this Agreement. All consultants assigned by MCCi to Client will sign appropriate forms of confidentiality agreements on or prior to their start date.

"Confidential Information" means any and all confidential information of a Party disclosed to the other Party, including, but not limited to, research, development, proprietary software, technical information, techniques, know-how, trade secrets, processes, customers, employees, consultants, pricing information and financial and business information, plans and systems. Confidential Information shall not include information which: (i) was known to the Party receiving the information (the **"Recipient"**) prior to the time of disclosure by the other Party (the **"Disclosing Party"**); (ii) at the time of disclosure is generally available to the public or after disclosure becomes generally available to the public through no breach of agreement or other wrongful act by the Recipient; (iii) was lawfully received by Recipient from a third party without any obligation of confidentiality; or (iv) is required to be disclosed by law or order of a court of competent jurisdiction or regulatory authority.

The obligations set forth in this Section shall survive termination of this Agreement for a period of three (3) years thereafter.

9. Intellectual Property

Unless otherwise specified in any Order, title to all materials, products and/or Deliverables, including, but not limited to, reports, designs, programs, specifications, documentation, manuals, visual aids, and any other materials developed and/or prepared for Client by MCCi under any Order (whether or not such Order is completed) (**"Works"**), and all interest therein shall vest in Client and shall be deemed to be a work made for hire and made in the course of the Services rendered hereunder. MCCi shall retain a non-exclusive, royalty-free, world-wide, perpetual license to use, sell, modify, distribute and create derivative works based upon any of the foregoing Works in its information technology professional services business, provided that in so doing MCCi shall not use or disclose any Client Confidential Information or Deliverables unique to or owned by Client. To the extent that title to any such Works may not, by operation of law, vest in Client or such Works may not be considered works made for hire, all rights, title and interest therein are hereby irrevocably assigned to Client. All such Works shall belong exclusively to Client, except as set forth herein, with Client having the right to obtain and to hold in its own name, copyrights, registrations or such other protection as may be appropriate to the subject matter, and any extensions and renewals thereof. MCCi agrees to give Client and any person designated by Client, reasonable assistance, at Client's expense, required to perfect the rights defined in this Section 8. Unless otherwise requested by Client, upon the completion of the

Services to be performed under each Order or upon the earlier termination of such Order, MCCi shall immediately turn over to Client all Works and Deliverables developed pursuant to such Order, including, but not limited to, working papers, narrative descriptions, reports and data.

Notwithstanding the foregoing, the following shall not constitute the property of Client: (i) MCCi software, including but not limited to any proprietary code (source and object), which is subject to third-party license agreements with MCCi; (ii) those portions of the Deliverables which include information in the public domain or which are generic ideas, concepts, know-how and techniques within the computer design, support and consulting business generally; and (iii) those portions of the Deliverables which contain the computer consulting knowledge, techniques, tools, routines and sub-routines, utilities, know-how, methodologies and information which MCCi had prior to or acquired during the performance of its Services for Client and which do not contain any Confidential Information (as hereinafter defined) of Client conveyed to MCCi. To the extent that any portion of the Deliverables includes information or material that falls within the exceptions to property of Client described in Subsection (iii) above, MCCi shall be deemed to have granted Client a paid up, world-wide, non-exclusive license to use any such information or material imbedded in the Deliverables for its internal business needs and a non-exclusive license to make copies thereof for use only in its and its affiliates' facilities, subject to third party license agreements, if any. Should MCCi, in performing any Services hereunder, use any computer program, code or other materials developed by it independently of the Services provided hereunder (**"Pre-existing Work"**), MCCi shall retain any and all rights in such Pre-existing Work. MCCi hereby grants Client a paid up, world-wide, non-exclusive license to use and reproduce the Pre-existing Work for its internal business needs.

Client understands and agrees that MCCi may perform similar services for third Parties using the same personnel that MCCi may use for rendering Services for Client hereunder, subject to MCCi's obligations respecting Client's Confidential Information pursuant to Section 8.

10. Data Privacy

In the event that MCCi, in the course of providing Services to Client, receives, stores, maintains, processes or otherwise has access to **"Personal Information"** (as defined by the State Data Protection Laws and/or European Union Directives, and including, but not limited to, an individual's name and social security number, driver's license number or financial number) then MCCi shall safeguard this information in accordance with these laws. MCCi may disclose Personal Information for business purposes only on a need-to-know basis and only with (i) MCCi Personnel, (ii) any third party service providers that has agreed to safeguard Personal Data in a like manner as MCCi safeguards such information, and (iii) with other entities authorized to have access to such information under applicable law or regulation. MCCi may disclose Personal Data when necessary to protect its rights and property, to enforce its terms of

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use and legal agreements, as required or permitted by law, or at the request of law enforcement authorities and the courts, and pursuant to a subpoena. MCCi shall have no duty to notify Client of such compliance with law. MCCi takes reasonable and appropriate measures to maintain the confidentiality and security of Personal Data and to prevent its unauthorized use or disclosure. To the extent that MCCi experiences a Security Breach as defined under the State Data Protection Laws for information generated in connection with this Agreement or any Order hereto, MCCi shall notify Client in writing within five (5) business days of discovering such Security Breach.

11. Warranty

(a) Services Warranty.

MCCi warrants that all Services shall be performed by personnel with relevant skill sets and familiar with the subject matter for the Order in a professional, competent and workman-like manner.

MCCi's delivery of a Deliverable to Client shall constitute a representation by MCCi that it has conducted a review of the Deliverable and believes it meets the written specifications set forth in the corresponding Order. Client shall then have the right to conduct any review of the Deliverable as Client shall deem necessary or desirable. If Client, in its reasonable discretion, determines that any submitted Deliverable does not meet the agreed upon specifications, Client shall have five (5) business days after MCCi's submission to give written notice to MCCi specifying the deficiencies in reasonable detail. MCCi shall use reasonable efforts to promptly cure any such deficiencies. After completing any such cure, MCCi shall resubmit the Deliverable for review as set forth above. Notwithstanding the foregoing, if Client fails to reject any Deliverable within five (5) business days, such Deliverable shall be deemed accepted.

MCCi does not warrant that the Services or Deliverables will be uninterrupted or error-free, provided that MCCi shall remain obligated pursuant to this Section 11. If the Services fail to conform to the foregoing warranty in any material respect, Client's initial remedy will be for MCCi, at its expense, to promptly use commercially reasonable efforts to cure or correct such failure. Upon failure of the foregoing, Client's remedies, and MCCi's entire liability, as a result of such failure, shall be subject to the limitations set forth in Section 12 below. The foregoing warranty is expressly conditioned upon (i) Client providing MCCi with prompt written notice of any claim thereunder prior to the expiration thereof, which notice must identify with particularity the non-conformity; (ii) Client's full cooperation with MCCi in all reasonable respects relating thereto, including, in the case of modified software, assisting MCCi to locate and reproduce the non-conformity; and (iii) with respect to any Deliverable, the absence of any alteration or other modification of such Deliverable by any person or entity other than MCCi. The Parties acknowledge and agree that this Agreement relates solely to the performance of services (not the sale of goods) and, accordingly, will not be governed by the Uniform Commercial Code of any State having jurisdiction. MCCi also

does not warrant any third-party products procured on behalf of Client, and if there are any product warranties provided by the manufacturer of the product, any remedy should be requested directly from manufacturer.

EXCEPT AS EXPRESSLY PROVIDED IN THIS SECTION 10, MCCI DOES NOT MAKE OR GIVE ANY REPRESENTATION OR WARRANTY, WHETHER SUCH REPRESENTATION OR WARRANTY BE EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY, QUALITY, OR FITNESS FOR A PARTICULAR PURPOSE OR ANY REPRESENTATION OR WARRANTY FROM COURSE OF DEALING OR USAGE OF TRADE.

In the event that Client asserts any claim for warranty services hereunder and such claim relates to any matter that is mutually determined by the Parties not to be MCCi's responsibility hereunder (including any problem with Client's computer hardware or software that was not caused by any Services performed by MCCi), Client shall pay MCCi for all costs incurred for all evaluation, correction or other services performed by MCCi relating to such claim on a time and materials basis at MCCi's then standard billing rates.

(b) General Warranty.

MCCi shall perform the Services in compliance with all applicable international, federal and state laws and regulations and industry codes, including but not limited to (i) federal and state anti-kickback laws and regulations and laws governing payments to and relationships with healthcare professionals, including 42 U.S.C. §1320a-7b(b); (ii) federal Food and Drug Administration laws, regulations and guidance, including the federal Food, Drug and Cosmetic Act and the Prescription Drug Marketing Act, (iii) federal and state securities laws, meaning that MCCi agrees that Client may be a publicly traded company and MCCi shall instruct MCCi Personnel that federal and state securities laws prohibit the purchase, sale, or pledge of Client stock while in possession of any material, non-public information, (iv) the Foreign Corrupt Practices Act of 1977, and the UK Bribery Act, the 1997 OECD Convention on Combating Bribery of Foreign Public Officials in International Business Transactions, and (v) international, federal and state privacy and data protection laws, including, but not limited to, the relevant European Union directives, Health Insurance Portability and Accountability Act of 1996 and the Health Information Technology for Economic and Clinical Health Act, Chapter 93H of The Massachusetts General Laws and its implementing regulations, 201 CMR 17.00, and Cal. Civ. Code § 1798.80-.84 (collectively, "**State Data Protection Laws**").

12. Indemnification and Limitation of Liability

(a) Mutual Indemnification.

Each Party ("**Indemnifying Party**") shall indemnify, defend and hold the other harmless against any loss, damage or costs (including reasonable attorneys' fees) in connection with third party claims, demands, suits, or proceedings ("**Claims**");

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- For bodily injury or personal property damage arising out of the indemnifying Party's performance within the scope of its responsibilities under this Agreement.
- A breach of such the Indemnifying Party's obligations with respect to confidentiality
- A breach by the Indemnifying Party of applicable laws.
- Caused by negligent acts, omissions or willful misconduct of the Indemnifying Party.

(b) MCCi Indemnification.

MCCi shall defend, indemnify and hold Client harmless against Claims made or brought against Client by a third party alleging that the use of any Deliverable as provided to Client under this Agreement or any Order hereto and used in accordance with this Agreement and relevant documentation, infringes any third party's intellectual property rights. Notwithstanding the foregoing, MCCi shall not be required to indemnify Client to the extent the alleged infringement: (x) is based on information or requirements furnished by Client, (y) is the result of a modification made by a party other than MCCi, or (z) arises from use of a Deliverable in combination with any other product or service not provided by MCCi. If Client is enjoined from using the Deliverable or MCCi reasonably believes that Client will be enjoined, MCCi shall have the right, at its sole option, to obtain for Client the right to continue use of the Deliverable or to replace or modify the Deliverable so that it is no longer infringing. If neither of the foregoing options is reasonably available to MCCi, then this Agreement may be terminated at either Party's option and MCCi's sole liability shall be subject to the limitation of liability provided in this Section.

(c) Client Indemnification.

If the Services require MCCi to access or use any third party products provided or used by Client, Client warrants that it shall have all rights and licenses of third Parties necessary or appropriate for MCCi to access or use such third party products and agrees to produce evidence of such rights and licenses upon the reasonable request of MCCi and to indemnify, hold harmless and defend MCCi from and against any Claims to the extent arising from MCCi's access to or use of such third party products.

(d) Indemnification Procedure.

Each indemnified Party shall give the indemnifying Party (a) prompt written notice of the Claim; (b) sole control of the defense and settlement of the Claim (provided that the indemnifying Party may not settle any Claim unless it unconditionally releases the indemnified Party of all liability); and (c) at indemnifying Party's cost, all reasonable assistance.

(e) Limitation of Liability.

In no event shall either Party be liable for special, exemplary, incidental, or consequential damages (including, without limitation, lost revenues, profits, savings or business) or loss of records or data, whether or not the possibility of such damages has been disclosed to such Party in advance or could have been reasonably foreseen by such Party, and whether in an action based on contract, warranty, strict liability, tort (including, without limitation, negligence) or

otherwise. Except for a Party's indemnification obligations, each Party's maximum aggregate liability for all claims, losses or other liability arising out of, or connected with, this Agreement, the Services contemplated hereunder or Client's use of any such Services or Deliverables, and whether based upon contract, warranty, strict liability, tort (including, without limitation, negligence), or otherwise, shall in no case exceed the aggregate amounts paid to MCCi by Client under the applicable Order, giving rise to such claim during the last six (6) months. Each Party's entire liability and Client's remedies under this Agreement shall be subject to the limitations contained in this Section 12. The limitations on warranty and liability specified in Sections 11 and 12 hereof will survive and apply even if any limited remedy herein is found to have failed of its essential purpose.

The Parties acknowledge that the limitation of warranties and liabilities as set out in this Agreement are an essential basis of this Agreement and that the prices agreed to be paid by Client for Services reflect these limitations.

13. Insurance

During the term of this Agreement, MCCi shall carry, at its sole expense, insurance coverage to include at a minimum the following:

- Workers Compensation: State statutory limits and \$1,000,000 employers' liability
- Comprehensive General Liability: \$2,000,000 per occurrence and \$4,000,000 in the aggregate
- Professional Liability: \$1,000,000 per occurrence and \$3,000,000 in the aggregate
- Errors and Omissions: \$1,000,000 per occurrence
- Cyber and Technical Errors and Omissions: \$3,000,000 in the aggregate

14. Notices

All notices, demands and other communications required or permitted hereunder or in connection herewith shall be in writing and shall be deemed to have been duly given if delivered (including by receipt verified electronic transmission) or mailed in the Continental United States by first class mail, postage prepaid, to a Party at the following address, or to such other address as such Party may hereafter specify by notice:

If to MCCi
MCCi, LLC
3717 Apalachee Parkway, Suite 201
Tallahassee, FL 32311
Attn: Legal Department
Email: legal@mccinnovations.com

If to Client:
City of Holly Springs
3237 Holly Springs Parkway
Holly Springs, GA 30115
Attn: Karen Norred

15. Miscellaneous

(a) 3rd Party EULA Provisions.

Client acknowledges that they are responsible for adhering to any 3rd party End User License Agreements ("EULA"), whether supplied by MCCi as a convenience or not, for any products procured on behalf of Client by MCCi.

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(b) Use of Open Source Code.

Except as disclosed in the Order, MCCi does not distribute nor otherwise use any open source or similar software in a manner that would obligate MCCi to disclose, license, make available or distribute any of its material proprietary source code as a condition of such use. For purposes of this Agreement, “Open Source” shall mean any software or other Intellectual Property that is distributed or made available as “open source software” or “free software” or is otherwise publicly distributed or made generally available in source code or equivalent form under terms that permit modification and redistribution of such software or Intellectual Property. Open Source Materials includes software that is licensed under the GNU General Public License, GNU Lesser General Public License, Mozilla License, Common Public License, Apache License or BSD License, as well as all other similar “public” licenses.

(c) Client Software Customizations.

Client may choose to customize their software internally without MCCi’s help. MCCi is not responsible for any damages caused by Client’s customization of the software. MCCi will not be held responsible for correcting any problems that may occur from these customizations.

(d) MCCi Software Configuration Services.

Client may elect to contract with MCCi to configure Client’s software. In these situations, Client acknowledges they are responsible for testing all software configurations and as such, waives any and all liability to MCCi for any damages that could be related to these software configurations.

(e) Force Majeure.

If either of the Parties hereto are delayed or prevented from fulfilling any of its obligations under this Agreement by force majeure, said Parties shall not be liable under this Agreement for said delay or failure. “Force Majeure” means any cause beyond the reasonable control of a Party including, but not limited to, an act of God, an act or omission of civil or military authorities of a state or nation, epidemic, pandemic, fire, strike, flood, riot, war, delay of transportation, or inability due to the aforementioned causes to obtain necessary labor, materials or facilities.

(f) Audit Rights.

With reasonable notice and at a convenient location, Client will have the right to audit MCCi’s records to verify MCCi’s records to confirm MCCi’s billing to Client is correct.

In addition, should any of Client’s regulators legally require access to audit the Services, MCCi will, to the extent legally required by such regulators, provide access for the same. All results of such audits shall be MCCi Confidential Information.

Client shall bear all costs associated with audits.

(g) Assignment.

Neither Party may assign or otherwise transfer any of its rights, duties or obligations under this Agreement without the prior written consent of the other Party. Either Party, however, without any

requirement for prior consent by the other, may assign this Agreement and its rights hereunder to any Party or entity who succeeds (by purchase, merger, operation of law or otherwise) to all or substantially all of the capital stock, assets or business of such Party, if the succeeding party or entity agrees in writing to assume and be bound by all of the obligations of such Party under this Agreement. This Agreement shall be binding upon and accrue to the benefit of the Parties hereto and their respective successors and permitted assignees.

(h) Modification.

This Agreement may be modified only by a written amendment executed by duly authorized officers or representatives of both Parties.

(i) Provisions Severable.

If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, then such provision shall be severed from this Agreement and the remaining provisions will continue in full force.

(j) Dispute Resolution.

Should a dispute arise between MCCi and Client involving their respective responsibilities, limitations or the working relations between the Parties under this Agreement or any Order, then the Parties will make every effort to amicably resolve the dispute. Prior to entering arbitration as set forth below, the Parties agree that any dispute will initially be referred to their senior management for resolution within ten (10) business days of receipt of notice specifying and asking for the intervention of the Parties’ superiors. If the dispute is still unresolved after such ten (10) business day period, the Parties agree, at the written request of either Party, to submit the dispute to a single arbitrator for resolution by binding arbitration under the rules of the American Arbitration Association, and that any award of the arbitrator shall be enforceable under any court having jurisdiction thereof. In any such action, the Parties will bear their own costs and will share equally in the costs and fees assessed by the American Arbitration Association for its services.

(k) Interpretation.

The descriptive headings of this Agreement and of any Order under this Agreement are for convenience only and shall not affect the construction or interpretation of this Agreement. As used herein, “include” and its derivatives (including, “e.g.”) shall be deemed to mean “including but not limited to.” Each Party acknowledges that this Agreement has been the subject of active and complete negotiations, and that this Agreement should not be construed in favor of or against any Party by reason of the extent to which any Party or its professional advisers participated in the preparation of this Agreement.

(l) Publicity.

MCCi may use the name of Client, the existence of this Agreement and the nature of the associated services provided herein for

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marketing purposes, except that such use shall not include any Client Confidential Information as defined in Section 7 of this Agreement.

(m) Entire Agreement.

This Agreement and all Order(s) attached hereto constitute the complete and exclusive statement of the agreement between the Parties and supersedes all proposals, oral or written, and all other prior or contemporaneous communications between the Parties relating to the subject matter herein.

(n) Counterparts.

This Agreement may be executed in several counterparts, each of which will be deemed an original, and all of which taken together will constitute one single agreement between the Parties with the same effect as if all the signatures were upon the same instrument.

(Remainder of Page Intentionally Left Blank; Signature Page Follows)

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IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective duly authorized representatives as of the Effective Date.

MCCi, LLC

Signed: _____

Name: _____

Title: _____

Date: _____

CITY OF HOLLY SPRINGS ("Client")

Signed: _____

Name: _____

Title: _____

Date: _____

3237 HOLLY SPRINGS PARKWAY
HOLLY SPRINGS, GA 30115

ADDENDUM NO. 1 TO MASTER SERVICES AGREEMENT NO. 60922

LASERFICHE CLOUD ORDER

Pursuant to Master Services Agreement No. 60922 ("**Agreement**"):

This Laserfiche Cloud Order, designated as Addendum No. 1 is entered into as of _____, 2020 ("**Addendum Effective Date**") , by and between MCCi and Client and is hereby incorporated into the Agreement and made a part thereof. If there is any conflict between a provision of the Agreement and this Addendum, the Agreement will control. Any capitalized terms not otherwise defined herein shall have the meaning set forth in the Agreement. This Order supersedes any previous quote or proposals received.

PRICING: LASERFICHE



Client Name: Holly Springs, GA

Quote Number: 17655

Quote Type: Platform Change

Order Date: September 28, 2020

Product Description:	Qty.	Unit Cost	Total
EXISTING LASERFICHE SOFTWARE SUPPORT CREDIT			
☒ Current System Support Credit			TBD
<i>**The credit amount honored will be determined based on the date of order.</i>			
Existing Laserfiche Software Support Credit Total			TBD

Product Description:	Qty.	Unit Cost	Annual Total
LASERFICHE CLOUD ANNUAL SUBSCRIPTION - BASIC			
☒ Laserfiche Cloud Business User Subscription (25-49 Users)	25	\$1,144.50	\$28,612.50
<i>*Includes Training Center</i>			
☒ Laserfiche Cloud Quick Fields Complete with Agent Subscription (10-Pack)	1	Included	Included
☒ Laserfiche Cloud Workflow Bots Subscription	1	Included	Included
Laserfiche Annual Recurring Subscription Subtotal			\$28,612.50

MCCI SUPPLEMENTAL SUPPORT SERVICES SUBSCRIPTION

☒ Managed Support Services for Laserfiche	1	\$4,158.00	\$4,158.00
<i>Client needs are estimated based on the current components provided herein: up to 30 hours that will expire at the end of your renewal term.</i>			
MCCI Supplemental Support Services Annual Recurring Subscription Subtotal			\$4,158.00

GRAND TOTAL - RECURRING ANNUAL SUPPORT/SUBSCRIPTION **\$32,770.50**

For budgetary purposes, the Client should include \$32,770.50 annually for renewal of the items above. If you subscribe to MCCI's Training Center or SLA, additional user licenses may increase its cost at the time of your next annual renewal. Sales tax will be invoiced where applicable and is not included above.

Service Description:	Qty.	Unit Cost	Total
MCCI SERVICE PACKAGES			
☒ On-Premises Data Migration to Laserfiche Cloud	1	\$2,050.00	\$2,050.00
<i>Client must upgrade to newest version of Laserfiche to utilize the Laserfiche Data Migration Tool.</i>			

☒	Implementation Services Package <i>Cost is based on the current components provided herein. MCCi's certified personnel will administer these services to assist Client with implementing the software/subscription components purchased.</i> • User set-up and configuration • Module set-up and configuration • Project Management and requirements gathering • Version Update	1	\$2,050.00	\$2,050.00
☒	Laserfiche Training Services, Remote Per Day <i>Workflow training and installation excluded.</i>	1	\$1,640.00	\$1,640.00
	Service Packages Subtotal			\$5,740.00

GRAND TOTAL - ONE-TIME SERVICES

\$5,740.00

TOTAL LASERFICHE PROJECT COST

\$38,510.50

All Quotes Expire in 30 Days

This is NOT an invoice. Please use this confirmation to initiate your purchasing process.

RECURRING SERVICES

The Recurring Services portion of this Order will be based on the pricing at the time of renewal and will systematically renew unless written notice of termination has been provided per the master agreement. In the event that a manufacturer increases its prices for recurring annual services, the increase will be passed along to Client. No more than once per year, MCCi may adjust its recurring annual services to coincide with current U.S. inflation rates; any increase will not exceed the cumulative increase in the Consumer Price Index (CPI) occurring since the last price increase.

SALES TAX

Sales tax will be invoiced where applicable and is not included in the fee quote above.

REMOTE SERVICES

All service packages include remote time due to COVID-19. If circumstances change to allow onsite services to be performed, a new quote must be requested.

PRODUCT ORDER & BILLING TERMS

PRODUCT ORDER

MCCi will process Product Orders as follows:

Product/Service Description	Timing of Product Order
All Software, Recurring Annual Support/Subscription, and Supplemental Support Services	Within 30 days of receipt of Order.

BILLING

MCCi will invoice Client as follows:

Product/Service Description	Timing of Billing
All Software, Recurring Annual Support/Subscription, and Supplemental Support Services	▪ Initial Sale: Upon delivery of software or activation of the subscription. ▪ Annual Renewal: 75 days in advance of expiration date.
Service Packages	Upon delivery completion and Client acceptance.

MCCi shall not send any invoices, nor claim payment, for any fees or expenses incurred by MCCi until both parties authorize this Order. Sales tax will be included where applicable and is NOT included in the Pricing section.

SUPPLEMENTAL SUPPORT & ANNUAL SUBSCRIPTION PACKAGES

As your first-tier solution provider, MCCi provides multiple options for technical support. Your annual renewal covers application break/fix support, version downloads, and continued educational resources. MCCi offers supplemental support packages to cover remote training, basic configuration services, and maintenance of existing business processes. MCCi Managed Support Services (MSS) or Process Administration Support Services (PASS) packages are strongly encouraged to be included with every renewal.

LASERFICHE

	Managed Support Services
	MSS
Easy access to our team of Certified Technicians for application break/fix support issues (i.e. error codes, bug fixes, etc.) ⁺	■
Remote access support through GoToMeeting ⁺	■
Access to product update version and hotfixes (Client Download) ⁺	■
24/7 access to the Laserfiche Support Site and Laserfiche Answers discussion forums ⁺	■
Software/support credit eligible for Laserfiche platform changes ⁺⁺	■
Additional Remote Basic Training	■
Additional System Settings Consultation	■
Assistance with Implementation of Version Updates	■
Annual Review of Administration Settings	■
Priority Offering of Laserfiche CPPs & Laserfiche Empower Registration Scholarships	■
Configuration and maintenance of <i>basic</i> business processes utilizing Laserfiche Forms and Workflow	
Configuration of Laserfiche Quick Fields sessions	
Basic Records Management Module Overview Training	
Administration Configuration Services	
Dedicated Certified Professional	
Proactive recurring consultation calls upon Client's request	
Annual Review of business process configurations	
Institutional Knowledge of Your Solution	
Maintenance of MCCi/Client configured <i>complex</i> business processes	
Ability to schedule after-hours migrations/upgrades Monday-Friday 8 am to 10 pm EDT and Saturday-Sunday from 12 pm to 4 pm EDT	
Basic JavaScript, CSS and Calculations for Laserfiche Forms [*]	

⁺ Client's Support/Subscription Renewal includes these benefits, regardless of whether a supplemental package is owned.

^{*} Excludes development of new integrations, large-scale development projects, and SQL queries.

^{**} **Hours:** MCCi allows clients to use their hours for a multitude of services, as long as a request will not start a service that cannot be completed. None of the packages listed above are intended to be utilized for configuration of a new *complex* business process. In those instances, a separate SOW is required.

LASERFICHE SUPPORT/SUBSCRIPTION

Client's Laserfiche Support/Subscription Renewal covers:

- **BREAK/FIX SUPPORT**

Our team of Certified Support Technicians will assist with break/fix issues including the resolution of error codes, bugs, etc.

- **CONTINUED EDUCATION**

Your renewal grants you access to continued education through Webinars, User Groups, Seminars and more!

- **REMOTE ACCESS SUPPORT**

Our Support Technicians can access your system remotely to resolve issues, saving both time and money.

- **LASERFICHE SITE ACCESS**

You will have 24/7 access to the Laserfiche support site, which includes whitepapers, case studies, etc. You also have access Laserfiche answers, an online discussion forum. Ask questions and gain advice for other Laserfiche users, staff, and solution providers.

- **ACCESS TO VERSION UPDATES**

Your Laserfiche renewal covers access to download the version updates for your software/subscription.

- **SOFTWARE/SUPPORT CREDIT****

When upgrading or trading in perpetual licensing, you will receive a one-time credit of the software and remaining prepaid support. When moving to Cloud/Subscription, you will receive a one-time credit of the remaining prepaid support.

PACKAGE DESCRIPTIONS

BUSINESS PROCESS DEFINITIONS

A Workflow, Forms, or Quick Fields process that automates or streamlines an organization-specific process.

- **BASIC:** A business process requiring minimal configuration and virtually no institutional knowledge, allowing a MCCi Application Support Analyst to assist with configuration, support, and maintenance of the process.
- **COMPLEX:** A large business process with extensive configuration that is absolutely mission critical to the organization.
 - *EXAMPLES:* Large accounts payable process with a high volume of transactions, approval steps, database lookups, etc. Complex business processes require MCCi's Application Support Analyst to have institutional/process knowledge to configure the process.
 - For new complex Forms, Workflow, and Transparent Records Management configurations, please discuss a Business Process Configuration Service with your Account Executive or Account Manager.

CLIENT RESPONSIBILITIES (ALL PACKAGES)

- Configuration/maintenance of backups and any general network, security, or operating system settings outside of your solution (Laserfiche, ABBYY, Blue Prism)
- Management and creation of retention policies related to Records Management Module
- Providing an IT contact (internal or third-party) for MCCi to work with as necessary
- Providing remote access capabilities as needed. If Client requests MCCi to have unattended access, Client assumes all responsibility for the related session(s). Client will work with MCCi to set up user profiles, user tags, etc. to allow desired security rights/access.

- For **MSS 2, PASS & PASS 2**, create/provide process diagrams (and any other necessary paperwork/examples)

MANAGED SUPPORT SERVICES (MSS)

MCCi's **MSS** package provides additional training and assistance to Client's administrator and users. Pricing for the advanced block of hours is based on MCCi's Support Technician hourly rate discounted by 10%. The number of hours included is based on active products and will expire on the same date as your annual renewal. **MSS** can be used for the following:

- **ADDITIONAL REMOTE TRAINING**

Additional web-based training is conducted to train new users or as refresher training for existing users.

- **ADDITIONAL SYSTEM SETTINGS CONSULTATION**

MCCi offers additional best practices consultation that includes recommendations for adding additional departments, additional types of indexing, etc.

- **REMOTE IMPLEMENTATION OF VERSION UPDATES**

While your renewal includes version updates, implementation of those updates is sometimes overlooked. With the addition of **MSS**, MCCi is at your service to directly assist with implementing software updates such as minor updates, quick fixes or point releases. Dependent on complexity and Client's specific configurations, major software upgrades may or may not be covered and should be discussed with your Account Management Team.

- **ANNUAL SYSTEM REVIEW & ANALYSIS**

MCCi will access your system to review how your organization uses your solution, to identify potential issues, and to make recommendations for better use of the system. This analysis may be performed annually and is an optional service that will be completed only if requested by Client.

- **LASERFICHE CERTIFICATIONS**

Priority offering of complimentary Laserfiche certifications, based on availability.

- **LASERFICHE CONFERENCE REGISTRATION**

Priority offering of complimentary Laserfiche Empower registration, based on availability.

- **ABBYY USER, GROUP, IMPORT PROFILE, AND BATCH UPDATES**

MCCi will create or update users or groups, import profiles or batches within your ABBYY solution.

THE TRAINING CENTER FOR LASERFICHE

MCCi's Training Center for Laserfiche annual subscription provides an easy, cost-effective way for all users in your organization to access over 500 Laserfiche training videos.

BENEFITS

- 24/7 access to on-demand Laserfiche training videos and other resources
- Reduction in training expenses
- Caters to all skill levels from Basic Users to Advanced System Administrators
- Unlimited access for your entire organization
- User determined schedule and pacing
- Reduction in internal support and increased user productivity
- Increased efficiency through improved internal usage/adoption
- Instant/budgeted training available in the case of employee turnover
- Enhance your organization's internal Laserfiche training program

**The Training Center subscription gate is based on Laserfiche full and retrieval users.*

SERVICE PACKAGES

ON-PREMISES DATA MIGRATION TO LASERFICHE CLOUD

ASSUMPTIONS

- Client must upgrade to newest version of Laserfiche available to utilize the Laserfiche Data Migration tool.
- If Client has SQL 2016 or newer, additional professional services time may be needed to complete the migration.

IMPLEMENTATION SERVICES PACKAGE

MCCi’s certified personnel will administer these services to assist Client with implementing the software/subscription components purchased.

MCCi DELIVERABLES

Professional Services may include any of the following for the purchased components:

- Project management associated with the proposed solution:
 - Outlining requirements
 - Setting expectations for project success
- Assistance with basic repository configuration and user account setup (Laserfiche only)
- Basic configuration of all software components and remote installation as needed
- Review of implemented solution

LASERFICHE TRAINING SERVICES

Client is provided with instructor-led Laserfiche training, hands-on, or train-the-trainer.

SYSTEM ADMINISTRATION TRAINING

- | | | |
|----------------------------------|--|-------------|
| ▪ Client and Server Installation | ▪ Users and Groups – Active Directory/SAML | ▪ Volumes |
| ▪ Records Management | ▪ Document Relationships | ▪ Templates |
| ▪ System Settings | ▪ Back Up Procedures | ▪ Security |
| ▪ Troubleshooting Procedures | ▪ Technical Support Overview | ▪ Tags |

FULL USER TRAINING

- | | | |
|------------------------------|----------------------------------|------------------------|
| ▪ Introduction to Laserfiche | ▪ Folders and the Folder Browser | ▪ Document Display |
| ▪ OCR and Full Text Indexing | ▪ Searching & Annotations | ▪ Security |
| ▪ Briefcases and Migrating | ▪ Scanning and Importing | ▪ Customize Laserfiche |
| ▪ Extracting a Document | ▪ Index Card/Templates | ▪ Volumes |

TECHNICAL SUPPORT

Clients may contact MCCi support via MCCi's Online Support Center, email (support@mccinnovations.com), or telephone 866-942-0464. Support is available Monday through Friday (excluding major holidays) from 8 am to 8 pm Eastern Time.

PROFESSIONAL SERVICES

CHANGE ORDER PROCESS

Any deviations from the contract will be documented in a Change Order that Client must execute.

CONFIGURATION ASSISTANCE

Many of our packages list remote configuration assistance for up to a certain number of days. This is based on total days, not business days.

TRAVEL

MCCi will schedule travel in consecutive days for most engagements unless otherwise stated or agreed upon.

SCHEDULING

All rates are based on normal business hours, Monday through Friday from 8 am to 5 pm local time. If scheduling needs to occur after business hours, additional rates may apply.

DATA/SERVER MIGRATIONS

MCCi is not responsible for the accuracy of existing indexing data and/or image quality, such as errors on the media, image file corruption, data file corruption, orphaned records, encrypted data, non-supported proprietary formats or other errors that are not controllable by MCCi.

RETURN POLICY

Any product returns are reliant on Manufacturer's return policy.

LASERFICHE CLOUD ASSUMPTIONS

The following assumptions are current as of the date of order. Manufacturer's terms and conditions are subject to change.

REQUIREMENTS

Laserfiche Cloud is not recommended for clients with less than 10 mb/s download and upload speed. Client is responsible for ensuring they meet these requirements.

LASERFICHE CLOUD AGREEMENT

As part of Client's account activation process, Laserfiche requires acceptance of the Laserfiche Cloud Agreement, which can be found at <https://www.laserfiche.com/cl/agreement>.

- By accepting this Order, Client acknowledges Laserfiche's Cloud Agreement and agrees to abide by its terms and absolve MCCi of any Laserfiche Cloud product-related liability.

LASERFICHE SOFTWARE ASSURANCE PLAN (LSAP)

MCCi acts as first-tier support and works with Laserfiche, who would provide second-tier level support when needed. MCCi's LSAP includes access to software point release updates, telephone or email support for software related issues, 24-hour FTP and website access, technical bulletins, and newsletters.

ACTIVE LSAP BENEFITS INCLUDE:

- Easy access to our team of Laserfiche Gold Certified Support Technicians
- Remote desktop support through GoToMeeting
- Latest Laserfiche versions
- Access to continued education through Webinars, User Groups, and Seminars
- Continued access to your Cloud environments

Adjustments in annual support rates may be made to coincide with current U.S. inflation rates; any increase will not exceed the cumulative increase in the Consumer Price Index (CPI) occurring since the last price increase.

LASERFICHE LATE PAYMENT POLICY

- If payment is not received before your Renewal Date, your Laserfiche support expires. Please allow up to 5 business days for MCCi to process payment to Laserfiche.
- If your Cloud support is expired for 30 days or more, Laserfiche may reduce or suspend your access to your Cloud environment and the Laserfiche website until payment is received. If your support is still not active/paid within 60 days of your subscription date, Laserfiche may cancel your account, terminate your subscriptions and the services environment, and delete your content.
- If your support expiration is just due to a late payment, you will still be able to access MCCi Support Technicians for 30 days.
 - However, if there are support issues that require Laserfiche involvement, these issues cannot be resolved until your support is renewed.

REINSTATEMENT FEES

- After your support has been expired for 30 days, Laserfiche will move your renewal date and will apply reinstatement fees.
 - Fees = 10% of Annual LSAP Total multiplied by the number of expired months

LASERFICHE CLOUD SUBSCRIPTION TERM AND FEES

- Your Cloud subscription will begin when administrative access is granted approximately 30 days after the test environment activation date and/or your account is switched to live based on project needs. This is not contingent upon a completed implementation.
- MCCi may initiate the live activation of the subscription on behalf of Client. In the event MCCi does initiate the activation, Client is still responsible to adhere to the Laserfiche Cloud terms of service.
- Cloud subscription terms are annual unless otherwise stated.
- For additional products/subscriptions added mid-term the cost is prorated to match the existing renewal date.
- Cloud products cancelled 30+ days before the renewal date will not be charged a cancellation fee.
- Cloud products cancelled 1 – 30 days before or on the renewal date will be charged a 10% cancellation fee based on the total annual Laserfiche Cloud subscription cost.
- Cloud products cancelled 1 – 30 days after the renewal date will be charged a 50% cancellation fee based on the total annual Laserfiche Cloud subscription cost.
- Cloud products cancelled 30+ days after the renewal date are nonrefundable.
- Subscribers are advised to export data from their Laserfiche system prior to cancellation.

Cloud Renewal Cancellation Timeframe	Cancellation Fee
30+ days before the renewal date	No Fee
1-30 days before or on the renewal date	10% Cancellation Fee
1-30 days after the renewal date	50% Cancellation Fee
30+ days after the renewal date	Non-Refundable

LASERFICHE CLOUD SOLUTION PROVIDER OF RECORD

As your current Solution Provider of Record, Laserfiche's policy dictates that MCCi is the only Laserfiche Solution Provider that has access to your support account, along with the ability to process subscription renewals and additional purchases on your behalf. Unless you decide to cancel your contract with MCCi or work with Laserfiche to formally change your Laserfiche Solution Provider of Record, future purchases and subscription renewals will be processed and provided by MCCi.

OVERAGE FEES FOR DATA STORAGE/BANDWIDTH

If additional data storage or bandwidth is needed mid-term, additional charges will apply. MCCi recommends reviewing this annually and pre-purchasing any additional storage/bandwidth based on anticipated needs.

DATA RESTORATION SERVICES

On an exception basis and subject to written approval from Laserfiche, Client may receive assistance to restore data which it may have lost as a result of its own actions. Additional fees may apply.

MOVING TO LASERFICHE CLOUD

For existing Laserfiche clients that have a platform other than Laserfiche Cloud, Laserfiche does not provide credits when moving to the Laserfiche Cloud licensing model. Remaining months of LSAP can be applied to the new purchase.

CLIENT SOLUTION CUSTOMIZATIONS

Client may also choose to customize their Cloud system internally, without MCCi's help. MCCi is not responsible for any damages caused by the user's customization of the system. MCCi will not be held responsible for correcting any problems that may occur from these customizations. Routine updates to Laserfiche Cloud may affect any customizations made by the user. If MCCi's help is required to correct/update any customizations made by Client, appropriate charges will apply.

CLIENT INFORMATION TECHNOLOGY ASSISTANCE

For MCCi to excel in providing the highest level of service, Client must provide timely access to technical resources. Client must provide adequate technical support for all MCCi installation and support services. If Client does not have “in-house” technical support, it is Client’s responsibility to make available the appropriate Information Technology resources/consultant when needed.

IN WITNESS WHEREOF, the Parties hereto have caused this Addendum No. 1 to be executed by their respective duly authorized representatives as of the Addendum Effective Date.

MCCi, LLC

Signed: _____

Name: _____

Title: _____

Date: _____

CITY OF HOLLY SPRINGS ("Client")

Signed: _____

Name: _____

Title: _____

Date: _____

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

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

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

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

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

This Resolution is adopted this 19th day of October 2020.

CITY OF HOLLY SPRINGS

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

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

Local Legal Code	Category	Local Violation Description	Fine Amount
40-6-181	Speed Restrictions	5-10 MPH Over	\$70

AMEND THE FOLLOWING FEE

Local Legal Code	Category	Local Violation Description	Fine Amount
40-5-29A	Issuance, Expiration, & Renewal of License	No License on Person	\$10

A RESOLUTION OF THE CITY OF HOLLY SPRINGS MAYOR AND COUNCIL TO REMOVE JEREMY SMITH FROM AND ADD JEFFREY D. WILBUR TO SOUTH STATE BANK SIGNATURE CARDS

WHEREAS, it is the desire of the City Council of the City of Holly Springs to remove Jeremy Smith from and add Jeffrey D. Wilbur to South State Bank signature cards: and

WHEREAS, Jeremy Smith resigned from the Ward 5 Council seat effective August 29, 2020; and

WHEREAS, the remaining Council members appointed Jeffrey D. Wilbur to fill the unexpired term of Jeremy Smith on September 28, 2020; and

WHEREAS, during the Qualifying Period, Jeffrey D. Wilbur was the only candidate who qualified for the next succeeding term for Ward 5, which will begin January 1, 2021 and end December 31, 2024; and

NOW THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Holly Springs that Jeremy Smith be removed from and Jeffrey D. Wilbur be added to all South State Bank signature cards.

SO RESOLVED THIS 19th DAY OF OCTOBER 2020.

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)



FINANCIAL HIGHLIGHTS
September 30, 2020



Budget Summary
75% of year lapsed

	Audited		Unaudited	
	2019 Year End Actual	2020 Annual Budget	2020 Year to Date	% Annual Budget
REVENUES BY FUND				
General Fund	8,873,082	8,950,000	3,951,768	44.15%
Operating Grant Fund	183,262	215,000	96,409	44.84%
Parks & Recreation Fund	390,944	390,000	335,746	86.09%
Hotel/Motel Tax Fund	4,249	5,000	2,402	48.05%
Urban Redevelopment Agency	1,493,031	3,000,000	5,393,172	179.77%
SPLOST III Fund	15,296	275,000	6,053	2.20%
SPLOST IV Fund	7,235	70,000	1,080	1.54%
SPLOST V Fund	2,445,685	8,556,365	1,931,583	22.57%
Town Center Fund	2,419,961	3,351,600	5,393,467	160.92%
Debt Service Fund	2,179,430	516,319	1,511	0.29%
Stormwater Utility Fund	406,454	350,000	16,114	4.60%
TOTAL REVENUES - ALL FUNDS	\$ 18,418,629	\$ 25,679,284	\$ 17,129,307	66.70%

EXPENDITURES/EXPENSES BY FUND				
General Fund	11,184,086	8,950,000	7,066,241	78.95%
Operating Grant Fund	183,219	215,000	92,120	42.85%
Parks & Recreation Fund	488,132	390,000	64,336	16.50%
Hotel/Motel Tax Fund	7,580	5,000	540	10.80%
Urban Redevelopment Agency	1,493,031	3,000,000	5,393,172	179.77%
SPLOST III Fund	-	275,000	-	0.00%
SPLOST IV Fund	-	70,000	-	0.00%
SPLOST V Fund	4,556,125	8,556,365	1,109,571	12.97%
Town Center Fund	2,270,161	3,351,600	5,865,760	175.01%
Debt Service Fund	358,736	516,319	261,924	50.73%
Stormwater Utility Fund	263,042	350,000	200,126	57.18%
TOTAL EXPENDITURES/ EXPENSES - ALL FUNDS	\$ 20,804,112	\$ 25,679,284	\$ 20,053,790	78.09%



**Comparison to Prior Year
75% of year lapsed**

	9/30/19 Actual	2019 Annual Budget	% of Annual Budget	9/30/20 Actual	2020 Annual Budget	% of Annual Budget
REVENUES BY FUND						
General Fund	3,338,548	11,500,000	29.03%	3,951,768	8,950,000	44.15%
Operating Grant Fund	129,670	228,500	56.75%	96,409	215,000	44.84%
Parks & Recreation Fund	291,089	500,000	58.22%	335,746	390,000	86.09%
Hotel/Motel Tax Fund	3,497	4,500	77.70%	2,402	5,000	48.05%
Urban Redevelopment Agency	624,905	2,000,000	31.25%	5,393,172	3,000,000	179.77%
SPLOST III Fund	12,279	15,325	80.12%	6,053	275,000	2.20%
SPLOST IV Fund	13,521	71,500	18.91%	1,080	70,000	1.54%
SPLOST V Fund	1,821,641	4,728,895	0.00%	1,931,583	8,556,365	22.57%
Town Center Fund	1,051,781	2,635,103	39.91%	5,393,467	3,351,600	160.92%
Debt Service Fund	179,368	2,179,368	8.23%	1,511	516,319	0.29%
Stormwater Utility Fund	26,624	335,000	7.95%	16,114	350,000	4.60%
TOTAL REVENUES - ALL FUNDS	\$ 7,492,923	\$ 24,198,191	70.79%	\$ 17,129,307	\$ 25,679,284	66.70%
EXPENDITURES/EXPENSES BY FUND						
General Fund	6,915,305	11,500,000	60.13%	7,066,241	8,950,000	78.95%
Operating Grant Fund	136,463	228,500	59.72%	92,120	215,000	42.85%
Parks & Recreation Fund	449,677	500,000	89.94%	64,336	390,000	16.50%
Hotel/Motel Tax Fund	7,580	4,500	168.44%	540	5,000	10.80%
Urban Redevelopment Agency	624,905	2,000,000	31.25%	5,393,172	3,000,000	179.77%
SPLOST III Fund	-	15,325	0.00%	-	275,000	0.00%
SPLOST IV Fund	-	71,500	0.00%	-	70,000	0.00%
SPLOST V Fund	3,836,563	4,728,895	0.00%	1,109,571	8,556,365	12.97%
Town Center Fund	802,062	2,635,103	30.44%	5,865,760	3,351,600	175.01%
Debt Service Fund	179,368	2,179,368	8.23%	261,924	516,319	50.73%
Stormwater Utility Fund	179,598	335,000	53.61%	200,126	350,000	57.18%
TOTAL EXPENDITURES/ EXPENSES - ALL FUNDS	\$ 13,131,521	\$ 24,198,191	82.87%	\$ 20,053,790	\$ 25,679,284	78.09%



**Changes in Fund Balance/Net Position
As of September 30, 2020**

	Audited			Unaudited	
Fund	Balance as of 1/1/2020	Revenues	Expenditures/ Expenses	Balance as of 8/31/2020	Net Increase/ (Decrease)
General Fund	6,263,331	3,951,768	7,066,241	3,148,858	(3,114,473)
Operating Grant Fund	37,126	96,409	92,120	41,415	4,289
Parks & Recreation Fund	149,491	335,746	64,336	420,901	271,410
Hotel/ Motel Tax Fund	6,842	2,402	540	8,704	1,862
Urban Redevelopment Agency	-	5,393,172	5,393,172	-	-
SPLOST III Fund	273,978	6,053	-	280,031	6,053
SPLOST IV Fund	66,716	1,080	-	67,796	1,080
SPLOST V Fund	(3,058,475)	1,931,583	1,109,571	(2,236,463)	822,012
Town Center Fund	167,393	5,393,467	5,865,760	(304,900)	(472,293)
Debt Service Fund	1,820,694	1,511	261,924	1,560,282	(260,412)
Stormwater Utility Fund	4,155,266	16,114	200,126	3,971,254	(184,012)
	\$ 9,882,362	\$ 17,129,307	\$ 20,053,790	\$ 6,957,879	\$ (2,924,483)

General Fund - History of Fund Balance

GENERAL FUND FUND BALANCE

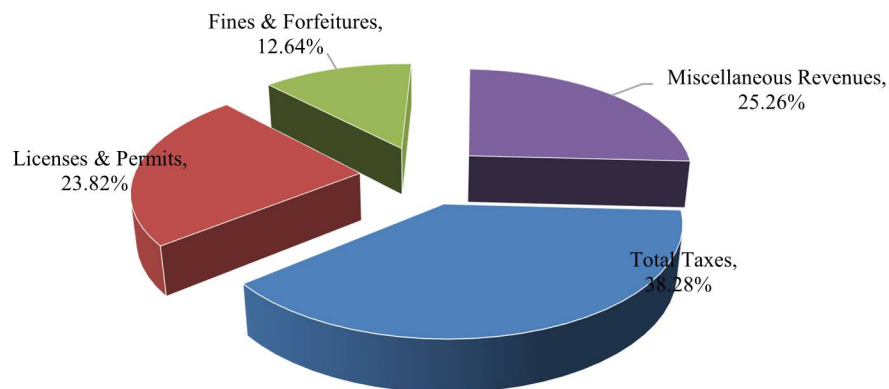




Budget Comparison Report - General Fund
75% of year lapsed

REVENUES	September 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Property Taxes	2,864	4,200,000	161,874	3.85%
Motor Vehicle Taxes	10,252	60,000	89,409	149.02%
Motor Vehicle Title Ad Valorem Tax	52,936	325,000	333,520	102.62%
Mobile Home Tax	-	150	153	101.76%
Recording Intangible Taxes	13,953	75,000	111,051	148.07%
Penalties & Interest	514	12,500	8,509	68.07%
Fifa Fees	75	2,000	1,170	58.50%
Franchise Tax	-	415,000	449,940	108.42%
Railroad Equipment Car Tax	-	650	1,138	175.14%
Real Estate Transfer Tax	1,166	15,000	12,317	82.11%
Business & Occupation Tax	2,723	125,000	60,854	48.68%
Financial Institutions Tax	-	3,500	3,831	109.46%
Insurance Premium Tax	-	705,000	-	0.00%
Total Taxes	103,119	6,440,300	1,512,854	23.49%
Licenses & Permits	168,811	1,222,600	941,302	76.99%
Fines & Forfeitures	35,080	665,100	499,523	75.11%
Miscellaneous Revenues	576,750	556,750	927,938	166.67%
Interest Income	71	35,000	32,780	93.66%
Proceeds from the Sale of Conf Assets	-	250	-	0.00%
Proceeds from the Sale of Assets	-	10,000	25,870	258.70%
Donation from Private Sources	-	20,000	11,500	57.50%
TOTAL GENERAL FUND REVENUES	\$ 883,831	\$ 8,950,000	\$ 3,951,768	44.15%

Revenues by Source



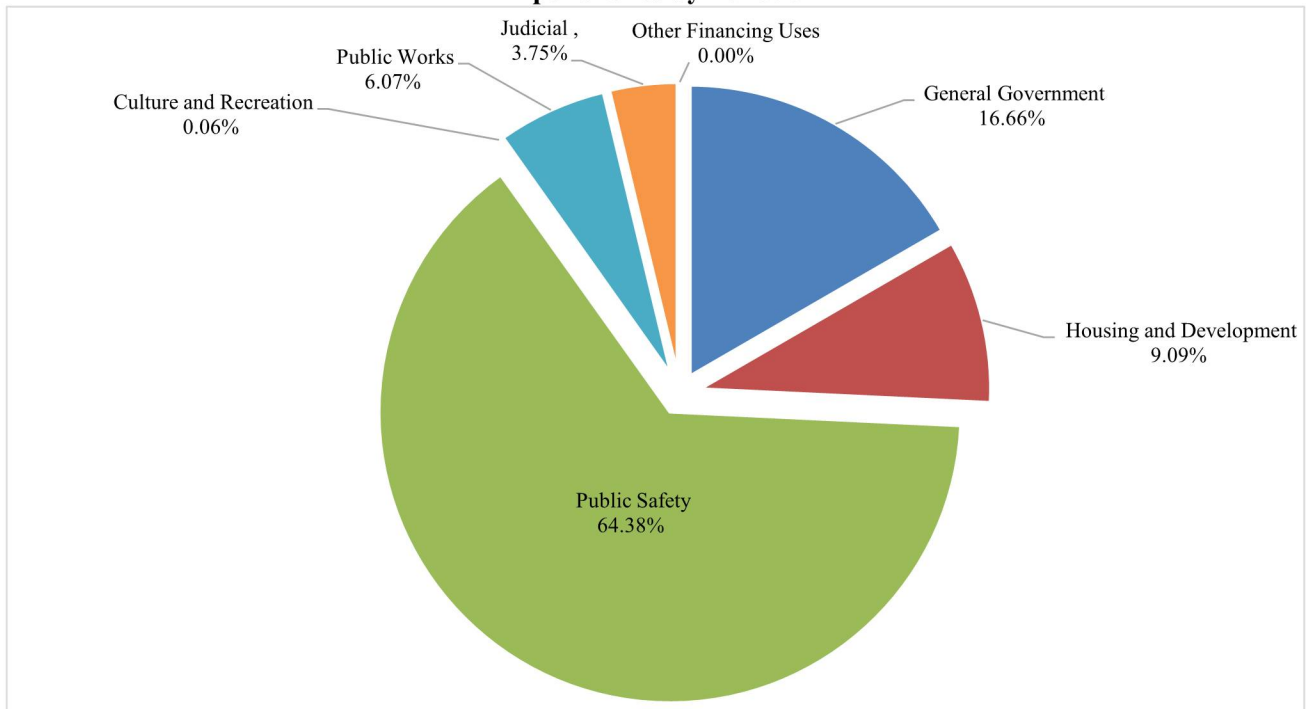


Budget Comparison Report - General Fund

75% of year lapsed

EXPENDITURES	September 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
General Government	102,876	1,666,873	1,177,017	70.61%
Housing and Development	48,067	745,850	642,571	86.15%
Public Safety	260,715	5,564,690	4,549,127	81.75%
Culture and Recreation	-	29,500	4,000	13.56%
Public Works	42,624	616,490	428,578	69.52%
Judicial	26,660	326,597	264,948	81.12%
Other Financing Uses	-	-	-	#DIV/0!
TOTAL GENERAL FUND EXPENDITURES	\$ 480,942	\$ 8,950,000	\$ 7,066,241	78.95%

Expenditures by Function





Budget Comparison Report - All Funds
75% of year lapsed

	Audited		Unaudited	
	2019 Year End Actuals	2020 Annual Budget	Year to Date	% 2020 Annual Budget
<u>GENERAL FUND</u>				
Revenues:	8,873,082	8,950,000	3,951,768	44.15%
Expenditures:	11,184,086	8,950,000	7,066,241	78.95%
Excess Revenues over (under) Expenditures	(2,311,004)	-	(3,114,473)	
<u>OPERATING GRANT FUND</u>				
Revenues:	183,262	215,000	96,409	44.84%
Expenditures:	183,219	215,000	92,120	42.85%
Excess Revenues over (under) Expenditures	43	-	4,289	
<u>PARKS & RECREATION FUND</u>				
Revenues:	390,944	390,000	335,746	86.09%
Expenditures:	488,132	390,000	64,336	16.50%
Excess Revenues over (under) Expenditures	(97,188)	-	271,410	
<u>HOTEL/MOTEL TAX FUND</u>				
Revenues:	4,249	5,000	2,402	48.05%
Expenditures:	7,580	5,000	540	10.80%
Excess Revenues over (under) Expenditures	(3,331)	-	1,862	
<u>URBAN REDEVELOPMENT AGENCY</u>				
Revenues:	1,493,031	3,000,000	5,393,172	179.77%
Expenditures:	1,493,031	3,000,000	5,393,172	179.77%
Excess Revenues over (under) Expenditures	-	-	-	
<u>SPLOST III FUND</u>				
Revenues:	15,296	275,000	6,053	2.20%
Expenditures:	-	275,000	-	0.00%
Excess Revenues over (under) Expenditures	15,296	-	6,053	
<u>SPLOST IV FUND</u>				
Revenues:	7,235	70,000	1,080	1.54%
Expenditures:	-	70,000	-	0.00%
Excess Revenues over (under) Expenditures	7,235	-	1,080	
<u>SPLOST V FUND</u>				
Revenues:	2,445,685	8,556,365	1,931,583	22.57%
Expenditures:	4,556,125	8,556,365	1,109,571	12.97%
Excess Revenues over (under) Expenditures	(2,110,440)	-	822,012	



Budget Comparison Report - All Funds
75% of year lapsed

	Audited		Unaudited	
	2019 Year End Actuals	2020 Annual Budget	Year to Date	% 2020 Annual Budget
<u>TOWN CENTER FUND</u>				
Revenues:	2,419,961	3,351,600	5,393,467	160.92%
Expenditures:	2,270,161	3,351,600	5,865,760	175.01%
Excess Revenues over (under) Expenditures	149,800	-	(472,293)	
<u>DEBT SERVICE FUND</u>				
Revenues:	2,179,430	516,319	1,511	0.29%
Expenditures:	358,736	516,319	261,924	50.73%
Excess Revenues over (under) Expenditures	1,820,694	-	(260,412)	
<u>STORMWATER UTILITY FUND</u>				
Revenues:	406,454	350,000	16,114	4.60%
Expenses:	263,042	350,000	200,126	57.18%
Excess Revenues over (under) Expenses	143,412	-	(184,012)	



Investments
As of September 30, 2020

Ameris Bank

Downtown Development Authority - CD .75% 36,349

Subtotal Ameris Bank \$ 36,349

Goldman Sachs Bank 253,850

Money Market Account - CD .75% 301,000

Money Market Account - CD .75% 250,000

Money Market Account - CD .80% 500,000

Money Market Account - CD .90% 500,000

Subtotal South State Investment Services \$ 1,804,850

Total Investments \$ 1,841,199



Cash
As of September 30, 2020

Ameris Bank

Downtown Development Authority - Checking 83,927

Subtotal Ameris Bank \$ 83,927

South State Bank

General Fund	1,661,831
Main Street Board	52,668
Parks & Recreation Fund	386,508
Hotel Motel Tax Fund	8,510
Money Market Account	593,043
Municipal Court Fund	92,515
Operating Grant Fund	17,178
Police Forfeiture Account	6,028
Police Seized Asset Account	26
SPLOST III	280,031
SPLOST IV	65,717
SPLOST IV/Grant Revenue	2,079
SPLOST V	257,156
Town Center Fund	92,445
Debt Service Fund	1,560,281
Stormwater Utility Fund	97,446
Tree Replacement Fund	3,614

Subtotal South State Bank \$ 5,177,078

BB&T

Savings Account 8,021

Subtotal BB&T \$ 8,021

South State Investment Services

Budget Stabilization Cash Account 90

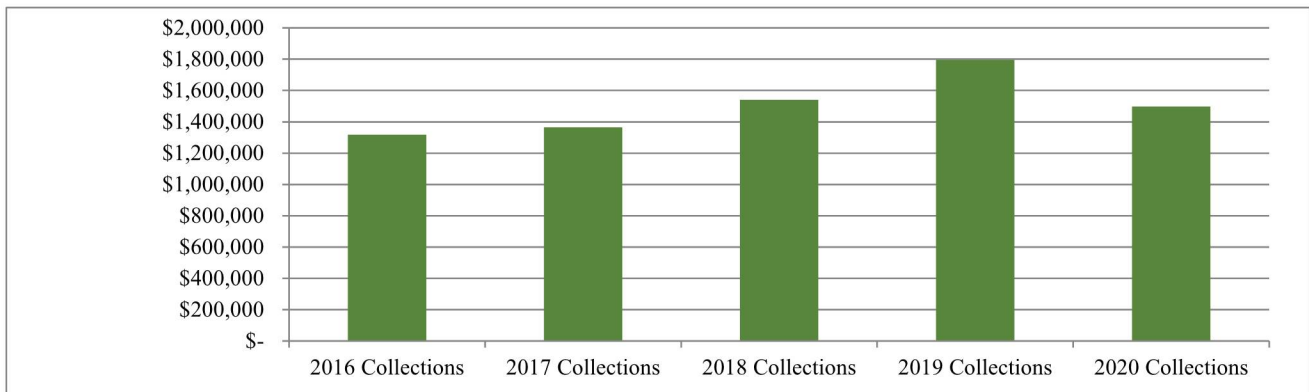
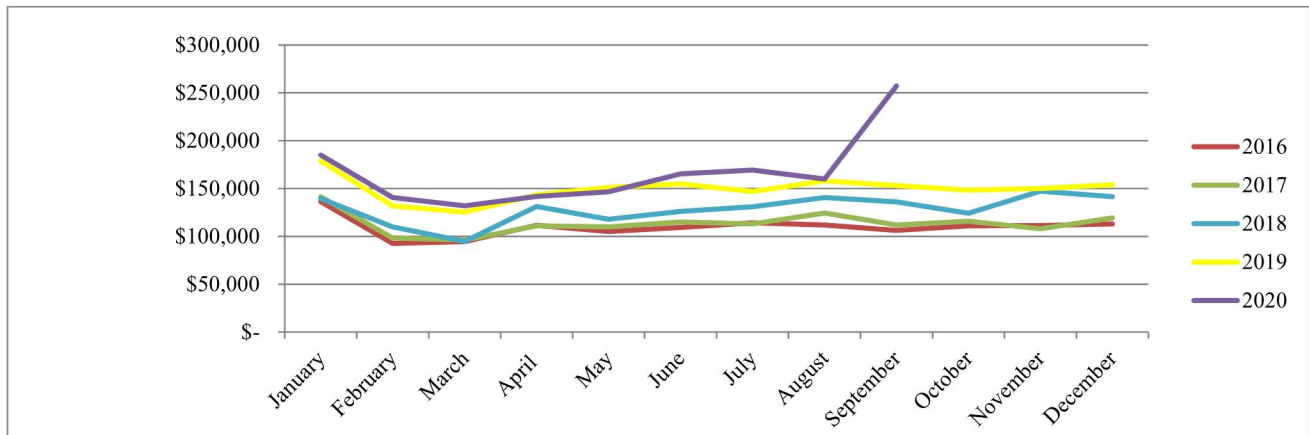
Subtotal South State Investment Services \$ 90

Total Cash \$ 5,269,117



**Special Purpose Local Option Sales Tax Collections
As of September 30, 2020**

	2016 Collections	2017 Collections	2018 Collections	2019 Collections	2020 Collections	% Change from Prior Year
January	\$ 136,321	\$ 141,344	\$ 139,474	\$ 178,754	\$ 184,956	3.47%
February	92,605	98,189	109,987	131,700	140,587	6.75%
March	94,455	96,130	94,765	125,375	131,947	5.24%
April	111,527	111,048	131,392	143,535	141,914	-1.13%
May	105,169	110,063	117,981	151,269	146,483	-3.16%
June	109,300	114,965	126,193	154,922	165,255	6.67%
July	114,305	113,172	131,005	146,946	169,488	15.34%
August	112,004	124,429	140,651	158,066	160,110	1.29%
September	106,169	111,901	136,184	153,139	257,264	67.99%
October	111,138	115,857	124,067	148,285		
November	111,396	108,048	147,256	149,921		
December	112,996	119,270	141,583	153,903		
	\$ 1,317,384	\$ 1,364,416	\$ 1,540,538	\$ 1,795,816	\$ 1,498,004	





**Downtown Development Authority
As of September 30, 2020**

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

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



GENERAL FUND REVENUE DETAIL
As of September 30, 2020

	September 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Real Property Tax	2,864	4,200,000	161,874	3.85%
Real Property Tax - Public Utility	-	56,000	-	0.00%
Personal Property Tax	-	183,000	-	0.00%
Motor Vehicle Tax	10,252	60,000	89,409	149.02%
Motor Vehicle Title Ad Valorem Tax	52,936	325,000	333,520	102.62%
Apportioned Vehicles (AAVT)	-	2,500	-	0.00%
Mobile Home Tax	-	150	153	101.76%
Intangible Tax	13,953	75,000	111,051	148.07%
Railroad Equipment Car Tax	-	650	1,138	175.14%
Real Estate Transfer Tax	1,166	15,000	12,317	82.11%
Franchise Tax - Electric	-	415,000	449,940	108.42%
Franchise Tax - Gas	18,636	55,000	55,909	101.65%
Franchise Tax - Cable	-	195,000	218,195	111.89%
Franchise Tax - Telephone	-	10,000	4,984	49.84%
Business & Occupational Tax	2,723	125,000	60,854	48.68%
Insurance Premium Tax	-	705,000	-	0.00%
Financial Institutions Tax	-	3,500	3,831	109.46%
Penalties & Interest	514	12,500	8,509	68.07%
FiFa Fees	75	2,000	1,170	58.50%
Total Taxes	103,119	6,440,300	1,512,854	23.49%
Alcoholic Beverage Licenses	-	70,000	11,000	15.71%
Alcohol Pouring Permit	30	2,500	1,375	55.00%
Zoning and Land Use Permits	(3,329)	10,000	7,919	79.19%
Planning and Development Fees	5,749	10,000	6,029	60.29%
Sign Permit Fees	100	3,000	2,204	73.46%
Special Event Permits	-	250	200	80.00%
Vacant Lot Registration	-	50	25	50.00%
Personal Transportation Veh Permit	-	50	30	60.00%
Other Licenses and Permits	125	1,000	650	65.00%
Building Permit Revenue	128,643	850,000	691,663	81.37%
Certificate of Occupancy Fees	26,500	175,000	136,000	77.71%
Building Permit - Reinspection Fees	950	15,000	13,875	92.50%
Building Permit-Sub Fee	10,570	35,000	54,970	157.06%
Occupational Tax Late Fees	23	750	1,347	179.54%
Plan Review Fees	(550)	50,000	14,015	28.03%
Total Licenses and Permits	168,811	1,222,600	941,302	76.99%
Municipal Court Fines	33,771	650,000	490,057	75.39%
Forfeitures	-	500	-	0.00%
Court Costs	809	7,500	7,136	95.15%
Drug Testing Fees	-	500	80	16.00%
Expungements	-	100	-	0.00%
Tree Recompense Revenue	-	5,000	-	0.00%
Other Fines & Forfeitures-Code	500	500	2,250	450.00%
Other Forfeitures	-	1,000	-	0.00%
Total Fines and Forfeitures	35,080	665,100	499,523	75.11%
Grant Revenue	565,847	1,000	829,884	82988.41%
Probation Fees	3,730	15,000	25,472	169.81%
Printing and Duplicating Service Fees	-	750	1	0.08%
Election and Qualifying Fees	-	1,440	720	50.00%
Advertising Fees	-	5,000	7,563	151.26%
Accident/Incident Reports	155	2,500	2,009	80.36%
Wrecker Service Contract	-	15,000	18,500	123.33%
Background Checks	30	1,000	355	35.50%
Bad Check Fees	-	100	-	0.00%
Miscellaneous Revenue	-	498,960	4,826	0.97%
Rents and Royalties	2,535	6,000	30,430	507.17%
Reimbursement for Damaged Property	4,453	10,000	8,179	81.79%
Total Miscellaneous Income	576,750	556,750	927,938	166.67%



GENERAL FUND REVENUE DETAIL
As of September 30, 2020

	September 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Interest Revenue	71	35,000	32,780	93.66%
Total Investment Income	71	35,000	32,780	93.66%
Proceeds from Sale of Conf Assets	-	250	-	0.00%
Proceeds from Sale of Assets	-	10,000	25,870	258.70%
Donations from Private Sources	-	20,000	11,500	57.50%
Total Other Financing Sources	-	30,250	37,370	123.54%
TOTAL GENERAL FUND REVENUES	\$ 883,831	\$ 8,950,000	\$ 3,951,768	44.15%



**General Fund Expenditures
As of September 30, 2020**

	September 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Governing Body				
Salaries & Wages-Council	3,000	42,000	31,000	73.81%
Employee Benefits-Medical	4,935	62,511	48,163	77.05%
Employee Benefits-Dental	234	2,179	2,343	107.51%
Employee Benefits-ADD Life	74	882	735	83.33%
FICA	125	2,604	1,372	52.67%
Medicare	29	609	321	52.67%
Employee Benefits-Retirement	338	3,811	3,044	79.87%
Unemployment	11	101	99	98.21%
Workers Comp Insurance	-	108	(7)	-6.31%
Total Salaries and Benefits	<u>8,746</u>	<u>114,805</u>	<u>87,069</u>	<u>75.84%</u>
Communications	-	750	286	38.17%
Travel	-	500	-	0.00%
Dues and Fees	-	750	382	50.87%
Education and Training	-	1,500	-	0.00%
Other Expenditures	-	250	389	155.49%
General Supplies and Materials	-	250	32	12.62%
Small Equipment	-	-	74	100.00%
Total Operations	<u>-</u>	<u>4,000</u>	<u>1,162</u>	<u>29.05%</u>
City Manager				
Salaries & Wages	10,220	132,855	102,047	76.81%
Employee Benefits-Medical	608	7,956	5,936	74.61%
Employee Benefits-Dental	70	920	641	69.66%
Employee Benefits-ADD Life	12	147	123	83.33%
Employee Benefits-Disability	84	939	840	89.46%
FICA	633	8,237	6,317	76.69%
Medicare	148	1,926	1,477	76.71%
Employee Benefits-Retirement	1,039	12,054	9,348	77.55%
Unemployment	-	27	44	161.85%
Workers' Comp. Insurance	-	574	85	14.77%
Total Salaries and Benefits	<u>12,813</u>	<u>165,635</u>	<u>126,858</u>	<u>76.59%</u>
Communications	-	600	301	50.21%
Travel	-	500	199	39.70%
Dues and Fees	-	2,500	1,350	53.99%
Education and Training	720	1,000	949	94.90%
Other Expenditures	-	500	876	175.12%
General Supplies and Materials	-	1,000	36	3.56%
Small Equipment	1,290	-	1,290	#DIV/0!
Total Operations	<u>2,010</u>	<u>6,100</u>	<u>4,999</u>	<u>81.96%</u>
City Clerk				
Salaries & Wages	25,573	152,218	116,458	76.51%
Employee Benefits-Medical	1,767	22,678	17,253	76.08%
Employee Benefits-Dental	99	1,297	1,021	78.70%
Employee Benefits-ADD Life	25	294	245	83.33%
Employee Benefits-Disability	92	934	918	98.27%
FICA	1,563	9,437	6,962	73.78%
Medicare	366	2,207	1,628	73.78%
Employee Benefits-Retirement	2,596	13,811	12,158	88.03%
Unemployment	-	53	87	164.87%
Workers' Comp. Insurance	67	426	131	30.65%
Total Salaries and Benefits	<u>32,148</u>	<u>203,355</u>	<u>156,861</u>	<u>77.14%</u>



**General Fund Expenditures
As of September 30, 2020**

	September 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Professional Services	-	20,000	-	0.00%
Communications	-	1,000	301	30.13%
Advertising	-	750	-	0.00%
Travel	-	2,500	534	21.37%
Dues and Fees	189	6,000	3,832	63.86%
Education and Training	-	1,000	490	49.00%
Other Expenditures	-	1,000	438	43.83%
General Supplies and Materials	-	5,000	296	5.93%
Small Equipment	2,552	-	3,103	100.00%
Software	-	5,195	-	0.00%
Total Operations	<u>2,741</u>	<u>42,445</u>	<u>8,995</u>	<u>21.19%</u>
Elections				
Advertising	608	1,500	827	55.12%
Intergovernmental - Elections	-	12,500	-	0.00%
Total Operations	<u>608</u>	<u>14,000</u>	<u>827</u>	<u>55.12%</u>
Contingency				
Contingency	-	289,500	-	0.00%
Total Operations	<u>-</u>	<u>289,500</u>	<u>-</u>	<u>0.00%</u>
Financial Administration				
Salaries & Wages	12,451	167,073	106,407	63.69%
Employee Benefits-Medical	3,776	59,750	33,269	55.68%
Employee Benefits-Dental	99	2,759	816	29.58%
Employee Benefits-ADD Life	37	441	294	66.67%
Employee Benefits-Disability	113	692	932	134.65%
FICA	723	10,359	6,166	59.52%
Medicare	169	2,423	1,442	59.51%
Employee Benefits-Retirement	1,330	15,159	11,972	78.98%
Unemployment	-	80	123	153.16%
Workers' Comp. Insurance	-	428	67	15.62%
Total Salaries and Benefits	<u>18,698</u>	<u>259,164</u>	<u>161,487</u>	<u>62.31%</u>
Professional Services	-	5,000	-	0.00%
Professional Services - Audit	-	20,000	31,140	155.70%
Advertising/Promotions	-	1,000	1,151	115.12%
Printing and Binding	1,508	1,000	1,772	177.25%
Travel	-	-	199	100.00%
Dues and Fees-Bank Service Fees	115	5,250	11,349	216.18%
Education and Training	229	500	229	45.80%
Other Expenditures	-	100	35	35.00%
General Supplies and Materials	-	2,500	715	28.60%
General Supplies-Postage	655	7,500	4,272	56.96%
Gasoline/Diesel	-	100	-	0.00%
Small Equipment	3,869	500	8,161	1632.22%
Total Operations	<u>6,376</u>	<u>43,450</u>	<u>59,023</u>	<u>135.84%</u>



**General Fund Expenditures
As of September 30, 2020**

	September 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Legal				
Professional Services - Legal	2,074	45,000	12,141	26.98%
Total Operations	<u>2,074</u>	<u>45,000</u>	<u>12,141</u>	<u>26.98%</u>
Salaries & Wages	4,144	53,881	41,464	76.96%
Employee Benefits-Medical	1,081	13,649	10,549	77.29%
Employee Benefits-Dental	70	920	699	76.01%
Employee Benefits-ADD Life	12	147	123	83.33%
Employee Benefits-Disability	38	431	377	87.52%
FICA	236	3,341	2,364	70.75%
Medicare	55	781	553	70.78%
Employee Benefits-Retirement	421	4,889	3,791	77.55%
Unemployment	-	27	44	161.85%
Workers' Comp. Insurance	-	138	20	14.49%
Total Salaries and Benefits	<u>6,058</u>	<u>78,204</u>	<u>59,984</u>	<u>76.70%</u>
Communications	-	750	312	41.57%
Dues and Fees	10	1,750	6,772	386.95%
Other Expenditures	-	100	-	0.00%
General Supplies and Materials	29	5,000	624	12.49%
Small Equipment	1,290	7,500	2,201	29.34%
Software	612	100,000	260,968	260.97%
Total Operations	<u>1,941</u>	<u>115,100</u>	<u>270,877</u>	<u>235.34%</u>
Risk Management				
Professional Services	-	10,000	5,000	50.00%
Liability Insurance	-	115,000	131,301	114.17%
Total Operations	<u>-</u>	<u>125,000</u>	<u>136,301</u>	<u>109.04%</u>
General Government Building				
Salaries & Wages	3,671	55,702	30,722	55.15%
Employee Benefits-Medical	608	7,956	5,936	74.61%
Employee Benefits-Dental	29	377	292	77.51%
Employee Benefits-ADD Life	12	147	123	83.33%
Employee Benefits-Disability	26	300	262	87.37%
FICA	227	3,453	1,895	54.87%
Medicare	53	808	443	54.84%
Employee Benefits-Retirement	293	3,491	2,635	75.48%
Unemployment	3	53	49	92.43%
Workers' Comp. Insurance	-	5,708	869	15.22%
Total Salaries and Benefits	<u>4,922</u>	<u>77,995</u>	<u>43,226</u>	<u>55.42%</u>
Disposal - Garbage	30	500	271	54.15%
Pest Control	-	3,500	815	23.29%
Repairs and Maintenance	907	15,000	8,746	58.30%
Repairs and Maintenance - Vehicles	-	5,000	1,229	24.59%
Rental of Equipment	766	5,000	3,734	74.68%
Communications	944	10,000	8,729	87.29%



**General Fund Expenditures
As of September 30, 2020**

	September 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Dues and Fees	-	500	343	68.62%
Other Expenditures	-	500	1,993	398.57%
General Supplies and Materials	364	15,000	6,667	44.45%
Water and Sewer	121	2,500	926	37.05%
Natural Gas	114	5,000	1,198	23.96%
Electricity	285	10,000	9,895	98.95%
Gasoline and Diesel	-	1,750	1,137	64.97%
Small Equipment	144	5,370	1,043	19.43%
Software	65	3,500	480	13.71%
Total Operations & Capital	<u>3,741</u>	<u>83,120</u>	<u>47,207</u>	<u>56.79%</u>
TOTAL GENERAL GOVERNMENT	\$ <u>102,876</u>	\$ <u>1,666,873</u>	\$ <u>1,177,017</u>	<u>70.61%</u>
Municipal Court				
Salaries & Wages	10,179	143,843	112,615	78.29%
Salaries & Wages - Overtime	-	1,000	590	58.99%
Employee Benefits-Medical	2,823	27,873	27,080	97.16%
Employee Benefits-Dental	169	1,840	1,662	90.30%
Employee Benefits-ADD Life	37	442	343	77.60%
Employee Benefits-Disability	90	615	878	142.77%
FICA	604	8,980	6,205	69.09%
Medicare	141	2,100	1,451	69.10%
Employee Benefits-Retirement	1,020	11,927	9,177	76.95%
Unemployment	1	106	147	138.58%
Workers' Compensation	-	371	56	15.22%
Total Salaries and Benefits	<u>15,064</u>	<u>199,097</u>	<u>160,204</u>	<u>80.47%</u>
Professional Services - Public Defender	540	7,500	5,505	73.40%
Professional Services - Solicitor/Judge	6,000	65,000	68,392	105.22%
Repairs & Maintenance	-	2,500	-	0.00%
Rental of Equipment	172	1,750	1,204	68.80%
Communications	-	500	-	0.00%
Advertising	-	100	-	0.00%
Printing & Binding	-	1,000	251	25.10%
Travel	-	1,500	231	15.38%
Dues and Fees	150	750	298	39.77%
Education and Training	-	750	675	90.00%
Other Expenditures	-	1,000	98	9.76%
General Supplies and Materials	-	2,500	1,094	43.77%
General Supplies and Materials Postage	-	100	484	483.83%
Gasoline/Diesel	-	50	26	52.28%
Food Supplies	492	2,500	2,394	95.76%
Books and Periodicals-Code Books	-	250	-	0.00%
Small Equipment	3,787	2,500	7,269	290.74%
Software	-	25,000	14,794	59.18%
Other Supplies - Uniforms	-	250	-	0.00%
Intergovernmental - Inmate Housing	455	12,000	2,030	16.92%
Total Operations	<u>11,596</u>	<u>127,500</u>	<u>104,744</u>	<u>82.15%</u>
TOTAL JUDICIAL	\$ <u>26,660</u>	\$ <u>326,597</u>	\$ <u>264,948</u>	<u>81.12%</u>



**General Fund Expenditures
As of September 30, 2020**

	September 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
<i>Police Administration</i>				
Salaries & Wages	33,182	444,485	349,612	78.66%
Salaries & Wages-Overtime	-	6,000	29	0.49%
Employee Benefits-Medical	5,983	71,907	45,865	63.78%
Employee Benefits-Dental	408	4,811	3,468	72.09%
Employee Benefits-ADD Life	92	1,029	809	78.58%
Employee Benefits-Disability	343	3,357	3,111	92.68%
FICA	2,005	27,930	20,921	74.91%
Medicare	469	6,532	4,893	74.91%
Employee Benefits-Retirement	3,503	40,873	31,525	77.13%
Unemployment	12	186	325	174.84%
Workers' Compensation	-	18,662	2,770	14.84%
<i>Total Salaries and Benefits</i>	<u>45,996</u>	<u>625,772</u>	<u>463,329</u>	<u>74.04%</u>
Professional Services	-	5,000	-	0.00%
Repair & Maintenance	-	1,000	-	0.00%
Repair & Maintenance-Vehicle	93	6,000	3,719	61.99%
Rental of Equipment	559	5,000	3,880	77.61%
Communications	-	4,250	2,080	48.93%
Advertising	351	1,000	351	35.12%
Printing and Binding	-	500	204	40.80%
Travel	(25)	4,000	3,485	87.12%
Dues and Fees	50	7,500	3,406	45.41%
Education and Training	695	6,000	2,355	39.25%
Other Expenditures	77	4,000	1,039	25.98%
General Supplies and Materials	15	7,500	2,000	26.67%
General Supplies - Postage	-	250	339	135.41%
Gasoline/Diesel	-	9,000	6,026	66.96%
Small Equipment	2,525	5,000	8,366	167.32%
Software	-	4,000	2,870	71.74%
Other Supplies - Uniforms	419	3,200	5,729	179.04%
<i>Total Operations and Capital</i>	<u>4,759</u>	<u>73,200</u>	<u>45,849</u>	<u>62.63%</u>
<i>Criminal Investigation Division</i>				
Salaries & Wages	18,030	227,117	176,706	77.80%
Salaries & Wages-Overtime	519	6,000	5,055	84.25%
Employee Benefits-Medical	3,436	55,745	41,341	74.16%
Employee Benefits-Dental	158	3,137	1,983	63.21%
Employee Benefits-ADD Life	49	588	477	81.14%
Employee Benefits-Disability	146	1,554	1,445	92.98%
FICA	1,119	14,453	10,826	74.91%
Medicare	262	3,380	2,532	74.91%
Employee Benefits-Retirement	1,732	21,151	15,588	73.70%
Unemployment	-	106	175	164.86%
Workers' Compensation	-	10,556	1,543	14.62%
<i>Total Salaries and Benefits</i>	<u>25,451</u>	<u>343,787</u>	<u>257,671</u>	<u>74.95%</u>



**General Fund Expenditures
As of September 30, 2020**

	September 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Repair & Maintenance-Vehicle	-	7,000	1,394	19.91%
Communications	-	2,500	1,041	41.64%
Printing and Binding	-	250	-	0.00%
Travel	-	1,000	899	89.88%
Dues and Fees	-	1,000	886	88.58%
Education and Training	-	2,500	405	16.20%
General Supplies and Materials	-	2,000	156	7.81%
General Supplies and Materials-Postage	-	50	-	0.00%
Gasoline and Diesel	-	6,000	2,402	40.03%
Small Equipment	-	5,500	3,714	67.53%
Software	-	2,000	999	49.94%
Other Supplies - Uniforms	-	1,000	1,932	193.18%
Total Operations and Capital	-	30,800	13,827	44.89%
Vice				
Salaries & Wages	3,957	53,089	39,857	75.08%
Salaries & Wages-Overtime	241	2,000	1,671	83.54%
Employee Benefits-Medical	612	14,722	8,931	60.66%
Employee Benefits-Dental	29	920	577	62.74%
Employee Benefits-ADD Life	12	147	123	83.33%
Employee Benefits-Disability	30	375	324	86.45%
FICA	253	3,416	2,419	70.82%
Medicare	59	799	566	70.81%
Employee Benefits-Retirement	406	4,998	3,651	73.05%
Unemployment	-	27	44	161.85%
Workers' Compensation	-	2,494	363	14.55%
Total Salaries and Benefits	5,600	82,987	58,525	70.52%
Repairs & Maintenance Vehicles	-	2,000	1,073	53.64%
Communications	-	750	-	0.00%
Dues and Fees	-	150	19	12.98%
Gasoline	-	2,000	1,135	56.75%
Total Operations and Capital	-	4,900	2,227	45.46%
Patrol				
Salaries & Wages	106,502	1,249,871	904,273	72.35%
Salaries & Wages-Overtime	7,819	52,000	59,788	114.98%
Employee Benefits-Medical	23,974	317,069	239,619	75.57%
Employee Benefits-Dental	1,261	15,777	13,440	85.19%
Employee Benefits-ADD Life	326	3,822	2,959	77.41%
Employee Benefits-Disability	829	9,051	7,567	83.61%
FICA	6,749	80,716	57,659	71.43%
Medicare	1,578	18,877	13,485	71.44%
Employee Benefits-Retirement	9,669	117,113	87,020	74.30%
Unemployment	35	718	1,209	168.33%
Workers' Compensation	-	58,949	12,402	21.04%
Total Salaries and Benefits	158,742	1,923,963	1,399,421	72.74%



**General Fund Expenditures
As of September 30, 2020**

	September 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Professional Services	333	750	3,989	531.90%
Repair & Maintenance	-	3,000	1,803	60.10%
Repair & Maintenance-Vehicle	3,835	45,000	42,895	95.32%
Communications	-	19,000	9,068	47.73%
Printing and Binding	-	500	214	42.84%
Travel	-	2,000	3,846	192.31%
Dues and Fees	-	1,500	459	30.58%
Education & Training	40	12,000	700	5.83%
Contract Labor	-	1,000	875	87.50%
Other Expenditures	542	7,000	2,885	41.21%
General Supplies and Materials	-	6,000	2,661	44.36%
Weapons Supplies & Ammunition	-	-	3,695	100.00%
Gasoline and Diesel	-	80,000	44,914	56.14%
Small Equipment	-	10,000	7,850	78.50%
Software	-	20,000	14,390	71.95%
Other Supplies - Uniforms	1,375	30,000	34,049	113.50%
Total Operations and Capital	<u>6,125</u>	<u>237,750</u>	<u>174,293</u>	<u>73.31%</u>
Police Training				
Salaries & Wages	3,940	55,348	39,554	71.46%
Salaries & Wages-Overtime	-	2,000	548	27.42%
Employee Benefits-Medical	-	7,956	-	0.00%
Employee Benefits-Dental	-	377	-	0.00%
Employee Benefits-ADD Life	12	147	98	66.67%
Employee Benefits-Disability	34	375	338	90.11%
FICA	244	3,556	2,486	69.92%
Medicare	57	832	581	69.89%
Employee Benefits-Retirement	406	5,203	3,651	70.17%
Unemployment	-	27	44	161.81%
Workers' Compensation	-	2,597	378	14.55%
Total Salaries and Benefits	<u>4,693</u>	<u>78,418</u>	<u>47,679</u>	<u>60.80%</u>
Repair & Maintenance	-	2,000	93	4.63%
Repair & Maintenance-Vehicle	17	2,000	954	47.72%
Communications	-	500	268	53.66%
Travel	-	2,000	247	12.34%
Dues and Fees	-	500	65	12.98%
Education and Training	-	3,000	495	16.50%
General Supplies and Materials	183	3,000	1,215	40.49%
Weapons Supplies & Ammunition	-	65,000	25,275	38.88%
Gasoline and Diesel	-	2,000	983	49.15%
Other Supplies - Uniforms	-	300	240	80.00%
Intergovernmental	-	5,000	5,000	100.00%
Total Operations and Capital	<u>200</u>	<u>85,300</u>	<u>34,834</u>	<u>40.84%</u>



**General Fund Expenditures
As of September 30, 2020**

	September 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Police Stations and Buildings				
Disposal-Garbage/Recycle	90	1,500	877	58.47%
Pest Control	-	1,000	545	54.50%
Repairs and Maintenance	1,096	12,500	11,950	95.60%
Communications	944	9,500	8,400	88.42%
General Supplies and Materials	142	5,000	2,456	49.12%
Water/Sewer	427	5,000	4,702	94.04%
Electricity	958	15,000	9,215	61.43%
Small Equipment	-	500	1,636	327.16%
Software	98	3,500	875	25.00%
Total Operations	<u>3,754</u>	<u>53,500</u>	<u>40,656</u>	<u>75.99%</u>
Probation				
Salaries & Wages	3,743	46,800	37,424	79.96%
Employee Benefits-Medical	612	7,956	5,325	66.93%
Employee Benefits-Dental	29	377	234	62.01%
Employee Benefits-ADD Life	12	147	110	75.00%
Employee Benefits-Disability	33	354	229	64.78%
FICA	229	2,902	2,287	78.80%
Medicare	53	679	535	78.76%
Employee Benefits-Retirement	377	4,246	3,392	79.89%
Unemployment	-	27	44	161.78%
Workers' Compensation	-	2,119	307	14.48%
Total Salaries and Benefits	<u>5,088</u>	<u>65,607</u>	<u>49,886</u>	<u>76.04%</u>
Communications	-	500	276	55.21%
Travel	-	250	-	0.00%
Dues and Fees	-	300	107	35.76%
General Supplies and Materials	56	300	112	37.17%
Small Equipment	-	-	811	100.00%
Software	250	-	2,250	100.00%
Other Supplies - Uniforms	-	-	18	100.00%
Total Operations and Capital	<u>306</u>	<u>1,350</u>	<u>3,574</u>	<u>264.71%</u>
Fire Services				
Intergovernmental-Fire Services	-	1,957,356	1,957,356	100.00%
Total Fire Services	<u>-</u>	<u>1,957,356</u>	<u>1,957,356</u>	<u>100.00%</u>
TOTAL PUBLIC SAFETY	<u>\$ 260,715</u>	<u>\$ 5,564,690</u>	<u>\$ 4,549,127</u>	<u>81.75%</u>
Highways and Streets				
Professional Services-Engineering	-	7,500	2,000	26.67%
Disposal-Garbage/Recycling	95	1,250	851	68.07%
Lawn Care	-	1,000	172	17.22%
Pest Control	-	500	540	108.00%
Repairs & Maintenance	498	63,314	17,940	28.33%
Repairs & Maintenance-Vehicles	6	6,000	5,731	95.51%
Rental of Equipment	-	2,500	744	29.75%
Contract Labor	34,848	418,176	312,949	74.84%
Other Expenditures	-	250	-	0.00%
General Supplies and Materials	-	3,000	5	0.18%
Electricity	287	3,500	2,764	78.96%
Gasoline/Diesel	-	5,000	3,395	67.90%
Small Equipment	-	2,500	-	0.00%
Total Operations	<u>35,734</u>	<u>514,490</u>	<u>347,090</u>	<u>67.46%</u>



**General Fund Expenditures
As of September 30, 2020**

	September 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Street Lights				
Repairs & Maintenance	1,219	-	1,219	#DIV/0!
Electricity-Street Lights	<u>4,651</u>	<u>100,000</u>	<u>77,670</u>	<u>77.67%</u>
Total Street Lights	<u>5,870</u>	<u>100,000</u>	<u>78,890</u>	<u>77.67%</u>
Traffic Lights				
Repairs & Maintenance	860	-	860	#DIV/0!
Electricity-Traffic Lights	<u>160</u>	<u>2,000</u>	<u>1,739</u>	<u>86.94%</u>
Total Traffic Lights	<u>1,020</u>	<u>2,000</u>	<u>2,599</u>	<u>86.94%</u>
TOTAL PUBLIC WORKS	<u>\$ 42,624</u>	<u>\$ 616,490</u>	<u>\$ 428,578</u>	<u>69.52%</u>
Tree Commission				
Repairs & Maintenance	-	22,000	-	0.00%
Travel	-	750	-	0.00%
Dues and Fees	-	500	-	0.00%
Education and Training	-	1,000	-	0.00%
General Supplies & Materials	-	750	-	0.00%
Books and Periodicals	<u>-</u>	<u>500</u>	<u>-</u>	<u>0.00%</u>
Total Operations	<u>-</u>	<u>25,500</u>	<u>-</u>	<u>0.00%</u>
Culture and Recreation				
Intergovernmental-Sequoyah Regional	<u>-</u>	<u>4,000</u>	<u>4,000</u>	<u>100.00%</u>
TOTAL CULTURE AND RECREATION	<u>\$ -</u>	<u>\$ 29,500</u>	<u>\$ 4,000</u>	<u>13.56%</u>
Building Inspections				
Salaries & Wages	15,084	198,064	152,300	76.89%
Overtime	-	1,000	-	0.00%
Employee Benefits-Medical	2,375	55,745	23,060	41.37%
Employee Benefits-Dental	158	2,594	1,576	60.75%
Employee Benefits-ADD Life	40	588	404	68.76%
Employee Benefits-Disability	139	1,556	1,387	89.11%
FICA	911	12,342	9,203	74.57%
Medicare	213	2,886	2,152	74.58%
Employee Benefits-Retirement	1,579	18,061	16,802	93.03%
Unemployment	-	106	183	172.42%
Workers' Compensation	<u>-</u>	<u>3,404</u>	<u>3,034</u>	<u>89.14%</u>
Total Salaries and Benefits	<u>20,499</u>	<u>296,346</u>	<u>210,101</u>	<u>70.90%</u>



**General Fund Expenditures
As of September 30, 2020**

	September 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Professional Services-Engineering	8,290	50,000	56,633	113.27%
Professional Services-Legal	481	7,500	5,194	69.26%
Technical Services - Planning	-	25,000	-	0.00%
Repairs & Maintenance	-	1,000	-	0.00%
Repairs & Maintenance - Vehicles	(356)	3,000	1,080	36.00%
Communications	-	5,000	1,667	33.34%
Advertising -Promotions	(633)	1,500	550	36.67%
Printing & Binding	-	250	65	26.00%
Travel	-	1,500	-	0.00%
Dues and Fees	-	7,500	2,096	27.95%
Education and Training	-	2,500	-	0.00%
Contract Labor	-	10,000	18,000	180.00%
Other Expenditures	12	750	-	0.00%
General Supplies and Materials	10	1,000	178	17.84%
General Supplies - Postage	-	100	-	0.00%
Gasoline/Diesel	-	4,000	2,044	51.09%
Books and Periodicals-Code Books	-	250	-	0.00%
Small Equipment	2,525	2,000	3,824	191.22%
Other Supplies - Uniforms	-	250	-	0.00%
Total Operations	10,328	123,100	91,332	74.19%
Urban Redevelopment and Housing				
Intergovernmental	750	-	750	#DIV/0!
Total Operations	750	-	750	#DIV/0!
Planning and Zoning				
Salaries & Wages	8,702	115,103	89,606	77.85%
Employee Benefits-Medical	1,606	27,873	16,216	58.18%
Employee Benefits-Dental	68	920	713	77.45%
Employee Benefits-ADD Life	25	294	260	88.27%
Employee Benefits-Disability	92	872	942	108.03%
FICA	506	7,136	5,222	73.17%
Medicare	119	1,669	1,224	73.33%
Employee Benefits-Retirement	1,310	10,443	5,861	56.13%
Unemployment	(2)	53	105	197.25%
Workers' Compensation	(230)	4,558	(1,434)	-31.46%
Total Salaries and Benefits	12,196	168,921	118,713	70.28%
Professional Services	-	1,000	-	0.00%
Professional Services-Legal	-	1,000	-	0.00%
Technical Services - Planning	-	5,000	-	0.00%
Repairs & Maintenance	-	500	-	0.00%
Other Services - Map Updates	-	1,000	-	0.00%
Communications	-	1,750	331	18.93%
Advertising	814	15,000	14,827	98.85%
Printing & Binding	-	250	-	0.00%
Travel	-	2,500	521	20.86%
Dues and Fees	3,000	2,500	4,038	161.53%
Education and Training	-	1,500	55	3.67%
Planning & Zoning Meeting Fees	49	3,000	1,274	42.47%
Other Expenditures	-	500	102	20.31%
General Supplies and Materials	-	1,500	106	7.06%
Gasoline & Diesel	-	500	-	0.00%
Small Equipment	2,525	1,500	3,141	209.39%
Total Operations	6,388	39,000	24,395	62.55%



**General Fund Expenditures
As of September 30, 2020**

	September 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
<i>Main Street Program</i>				
Salaries and Wages	(9,850)	50,665	39,595	78.15%
Overtime	-	1,000	-	0.00%
Employee Benefits - Medical	1,083	13,649	10,576	77.49%
Employee Benefits - Dental	29	377	292	77.51%
Employee Benefits - Add Life	12	147	123	83.33%
Employee Benefits - Disability	50	405	499	123.11%
FICA	(622)	3,203	2,348	73.29%
Medicare	(145)	749	549	73.32%
Employee Benefits - Retirement	(1,005)	4,688	2,162	46.12%
Unemployment	-	27	44	161.89%
Workers Comp Insurance	(67)	223	(35)	-15.56%
<i>Total Salaries and Benefits</i>	<u>(10,515)</u>	<u>75,133</u>	<u>56,153</u>	<u>74.74%</u>
Communications	-	750	270	35.93%
Advertising	-	500	-	0.00%
Travel	-	1,000	-	0.00%
Dues and Fees	-	1,600	959	59.95%
Education and Training	89	1,000	239	23.90%
Contract Labor	-	7,500	1,685	22.47%
Supplies - Special Events	69	15,000	4,867	32.44%
Small Equipment	1,262	-	1,689	100.00%
Software	-	1,000	-	0.00%
Payments to Other Agencies	-	5,000	-	0.00%
<i>Total Operations</i>	<u>1,420</u>	<u>33,350</u>	<u>9,708</u>	<u>29.11%</u>
<i>Intergovernmental</i>				
Intergovernmental - COED	7,000	10,000	10,000	100.00%
Payments to Others	-	-	121,418	100.00%
Total Intergovernmental	<u>7,000</u>	<u>10,000</u>	<u>131,418</u>	<u>100.00%</u>
TOTAL HOUSING AND DEVELOPMENT	<u>\$ 48,067</u>	<u>\$ 745,850</u>	<u>\$ 642,571</u>	<u>86.15%</u>
TOTAL GENERAL FUND EXPENDITURES	<u>\$ 480,942</u>	<u>\$ 8,950,000</u>	<u>\$ 7,066,241</u>	<u>78.95%</u>



**Operating Grant Fund
As of September 30, 2020**

	September 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
REVENUES:				
Atlanta Regional Commission Grant	-	214,975	96,403	44.84%
Interest Revenue	1	25	6	24.64%
TOTAL REVENUES	\$ 1	\$ 215,000	\$ 96,409	44.84%
EXPENDITURES:				
Payments to Other Agencies-FOCUS	7,741	215,000	92,120	42.85%
TOTAL EXPENDITURES	\$ 7,741	\$ 215,000	\$ 92,120	42.85%



Parks & Recreation Fund
As of September 30, 2020

	September 2020	2020 Annual	YTD	% of Annual
REVENUES:	Transactions	Budget	Transactions	Budget
Alcoholic Bev Excise Tax Beer & Wine	26,615	244,000	218,941	89.73%
Alcoholic Bev Excise Tax Liquor	6,861	85,000	78,186	91.98%
Local Option Mixed Drink Tax	4,412	45,000	32,614	72.48%
Penalties and Interest	-	250	-	0.00%
Bad Check Fees	-	50	-	0.00%
Interest Revenue	32	200	94	46.88%
Rents and Royalties	1,070	15,000	5,911	39.41%
Prior Year Fund Balance	-	500	-	0.00%
TOTAL REVENUES	\$ 38,990	\$ 390,000	\$ 335,746	86.09%
EXPENDITURES:				
Disposal - Garbage Depot	51	1,000	463	46.25%
Pest Control - Depot	-	750	450	60.00%
Repairs & Maintenance - Depot	318	30,000	669	2.23%
Communications	138	1,500	1,376	91.71%
General Supplies - Depot	-	2,000	(825)	-41.25%
Water/Sewer - Depot	10	750	92	12.31%
Natural Gas - Depot	110	1,500	1,208	80.54%
Electricity - Depot	377	5,000	2,157	43.15%
Small Equipment - Depot	-	1,500	554	36.93%
Disposal - Garbage Parks	51	750	463	61.67%
Lawn Care	-	9,000	4,723	52.47%
Pest Control - Parks	-	1,000	445	44.50%
Repairs & Maintenance - Parks	-	25,000	14,901	59.60%
Rental - Equipment & Land	-	1,250	-	0.00%
Dues and Fees	-	500	363	72.60%
Contract Labor	3,000	50,000	32,125	64.25%
General Supplies and Materials - Parks	-	1,500	321	21.42%
Water/Sewer - Parks	457	5,000	4,112	82.24%
Electricity - Parks	85	1,500	739	49.29%
Small Equipment - Parks	-	500	-	0.00%
Capital Outlay - Site Improvements	-	250,000	-	0.00%
TOTAL EXPENDITURES	\$ 4,597	\$ 390,000	\$ 64,336	16.50%



Hotel/Motel Tax Fund
As of September 30, 2020

	September 2020	2020 Annual	YTD	% of Annual
REVENUES:	Transactions	Budget	Transactions	Budget
Hotel/Motel Taxes	401	4,995	2,400	48.06%
Interest Revenue	0	5	2	37.60%
TOTAL REVENUES	\$ 402	\$ 5,000	\$ 2,402	48.05%
EXPENDITURES:				
Advertising/Promotions	-	5,000	540	10.80%
TOTAL EXPENDITURES	\$ -	\$ 5,000	\$ 540	10.80%



**Urban Redevelopment Agency
As of September 30, 2020**

	September 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
REVENUES:				
Proceeds from General Long-term E	333,945	3,000,000	5,393,172	179.77%
TOTAL REVENUES	\$ 333,945	\$ 3,000,000	\$ 5,393,172	179.77%
EXPENDITURES:				
Issuance Costs	-	-	(10)	100.00%
Transfer to Town Center Fund	333,945	3,000,000	5,393,182	179.77%
TOTAL EXPENDITURES	\$ 333,945	\$ 3,000,000	\$ 5,393,172	179.77%



SPLOST III Fund
As of September 30, 2020

	September 2020	2020 Annual	YTD	% of Annual
REVENUES:	Transactions	Budget	Transactions	Budget
Special Assessments - Crestmont	-	11,928	5,964	50.00%
Prior Year Fund Balance	-	262,622	-	0.00%
Interest Revenue	26	450	89	19.74%
TOTAL REVENUES	\$ 26	\$ 275,000	\$ 6,053	2.20%
EXPENDITURES:				
Capital Outlay-Infrastructure	-	275,000	-	0.00%
TOTAL EXPENDITURES	\$ -	\$ 275,000	\$ -	0.00%



SPLOST IV Fund
As of September 30, 2020

	September 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
REVENUES:				
Special Assessments	-	-	1,050	100.00%
Interest Revenue	2	150	30	19.98%
Prior Year Fund Balance	-	69,850	-	0.00%
TOTAL REVENUES	\$ 2	\$ 70,000	\$ 1,080	1.54%
EXPENDITURES:				
Capital Outlay-Infrastructure	-	70,000	-	0.00%
TOTAL EXPENDITURES	\$ -	\$ 70,000	\$ -	0.00%



SPLOST V Fund
As of September 30, 2020

REVENUES:	September 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
SPLOST V Revenue	(297,811)	1,500,000	1,498,004	99.87%
Grant Revenue-LMIG	142,030	150,065	292,096	194.65%
Grant Revenue-SRTA	-	1,500,000	-	0.00%
Grant Revenue-TIP	-	1,604,167	-	0.00%
Grant Revenue-LCI Phase II	-	-	116,110	100.00%
Assessments - Roads	5,000	-	25,000	100.00%
Interest Revenue	52	500	373	74.54%
Prior Year Fund Balance	-	211,183	-	0.00%
Proceeds from SRTA Loan	-	3,590,450	-	0.00%
TOTAL REVENUES	\$ (150,729)	\$ 8,556,365	\$ 1,931,583	22.57%
EXPENDITURES:				
Capital Outlay-Public Safety Equipment	170,192	200,000	171,340	85.67%
Capital Outlay-Police Cars	32,882	205,000	66,546	32.46%
Capital Outlay-Sites	(11)	-	-	100.00%
Capital Outlay-Infrastructure	291,654	626,870	614,731	98.06%
Capital Outlay-HOTL Pedestrian	(451)	-	-	100.00%
Capital Outlay-Industrial Connector	-	1,925,000	105	0.01%
Capital Outlay-HS Pkwy Phase	(258,836)	-	-	100.00%
Capital Outlay-HS Pkwy Phase II	21,396	5,599,495	27,037	0.48%
Capital Outlay-TCP Road Net	(505)	-	-	100.00%
Capital Outlay-LCI Phase II	-	-	2,228	100.00%
Capital Outlay - HS Pkwy Sidewalk	1,678	-	3,036	100.00%
Capital Outlay - Hickory Sidewalk	595	-	128,610	100.00%
Capital Outlay - Palm Street Sidewalk	23,387	-	95,938	100.00%
TOTAL EXPENDITURES	\$ 281,980	\$ 8,556,365	\$ 1,109,571	12.97%



Town Center Fund
As of September 30, 2020

	September 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Revenues				
Interest Revenue	59	103	285	276.71%
Prior Year Fund Balance	-	351,497	-	0.00%
Transfer from URA	333,945	3,000,000	5,393,182	179.77%
TOTAL REVENUES	\$ 334,004	\$ 3,351,600	\$ 5,393,467	160.92%
Expenditures				
Professional Services	-	350,000	34,870	9.96%
Capital Outlay - Sites	-	1,000,000	559,430	55.94%
Capital Outlay - Site Improvements	358,585	325,000	1,013,118	311.73%
Capital Outlay - Buildings	31,851	-	2,119,095	100.00%
Capital Outlay - TCP Road Network	679	1,676,600	2,139,248	127.59%
TOTAL EXPENDITURES	\$ 391,052	\$ 3,351,600	\$ 5,865,760	175.01%



Debt Service Fund
As of September 30, 2020

Revenues	September 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Interest	145	-	1,511	100.00%
Prior Year Fund Balance	-	516,319	-	0.00%
TOTAL REVENUES	\$ 145	\$ 516,319	\$ 1,511	0.29%
Expenditures				
Debt Service - Bond Principal HSPRA	-	311,206	154,926	49.78%
Debt Service - Bond Interest HSPRA	(0)	47,530	24,442	51.42%
Debt Service - Bond Interest URA	(0)	157,583	82,556	52.39%
TOTAL EXPENDITURES	\$ (1)	\$ 516,319	\$ 261,924	50.73%



**Stormwater Utility Fund
As of September 30, 2020**

REVENUES:	September 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Stormwater Utility Fees	1,516	349,500	15,641	4.48%
Interest Revenue	44	500	474	94.73%
TOTAL REVENUES	\$ 1,560	\$ 350,000	\$ 16,114	4.60%
EXPENSES:				
Salaries & Wages	3,950	47,390	35,550	75.02%
Employee Benefits - Medical Insurance	660	7,956	5,967	75.00%
Employee Benefits - Dental Insurance	31	377	279	74.01%
Employee Benefits - Disability	22	261	198	75.86%
Employee Benefits - ADD Life	12	147	108	73.47%
FICA	245	2,938	2,205	75.05%
Medicare	57	687	513	74.67%
Employee Benefits - Retirement	(13)	4,300	3,222	74.93%
Unemployment	2	27	18	66.67%
Workers Comp Insurance	230	2,756	2,070	75.11%
Professional Services	-	4,487	112	2.50%
Technical Services - Regional SW	-	2,500	-	0.00%
Technical Services - Pollution	-	1,500	-	0.00%
Technical Services - Watershed	-	500	-	0.00%
Professional Services - Engineer	8,290	100,000	79,581	79.58%
Repairs & Maintenance	37,988	95,000	39,242	41.31%
Repairs & Maintenance - Vehicles	2,214	-	2,214	#DIV/0!
Rental of Equipment	-	5,000	7,020	140.40%
Communications	-	2,000	692	34.58%
Advertising	-	250	-	0.00%
Printing and Binding	-	-	56	100.00%
Dues and Fees	-	6,500	5,234	80.52%
Training	55	2,000	1,349	67.45%
Contract Labor	1,280	46,500	11,040	23.74%
General Supplies & Materials	-	1,500	-	0.00%
General Supplies - Postage	-	424	32	7.44%
Water/Sewer	-	5,000	-	0.00%
Gasoline & Diesel	-	4,000	1,102	27.54%
Small Equipment	1,512	1,500	1,985	132.33%
Other Supplies	-	1,000	339	33.93%
Contingency	-	3,500	-	0.00%
TOTAL EXPENSES	\$ 56,535	\$ 350,000	\$ 200,126	57.18%



**Main Street Board
Budget To Actual Comparison Report
As of September 30, 2020**

Revenues	September 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Business & Occupation Licenses	-	50,586	50,586	100.00%
Alcohol Beverage Licenses	-	25,000	11,000	44.00%
Alcohol Pouring Permits	15	5,000	1,360	27.20%
Donations From Private Sources	-	20,000	11,500	57.50%
Miscellaneous/Registrations/Booth Fees	-	8,825	1,806	20.46%
Rents and Royalties	-	2,500	2,500	100.00%
Interest Revenue	2	50	15	29.38%
TOTAL REVENUES	\$ 17	\$ 111,961	\$ 78,767	70.35%

Expenditures				
Salaries & Wages	(9,850)	50,665	39,595	78.15%
Overtime	-	1,000	-	0.00%
Employee Benefits - Medical	1,083	13,649	10,576	77.49%
Employee Benefits- Dental	29	377	292	77.51%
Employee Benefits-Add Life	12	147	123	83.33%
Employee Benefits-Disability	50	405	499	123.11%
FICA	(622)	2,640	2,348	88.92%
Medicare	(145)	749	549	73.32%
Employee Benefits-Retirement	(1,005)	4,688	2,162	46.12%
Unemployment	-	27	44	161.89%
Workers Comp Insurance	(67)	223	(35)	-15.56%
Communications	-	750	270	35.93%
Advertising	-	500	-	0.00%
Travel	-	1,000	-	0.00%
Dues and Fees	-	1,600	959	59.95%
Education and Training	89	1,000	239	23.90%
Contract Labor	-	7,500	1,685	22.47%
Supplies-Special Events	69	15,000	4,867	32.44%
Small Equipment	1,262	-	1,689	100.00%
Software	-	1,000	-	0.00%
Payments to Other Agencies	-	5,000	-	0.00%
TOTAL EXPENDITURES	\$ (9,094)	\$ 107,920	\$ 65,861	61.03%



**Holly Springs Tree Commission
Budget to Actual Comparison Report
As of September 30, 2020**

	September 2020	2020 Annual	YTD	
Revenues	Transactions	Budget	Transactions	% Variance
Development Fees/Recompense	-	25,450.00	-	0.00%
Interest Revenue	0.03	50.00	0.27	0.54%
TOTAL REVENUES	\$ 0.03	\$ 25,500.00	\$ 0.27	0.00%
Expenditures				
Landscaping/Tree Planting & Care	-	8,000.00	-	0.00%
Tree Maintenance	-	8,000.00	-	0.00%
Tree Removal	-	6,000.00	-	0.00%
Travel	-	750.00	-	0.00%
Dues and Fees	-	500.00	-	0.00%
Education and Training	-	1,000.00	-	0.00%
Tree Seedlings	-	500.00	-	0.00%
Banners & Shirts	-	250.00	-	0.00%
Books and Periodicals	-	500.00	-	0.00%
TOTAL EXPENDITURES	\$ -	\$ 25,500.00	\$ -	0.00%

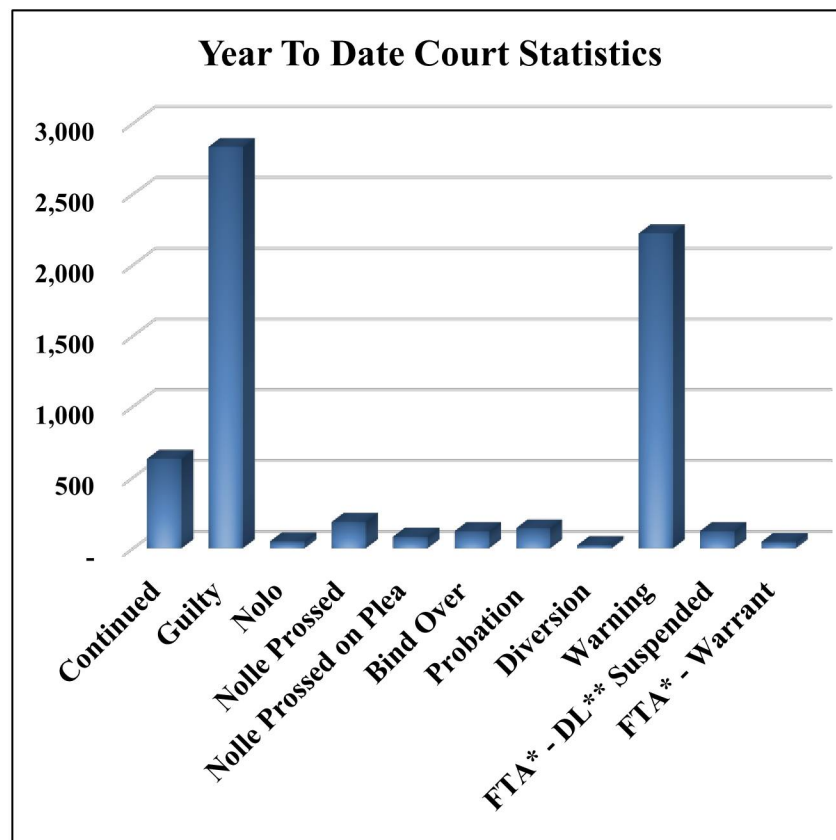


City of Holly Springs Court Statistics 2020 Year to Date

	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Continued	130	170	65	-	1	97	75	73	19	-	-	-	630
Guilty	603	685	269	36	22	329	359	348	181	-	-	-	2,832
Nolo	6	12	1	-	-	10	12	6	1	-	-	-	48
Nolle Prossed	37	34	6	-	4	29	42	22	11	-	-	-	185
Nolle Prossed on Plea	13	18	10	-	3	17	10	10	-	-	-	-	81
Bind Over	25	23	16	2	3	16	18	5	12	-	-	-	120
Probation	18	43	14	-	1	19	20	15	10	-	-	-	140
Diversion	5	7	3	-	-	4	-	1	1	-	-	-	21
Warning	127	170	177	12	242	218	347	487	441	-	-	-	2,221
FTA* - DL** Suspended	5	29	35	5	6	3	10	22	5	-	-	-	120
FTA* - Warrant	6	8	10	-	-	8	6	3	4	-	-	-	45
	975	1,199	606	55	282	750	899	992	685	-	-	-	6,443

* Failure to Appear

** Driver's License



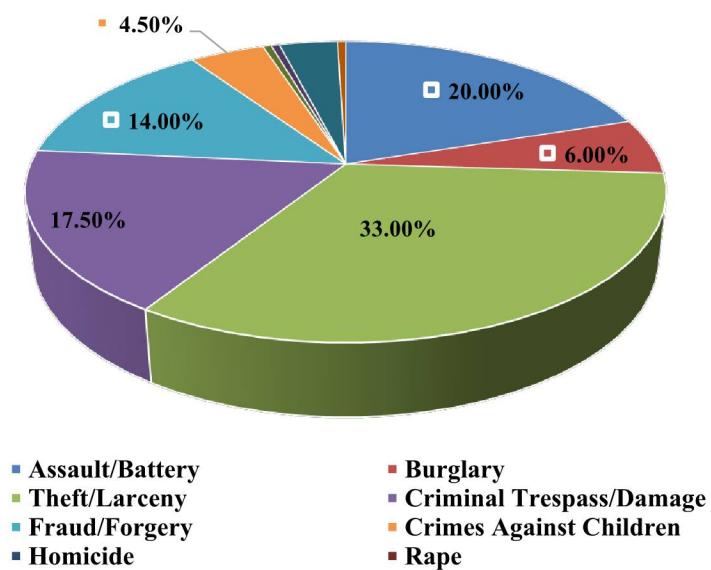


City of Holly Springs Police Statistics 2020 Year to Date

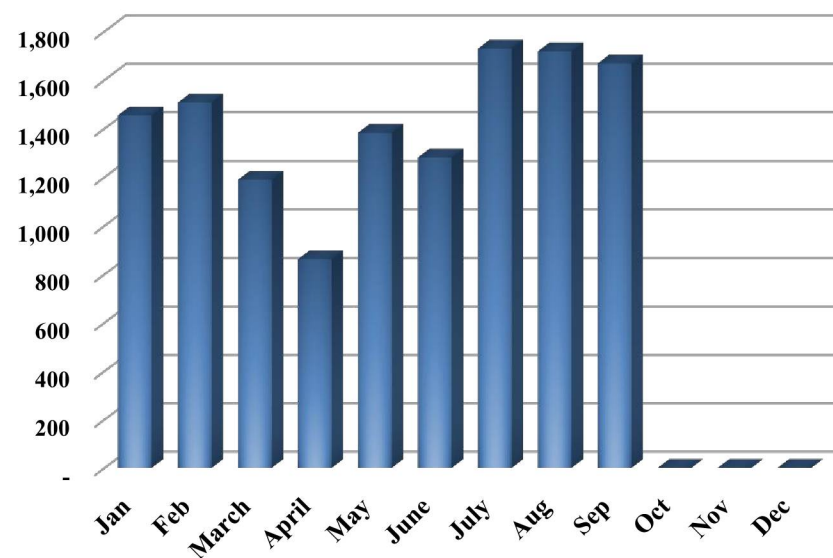
	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Assault/Battery	3	2	5	-	2	11	5	5	7	-	-	-	40
Burglary	-	-	2	4	3	-	-	2	1	-	-	-	12
Theft/Larceny	15	6	7	10	9	9	2	6	2	-	-	-	66
Criminal Trespass/Damage	4	10	-	7	-	3	3	3	5	-	-	-	35
Fraud/Forgery	4	4	1	3	3	3	2	2	6	-	-	-	28
Crimes Against Children	-	2	-	-	1	4	2	-	-	-	-	-	9
Homicide	-	-	-	-	-	-	-	-	-	-	-	-	-
Rape	-	-	-	-	-	-	-	-	-	-	-	-	-
Robbery	-	-	-	-	-	-	-	1	-	-	-	-	1
Arson	-	-	-	-	-	-	-	1	-	-	-	-	1
Motor Vehicle Theft	3	1	1	-	-	1	-	-	1	-	-	-	7
Sex Crimes	-	-	-	-	-	-	-	1	-	-	-	-	1
	29	25	16	24	18	31	14	21	22	-	-	-	200

Calls for Service	1,454	1,507	1,189	862	1,382	1,281	1,729	1,718	1,668	-	-	-	12,790
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Year To Date Police Statistics



Year To Date Calls for Service





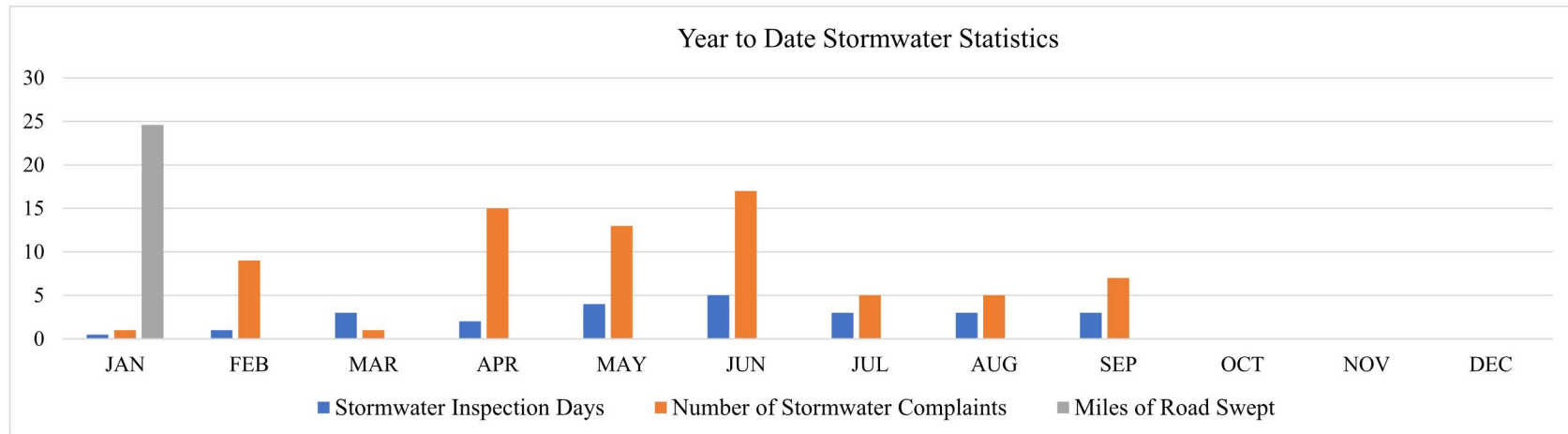
**City of Holly Springs
Monthly Operation Report
Executive Summary**

Description	Sep-20	
Pot Hole Repair	0	roads
Tree Service Work	6	row
ROW Mowing	32	row
Dead Animal Pick Up	6	roads
Street Sweeping	0	street sweeping
Road Salting	0	roads
Sign Maintenance	5	signs
Traffic Signals	4	signs
Equipment Maintenance	7	equipment maintenance
Misc. Work Orders	9	misc
PARKS		
J.B. Owens	22	parks
Barrett Park	19	parks
J.C. Mullins	19	parks
Monthly Totals	129	



City of Holly Springs Stormwater Statistics 2020 Year to Date

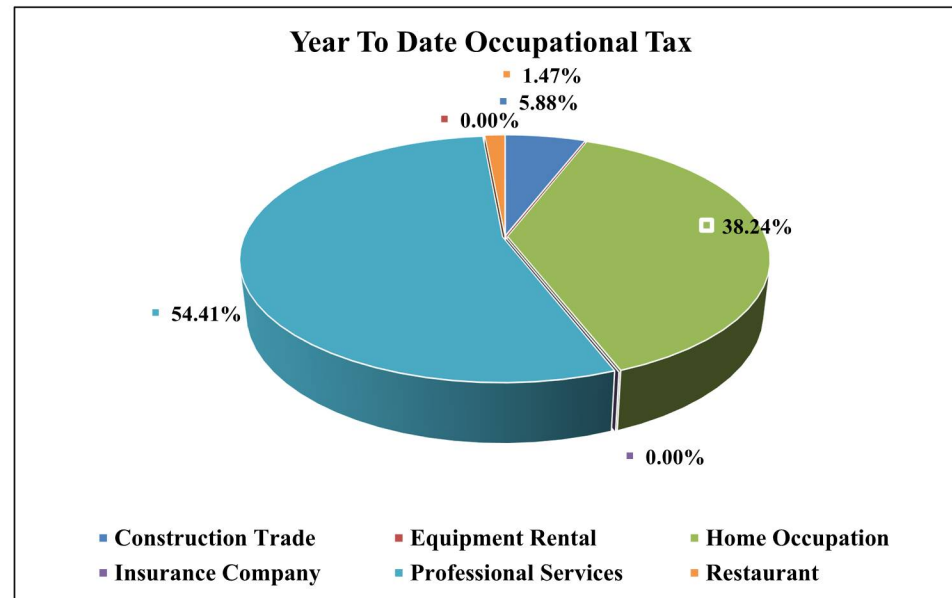
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Stormwater Inspection Days	0.5	1	3	2	4	5	3	3	3				24.5
Number of Stormwater Complaints	1	9	1	15	13	17	5	5	7				73
Miles of Road Swept	24.6	0	0	0	0	0	0	0	0				24.6





City of Holly Springs Occupational Tax Summary 2020 Year to Date

	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total	
Construction Trade	-	-	-	-	1	-	1	1	1	-	-	-	4	5.88%
Equipment Rental	-	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
Home Occupation	-	5	1	2	3	4	2	2	7	-	-	-	26	38.24%
Insurance Company	-	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
Professional Services	7	3	5	1	6	6	2	4	3	-	-	-	37	54.41%
Restaurant	1	-	-	-	-	-	-	-	-	-	-	-	1	1.47%
	8	8	6	3	10	10	5	7	11	-	-	-	68	100.00%



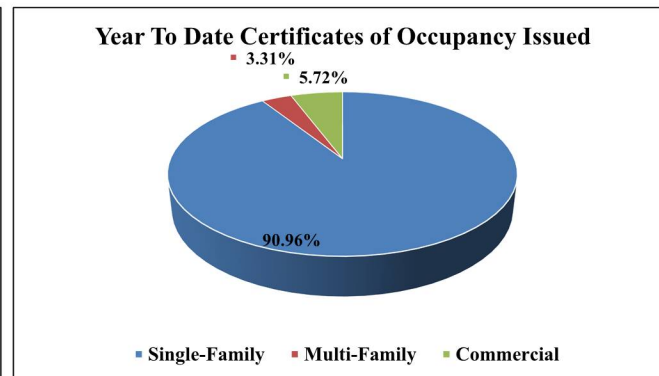
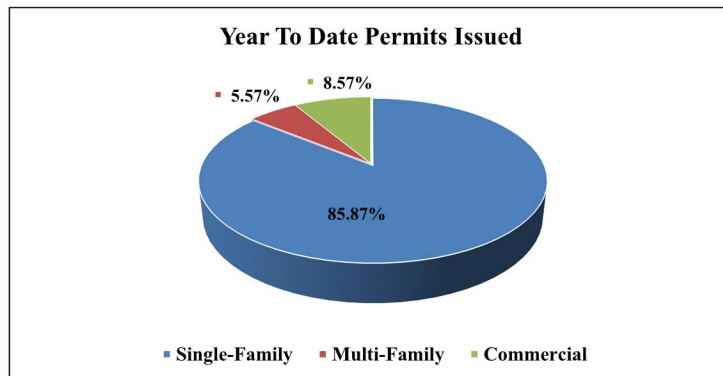


City of Holly Springs
Building Permits and Certificates of Occupancy
2020 Year to Date

	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Single-Family													
Houses	18	42	46	26	7	16	26	30	44				255
Accessory Structures			1	3	6	8	11	1	1				31
Additions		1		1				7	7				16
Basement Buildouts	1	1	1	2	1	3	1	2	3				15
Mechanical	3	5	3	1	2	2	1	3	5				25
Plumbing		1	1				1	2	1				6
Electrical	1	1	2	1	2	2	2	1	2				14
Miscellaneous	4	12		3	6	2	8	4					39
Certificates of Completion	1	1	9		1	4	9	7	5				37
Certificates of Occupancy	31	28	30	33	26	27	28	27	35				265
Multi-Family													
Townhomes					5	4	5	6	6				26
Apartments													0
Misc-Multi Family													0
Certificates of Occupancy	8	3											11
Commercial													
New Structures	1						1	1					3
Addition-C				1									1
Tenant Build Outs	1	1	1	2		1		1					7
Accessory Structures					1								1
Mechanical	2												2
Plumbing			1						1				2
Electrical	1	2	2			1		1	1				8
Misc-C		2	1	5	2	1		5					16
Certificates of Completion	1	1	2		1		1	1					7
Certificates of Occupancy	4	2	1	2	1	1	1						12

Permits		
Single-Family	401	85.87%
Multi-Family	26	5.57%
Commercial	40	8.57%
	467	100.00%

CO's		
Single-Family	302	90.96%
Multi-Family	11	3.31%
Commercial	19	5.72%
	332	100.00%



City of Holly Springs Work Session Meeting

Speaker Sign In Sheet

October 19, 2020

Meeting Date: _____

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

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

