



City of Holly Springs

Date: Monday, September 28, 2020

Location: 3235 Holly Springs Parkway

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

I. CALL TO ORDER

II. PUBLIC COMMENTS

III. NEW BUSINESS

- A. Discuss a resolution to appoint Jeffrey D. Wilbur to fill the unexpired term for Ward 5 Councilman Jeremy Smith
Presented By: Steven W. Miller
- B. Discuss a Fire Prevention Week proclamation
Presented By: Robert H. Logan, City Manager
- C. Discuss Addendum No. 1 to Oasis Project No. P194487, Proposal for Construction Materials Testing for the Hickory Road and Palm Street Intersection Improvement Project from Oasis Consulting Services
Presented By: Robert H. Logan, City Manager
- D. Discuss a revised Lighting Services Agreement between Georgia Power and the City of Holly Springs, Georgia for street lights on Hickory Road
Presented By: Robert H. Logan, City Manager
- E. Discuss a Change Order from North Georgia Foundations for Parcel D – Pond Wall B-1
Presented By: Robert H. Logan, City Manager
- F. Discuss a proposal from BM&K, P.C. for the design of curb, gutter, and sidewalk on Hickory Road and Palm Street
Presented By: Robert H. Logan, City Manager

- G. Discuss the surveying of approximately 21 acres along Holly Springs Parkway as proposed by GeoSurvey, Ltd.
Presented By: Robert H. Logan, City Manager
- H. Discuss the surveying of approximately 14 acres along Holly Street as proposed by GeoSurvey, Ltd.
Presented By: Robert H. Logan, City Manager
- I. Discuss Poplar Way Drainage Repair Project quotes
Presented By: Robert H. Logan, City Manager
- J. Discuss Change Order #2 from Weaver Grading for the stormwater infrastructure project for the Master Detention Pond B-1
Presented By: Robert H. Logan, City Manager
- K. Discuss a Municipal Lease/Purchase Program quote from TYMCO, Inc. for the acquisition of a street sweeper
Presented By: Denise Lamazares, Finance Director
- L. Discuss personal property tax write-offs
Presented By: Denise Lamazares, Finance Director
- M. Discuss Title VI Nondiscrimination Agreement between the Georgia Department of Transportation and the City of Holly Springs, Georgia
Presented By: Nancy Moon, Community Development Director
- N. Discuss a Client Agreement between MSI Benefits Group, Inc. and the City of Holly Springs, Georgia
Presented By: Karen Norred, City Clerk/Human Resources Director

IV. ADJOURNMENT

City Council Business Meeting

Agenda

7:00 p.m.

I. CALL TO ORDER

II. APPOINTMENT OF COUNCILMEMBER FOR WARD 5

- Approve/deny a resolution appointing Jeffrey D. Wilbur to fill the unexpired term of Ward 5 Councilman Jeremy Smith
- Oath of Office

III. 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.”

IV. INVOCATION

V. SPECIAL PRESENTATIONS

- Recognition of Service – Councilman Jeremy Smith
- Cherokee County Fire & Emergency Services Annual Report – Chief Tim Prather
- Fire Prevention Week Proclamation

VI. 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

VII. NEW BUSINESS

5. Approve/deny 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. Approve/deny a revised Lighting Services Agreement for service address 0 Hickory Road between Georgia Power and the City of Holly Springs, Georgia
7. Approve/deny Change Order #1 from North Georgia Foundations for Parcel D – Pond Wall B-1 in an amount not to exceed \$45,647.60
8. Approve/deny 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. Approve/deny 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. Approve/deny the authorization for the City Engineer to proceed with the surveying of approximately 14 acres along Holly Street as proposed by GeoSurvey, Ltd.
11. Approve/deny awarding the Poplar Way Drainage Repair Project to Georgia Development Partners, LLC in an amount not to exceed \$21,798
12. Approve/deny 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. Approve/deny 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. Approve/deny a resolution to authorize the write off of certain accounts from Delinquent Personal Property taxes
15. Approve/deny the Title VI Nondiscrimination Agreement between the Georgia Department of Transportation and the City of Holly Springs, Georgia
16. Approve/deny 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

VIII. REPORTS

IX. ADJOURNMENT

EXECUTIVE SESSION IMMEDIATELY FOLLOWING

- Litigation

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

WHEREAS, Councilman Jeremy Smith was elected in November 2016 to serve as Councilmember for Ward 5 for a four-year term beginning January 1, 2017 and ending December 31, 2020; 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 in the office of Ward 5 Councilmember, the unexpired term of which is less than six months; and

WHEREAS, Section 5.04 of the City Charter provides in part that:

"In the event that the office of mayor or councilmember shall become vacant for any cause whatsoever, the city council or those remaining shall order a special election to fill the balance of the unexpired term of such office; provided, however, if such vacancy occurs within six (6) months of the expiration of the term of that office, the city council or those remaining shall appoint a successor for the remainder of the term." and

WHEREAS, the remaining members of the City Council wish to fill the vacancy created by the resignation of Councilman Smith by appointing a qualified resident of Ward 5 to fill the unexpired term of Councilman Smith; and

WHEREAS, during the Qualifying Period, Jeffrey D. Wilbur was the only candidate who qualified for the next succeeding term for Ward 5, the General Election of which will be held November 3, 2020;

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council that the City of Holly Springs appoints Jeffrey D. Wilbur to fill the unexpired term of Ward 5 Councilman Jeremy Smith.

SO RESOLVED THIS 28th DAY OF SEPTEMBER 2020.

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)



PROCLAMATION FIRE PREVENTION WEEK

WHEREAS, the City of Holly Springs, GA is committed to ensuring the safety and security of all those living in and visiting Holly Springs; and

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

WHEREAS, home fires killed more than 2,630 people in the United States in 2017, according to the National Fire Protection Association® (NFPA®), and fire departments in the United States responded to 357,000 home fires; and

WHEREAS, cooking is the leading cause of home fires in the United States where fire departments responded to more than 173,200 annually between 2013 and 2017; and

WHEREAS, two of every five home fires start in the kitchen with 31% of these fires resulting from unattended cooking; and

WHEREAS, more than half of reported non-fatal home cooking fire injuries occurred when the victims tried to fight the fire themselves; and

WHEREAS, children under five face a higher risk of non-fire burns associated with cooking than being burned in a cooking fire

WHEREAS, the City of Holly Springs' residents should stay in the kitchen when cooking food on the stovetop, keep a three-foot kid-free zone around cooking areas and keep anything that can catch fire away from stove tops; and

WHEREAS, residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and

WHEREAS, working smoke alarms cut the risk of dying in reported home fires in half; and

WHEREAS, Cherokee County's first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and

WHEREAS, the City of Holly Springs' residents are responsive to public education measures and are able to take personal steps to increase their safety from fire, especially in their homes; and

WHEREAS, the 2020 Fire Prevention Week theme™, “Serve Up Fire Safety in the Kitchen!!” effectively serves to remind us to stay alert and use caution when cooking to reduce the risk of kitchen fires.

THEREFORE, I, Steven W. Miller, Mayor of the City of Holly Springs, do hereby proclaim October 4-10, 2020, as Fire Prevention Week throughout this City, and I urge all the people of Holly Springs to check their kitchens for fire hazards and using safe cooking practices during Fire Prevention Week 2020, and to support the many public safety activities and efforts of Cherokee County Fire & Emergency Services.

Attest:

Steven W. Miller, Mayor

Karen Norred, City Clerk
(Seal)



September 17, 2020

City of Holly Springs

3237 Holly Springs Parkway
Holly Springs, Georgia 30115

Subject: Addendum for Construction Materials Testing
Hickory Road & Palm Street Intersection Improvement Project
Holly Springs, Georgia
RFP# 2019-01
Oasis Project No. 194487
Addendum No. 1

To whom it may concern,

Oasis Consulting Services (Oasis) sincerely appreciates the opportunity to provide this addendum for construction materials testing services for the Hickory Road & Palm Street Intersection Improvement Project.

Scope of Services

We understand that our primary function will be to continue to serve as your Quality Assurance Representative for mass grading, site retaining wall backfill, utility backfill, and roadway construction for the proposed development. Specific test procedures and frequencies will be performed in accordance with the project plans and specifications. We anticipate that our services on this project will include:

I. Earthwork

- A. Evaluate subgrades prior to at grade construction and fill placement to verify stability, observe proof rolling.
- B. Observe placement of mass fill, site retaining backfill, and backfill of storm, sewer, and water line to verify compliance with project requirements. Perform in-place density tests as required by project specifications and verify that lifts are properly placed and compacted prior to placement of additional fill.
- C. Perform laboratory Proctor and index property tests to verify material compliance.

- D. Where deficiencies are noted during fill or backfill placement, suggest and observe remedial actions, including reworking and recompact of materials.
- E. Provide documentation of daily events in the field and notify the appropriate persons immediately upon recognition of deficiencies.

II. Site Concrete

- A. Sample concrete and perform the following tests and functions, as required;
 - Slump, ASTM C 143
 - Air Content, ASTM C 231
 - Unit Weight/Yield, ASTM C 138
 - Temperature, ASTM C 1064
 - Batch-to-Placement Time
 - Cast Test Cylinders, ASTM C 31
 - Compressive Strength of Concrete Cylinders, ASTM C 39
- B. Perform sampling, testing, and curing of specimens in the field in accordance with applicable ASTM guidelines and project specifications. Perform additional testing as required in the event deficiencies are encountered. Verify use of approved design mix and compliance with extreme weather procedures.
- C. Cure and test concrete cylinders in the laboratory as directed by the project specifications and in accordance with ASTM C 31 and ASTM C 39.
- D. Provide detailed documentation of daily events in the field and notify the appropriate persons immediately upon recognition of deficiencies.

III. Pavement Construction

- A. Monitor proofrolling and evaluate subgrade prior to base stone placement.
- B. Perform density and thickness testing of base stone and asphaltic concrete.
- C. Perform laboratory testing of base stone and asphaltic concrete to verify material compliance.
- D. Proofroll base stone prior to pavement placement to verify stability.
- E. Perform concrete testing for rigid site pavement.

Addendum Cost Estimate

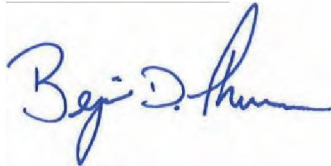
Our services will be provided in accordance with the Unit Rate Fee Schedule identified in our original proposal (P19117 dated July 24, 2019). **The actual fees will be based on the number of trips needed to perform the required testing and the actual schedule.** Based on the anticipated scope of services and the provided project completion of 450 days, we have developed a projected budget for the requested scope of services of **\$105,000.00**. No overtime was included in the cost estimate. Once a construction schedule and sequencing can be provided, we can re-evaluate the cost estimate and provide an estimate more tailored to the project schedule. **Due to the proximity of the project location to our Canton laboratory, Oasis will continue to waive the cost of mileage.**

Closure

Oasis Consulting Services appreciates the opportunity to submit this addendum and we will be happy to answer any questions that you may have. If this addendum is satisfactory, we request that you execute the Addendum No. 1 form below and return it to us.

Sincerely,

Oasis Consulting Services



Benjamin D. Thomason, E.I.T.
Project Engineer



Luke Parker, P.E.
Project Engineer

Addendum No. 1

Accepted by:

Signature

Date

Printed Name

Lighting Services Agreement



Customer Legal Name CITY OF HOLLY SPRINGS DBA _____
Service Address 0 Hickory Road Holly Springs GA 30114 County Cherokee - GA
Mailing Address PO BOX 990 HOLLY SPRINGS GA 30142
Email _____ Tel # _____ Alt Tel # _____
Tax ID# 1551 Business Description Street Lighting

Existing Customer Yes ☒ No ☐ If Yes (and if possible), does customer want the Service added to an existing account? Yes ☐ No ☒ If Yes, which Account Number? _____

Selected Components				
Action	Qty	Wattage	Type	Description
INS	14	100	LED	Post Top
INS	4	120	LED	Area

Service Cost (\$)	Regulated Cost (\$)*	Monthly Cost (\$)*
\$519.66	\$65.72	\$585.38

Term (Months)	1
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* The actual Regulated Cost will be calculated using the tariffs approved by Georgia Public Service Commission at the time of billing. The estimate is based on Summer Rates in effect at the time of this proposal. Excludes applicable sales tax.

Project Notes:
GPC to remove 8 customer owned poles. Poles that are removed will be stored and reused for a portion of the project (8). Those poles will receive new project fixtures.

Customer agrees to this Lighting Services Agreement with Georgia Power Company under the attached terms and conditions and authorizes all actions noted on this agreement.

Customer also agrees to allow removal of existing lights. Yes ☒ N/A ☐

Type	Customer	Tariff	Content
NESC	Gov	EOL	

Pre-Payment (\$)
\$121,000.00

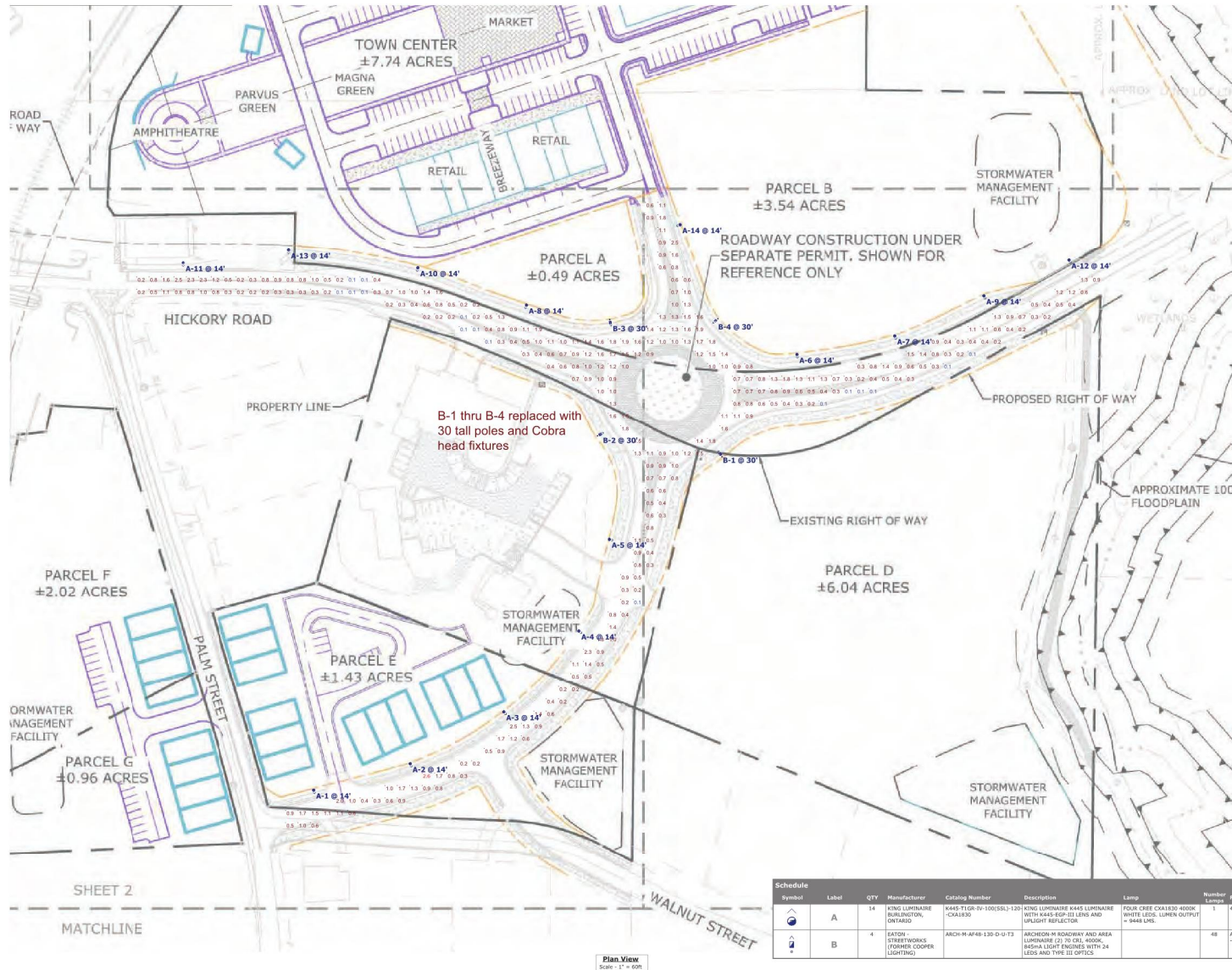
* \$97,000 paid May 2020

Customer recognizes that the individual signing this Agreement on its behalf has authority to do so.

Customer Authorization	Georgia Power Authorization
Signature:	Signature:
Print Name:	Print Name: Danita Riggins Godwin
Print Title:	Print Title: Account Exec
Date:	Date:

TERMS and CONDITIONS (*Lighting – Governmental Service*)

1. **Agreement Scope.** This Lighting Services Agreement (“**Agreement**”) establishes the terms and conditions under which Georgia Power Company (“**GPC**”) will provide lighting and related service (collectively, the “**Service**”) to the customer identified on Page 1 (“**Customer**”) at the Service Address shown on Page 1 (the “**Premises**”). GPC may install, update, modify, or replace any GPC-owned pole, base, wiring, conduit, fixture, control, equipment, device, or related item at the Premises (collectively, “**GPC Assets**”) for any reason related to the Service or to use of GPC Assets.
2. **Term and Termination.** The initial Agreement term is stated on Page 1, calculated from the date of the first bill. After the initial term, this Agreement automatically renews on a month-to-month basis until terminated by either party by providing written notice of intent to terminate to the other party (in accordance with the notice provisions of the *Miscellaneous* section below) at least 30 days before the desired termination date. The initial term and any renewal term or terms are collectively the “**Term**.”
3. **Intent and Title.** This Agreement governs GPC’s provision of the Service to Customer and is not a sale, lease, or licensing of goods, equipment, property, or assets of any kind. GPC retains the sole and exclusive right, title, and interest in and to all GPC Assets. Customer acknowledges that GPC Assets, although attached to real property, always will remain the exclusive personal property of GPC and that GPC may remove GPC Assets upon Agreement termination. **GPC makes no representation or warranty regarding treatment of this transaction by the Internal Revenue Service or the status of this transaction under any federal or state tax law. Customer enters into this Agreement in sole reliance upon its own advisors.**
4. **Payment.** GPC will invoice Customer monthly for the Monthly Cost as described on Page 1. The Service Cost portion of the Monthly Cost will renew at the amount shown on Page 1, but the Regulated Cost portion will be determined by the applicable Georgia Public Service Commission-approved tariff at the time of billing. Customer agrees to pay the total amount billed in full by the invoice due date. If a balance is outstanding past the due date, Customer acknowledges that GPC may require Customer to pay a deposit of up to two times the Estimated Monthly Charge in order to continue Service. If applicable, Customer must provide a copy of its Georgia sales tax exemption certificate. Customer must pay costs associated with any Customer-initiated change to the Service after the date of this Agreement.
5. **Premises Activity.** Customer hereby grants to GPC and its contractors, agents, and representatives the right and license to enter the Premises at any time to perform any activity related to the Service or to GPC’s use of the GPC Assets, including the right to access the Premises with vehicles, GPC Assets, or other tools or equipment, and to survey, dig, or excavate, in order to: (i) install and connect GPC Assets, provide Service, or provide or install any other service; (ii) inspect, maintain, test, replace, repair, disconnect, or remove GPC Assets; (iii) install additional equipment or devices on GPC Assets; or (iv) conduct any other activity reasonably related to the Service or GPC Assets (collectively, “**GPC Activity**”). Customer represents or warrants that it has the right to permit GPC to provide the Service and to perform the GPC Activity upon the Premises and, if applicable, has obtained express written authority and required permission from all Premises owners, and any other person or entity with rights in the Premises, to enter into this Agreement and to authorize the GPC Activity and the Service.
6. **Installation and Underground Work.** Customer recognizes that the Service requires installation of GPC Assets. Customer warrants or covenants that: (i) the Premises’ final grade will vary no more than six inches from the grade existing at the time of installation; and (ii) if applicable and required for proper installation, Premises property lines will be clearly marked before installation.
 - A. **Customer Work.** If GPC, upon Customer’s request, allows Customer, itself or through a third party, to perform any activity related to installation of GPC Assets (including trenching), Customer warrants or covenants that the work will meet GPC’s installation specifications (which GPC will provide to Customer and which are incorporated by this reference). Customer must provide GPC at least 10 days’ prior written notice of its schedule for the work, so that GPC can schedule GPC’s installation work promptly thereafter. Customer will be responsible for any additional costs arising from non-compliance with GPC’s specifications, Customer’s failure to complete Customer’s work by the agreed completion date, or failure to provide GPC timely notice of any schedule change.
 - B. **Underground Facility/Obstruction Not Subject to Dig Law.** Because GPC Activity may require excavation not subject to the Georgia Utility Facility Protection Act (O.C.G.A. §§25-9-1 – 25-9-13) (“**Dig Law**”), **Customer must mark any private utility or facility (e.g., gas/water/sewer line; irrigation facility; fiber/data/communication line) or other underground obstruction at the Premises that is not subject to the Dig Law.** If GPC causes or incurs damage due to Customer’s failure to mark a private facility or obstruction before GPC commences GPC Activity, Customer is responsible for all damages and any loss or damage resulting from any such delay.
 - C. **Unforeseen Condition.** The estimated charges shown on Page 1 include no allowance for subsurface rock, wetland, underground stream, buried waste, unsuitable soil, underground obstruction, archeological artifact, burial ground, threatened or endangered species, hazardous substance, or similar condition (“**Unforeseen Condition**”). If GPC encounters an Unforeseen Condition in connection with any GPC Activity, GPC, in its sole discretion, may stop all GPC Activity until Customer either remedies the condition or agrees to reimburse all GPC costs arising from the condition. Customer is responsible for all costs of modification or change to GPC Assets requested by Customer or dictated by an Unforeseen Condition or circumstance outside GPC’s control.
7. **GPC Asset Protection and Damage.** Throughout the Term, in the event of any work or digging near GPC Assets, Customer (or any person or entity working on Customer’s behalf) must: (i) provide notices and locate requests to the Georgia Utilities Protection Center (“**UPC**”) and other utility owners or operators as required by the then-current Dig Law; (ii) coordinate with the UPC and any utility facility owner/operator as required by the Dig Law; and (iii) comply with the High-voltage Safety Act (O.C.G.A. §§46-3-30 – 46-3-40). As between Customer and GPC, Customer is responsible for any damage arising from failure to comply with applicable law or for damage to GPC Assets caused by anyone other than GPC or a GPC contractor, agent, or representative.
8. **Pole Attachments.** Nothing in this Agreement conveys to Customer any right to attach or affix anything to any GPC Asset. Customer agrees that it will not, and will not permit others to, rearrange, disconnect, remove, relocate, repair, alter, tamper with, or otherwise interfere with any GPC Asset. If Customer desires to attach or affix anything to GPC Assets, Customer must first obtain GPC’s written consent. Customer may call GPC Lighting and Smart Services business unit at 1-888-660-5890 to request consent.
9. **Interruption of Service.** Customer understands that Service is provided on an “as is” and “as available” basis and may be interrupted. If there is a Service interruption, Customer must notify GPC. Following notice, GPC will restore Service, at no cost to Customer. Customer may notify GPC by either calling 1-888-660-5890 or by reporting online at: <https://www.georgiapower.com/community/outages-and-stormcenter/power-outage-overview/street-light-outage.html>.
10. **Disclaimer; Damages.** GPC makes no covenant, warranty, or representation of any kind (including warranty of fitness for a particular purpose, merchantability, or non-infringement) regarding Service, GPC Assets, or any GPC Activity. Customer acknowledges that, due to the unique characteristics of the Premises, Customer’s needs, or selection of GPC Assets, the Service may not follow IESNA guidelines. **Customer waives any right to consequential, special, indirect, treble, exemplary, incidental, punitive, loss of business reputation, interruption of Service or loss of use (including loss of revenue, profits, or capital costs) damages in connection with the loss or interruption of Service, GPC Assets, or this Agreement, or arising from damage, hindrance, or delay involving the Service, GPC Assets, or this Agreement, whether or not reasonable, foreseeable, contemplated, or avoidable.** To the extent GPC is liable under this Agreement, and to the extent allowed by applicable law, GPC’s liability is expressly limited to: (i) with respect to the Service purchased by Customer, the annual amount paid by Customer for the Service; or (ii) with respect to any other liability, to proven direct damages in an amount not to exceed \$100.00. Customer is solely responsible for safety of the Premises; Customer agrees that GPC has no obligation to ensure safety of the Premises and that GPC has no liability for any personal injury, real or personal property damage or loss, or negative impact to Customer or any third party that occurs at the Premises.
11. **Risk Allocation.** Each party will be responsible for its own acts and the results of its acts, except as otherwise described in this Agreement.
12. **Georgia Security, Immigration, and Compliance Act.** Customer is a “public employer” as defined by O.C.G.A. § 13-10-91 and this is a contract for physical performance of services in Georgia. Compliance with O.C.G.A. § 13-10-91 is a condition of this Agreement and is mandatory. GPC will provide to Customer a contractor’s affidavit for installation services as required by O.C.G.A. § 13-10-91. If GPC employs any subcontractor in connection with installation under this Agreement, GPC also will secure from each subcontractor an affidavit attesting to compliance with O.C.G.A. § 13-10-91.
13. **Default.** Customer is in default if Customer: (i) does not pay the entire amount owed to GPC within 45 days after the due date; (ii) terminates this Agreement without proper notice and prior to the end of the then-current Term; or (iii) breaches any material term, warranty, covenant, or representation of this Agreement. GPC’s waiver of a past or concurrent default will not waive any other default. If a default occurs, GPC may: (a) immediately terminate this Agreement; (b) remove any GPC Asset from the Premises; or (c) seek any available remedy provided by law, including the right to collect any past due amount, or any amount due for the Service during the remaining Term.
14. **Miscellaneous.** This Agreement contains the parties’ entire agreement relating to the Service, GPC Assets, and GPC Activity and replaces any prior agreement, written or oral. Subject to applicable law, GPC may modify the terms of this Agreement by providing 30 days’ prior written notice of such modification to Customer. If Customer uses the Service or makes any payment for the Service on or after the modification effective date, Customer accepts the modification. GPC’s address for notice is 1790 Montreal Circle, Tucker, GA 30084-6801; Customer’s address for notice is stated on Page 1. Either party may update administrative or contact information (e.g., address, phone, website) at any time by written notice to the other. Customer will not assign, in whole or in part, this Agreement or any right or obligation it has under this Agreement; any such assignment without GPC’s prior written consent will be void and of no effect. In this Agreement: (i) “**include(ing)**” means “include, but are not limited to” or “including, without limitation”; (ii) “**or**” means “either or both” (“A or B” means “A or B or both A and B”); (iii) “**e.g.**” means “for example, including, without limitation”; and (iv) “**written**” or “**in writing**” includes email communication. Georgia law governs this Agreement. If a court rules an Agreement provision unenforceable to any extent, the rest of that provision and all other provisions remain effective.



Symbol	Label	QTY	Manufacturer	Catalog Number	Description	Lamp	Number	File Name	Lumens per Lamp	LLF	Wattage
	A	14	KING LUMINAIRE	KAAS-T1GR-DV-100(S)-120	KING LUMINAIRE KAAS LUMINAIRE WITH KAAS-EP-12 LENS AND UPLIGHT REFLECTOR	FOUR CREE CX3130-4000K WHITE LEDS, LUMEN OUTPUT = 9448 LMS	1	44STIGR4104CIES	9426	0.912	96.73
	B	4	ARCHON H AF48-130-D-073	ARCHON H AF48-130-D-073	ARCHON H ROADWAY AND AREA LUMINAIRE (70' CUL. WITH 24 LEDS AND TYPE III OPTICS)		48	ARCH-H-AF48-130-D-14-73-04	337	0.912	131

Statistics						
Description	Symbol	Avg	Max	Min	Max/Min Avg/Min	
Cut Zone #1	+	0.8%	2.6%	0.1%	26.0:1	8.0:1

- Notes**
- Readings are shown in units of maintained footcandles.
 - Total Light Loss Factor (LLF) = .912 LLF for LED
 - Test Plane = 0' Above grade
 - Future Mounting Height = 14' Above grade
 - Fixture Spacing = See Plan View
 - This photometric layout was calculated using specific criteria. Any deviation from stated parameters will affect actual performance.
 - These lighting calculations are not a substitute for independent engineering analysis of lighting system suitability and safety.

Disclaimer

This lighting design is not a professional engineering drawing and is provided for informational purposes only, without warranty as to accuracy, completeness, reliability or otherwise. Frazier Photometrics is not responsible for specifying the lighting or illumination requirements for any specific project. It is the obligation of the end-user to consult with a professional engineering advisor to determine whether this lighting design meets the applicable project requirements for lighting system performance, safety, suitability and effectiveness for use in a particular application. End-user environment and application (including, but not limited to, voltage variation and drift accumulation) can cause actual field performance to differ from the calculated photometric performance represented in this lighting design. In no event will Frazier Photometrics be held responsible for any loss resulting from any use of this lighting design.

Designer	
Client	
Date	7/26/2020
Scale	As Shown
Drawing No.	SS1918A3
Summary	

Change Order #1

Contractor: North Georgia Foundations
Phone: 770-265-9866
Contact: Taylor Ward

Job: Parcel D - Pond Wall B-1
Phase:
Date: September 15, 2020

THIS IS NOT AN INVOICE

Item		Work Description	Qty		Unit Price	Total
1		Revised Pond Wall Location (see below)	1	ls	\$17,184.34	\$ 17,184.34
2		Additional Gravel for Footing Over excavation	247	tns	\$37.00	\$ 9,138.26
3		Loader Time: Move spoils and rock onsite	52	hrs	\$150.00	\$ 7,800.00
4		Rock Hammer	2	days	\$1,875.00	\$ 3,750.00
5		Grading and Labor over excavation & gravel install	1	ls	\$6,200.00	\$ 6,200.00
6		Water Pump	21	days	\$75.00	\$ 1,575.00

Total \$ 45,647.60

Notes

- 1 Moved wall 10 feet back from storm ditch so that we wouldn't have to pipe the ditch.
Original Plan 6,662 SF @ \$361,790.84 = \$54.31/SF
Revised Plan 6978 SF @ \$54.31/SF = \$378,975.18
Difference . \$17,184.34
- 4 Rock extrusion along footing. Hammered into bits
- 6 High water table required footing excavation to be pumped.

Ground Water Photos – Pond Wall B-1
July 8, 2020









www.bmandk.com

September 23, 2020

Rob Logan, City Manager
City of Holly Springs
PO BOX 990
Holly Springs, GA 30142

RE: Engineering Services for a sidewalk on Palm Street and Fire Station 8 Parking Lot

Dear Rob,

Thank you for the opportunity to provide a proposal for professional engineering services for the City of Holly Springs.

Palm St. & Hickory Road Sidewalk:

Utilizing current survey and digital files, BM&K will provide engineering and design to urbanize the remaining section of Palm Street and Hickory Road. This will clean up existing ditches and provide a closed drainage system. In addition, work will include a sidewalk meeting accessibility by requirements. We will provide plans for construction and permitting, and provide the required drainage report and calculations.

See attached markup. Fees for our services will be \$12,900.

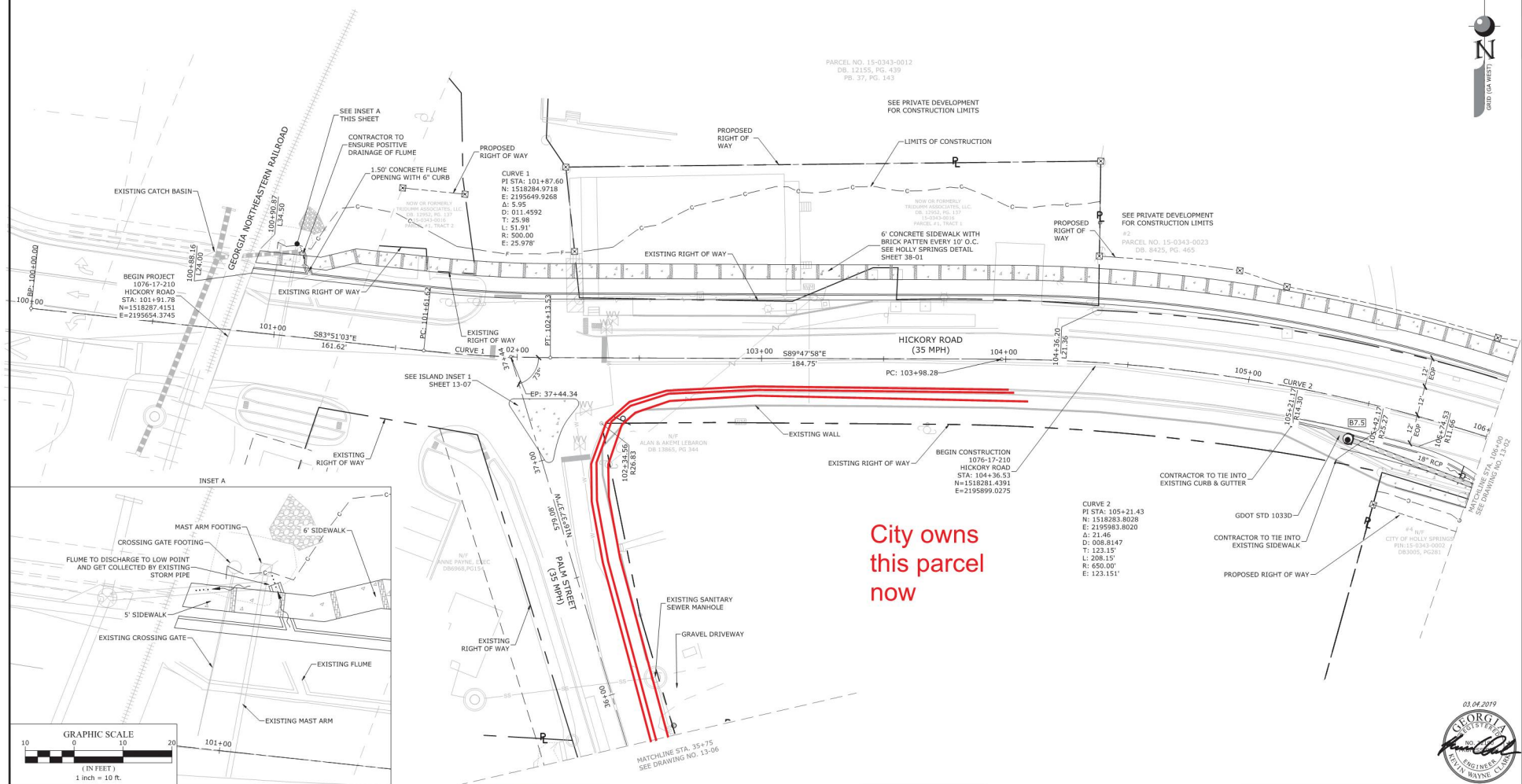
Upon receiving a Notice to Proceed we will begin work within one week. Thank you again for the opportunity to provide professional services.

Sincerely,

A handwritten signature in blue ink, appearing to read "J. Hughes".

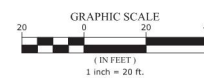
Jacob Hughes, PE
Project Manager

JURISDICTION	PROJECT NUMBER	SHEET NO.	TOTAL SHEETS
CITY OF HOLLY SPRINGS	1076-17-210	14	168



City owns
this parcel
now

PROPERTY LINE	---
REQUIRED R/W LINE	---
EX. R/W LINE	---
EX. EASEMENTS	---
PERMANENT EASEMENT FOR MAINTENANCE	---
TEMPORARY EASEMENT FOR CONSTRUCTION	---
EASEMENT FOR CONSTRUCTION OF DRIVEWAYS	---
PERMANENT DRAINAGE EASEMENT	---
STORM LINE	---
COMMUNICATION LINE	---
OH POWER LINE	---
UG POWER LINE	---
WATER LINE	---
FIBER OPTIC LINE	---
GAS LINE	---
SANITARY SEWER LINE	---
LIGHTING CONDUIT	---
CONSTRUCTION LIMITS	---
LIMIT OF DISTURBANCE	---



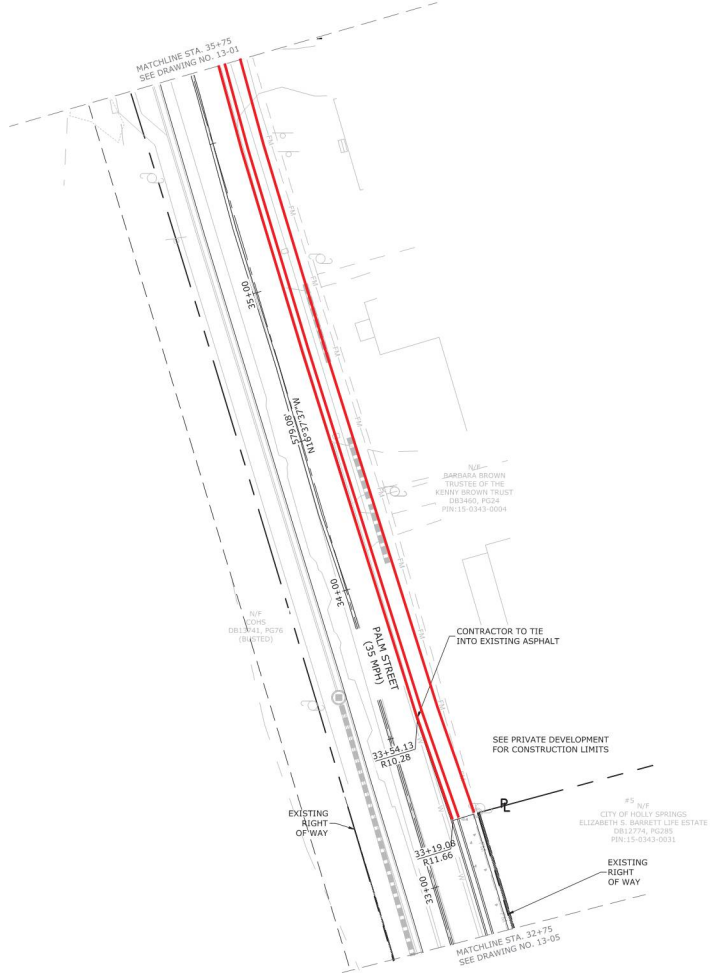
REVISION DATES

CITY OF HOLLY SPRINGS	
OFFICE:	DATE: 03-04-19
MAINLINE PLANS	
HOLLY SPRINGS ROADWAY PLANS	
SHEET NO.	13-01



DRAWN BY: J. L. HARRIS, P.E. (00000) City of Holly Springs (1076-17-210) Holly Springs Town Center (King) Construction (1076-17-210) C:\PLAN.dwg
 PLOT DATE: 3/1/2019 2:27 PM
 PRINTED BY: BRENNAN GIFFORD

JURISDICTION	PROJECT NUMBER	SHEET NO.	TOTAL SHEETS
CITY OF HOLLY SPRINGS	1076-17-210	19	168



DRAWING NO. 13-06, HOLLY SPRINGS ROADWAY, 03/04/2019, City of Holly Springs, 13-06-17-210 Holly Springs Town Center (King) Construction, 13-06-17-210 C-PLAN.dwg
 PLOT DATE: "TUESDAY, 03/04/2019 2:27 PM"
 PRINTED BY: BRENNAN GIFFORD

PROPERTY LINE		STORM LINE	
REQUIRED R/W LINE		COMMUNICATION LINE	
EX. R/W LINE		OH POWER LINE	
EX. EASEMENTS		UG POWER LINE	
PERMANENT EASEMENT FOR MAINTENANCE		WATER LINE	
TEMPORARY EASEMENT FOR CONSTRUCTION		FIBER OPTIC LINE	
EASEMENT FOR CONSTRUCTION OF DRIVEWAYS		GAS LINE	
PERMANENT DRAINAGE EASEMENT		SANITARY SEWER LINE	
		LIGHTING CONDUIT	
		CONSTRUCTION LIMITS	
		LIMIT OF DISTURBANCE	

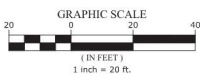


SOUTHEASTERN ENGINEERING, INC.

2470 Sandy Plains Road Marietta, Georgia 30066

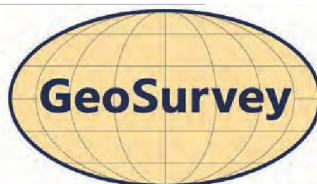
tel: 770-321-5936 fax: 770-321-5935

www.seiengineering.com



REVISION DATES			CITY OF HOLLY SPRINGS	
			OFFICE:	DATE: 03-04-19
			MAINLINE PLANS	
			HOLLY SPRINGS ROADWAY PLANS	
			SHEET NO. 13-06	





GeoSurvey, Ltd.
1660 Barnes Mill Road
Marietta, GA 30062

Land Surveying - 3D Laser Scanning
GA TN AL FL SC NC

Phone: (770) 795-9900
Fax: (770) 795-8880
Email: jcoleman@GeoSurvey.com

Professional Land Surveying Services Proposal / Contract

Client:	Mr. Jacob Hughes, P.E. BM&K Construction & Engineering, Inc. 103 Mountain Brook Drive, Suite 112 Holly Springs, Georgia 30115	September 14, 2020	Site Location: Lat: 34-09-56 Long: 84-30-20
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Site Location / Description

The site proposed to be surveyed is located along Holly Springs Parkway in Holly Springs, Cherokee County, Georgia. The total area of the site to be surveyed is approximately 21 acres. Said site is more accurately depicted on the attached exhibits. GeoSurvey, Ltd. previously surveyed adjacent to this site earlier this year. GeoSurvey, Ltd. Job Number 20185778.

Scope of Services

GeoSurvey, Ltd., will provide a topographic survey of the above referenced property. Contours will be depicted at a one-foot interval and will be based vertically on the nearest available vertical benchmark. All above ground existing features including, but not limited to, buildings, curb and gutter, pavement, buildings, power lines, catch basins, drainage structures, paint stripes, ditches, sidewalks, etc. will be shown. Underground information to be provided will include the location of existing drainage and sewer utilities based on observations from visible above ground structures. Water lines, gas lines, and other utilities will be located and depicted on the final drawing based on our horizontal location of markings to be placed by an outside consultant (if authorized below) and visible above ground evidence on the site. Please note that the depth or pressure of underground utilities will not be provided as part of this service. It is expressly understood that all **VISIBLE** underground utilities and utilities that can be located utilizing standard underground detection techniques will be shown. Utilities not observed or located utilizing these techniques may exist on this site but not be shown and may be found upon excavation. Our final survey will be certified to you, your lender, and your title insurance company if requested. You will be provided with a signed and certified digital copy of the final survey in .pdf format and up to 5 paper prints of the final survey if desired. Our survey will conform to all regulations as set forth in the GA Plat Act found in OCGA 15-6-67 and Chapter 180-7-.07 of the rules of The GA State Board of Registration or Professional Engineers and Land Surveyors. Additionally, GeoSurvey, Ltd. will graphically depict the right-of-way lines along the route. This information will be added to the survey. *Please Note: This task does not include individual parcel boundary or easement surveys. Additional services not outlined in above task can be provided at our standard hourly rates.*

Project Fee and Payment Schedule

Our estimate of time required to complete this project unless inclement weather or other unforeseen circumstances delays our collection of the necessary field data:		30 business days
Work Description	Fee	Authorization
Task One- Topographic Survey <i>Our lump sum fee to provide the land surveying services as outlined above is:</i>	\$ 22,500.00	
Task One- Underground Utility Survey <i>Our lump sum fee to provide the ACTUAL location of underground utilities from a separate consultant:</i>	\$ 3,250.00	
Task Two- Topographic Survey <i>Our lump sum fee to provide the land surveying services as outlined above is:</i>	\$ 5,100.00	
Task Two- Underground Utility Survey <i>Our lump sum fee to provide the ACTUAL location of underground utilities from a separate consultant:</i>	\$ 1,450.00	

All submitted invoices are to be paid upon receipt unless prior arrangements have been made. It is EXPRESSLY understood that GeoSurvey, Ltd., will be paid upon completion of our work, and there are no contingencies for payment once our services are satisfactorily completed. Invoices over 30 days old will be considered past due and will be charged 1 ½ % per month interest until paid. Any and all costs incurred to collect past due accounts will be the sole responsibility of the client. Limitation of Liability: It is further understood by all parties involved that the amount of liability for GeoSurvey, Ltd., related to errors and/or omissions on documents and/or services provided by us related to this contract shall not exceed the stated amounts of insurance coverage as required in the RFP from the client or the maximum amount of available coverage carried by GeoSurvey, Ltd, whichever is less.

Proposal Authorization and Acceptance

I, the undersigned, authorize GeoSurvey, Ltd., to proceed with the services as outlined in this proposal / contract. I certify that the company I represent to solicit and authorize the services as outlined herein authorizes me, and I agree to all the terms as set forth in this contract.

9/14/2020

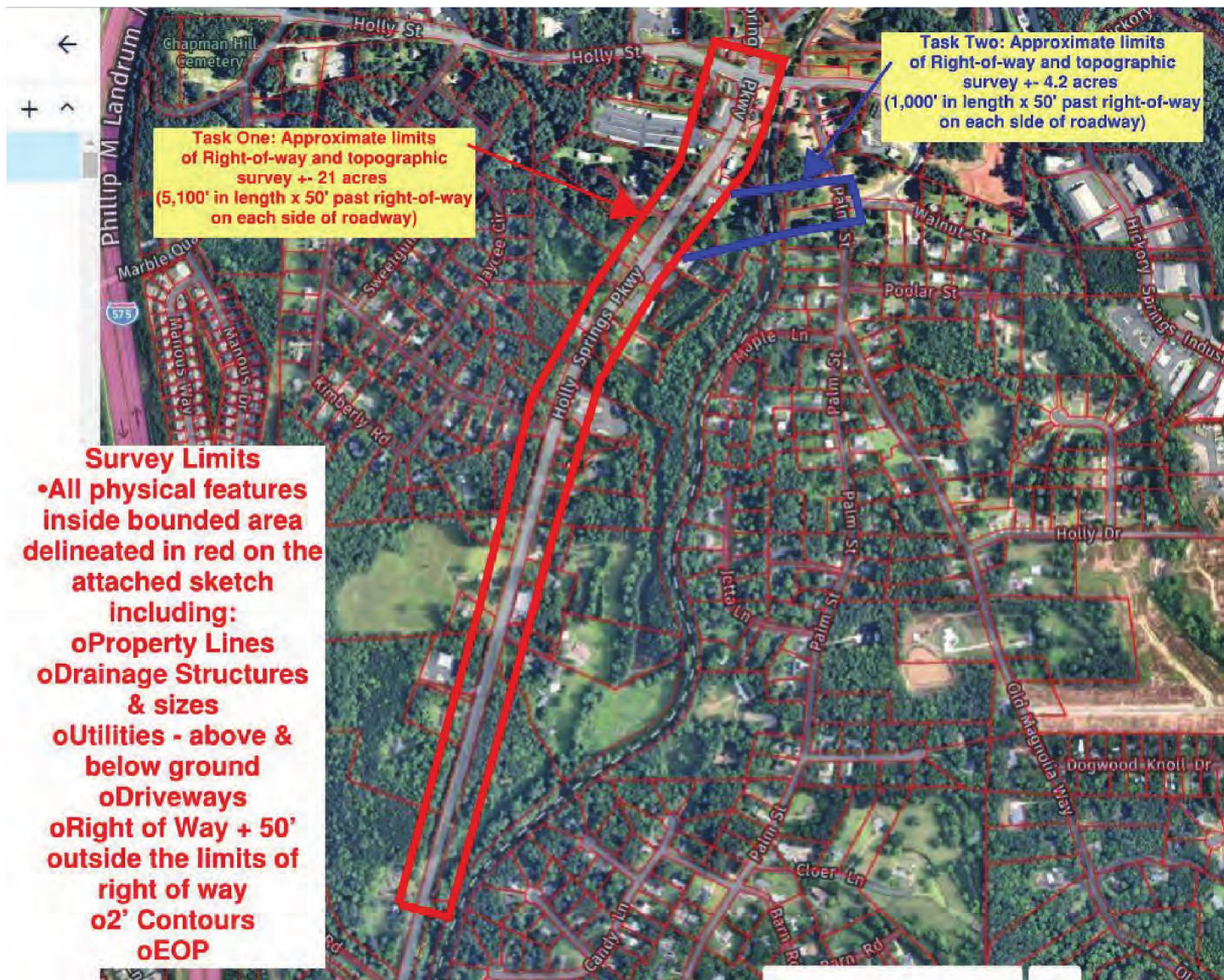
Jamey R. Coleman, LS
GeoSurvey Ltd.

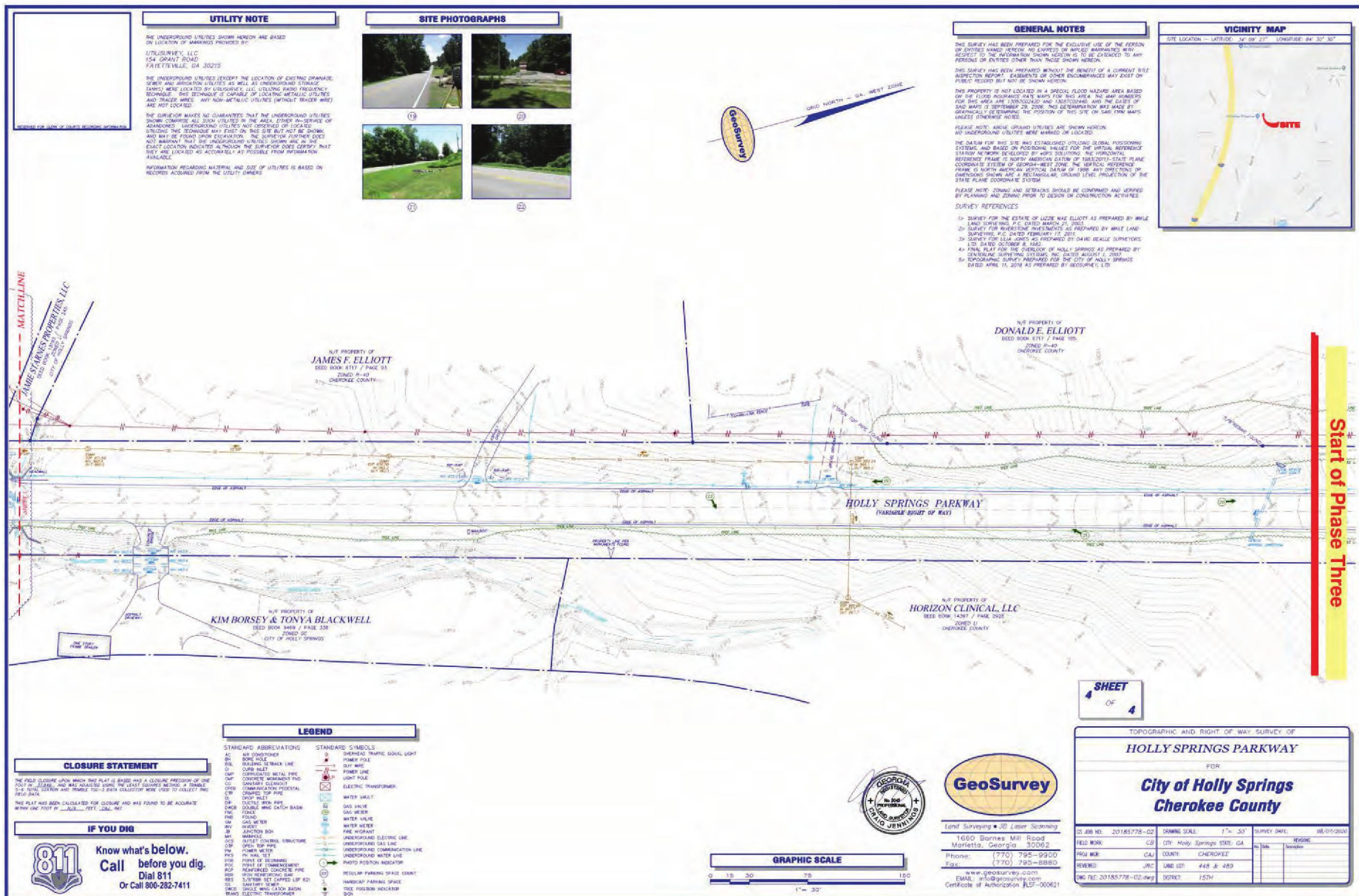
Date

9/28/2020

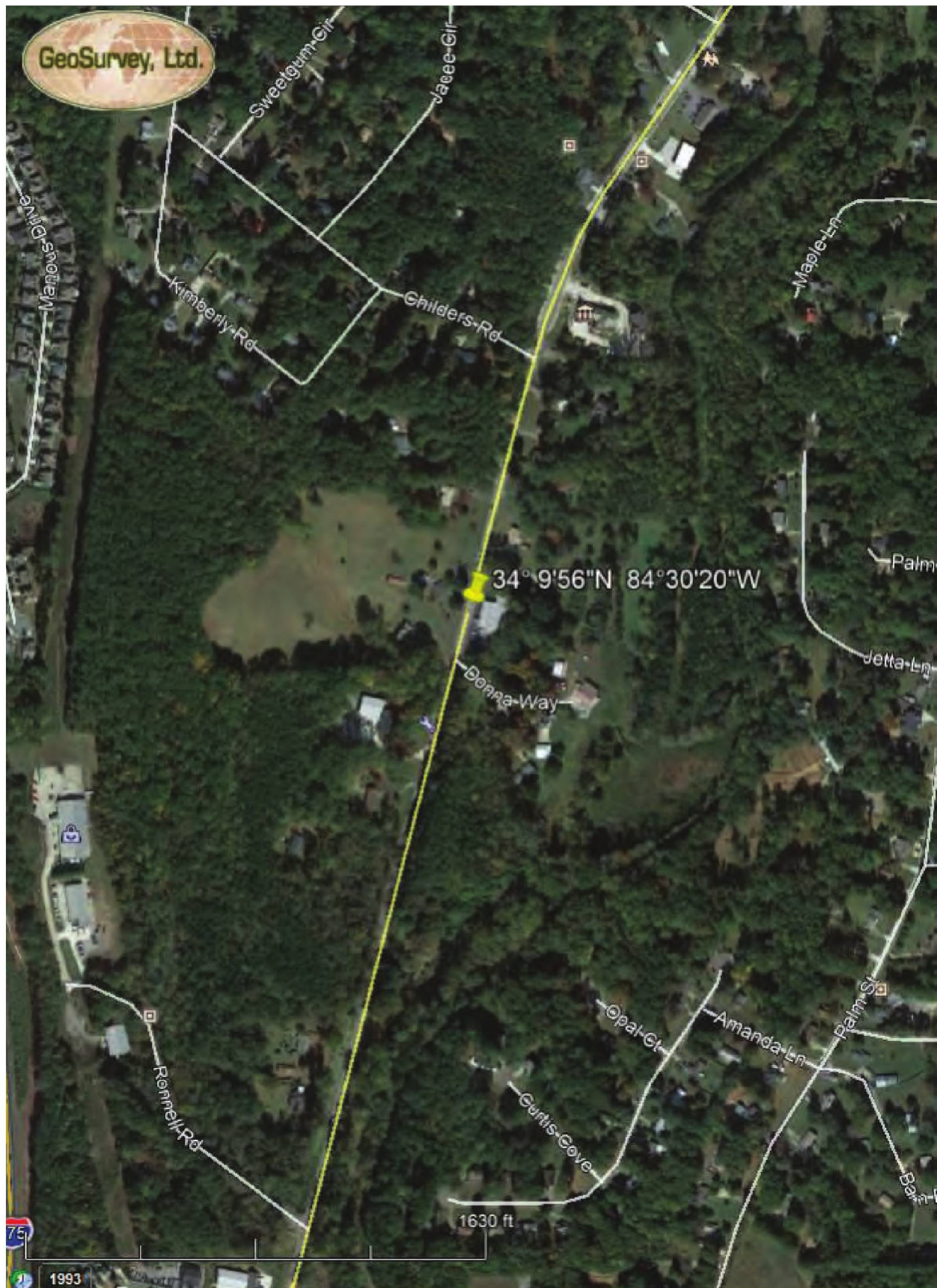
Jacob Hughes, PE
Date
BM&K Construction & Engineering, Inc
(Please note authorizations above)

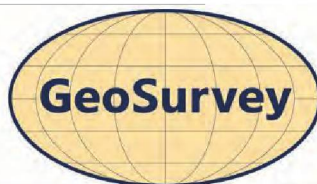
EXHIBITS (Limits of Survey)





EXHIBITS
Aerial Photograph





GeoSurvey, Ltd.
1660 Barnes Mill Road
Marietta, GA 30062

Land Surveying - 3D Laser Scanning
GA TN AL FL SC NC

Phone: (770) 795-9900
Fax: (770) 795-8880
Email: jcoleman@GeoSurvey.com

Professional Land Surveying Services Proposal / Contract

Client:	Mr. Jacob Hughes, P.E. BM&K Construction & Engineering, Inc. 103 Mountain Brook Drive, Suite 112 Holly Springs, Georgia 30115	September 14, 2020	Site Location: Lat: 34-10-26 Long: 84-30-23
----------------	--	---------------------------	--

Site Location / Description

The site proposed to be surveyed is located along Holly Street in Holly Springs, Cherokee County, Georgia. The total area of the site to be surveyed is approximately 14 acres. Said site is more accurately depicted on the attached exhibits.

Scope of Services

GeoSurvey, Ltd., will provide a topographic survey of the above referenced property. Contours will be depicted at a one-foot interval and will be based vertically on the nearest available vertical benchmark. All above ground existing features including, but not limited to, buildings, curb and gutter, pavement, buildings, power lines, catch basins, drainage structures, paint stripes, ditches, sidewalks, etc. will be shown. Underground information to be provided will include the location of existing drainage and sewer utilities based on observations from visible above ground structures. Water lines, gas lines, and other utilities will be located and depicted on the final drawing based on our horizontal location of markings to be placed by an outside consultant (if authorized in Task Two below) and visible above ground evidence on the site. Please note that the depth or pressure of underground utilities will not be provided as part of this service. It is expressly understood that all **VISIBLE** underground utilities and utilities that can be located utilizing standard underground detection techniques will be shown. Utilities not observed or located utilizing these techniques may exist on this site but not be shown and may be found upon excavation. Our final survey will be certified to you, your lender, and your title insurance company if requested. You will be provided with a signed and certified digital copy of the final survey in .pdf format and up to 5 paper prints of the final survey if desired. Our survey will conform to all regulations as set forth in the GA Plat Act found in OCGA 15-6-67 and Chapter 180-7-.07 of the rules of The GA State Board of Registration or Professional Engineers and Land Surveyors. Additionally, GeoSurvey, Ltd. will graphically depict the right-of-way lines along the route. This information will be added to the survey. *Please Note: This task does not include individual parcel boundary or easement surveys. Additional services not outlined in above task can be provided at our standard hourly rates.*

Project Fee and Payment Schedule

Our estimate of time required to complete this project unless inclement weather or other unforeseen circumstances delays our collection of the necessary field data:	30 business days
--	-------------------------

Work Description	Fee	Authorization
Task One- Topographic Survey Our lump sum fee to provide the land surveying services as outlined above is:	\$ 15,000.00	
Task Two- Underground Utility Survey Our lump sum fee to provide the ACTUAL location of underground utilities from a separate consultant:	\$ 1,650.00	

All submitted invoices are to be paid upon receipt unless prior arrangements have been made. It is EXPRESSLY understood that GeoSurvey, Ltd., will be paid upon completion of our work, and there are no contingencies for payment once our services are satisfactorily completed. Invoices over 30 days old will be considered past due and will be charged 1 ½ % per month interest until paid. Any and all costs incurred to collect past due accounts will be the sole responsibility of the client. Limitation of Liability: It is further understood by all parties involved that the amount of liability for GeoSurvey, Ltd., related to errors and/or omissions on documents and/or services provided by us related to this contract shall not exceed the stated amounts of insurance coverage as required in the RFP from the client or the maximum amount of available coverage carried by GeoSurvey, Ltd, whichever is less.

Proposal Authorization and Acceptance

I, the undersigned, authorize GeoSurvey, Ltd., to proceed with the services as outlined in this proposal / contract. I certify that the company I represent to solicit and authorize the services as outlined herein authorizes me, and I agree to all the terms as set forth in this contract.

9/14/2020

Jamey R. Coleman, LS
GeoSurvey, Ltd.

Date

9/28/2020

Jacob Hughes, PE
BM&K Construction & Engineering, Inc.
(Please note authorizations above)

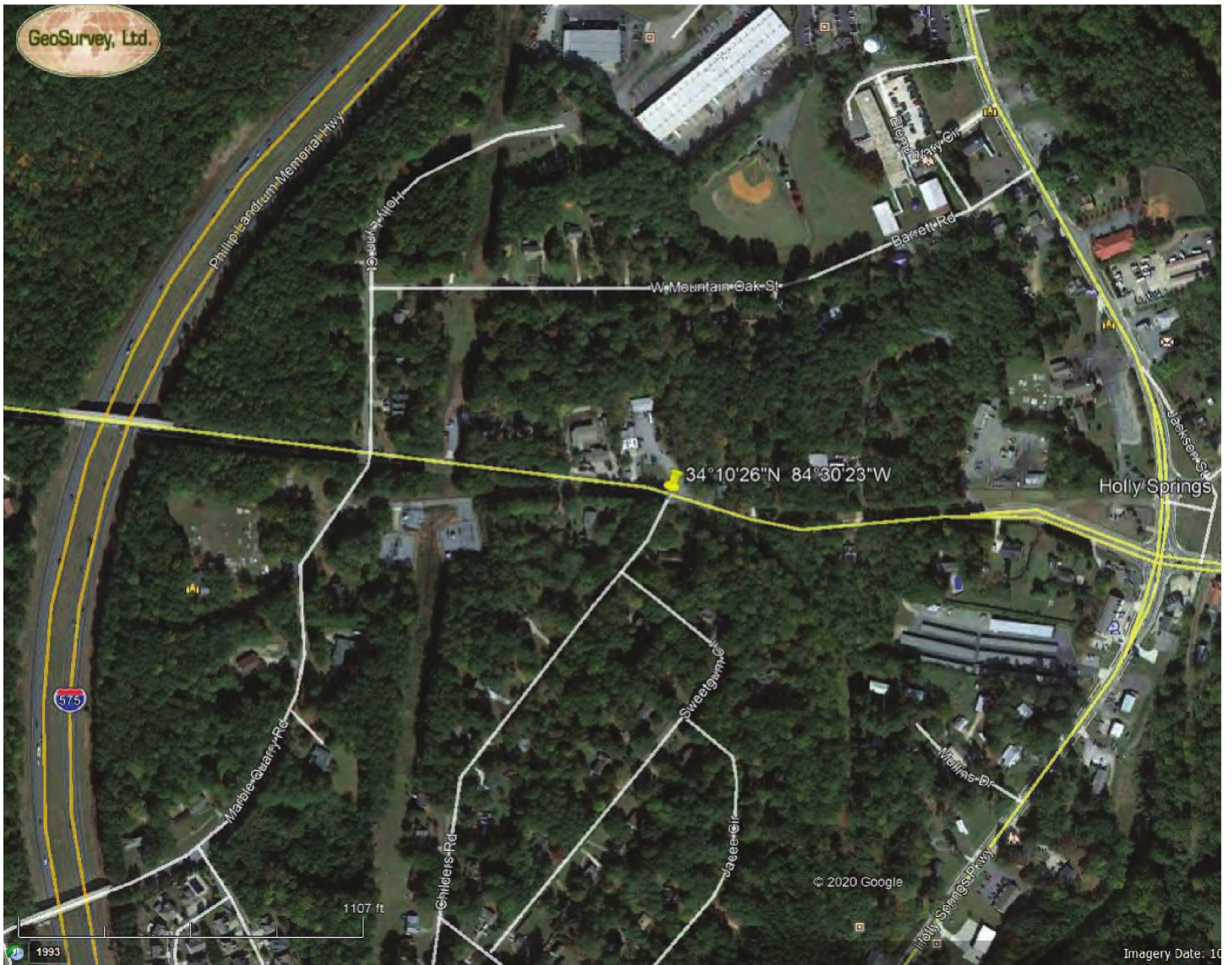
Date

EXHIBITS (Limits of Survey)



EXHIBITS

Aerial Photograph





www.bmandk.com

September 16, 2020

City of Holly Springs
Attn: Mr. Robert H. Logan, City Manager
PO Box 990
Holly Springs, GA 30142

Subject: Award Recommendation – Poplar Way Drainage Repair

Dear Mr. Logan:

BM&K was tasked by the Storm Water Department to solicit quotes for repair work for a project on Poplar Way. The work included adding a catch basin and storm drain pipe to the existing storm drain system.

Quotes were received by three contractors and are summarized below:

Rank	Contractor	Quote
1	GDP	\$ 21,798.00
2	Excellere Construction	\$ 23,875.00
3	A Abbey Group Inc.	\$ 28,135.00

A thorough review has confirmed that each proposal has met all of the prescribed requirements of the quote solicitation and Georgia Development Partners (GDP) submitted the qualifying low quote of \$21,798.00. Therefore, I recommend awarding to GDP for the work on Poplar Way.

Sincerely,

A handwritten signature in blue ink, appearing to read "J. Hughes".

Jacob Hughes, P.E.
Consultant City Engineer

Cc: Zach Arnold, Stormwater Coordinator
Project File

103 Mountian Brook Drive, Suite 112, Holly Springs GA 30115

phone: 678.522.5601



CHANGE ORDER PROPOSAL

PROJECT: HOLLY SPRINGS POND B-1 COP # #2
OWNER (AGENT): CITY OF HOLLY SPRINGS
DEVELOPER: STONECREST HOMES GA, LLC DATE: 09.16.2020
ENGINEER: SOUTHEASTERN ENGINEERING, INC.

DESCRIPTION OF WORK:

INSTALL FOOTING DRAIN FOR AREAS 4.0' VF OR MORE FILL ON POND WALL BACKFILL (EXTERIOR)

CHANGE ORDER BREAKDOWN

DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	TOTALS
FOOTING DRAIN - PIPE / FABRIC / #57 STONE (PER DETAIL)	230.00	LF	\$34.81	\$8,006.30
			SUBTOTAL	\$8,006.30
			10% OH	\$800.63
			5% PROFIT	\$400.32
			OH & PROFIT SUBTOTAL	\$1,200.95
			TOTAL AMOUNT	\$9,207.25

Total Proposed Change Order Amount: \$9,207.25

The Date of Substantial Completion will be (Increased, Decreased, Unchanged) by tbd workable days as a result of this change order.

*Note: 6' LF Concrete flume by others.

Submitted By:
Weaver Grading, Inc.

Contractor

A handwritten signature in blue ink, appearing to read 'Jesse Haygood', is written over a horizontal line.

By: Jesse Haygood

09.16.2020

Authorization:

By:

Date:



COUNCIL AGENDA REPORT

FROM: Denise Lamazares

TO: Mayor and City Council

CC: City Clerk
Public Information

SUBJECT: Purchase a Streetsweeper

DATE: September 28, 2020

RECOMMENDATION: Approval to purchase a streetsweeper

REPORT-IN-BRIEF: The total cost to purchase the streetsweeper is \$255,520.00. Staff recommends the lease to purchase option. Stormwater revenue is received from our tax billing and due to cash flow, stormwater funds are already committed to this year's projects. We recommend the lease option which requires the least amount of out of pocket money. This option requires a down payment of \$39,000 upon delivery and a payment of \$57,971.41 over the next 4 years.

CONCURRENCES: City Manager and Stormwater Coordinator concur with this recommendation.

FISCAL IMPACT: Purchase price of \$255,520.00 with a down payment of \$39,000 due upon delivery. The Stormwater Fund will finance the balance of \$216,520.00 over the next 4 years at a rate of 2.80% with yearly payments in the amount of \$57,971.41.



TYMCO, Inc.
MUNICIPAL LEASE/PURCHASE PROGRAM
FINANCE REQUEST

DEALER INFORMATION

Dealer #: 300200
Name: Wastebuilt /Consolidated Disposal Systems
Address: 5353 Oakdale Rd.
City: Smyrna
Contact: Andrew Bielecki

Phone No.: 404-696-1530
Fax No.:
State: GA
Zip Code: 30082

LESSEE INFORMATION

Name: City of Holly Springs
Address: 3237 Holly Springs Parkway
City: Holly Springs
Contact: Zachary Arnold
Email:

Phone No.:
Fax No.:
State: GA
Zip Code: 30115
Fiscal Year Ending:

BID REQUEST INFORMATION

Request for Proposal:
Bid Closing Date:

Estimated Award Date:
State Sales Tax (% if any):
Unless shown state sales tax not included

EQUIPMENT

Quantity:	1	'2020 Model 600BAH on a '21 Freightliner M2	Price Per Unit:	\$255,520.00
			Less: Down Pmt.	-\$39,000.00
			Finance Amount:	<u>\$216,520.00</u>

	OPTION I	OPTION II	OPTION III
No. of Years:	4	5	6
Pmt. Frequency:	Annual	Annual	Annual
Advance/Arrears:	Arrears	Arrears	Arrears
No. of Pmts.:	4	5	6
Finance Amt.:	\$216,520.00	\$216,520.00	\$216,520.00
A.P.R.:	2.80%	2.90%	3.00%
Payment-periodic:	\$57,971.41	\$47,143.22	\$39,969.05
Pmt. Factor:	0.267742	0.217731	0.184597
Total Annual Pmt:	\$57,971.41	\$47,143.22	\$39,969.05
VALID THROUGH:	09/30/20	09/30/20	09/30/20

Notes: Budgetary Proposal. Financing based on approved credit and acceptance of TYMCO's lease purchase documents. Rates subject to change. Down pmt due on delivery, annually thereafter. No lease document fees. No prepayment penalties. Non-binding until lease is signed.



TYMCO, Inc.
MUNICIPAL LEASE/PURCHASE PROGRAM
FINANCE REQUEST

DEALER INFORMATION

Dealer #: 300200
 Name: Wastebuilt /Consolidated Disposal Systems
 Address: 5353 Oakdale Rd.
 City: Smyrna
 Contact: Andrew Bielecki

Phone No.: 404-696-1530
 Fax No.:
 State: GA
 Zip Code: 30082

LESSEE INFORMATION

Name: City of Holly Springs
 Address: 3237 Holly Springs Parkway
 City: Holly Springs
 Contact: Zachary Arnold
 Email:

Phone No.:
 Fax No.:
 State: GA
 Zip Code: 30115
 Fiscal Year Ending:

BID REQUEST INFORMATION

Request for Proposal:
 Bid Closing Date:

Estimated Award Date:
 State Sales Tax (% if any):
Unless shown state sales tax not included

EQUIPMENT

Quantity: 1 '2020 Model 600BAH
 on a '21 Freightliner M2

Price Per Unit: \$255,520.00
 Less: Down Pmt. \$0.00
 Finance Amount: \$255,520.00

	OPTION I	OPTION II	OPTION III
No. of Years:	4	5	6
Pmt. Frequency:	Annual	Annual	Annual
Advance/Arrears:	Advance	Advance	Advance
No.of Pmts.:	4	5	6
Finance Amt.:	\$255,520.00	\$255,520.00	\$255,520.00
A.P.R.:	2.80%	2.90%	3.00%
Payment-periodic:	\$66,549.93	\$54,066.81	\$45,794.52
Pmt. Factor:	0.260449	0.211595	0.179221
Total Annual Pmt:	\$66,549.93	\$54,066.81	\$45,794.52
VALID THROUGH:	09/30/20	09/30/20	09/30/20

Notes: Budgetary Proposal. Financing based on approved credit and acceptance of TYMCO's lease purchase documents. Rates subject to change. 1st pmt due on delivery, annually thereafter. No lease document fees. No prepayment penalties. Non-binding until lease is signed.



COUNCIL AGENDA REPORT

FROM: Denise Lamazares

TO: Mayor and City Council

CC: City Clerk
Public Information

SUBJECT: Personal Property Tax Write-off

DATE: September 28, 2020

RECOMMENDATION: Approval to write off personal property tax delinquent balances

REPORT-IN-BRIEF: Staff is in the process of implementing the tax module for Edmunds GovTech, the City's new software company. Outstanding balances are being provided to developers and loaded into the new system. We do not recommend importing these personal property tax delinquent balances because they are uncollectible. The personal property taxes to be written off are from 2010-2019 for businesses that are no longer operating within the City limits and do not hold a current business license.

CONCURRENCES: City Manager concurs with this recommendation.

FISCAL IMPACT: The total personal property tax, including penalties and interest, from 2010-2019 is \$19,187.98.

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF HOLLY SPRINGS, GEORGIA, TO AUTHORIZE THE WRITE-OFF OF CERTAIN ACCOUNTS FROM DELINQUENT PERSONAL PROPERTY TAXES RECEIVABLE

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 Summary of Delinquent Personal Property Taxes attached hereto as Exhibit "A" are no longer in business and were billed personal property taxes; and

WHEREAS, personal property taxes billed are not eligible for chargeback; and

WHEREAS, further collection efforts on these personal property tax bills are not beneficial to the City.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Holly Springs, Georgia that the personal property taxes and all related late fees due from the attached Exhibit "A" shall be written off the books and collection efforts ceased.

This Resolution is adopted this 28th day of September 2020.

CITY OF HOLLY SPRINGS

Attest:

Steven W. Miller, Mayor

Karen Norred, City Clerk
(Seal)

Tax Year	Fire Tax	City Tax	Penalties + Interest	Total
2019	\$ 709.85	\$ 1,001.04	\$ 258.69	\$ 1,969.58
2018	1,638.84	2,371.32	1,335.30	5,345.46
2017	201.21	297.32	195.55	694.08
2016	302.67	456.26	346.27	1,105.20
2015	691.86	1,070.20	966.51	2,728.57
2014	475.66	761.40	939.27	2,176.33
2013	387.95	690.10	764.47	1,842.52
2012	381.65	680.86	587.25	1,649.76
2011	190.25	332.52	288.62	811.39
2010	189.26	330.28	224.70	744.24
Total	\$ 5,169.20	\$ 7,991.30	\$ 5,906.63	\$ 19,067.13

Tax Year	Terminated Business	Type	Map ID	Name	Fire tax	City tax	Penalties+ Interest	Total Due for Tax Year	Bill No	Property Address
2019	10/30/2018	PERSONAL	114194	360 TUMBLE AND GYMNASTICS	87.34	123.17	31.83	242.34	2019-1039	755 ASH ST
2019	12/31/2017	PERSONAL	136359	BRAUN AUTOMOTIVE	78.46	110.64	28.59	217.69	2019-1159	2841 HOLLY SPRINGS PKWY
2019	4/9/2020	PERSONAL	58699	CHAPMAN TOOL & ENGINEERING	12.41	17.50	4.52	34.43	2019-1286	0
2019	3/21/2019	PERSONAL	137591	COX AUTO REPAIR LLC	58.65	82.71	21.37	162.73	2019-1180	2258 HOLLY SPRINGS PKWY
2019	10/10/2019	PERSONAL	140861	CRAZYNAES JEEP WAVE	19.61	27.66	7.15	54.42	2019-1221	2841 HOLLY SPRINGS PKWY
2019	12/11/2018	PERSONAL	140839	FAR EASTSPA LLC	19.61	27.66	7.15	54.42	2019-1218	6234 OLD HWY 5
2019	4/18/2018	PERSONAL	140832	FAST LANE PERFORMANCE CORPORATION	147.84	208.49	53.88	410.21	2019-1216	25 HICKORY SPRINGS IND
2019	6/30/2018	PERSONAL	118701	HERITAGE ROOF TRUSS INC	153.28	216.15	55.86	425.29	2019-1314	100 PALM ST
2019	1/28/2020	PERSONAL	142230	KAMRAN GLOBAL COMMUNICATIONS LLC	32.98	46.51	12.02	91.51	2019-1263	2210 HOLLY SPRINGS PKWY
2019	3/29/2019	PERSONAL	141562	QWIK CHARGE INC	43.93	61.95	16.01	121.89	2019-1262	113 MOUNTAIN BROOK DR
2019	3/21/2019	PERSONAL	138944	T-BIRD ENTERPRISES LLC	55.74	78.60	20.31	154.65	2019-1201	127 P RICKMAN INDUSTRIAL DR
Total 2019					709.85	1,001.04	258.69	1,969.58		
2018	12/31/2017	PERSONAL	136359	BRAUN AUTOMOTIVE	78.46	113.52	63.86	255.84	2018-06871	2841 HOLLY SPRINGS PKWY
2018	BOAT	PERSONAL	136235	BROWN PETER	17.78	25.72	14.42	57.92	2018-06924	0
2018	4/9/2020	PERSONAL	58699	CHAPMAN TOOL & ENGINEERING	12.41	17.96	10.07	40.44	2018-07198	0
2018	8/25/2017	PERSONAL	139131	CITI DOLLAR & PARTY SUPPLIES	49.21	71.21	40.04	160.46	2018-07270	6234 OLD HWY 5
2018	3/21/2019	PERSONAL	137591	COX AUTO REPAIR LLC	55.64	80.51	45.29	181.44	2018-07447	2258 HOLLY SPRINGS PKWY
2018	10/10/2019	PERSONAL	140861	CRAZYNAES JEEP WAVE	19.61	28.38	16.06	64.05	2018-07488	2841 HOLLY SPRINGS PKWY
2018	12/5/2019	PERSONAL	123990	DELIBERANT, LLC	933.31	1,350.44	760.57	3,044.32	2018-07771	0
2018	12/11/2018	PERSONAL	140839	FAR EASTSPA LLC	19.61	28.38	16.06	64.05	2018-08075	6234 OLD HWY 5
2018	4/18/2018	PERSONAL	140832	FAST LANE PERFORMANCE CORPORATION	147.84	213.92	120.43	482.19	2018-08084	25 HICKORY SPRINGS IND
2018	5/31/2015	PERSONAL	114194	HEAD OVER HEELS GYMNASTICS	10.02	14.49	8.15	32.66	2018-08818	755 ASH ST
2018	BOAT	PERSONAL	136754	HENLEY JEFFREY	11.77	17.03	9.56	38.36	2018-08854	0
2018	12/31/2017	PERSONAL	121857	LITTLE RIVER CIGARS	70.69	102.29	57.59	230.57	2018-09837	95 PALM ST
2018	10/23/2018	PERSONAL	117043	PING SEGARS SALON	34.79	50.34	28.44	113.57	2018-10722	4280 HICKORY FLAT HWY
2018	No Business License	PERSONAL	123842	SOUTHCOMM PUBLISHING CO INC	42.72	61.82	34.79	139.33	2018-11709	310 PAPER TRAIL WAY
2018	3/21/2019	PERSONAL	138944	T-BIRD ENTERPRISES LLC	56.52	81.79	46.11	184.42	2018-11893	127 P RICKMAN INDUSTRIAL DR
2018	12/31/2015	PERSONAL	125128	TIMBERLINE SECURITY SERVICES	13.08	18.92	10.58	42.58	2018-11999	139 FOX CREEK DR
2018	11/28/2018	PERSONAL	139148	WHIMZ BOUTIQUE LLC	65.38	94.60	53.28	213.26	2018-12308	402 ARGONNE TERR
Total 2018					1,638.84	2,371.32	1,335.30	5,345.46		
2017	12/31/2017	PERSONAL	136359	BRAUN AUTOMOTIVE	79.15	116.40	76.48	272.03	2017-06159	2841 HOLLY SPRINGS PKWY
2017	12/16/2016	PERSONAL	103504	EXCALIBUR DRILLING INC	13.65	20.07	13.24	46.96	2017-07141	261 RONELL RD
2017	12/31/2017	PERSONAL	134961	FLEX NUTRITION LLC	39.67	58.33	38.43	136.43	2017-07239	6234 OLD HWY 5
2017	12/31/2015	PERSONAL	13458	GLOBE MACHINE COMPANY INC	-	1.44	1.01	2.45	2017-07489	25 HICKORY SPRINGS IND DR
2017	5/31/2015	PERSONAL	114194	HEAD OVER HEELS GYMNASTICS	12.45	18.30	12.03	42.78	2017-07773	755 ASH ST
2017	No Business License	PERSONAL	123842	SOUTHCOMM PUBLISHING CO INC	43.10	63.38	41.66	148.14	2017-10362	310 PAPER TRAIL WAY
2017	12/31/2015	PERSONAL	125128	TIMBERLINE SECURITY SERVICES	13.19	19.40	12.70	45.29	2017-10626	139 FOX CREEK DR
Total 2017					201.21	297.32	195.55	694.08		
2016	12/1/2010	PERSONAL	112001	BELCO PLUMBING SERVICES INC.	13.58	20.47	15.44	49.49	2016-00570	2258 HOLLY SPRINGS PKWY
2016	12/31/2015	PERSONAL	123989	BOCA TUB IND INC	39.79	59.98	45.58	145.35	2016-00648	411 HICKORY RD

Tax Year	Terminated Business	Type	Map ID	Name	Fire tax	City tax	Penalties+ Interest	Total Due for Tax Year	Bill No	Property Address
2016	No Business License	PERSONAL	137713	CC SERVICES INC	2.46	3.71	2.83	9.00	2016-00937	4504 HOLLY SPRINGS RD
2016	12/31/2016	PERSONAL	136347	HARMONY BURGERS DAFE	17.54	26.45	20.02	64.01	2016-02032	2210 HOLLY SPRINGS PKWY
2016	5/31/2015	PERSONAL	114194	HEAD OVER HEELS GYMNASTICS	12.73	19.19	14.61	46.53	2016-02128	755 ASH ST
2016	No Business License	PERSONAL	135881	HEIMLER HEATING, COOLING AND PLUMBING	139.44	210.20	159.59	509.23	2016-02145	2031 HOLLY SPRINGS PKWY
2016	10/19/2015	PERSONAL	135219	MR WOK	19.43	29.30	22.14	70.87	2016-03368	5335 OLD HWY 5
2016	No Business License	PERSONAL	123842	SOUTHCOMM PUBLISHING CO INC	44.20	66.62	50.66	161.48	2016-04518	310 PAPER TRAIL WAY
2016	12/31/2015	PERSONAL	125128	TIMBERLINE SECURITY SERVICES	13.50	20.34	15.40	49.24	2016-04800-2	139 FOX CREEK DR
Total 2016					302.67	456.26	346.27	1,105.20		
2015	12/31/2015	PERSONAL	125391	BOCA INDUSTRIES INC	28.40	43.93	39.70	112.03	2015-00663	411 HICKORY RD
2015	12/31/2015	PERSONAL	114124	BOUNCE HOUSE AMUSEMENT CENTER, THE	53.45	82.68	74.65	210.78	2015-00691	765 ASH ST
2015	12/31/2015	PERSONAL	120677	CARRIAGE CLEANERS	178.67	276.38	249.65	704.70	2015-00912	5947 HOLLY SPRINGS PKWY
2015	No Business License	PERSONAL	102034	CITGO QUICKMART	166.49	257.54	232.65	656.68	2015-01020	2240 HOLLY SPRINGS PKWY
2015	12/31/2015	PERSONAL	120721	DELUXE NAILS	16.49	25.51	23.09	65.09	2015-01334	402 ARGONNE TER
2015	5/31/2015	PERSONAL	114194	HEAD OVER HEELS GYMNASTICS	14.43	22.32	20.28	57.03	2015-02110	755 ASH ST
2015	No Business License	PERSONAL	135881	HEIMLER HEATING, COOLING AND PLUMBING	142.01	219.66	198.30	559.97	2015-02130	2031 HOLLY SPRINGS PKWY
2015	7/2/2010	PERSONAL	118596	K & H ENGRAVING & EMBROIDERY INC	14.19	21.95	19.79	55.93	2015-02532	1370 INDIAN TRL
2015	10/19/2015	PERSONAL	135219	MR WOK ZHENG LLC	21.84	33.78	30.38	86.00	2015-03264	5335 OLD HWY 5
2015	12/31/2013	PERSONAL	112540	PATHWAY INTERNAL MEDICINE LLC	10.69	16.53	15.01	42.23	2015-03506	120 HICKORY RD
2015	No Business License	PERSONAL	123842	SOUTHCOMM PUBLISHING CO INC	45.20	69.92	63.01	178.13	2015-04460	310 PAPER TRAIL WAY
Total 2015					691.86	1,070.20	966.51	2,728.57		
2014	12/31/2015	PERSONAL	125391	BOCA INDUSTRIES INC	12.15	19.45	24.15	55.75	2014-00578	411 HICKORY RD
2014	12/31/2015	PERSONAL	120677	CARRIAGE CLEANERS	178.67	286.00	352.55	817.22	2014-00822	5947 HOLLY SPRINGS PKWY
2014	No Business License	PERSONAL	102034	CITGO QUICKMART	166.49	266.50	328.37	761.36	2014-00926	2240 HOLLY SPRINGS PKWY
2014	12/31/2015	PERSONAL	120721	DELUXE NAILS	16.49	26.40	32.65	75.54	2014-01240	402 ARGONNE TER
2014	5/31/2015	PERSONAL	114194	HEAD OVER HEELS GYMNASTICS	17.36	27.79	34.17	79.32	2014-02040	755 ASH ST
2014	10/9/2014	PERSONAL	125577	MR WOK	14.60	23.37	29.05	67.02	2014-03168	5335 OLD HWY 5
2014	12/31/2013	PERSONAL	112540	PATHWAY INTERNAL MEDICINE LLC	11.52	18.44	22.84	52.80	2014-03406	120 HICKORY RD
2014	No Business License	PERSONAL	123842	SOUTHCOMM PUBLISHING CO INC	45.59	72.98	90.17	208.74	2014-04315	310 PAPER TRAIL WAY
2014	No Business License	PERSONAL	130396	SWIRL BY DESIGN INC	12.79	20.47	25.32	58.58	2014-04464	123 HOLLY PL
Total 2014					475.66	761.40	939.27	2,176.33		
2013	10/2/2019	PERSONAL	121841	ADAM BELANGER PHOTOGRAPHY	11.09	19.74	22.07	52.90	2013-00032	602 CASCADE WAY
2013	12/31/2015	PERSONAL	120677	CARRIAGE CLEANERS	175.40	312.00	345.47	832.87	2013-00584	5947 HOLLY SPRINGS PKWY
2013	No Business License	PERSONAL	102034	CITGO QUICKMART	163.44	290.73	321.94	776.11	2013-00686	2240 HOLLY SPRINGS PKWY
2013	12/31/2015	PERSONAL	120721	DELUXE NAILS	16.19	28.80	31.77	76.76	2013-00996	402 ARGONNE TER
2013	5/31/2015	PERSONAL	114194	HEAD OVER HEELS GYMNASTICS	21.83	38.83	43.22	103.88	2013-01792	755 ASH ST
Total 2013					387.95	690.10	764.47	1,842.52		

Tax Year	Terminated Business	Type	Map ID	Name	Fire tax	City tax	Penalties+ Interest	Total Due for Tax Year	Bill No	Property Address
2012	10/2/2019	PERSONAL	121841	ADAM BELANGER PHOTOGRAPHY	13.66	24.37	21.23	59.26	2012-04767	602 CASCADE WAY
2012	12/31/2015	PERSONAL	120677	CARRIAGE CLEANERS	176.49	314.86	271.58	762.93	2012-05261	5947 HOLLY SPRINGS PKWY
2012	No Business License	PERSONAL	102034	CITGO QUICKMART	164.46	293.39	253.10	710.95	2012-05369	2240 HOLLY SPRINGS PKWY
2012	12/31/2015	PERSONAL	120721	DELUXE NAILS	16.29	29.06	24.87	70.22	2012-05707	402 ARGONNE TER
2012	12/31/2012	PERSONAL	125020	INFOSHRED OF GA INC	10.75	19.18	16.47	46.40	2012-06759	300 ADAM JENKINS MEMORIAL PKWY
Total 2012					381.65	680.86	587.25	1,649.76		
2011	12/31/2015	PERSONAL	120677	CARRIAGE CLEANERS	162.71	284.39	247.05	694.15	2011-00529	5947 HOLLY SPRINGS PKWY
2011	12/31/2015	PERSONAL	120721	DELUXE NAILS	15.02	26.25	22.70	63.97	2011-01011	402 ARGONNE TER
2011	12/31/2011	PERSONAL	116305	FARMER'S TAN	12.52	21.88	18.87	53.27	2011-01245	402 ARGONNE TERR
Total 2011					190.25	332.52	288.62	811.39		
2010	8/1/2011	PERSONAL	109129	AMERICAN GABLES, INC	9.90	17.28	11.91	39.09	2010-23626	310 PAPER TRAIL WAY
2010	12/31/2015	PERSONAL	120677	CARRIAGE CLEANERS	153.40	267.70	182.17	603.27	2010-23781	5947 HOLLY SPRINGS PKWY
2010	8/7/2009	PERSONAL	118092	CRAFTSMAN CONCEPTS, LLC	11.80	20.59	13.79	46.18	2010-23743	
2010	12/31/2015	PERSONAL	120721	DELUXE NAILS	14.16	24.71	16.83	55.70	2010-23789	402 ARGONNE TER
Total 2010					189.26	330.28	224.70	744.24		
					5,169.20	7,991.30	5,906.63	19,067.13		

TITLE VI NON-DISCRIMINATION AGREEMENT

The Georgia Department of Transportation
and

The City of Holly Springs

Name of Recipient

Policy Statement

The **(Name of Recipient)** City of Holly Springs, hereinafter referred to as the “Recipient” assures that no person shall on the grounds of race, color, national origin, or sex, as provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. The Recipient further assures every effort will be made to ensure non-discrimination in all of its programs and activities, whether those programs and activities are federally funded or not.

The Civil Rights Restoration Act of 1987, broadened the scope of Title VI coverage by expanding the definition of terms “programs or activities” to include **all** programs or activities of Federal Aid recipients, sub-recipients, and contractors/consultants, whether such programs and activities are federally assisted or not.

In the event the Recipient distributes federal aid funds to a sub-recipient, the Recipient will include Title VI language in all written agreements and will monitor for compliance.

The Recipient’s **(Name of person/division)** Community Development Director, is responsible for initiating and monitoring Title VI activities, preparing reports and other responsibilities as required by 23 Code of Federal Regulation(CFR) 200 and 49 Code of Federal Regulation 21.

Steven W. Miller

Mayor

September 28, 2020

Title VI Program

Organization and Staffing

Pursuant to 23 CFR 200, **(Name of Recipient)** City of Holly Springs has appointed a Title VI Specialist who is responsible for **Attachment 1**, which describes the hierarchy for **(Name of Recipient)'s** City of Holly Sprngs Title VI Program, including an organization's chart illustrating the level and placement of Title VI responsibilities.

Assurances

49 CFR Part 21.7

The City of Holly Springs, hereby gives assurances:

1. That no person shall on the grounds of race, color, national origin, and sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity conducted by the recipient regardless of whether those programs and activities are Federally funded or not. Activities and programs which the recipient hereby agrees to carry out in compliance with Title VI and related statutes include but are not limited to:
 - List all major programs and activities of the recipient and Title VI responsibilities for each one of them. Include information as **Attachment 2** to this Nondiscrimination Agreement.
2. That it will promptly take any measures necessary to effectuate this agreement.
3. That each program, activity, and facility as defined at 49 CFR 21.23(b) and (e), and the Civil Rights Restoration Act of 1987 will be (with regard to a program or activity) conducted, or will be (with regard to a facility) operated in compliance with the nondiscriminatory requirements imposed by, or pursuant to, this agreement.
4. That these assurances are given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the recipient by the Georgia Department of Transportation (GDOT) under the Federally-Funded Program and is binding on it, other recipients, subgrantees, contractors, sub-contractors, transferees, successors in interest and other participants. The person or persons whose signatures appear below are authorized to sign these assurances on behalf of the Recipient.
5. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations and made in connection with all Federally-Funded programs and, in adapted form all proposals for negotiated agreements.

The Recipient, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 23 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

6. That the Recipient shall insert the clauses of Appendix A of this Agreement in every contract subject to the Act and the Regulations.
7. That the Recipient shall insert the clauses of Appendix B of this Agreement, as a covenant running with the land, in any deed from the United States effecting a transfer of real property, structures, or improvements thereon, or interest therein.
8. That the Recipient shall include the appropriate clauses set forth in Appendix C of this Agreement, as a covenant running with the land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the Recipient with other parties: (a) for the subsequent transfer of real property acquired or improved under a Federal Aid Program; and (b) for the construction or use of or access to space on, over or under real property acquired, or improved under a Federal Aid Program.
9. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the Regulations, and this agreement.

Implementation Procedures

This agreement shall serve as the recipient's Title VI plan pursuant to 23 CFR 200 and 49 CFR 21.

For the purpose of this agreement, "Federal Assistance" shall include:

1. grants and loans of Federal funds,
2. the grant or donation of Federal property and interest in property,
3. the detail of Federal personnel,
4. the sale and lease of, and the permission to use (on other than a casual or transient basis), Federal property or any interest in such property without consideration or at a nominal consideration, or at a consideration which is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale or lease to the recipient, and
5. any Federal agreement, arrangement, or other contract which has as one of its purposes, the provision of assistance.

The recipient shall:

1. Issue a policy statement, signed by the head of the recipient, which expresses its commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the recipient's organization and to the general public. Such information shall be published where appropriate in languages other than English.
2. Take affirmative action to correct any deficiencies found by GDOT or the United States Department of Transportation (USDOT) within a reasonable time period, not to exceed 90 days, in order to implement Title VI compliance in accordance with this agreement. The head of the recipient shall be held responsible for implementing Title VI requirements.
3. Establish a civil rights unit and designate a coordinator who has a responsible position in the organization and easy access to the head of the recipient. This unit shall contain a Title VI Specialist, who shall be responsible for initiating and monitoring Title VI activities and preparing required reports.
4. Adequately staff the civil rights unit to effectively implement the civil rights requirements.
5. Process complaints of discrimination consistent with the provisions contained in this agreement. Investigations shall be conducted by civil rights personnel trained in discrimination complaint investigation. Identify each complainant by race, color, national origin or sex, the nature of the complaint, the date the complaint was filed, the date the investigation was completed, the disposition, the date of the disposition, and other pertinent information. A copy of the complaint, together with a copy of the recipient's report

of investigation, will be forwarded to GDOT's Office of Equal Employment Opportunity (OEEO) within 10 days of the date the complaint was received by the recipient.

6. Collect statistical data (race, color, national origin, sex) of participants in, and beneficiaries of the programs and activities conducted by the recipient.
7. Conduct Title VI reviews of the recipient and sub-recipient contractor/consultant program areas and activities. Revise where applicable, policies, procedures and directives to include Title VI requirements.
8. Conduct training programs on Title VI and related statutes.
9. Prepare a yearly report of Title VI accomplishments for the last year and goals for the next year.

a) Annual Work Plan

Outline Title VI monitoring and review activities planned for the coming year; state by which each activity will be accomplished and target date for completion.

b) Accomplishment Report

List major accomplishments made regarding Title VI activities. Include instances where Title VI issues were identified and discrimination was prevented. Indicate activities and efforts the Title VI Specialist and program area personnel have undertaken in monitoring Title VI. Include a description of the scope and conclusions of any special reviews (internal or external) conducted by the Title VI Specialist. List any major problem(s) identified and corrective action taken. Include a summary and status report on any Title VI complaints filed with the recipient.

Discrimination Complaint Procedure

1. Any person who believes that he or she, individually, as a member of any specific class, or in connection with any disadvantaged business enterprise, has been subjected to discrimination prohibited by Title VI of the Civil Rights Act of 1964, the American with Disabilities Act of 1990, Section 504 of the Vocational Rehabilitation Act of 1973 and the Civil Rights Restoration Act of 1987, as amended, may file a complaint with the recipient. A complaint may also be filed by a representative on behalf of such a person. All complaints will be referred to the recipient's Title VI Specialist for review and action.
2. In order to have the complaint consideration under this procedure, the complainant must file the complaint no later than 180 days after:
 - a) The date of alleged act of discrimination; or
 - b) Where there has been a continuing course of conduct, the date on which that conduct was discontinued.

In either case, the recipient or his/her designee may extend the time for filing or waive the time limit in the interest of justice, specifying in writing the reason for so doing.

3. Complaints shall be in writing and shall be signed by the complainant and/or the complainant's representative. Complaints shall set forth as fully as possible the facts and circumstances surrounding the claimed discrimination. In the event that a person makes a verbal complaint of discrimination to an officer or employee of the recipient, the person shall be interviewed by the Title VI Specialist. If necessary, the Title VI Specialist will assist the person in reducing the complaint to writing and submit the written version of the complaint to the person for signature. The complaint shall then be handled according to the recipient's investigative procedures.
4. Within 10 days, the Title VI Specialist will acknowledge receipt of the allegation, inform the complainant of action taken or proposed action to process the allegation, and advise the complainant of other avenues of redress available, such as GDOT and USDOT.
5. The recipient will advise GDOT within 10 days of receipt of the allegations. Generally, the following information will be included in every notification to GDOT:
 - a) Name, address, and phone number of the complainant.
 - b) Name(s) and address (es) of alleged discriminating official(s).
 - c) Basis of complaint (i.e., race, color, national origin or sex)
 - d) Date of alleged discriminatory act(s).
 - e) Date of complaint received by the recipient.
 - f) A statement of the complaint.

- g) Other agencies (state, local or Federal) where the complaint has been filed.
 - h) An explanation of the actions the recipient has taken or proposed to resolve the issue raised in the complaint.
- 6. Within 60 days, the Title VI Specialist will conduct an investigation of the allegation and based on the information obtained, will render a recommendation for action in a report of findings to the head of the recipient. The complaint should be resolved by informal means whenever possible. Such informal attempts and their results will be summarized in the report of findings.
 - 7. Within 90 days of receipt of the complaint, the head of the recipient will notify the complainant in writing of the final decision reached, including the proposed disposition of the matter. The notification will advise the complainant of his/her appeal rights with GDOT, or USDOT, if they are dissatisfied with the final decision rendered by the Recipient. The Title VI Specialist will also provide GDOT with a copy of this decision and summary of findings upon completion of the investigation.
 - 8. Contact for GDOT's Title VI staff is as follows:

Georgia Department of Transportation
Office of Equal Opportunity, Title VI/ Program
600 West Peachtree Street, N.W. 7th Floor
Atlanta, GA 30308
(404) 631-1497

Sanctions

In the event the recipient fails or refuses to comply with the terms of this agreement, the GDOT may take any or all of the following actions:

- a) Cancel, terminate, or suspend this agreement in whole or in part;
- b) Refrain from extending any further assistance to the recipient under the program from which the failure or refusal occurred until satisfactory assurance of future compliance has been received from the recipient.
- c) Take such other action that may be deemed appropriate under the circumstances, until compliance or remedial action has been accomplished by the recipient.
- d) Refer the case to the Department of Justice for appropriate legal proceedings.

SIGNED FOR THE GEORGIA DEPARTMENT OF TRANSPORTATION:

Signature

Commissioner

Title

Date

NAME OF RECIPIENT:

Signature

Mayor

September 28, 2020

Appendix A

During the performance of this contract, the contractor/consultant, for itself, its assignees and successors in interest (hereinafter referred to as the “contractor”) agrees as follows:

1. Compliance with Regulations

The contractor shall comply with the Regulations relative to non-discrimination in federally assisted programs of United States Department of Transportation (USDOT), Title 49, Code of Federal Regulations, part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

2. Non-discrimination

The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection and retention of sub-contractors, including procurement of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

3. Solicitations for Sub-contracts, Including Procurement of Materials and Equipment

In all solicitations either by competitive bidding or negotiations made by the contractor for work to be performed under a sub-contract, including procurement of materials or leases of equipment, each potential sub-contractor or supplier shall be notified by the contractor of the contractor’s obligations under this contract and the Regulations relative to non-discrimination on the grounds of race, color, sex, or national origin.

4. Information and Reports

The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the contracting agency or the appropriate federal agency to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to GDOT or the USDOT as appropriate, and shall set forth what efforts it has made to obtain the information.

5. Sanctions for Non-compliance

In the event of the contractor’s non-compliance with the non-discrimination provisions of this contract, the contracting agency shall impose such contract sanctions as it or the USDOT may determine to be appropriate, including, but not limited to:

- Withholding of payments to the contractor under the contract until the contractor complies, and/or;
- Cancellation, termination, or suspension of the contract, in whole or in part

6. Incorporation of Provisions

The contractor shall include the provisions of paragraphs (1) through (5) in every sub-contract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any sub-contractor or procurement as the contracting agency or USDOT may direct as a means of enforcing such provisions including sanctions for non-compliance.

Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the contractor may request GDOT enter into such litigation to protect the interests of the state and, in addition, the contractor may request the USDOT enter into such litigation to protect the interests of the United States.

Appendix B

The following clauses shall be included in any and all deeds affecting or recording the transfer of real property, structures or improvements thereon, or interest therein from the United States.

GRANTING CLAUSE

NOW THEREFORE, Department of Transportation, as authorized by law, and upon the condition that the state of Georgia will accept title to the lands and maintain the project constructed thereon, in accordance with Title 23, United States Code, the Regulations for the Administration of Federal Aid for Highways and the policies and procedures prescribed by the United States Department of Transportation and, also in accordance with an in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, the Department of Transportation GDOT (hereinafter referred to as the Regulations) pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252: 42 USC 2000d to 2000d - 4) does hereby remise, release, quitclaim, and convey unto the state of Georgia all the right, title, and interest of the Department of Transportation in and to said land described in Exhibit A attached hereto and made a part thereof.

HABENDUM CLAUSE

TO HAVE AND TO HOLD said lands and interests therein unto the state of Georgia, and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which the federal financial assistance is extended or for another purpose involving the provisions of similar services or benefits and shall be binding on the state of Georgia, its successors, and assigns.

The state of Georgia, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person shall on the grounds of race, color, sex or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subject to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed (,)(and)* (2) that the state of Georgia, shall use the lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21, Non-discrimination of federally assisted programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended (,) and (3) that in the event of breach of any of the above mentioned non-discrimination conditions, the department shall have a right to reenter said lands and facilities on said land, and the above described land and facilities shall thereon revert to and vest in and become the absolute property of the Department of Transportation and its assigns as such interest existed prior to this instruction.¹

¹ Reverter Clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purpose of Title VI of the Civil Rights Act of 1964.

Appendix C

The following clauses shall be included in all deeds, licenses, leases, permits, or similar instruments entered into by (Recipient) pursuant to the provisions of Assurance 8.

The LESSEE, for himself or herself, his or her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree as a covenant running with the land that in the event facilities are constructed, maintained, or otherwise operated on the said property described in this lease, for a purpose of which a Department of Transportation program or activity is extended or for another purpose involving the provision of similar services or benefits, the LESSEE shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21, Non-discrimination in federally assisted programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, as said Regulations may be amended.

That in the event of breach of any of the above non-discrimination covenants, the STATE shall have the right to terminate the lease, and to reenter and repossess said land and the facilities thereon, and hold the same as if said lease has never been made or issued.

The following shall be included in all deeds, licenses, leases, permits, or similar agreements entered into by the Georgia State Department of Transportation pursuant to the provisions of Assurance 8.

The LESSEE, or himself or herself, his or her personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree as a covenant running with the land that (1) no person, on the grounds of race, color, sex, or national origin, shall be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over or under such land and furnishing of services thereon, no person on the grounds of race, color, sex, and national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the LESSEE shall use the premises in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21, Non-discrimination in federally assisted programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

That in the event of breach of any of the above non-discrimination covenants, the STATE shall have the right to terminate the lease, and to reenter and repossess said land and the facilities thereon, and hold the same as if said lease had never been made or issued.

HCM FILE - CLIENT AGREEMENT

MSI Benefits Group, Inc.
245 TownPark Drive, Ste. 100
Kennesaw, GA 30144
770-425-1231



CUSTOMER INFORMATION	
Company Name:	
Contact Name:	
Title:	
Phone Number:	
Address:	
City/State/Zip:	

Contract Effective Date: **12/01/2020**

Please check the box below to indicate your preferred option:

	Option 1	Fee
☐	Planning, HCM File platform set-up, eligibility data formatting, HCM File delivery to client and IRS e-File	\$4.00 per 1095-C Form
☐	Planning, HCM File platform set-up, eligibility data formatting, HCM File delivery to client, IRS e-File, print and mailing of 1095-C Forms	\$6.00 per 1095-C Form

Invoice will be based on total number of 1095-C Forms covering CY 2020. You will receive the invoice no later than March 2021 after project completion.

This Client Agreement constitutes an agreement between the parties listed below. The individual who has signed below has the authority to place this order on behalf of the employer group identified above and to commit the employer to payment of the associated charges.

Company Name:	_____	MSI BENEFITS GROUP, INC.
Auth. Signature:	_____	Signature: _____
Name (printed):	_____	Name (printed): _____
Title:	_____	Title: _____
Date:	_____	Date: _____

THIS IS NOT AN INVOICE

City of Holly Springs
City Council Work Session Meeting Minutes
August 3, 2020

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

Staff Present: City Attorney Robert M. Dyer, City Manager Robert H. Logan, City Clerk Karen Norred, Chief Michael Carswell, Finance Director Denise Lamazares, Main Street Director/Assistant City Clerk Erin Honea, Deputy Chief Tommy Keheley, Lieutenant Casey Barton, Lieutenant Mike Hales, Sergeant Joe McDonald, Corporal Kyle Bunch, Officer Patrick Davis, Officer Annie DeCrescente, Officer James Lenahan, Officer Travis Palmer, Officer Aja Rodriguez, and Officer Scott Staber.

Mayor Miller called the Work Session to order.

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

Special Presentations

City Manager Robert H. Logan recognized Finance Director Denise Lamazares for her 10 years of service to the City of Holly Springs.

Chief Michael Carswell presented Officer Patrick Davis with a Chief's Commendation for his completion of the Basic Police Officer Motor Certification Course, where he received the Best in Class Award as Top Motor Operator.

Chief Michael Carswell presented Corporal Kyle Bunch and K-9 Officer Wolf with a Chief's Commendation for completing 400 hours of training certifying them in apprehension, tracking and narcotics detection.

Chief Michael Carswell presented K-9 Officer Wolf with his police badge.

Public Comment

Holly Springs resident Phillip Hopkins addressed the Council to ensure that the requests made to the Planning and Zoning Commission were included in their packet.

No action taken.

Mayor Pro Tem Zenchuk made a motion to adjourn the Work Session. Councilwoman Karen Barnett seconded the motion. Motion carried 5-0.

Meeting adjourned.

City of Holly Springs
City Council Special Called Meeting Minutes
August 3, 2020

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

Staff Present: City Attorney Robert M. Dyer, City Manager Robert H. Logan, City Clerk Karen Norred, Chief Michael Carswell, 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 a grant agreement between the State of Georgia and the City of Holly Springs for distribution of the Coronavirus Relief Fund (CRF) Grant established by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and authorize and ratify the Mayor's execution of the agreement. Councilwoman Barnett seconded the motion. Motion carried 5-0.

Mayor Pro Tem Zenchuk made a motion to adjourn the Special Called Meeting and enter into Executive Session for the purpose of Personnel. Councilwoman Barnett seconded the motion. Motion carried 5-0.

Respectfully Submitted.

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

City of Holly Springs
City Council Special Called Meeting Minutes
August 17, 2020

Elected Officials Present: Mayor Steven W. Miller, Councilwoman Karen Barnett, Councilwoman Dee Phillips (via video conference), Councilman Kyle Whitaker, and Mayor Pro Tem Michael Roy Zenchuk II.

Elected Officials Absent: Councilman Jeremy Smith.

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

Mayor Miller called the Special Called Meeting to order.

Mayor Miller announced that Councilwoman Phillips was present via videoconferencing.

Mayor Pro Tem Zenchuk made a motion to amend the August 17, 2020 Holly Springs City Council Special Called Meeting agenda to move the Executive Session to the end of the Special Called meeting. Councilwoman Barnett seconded the motion. Motion carried 4-0.

Councilman Whitaker made a motion to table the First Amendment to the Fire and Emergency Services Agreement between Cherokee County, Georgia and the City of Holly Springs. Councilwoman Barnett seconded the motion. Motion carried 4-0.

Mayor Pro Tem Zenchuk made a motion to move the Executive Session to the end of the Business Meeting. Councilwoman Barnett seconded the motion. Motion carried 4-0.

Councilwoman Barnett made a motion to adjourn. Mayor Pro Tem Zenchuk seconded the motion. Motion carried 4-0.

Meeting adjourned.

City of Holly Springs
City Council Work Session Meeting Minutes
August 17, 2020

Elected Officials Present: Mayor Steven W. Miller, Councilwoman Karen Barnett, Councilwoman Dee Phillips (via video conference), Councilman Kyle Whitaker, and Mayor Pro Tem Michael Roy Zenchuk II.

Elected Officials Absent: Councilman Jeremy Smith.

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

Mayor Miller called the Work Session to order.

Philip Smith, Cherokee County resident, presented his concerns with discrepancies between stipulations discussed at the Planning and Zoning Commission meeting and ordinance MA-05-2020.

Mary Beth Smith, Cherokee County resident, presented her concerns with tree preservation regarding ordinance MA-05-2020.

Dustin Lyle, Cherokee County resident, presented his concerns with discrepancies between stipulations discussed at the Planning and Zoning Commission meeting and ordinance MA-05-2020.

No action taken.

Mayor Pro Tem Zenchuk made a motion to adjourn. Councilwoman Barnett seconded the motion. Motion carried 4-0.

City of Holly Springs
City Council Business Meeting Minutes
August 17, 2020

Elected Officials Present: Mayor Steven W. Miller, Councilwoman Karen Barnett, Councilwoman Dee Phillips (via video conference), Councilman Kyle Whitaker, and Mayor Pro Tem Michael Roy Zenchuk II.

Elected Officials Absent: Councilman Jeremy Smith.

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

Mayor Miller called the meeting to order. Mayor Pro Tem Zenchuk gave the invocation.

Consent Agenda

1. July 6, 2020 Work Session Minutes
2. July 27, 2020 Work Session and Business Meeting Minutes
3. A proposal from Elarbee Thompson to update the City of Holly Springs Personnel Manual in an amount not to exceed \$9,500

Mayor Pro Tem Zenchuk made a motion to approve the August 17, 2020 Consent Agenda. Councilwoman Barnett seconded the motion. Motion carried 4-0.

Old Business

Mayor Pro Tem Zenchuk made a motion to approve an ordinance to set the 2020 millage rate at 4.400 mills pursuant to Section 6.02 of the City Charter. Councilman Whitaker seconded the motion. Motion carried 4-0.

Councilman Whitaker made a motion to approve MA-05-2020, rezoning of 18.1+/- acres, identified as tax parcels 102 and 103 of tax plat 15N26, Land Lots 254 and 255 of the 15th District of Cherokee County, from AG, Agricultural and R-40, Residential Estate to NC, Neighborhood Commercial and TND, Traditional Neighborhood Development with staff stipulations as described in Rezoning Ordinance MA-05-2020 with an amendment to Section 3, Item 5 – rear setback for lots 16-35 shall be 20 feet and additional stipulations to include that the developer shall minimize tree removal near privacy fence installation, developer shall consult with City Arborist for installation of Green Giant Arborvitae and Wax Myrtle trees on the buffer, and developer shall time construction of road to minimize traffic disruptions along Georgia Highway 140. Mayor Pro Tem Zenchuk seconded the motion. Motion carried 4-0.

New Business

Mayor Pro Tem Zenchuk made a motion to approve a resolution to authorize the execution of the Coronavirus Relief Fund (CRF) Terms and Conditions Agreement; to authorize the acceptance of grant payments, including all understandings and assurances contained within such agreement; to direct and

authorize the Mayor or his designee to act in connection with the grant application; and to provide such additional information as may be required. Councilman Whitaker seconded the motion. Motion carried 4-0.

Mayor Pro Tem Zenchuk made a motion to approve the Small Business Relief Grant funded by the Coronavirus Relief Fund (CRF) Grant established by the Coronavirus Aid, Relief, and Economic Security (CARES) Act of 2020 and administered by the City of Holly Springs. Councilwoman Barnett seconded the motion. Motion carried 4-0.

Councilman Whitaker made a motion to table a Storm Easement Agreement for property located at 251 Walnut Street, tax parcel 020 of tax plat 93N00, as described and shown on the attached Exhibit A among Dana L. Weaver, the City of Holly Springs, and the Holly Springs Downtown Development Authority and authorize the Mayor to execute the Agreement. Councilman Whitaker rescinded his motion to table. Councilman Whitaker then made a motion to approve a Storm Easement Agreement for property located at 251 Walnut Street, tax parcel 020 of tax plat 93N00, as described and shown on the attached Exhibit A among Dana L. Weaver, the City of Holly Springs, and the Holly Springs Downtown Development Authority and authorize the Mayor to execute the Agreement. Mayor Pro Tem Zenchuk seconded the motion. Motion carried 4-0.

Mayor Pro Tem Zenchuk made a motion to approve the Fourth Amendment of the Workforce Innovation and Opportunity Contract No. WD1814.4 between the Atlanta Regional Commission and the City of Holly Springs, Georgia and authorize the Mayor to execute the Amendment. Councilwoman Barnett seconded the motion. Motion carried 4-0.

Councilwoman Barnett made a motion to approve a proposal for Pre-Demolition Suspect Asbestos Containing Building Materials Surveys at the Public Works Facility located at 100 Hickory Circle from Environmental Associates, Inc. in an amount not to exceed \$620. Mayor Pro Tem Zenchuk seconded the motion. Motion carried 4-0.

Councilwoman Barnett made a motion to approve a proposal for Pre-Demolition Suspect Asbestos Containing Building Materials Surveys for the Industrial Building at Railroad Track located at 164 Hickory Road from Environmental Associates, Inc. in an amount not to exceed \$520. Mayor Pro Tem Zenchuk seconded the motion. Motion carried 4-0.

Mayor Pro Tem Zenchuk made a motion to approve a Change Order Revised B #1 from Weaver Grading for the stormwater infrastructure project for the Master Detention Pond B-1 in an amount not to exceed \$5,300 and authorize the Mayor to execute the Change Order. Councilwoman Barnett seconded the motion. Motion carried 4-0.

Councilwoman Barnett made a motion to approve a resolution to accept and authorize certain streets in Riverside Phase III A, B, and C to become publicly maintained streets. Mayor Pro Tem Zenchuk seconded the motion. Motion carried 4-0.

Councilwoman Barnett made a motion to approve the release of Riverside Phase III A Performance Bond No. SU1134587 and Maintenance Bond No. SU1134588, Riverside Phase III B Performance Bond No. SU1134596 and Maintenance Bond No. SU1134597, Riverside Phase III C Performance Bond No. SUR0032751 and Maintenance Bond No. SUR0032750, Riverside Phase III Stormwater Performance Bond No. SUR0032688, and Riverside Phase IV Performance Bond No. SU1150519. Councilman Whitaker seconded the motion. Motion carried 4-0.

Councilwoman Barnett made a motion to approve the Memorandum of Understanding for the Cherokee County Housing Outreach Stakeholder Engagement among Cherokee County and the Cities of Canton, Holly Springs and Woodstock and to pay a portion of the project costs in an amount not to exceed \$750 to Cherokee County as the fiscal agent for said project. Mayor Pro Tem Zenchuk seconded the motion. Motion carried 4-0.

Councilman Whitaker made a motion to adjourn the Business Meeting and enter into Executive Session for the purposes of Litigation, Personnel, and Real Estate. Mayor Pro Tem Zenchuk seconded the motion. Motion carried 4-0.

Respectfully Submitted.

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)



COUNCIL AGENDA REPORT

FROM: Nancy Moon

CC: City Clerk
Public Information

SUBJECT: Release of Cagle Height Phases I and II Performance Bonds, Edgewater Phases 1 and 2 Performance Bond

DATE: September 2, 2020

COUNCIL MEETING DATE: September 10, 2020

RECOMMENDATION

STAFF ANALYSIS

The following bonds have been requested for release:

Subdivision	Bond Type	Bond Number	Amount
Cagle Heights Phase I-Topping	Performance	1001058943	\$60,003.44
Cagle Heights Phase I-Sidewalk	Performance	1001058945	\$56,875.00
Cagle Heights Phase II-Topping	Performance	21BSBHR6448	\$15,042.56
Cagle Heights Phase II-Sidewalk	Performance	80151239	\$14,750.00
Edgewater Phases 1 and 2-Topping	Performance	EACX175000013	\$79,720.75

The City Engineer has inspected these phases and approved the release of the bonds.

CONCURRENCES

City Engineer

FISCAL IMPACT

N/A

ALTERNATIVES

Denial

ATTACHMENTS

Map

Patty Baker, Clerk of Superior Court Cherokee Cty, GA

RIGHT-OF-WAY LINE CHART

LINE	ARC	CHORD BEARING	CHORD	RADIUS
RM-C1	38.42' (L)	S46°30'15"E	38.41	400.00'
RM-C2	47.39' (L)	S40°21'34"E	47.35	400.00'
RM-C3	47.29' (L)	S33°34'41"E	47.27	400.00'
RM-C4	47.29' (L)	S26°48'13"E	47.27	400.00'
RM-C5	51.20' (L)	S19°44'59"E	51.16	400.00'
RM-C6	22.60' (R)	N17°56'59"W	22.60	350.00'
RM-C7	63.63' (R)	N25°04'45"W	63.50	350.00'
RM-C8	63.63' (R)	N35°27'09"W	63.57	350.00'
RM-C9	63.64' (R)	N45°50'16"W	63.55	350.00'
RM-C10	65.05' (R)	N55°23'14"W	65.36	350.00'
RM-C11	65.05' (R)	N67°18'00"W	65.95	350.00'
RM-C12	74.74' (R)	N78°38'38"W	72.61	350.00'
RM-C13	75.93' (R)	S89°10'13"W	75.78	350.00'
RM-C14	37.32' (R)	S86°01'35"W	37.30	355.00'
RM-C15	50.50' (R)	S72°29'34"W	60.51	365.00'
RM-C16	65.19' (R)	S62°28'15"W	65.11	365.00'
RM-C17	65.19' (R)	S52°14'15"W	65.11	365.00'
RM-C18	33.94' (R)	S44°27'26"W	33.93	365.00'
RM-C19	35.54' (R)	N44°18'28"E	35.53	415.00'
RM-C20	46.36' (L)	N56°10'43"E	46.36	415.00'
RM-C21	48.48' (L)	N66°51'54"E	48.45	415.00'
RM-C22	48.50' (L)	N63°33'34"E	48.47	415.00'
RM-C23	46.45' (L)	N70°15'07"E	46.42	415.00'
RM-C24	48.34' (L)	N78°56'00"E	48.31	415.00'
RM-C25	19.45' (L)	N81°36'45"E	19.45	415.00'
RM-C26	2.73' (L)	N83°09'01"E	2.73	400.00'
RM-C27	47.65' (L)	N86°45'29"E	47.62	400.00'
RM-C28	47.65' (L)	S86°25'01"E	47.62	400.00'
RM-C29	47.65' (L)	S79°35'31"E	47.62	400.00'
RM-C30	47.65' (L)	S72°46'01"E	47.62	400.00'
RM-C31	46.28' (L)	S66°02'29"E	46.24	400.00'

CENTERLINE DATA CHART

LINE	ARC	CHORD BEARING	CHORD	RADIUS
CL-1	31.82'	N31°02'45"E	31.61	300.00'
CL-2	529.89'	S56°33'52"E	489.69	375.00'
CL-3	280.18'	N62°22'29"E	274.18	350.00'

LOT AREA CHART

LOT	AREA (SQ FT)	ACRES
37	6000	0.13774
38	8600	0.15152
39	7125	0.16356
40	6397	0.14686
41	6041	0.13689
42	6001	0.13776
43	6004	0.13783
44	6570	0.15083
45	6439	0.14783
46	6243	0.14332
47	6270	0.14393
48	6456	0.14844
49	6454	0.14817
50	6350	0.14578
51	6281	0.14420
52	6254	0.14266
53	6257	0.14387
54	6322	0.14513
55	6416	0.14728

LOT AREA CHART

LOT	AREA (SQ FT)	ACRES
56	6141	0.14097
57	6000	0.13774
58	6000	0.13774
113	6000	0.15152
114	6834	0.15669
115	6830	0.15660
116	6948	0.15951
117	7053	0.16191
118	7273	0.16696
119	7220	0.16575
120	7863	0.18064
121	8115	0.18630
122	7014	0.16103
123	6913	0.15689
124	7114	0.16332
125	7025	0.16129
126	6524	0.14978
127	6000	0.13774
128	6000	0.13774
OPEN SPACE 1	23831	0.54768
OPEN SPACE 2	955	0.02193

CCWSA MANHOLE NUMBERS

MANHOLE ID	CCWSA MANHOLE ID
EX MH 1	AC-5-22A-18-8
MH 2	AC-5-22A-18-8-1
MH 3	AC-5-22A-18-8-2
MH 4	AC-5-22A-18-8-3
MH 5	AC-5-22A-18-8-4
MH 5A	AC-5-22A-18-8-5
MH 5B	AC-5-22A-18-8-6
MH 5A.1	AC-5-22A-18-8-5-1
MH 2.1	AC-5-22A-18-8-1-1
MH 2.2	AC-5-22A-18-8-1-2
MH 2.1.1	AC-5-22A-18-8-1-1-1
MH 2.1.2	AC-5-22A-18-8-1-1-2
MH 2.1.3	AC-5-22A-18-8-1-1-3
MH 2.1.4	AC-5-22A-18-8-1-1-4

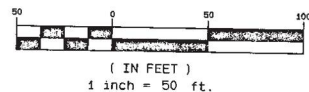
FIRE NOTE:
 DISTANCE BETWEEN FIRE HYDRANT 1 AND FIRE HYDRANT 2 ALONG RIGHT-OF-WAY OF FIELDBROOK CROSSING IS 737 FEET.

CERTIFICATE OF APPROVAL OF WATER & SEWER SYSTEM

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

Alison Payne 11-1-2016
 CHEROKEE COUNTY WATER & SEWERAGE AUTHORITY DATE

GRAPHIC SCALE



NOTE: LOWEST PAD GRADE FOR LOTS 35-43 IS 938.0'; THEREFORE NO MINIMUM FLOOR ELEVATIONS RELATIVE TO FLOODLINE ARE REQUIRED. FLOOD STUDY PREPARED BY STACEY ROSE, P.E. (GA.P.E.#28754), DATED 10/28/15.

FINAL PLAT OF
EDGEWATER SUBDIVISION
 PHASE 1
 LOCATED IN
 LAND LOTS 392 & 393
 15TH DISTRICT, 2ND SECTION
 CITY OF HOLLY SPRINGS
 CHEROKEE COUNTY, GEORGIA



REVISIONS

NO.	DATE	BY	DESCRIPTION
1.	09/16/16	JUT	ADDRESS COMMA COMMENTS.
2.	10/25/16	JUT	ADDRESS CITY COMMENTS.

W&B

WATTS & BROWNING ENGINEERS, INC.
 CIVIL ENGINEERS & LAND SURVEYORS
 4180 BELLS FERRY ROAD
 MARIETTA, GEORGIA 30066-6030
 PHONE: (770) 324-6192
 FAX: (770) 654-8870
 WWW.WBENG.COM
 LSF000429 - PEF000714

SCALE: 1" = 50'

DATE SURVEYED:	12/22/14
DATE UPDATED:	09/05/15
SURVEYED BY:	J. KENYON
DATE DRAFTED:	08/22/16
UPDATE DRAFTED:	N/A
DRAWN BY:	JUT
CHECKED BY:	MH
FIELD BOOK #:	2466
JOB NUMBER:	141003
FOLDER NUMBER:	141003
COGO FILE:	N/A
DISC FILE:	S:\ENGR\141003\DWG\141003-FPM-B-Ph1
COUNTY/LL/D/S:	CHEROKEE/392/15/2
PLAT FILE:	B
SHEET:	3 OF 4

FINAL PLAT OF
EDGEWATER SUBDIVISION
 PHASE 1
 LOCATED IN
 LAND LOTS 392 & 393
 15TH DISTRICT, 2ND SECTION
 CITY OF HOLLY SPRINGS
 CHEROKEE COUNTY, GEORGIA

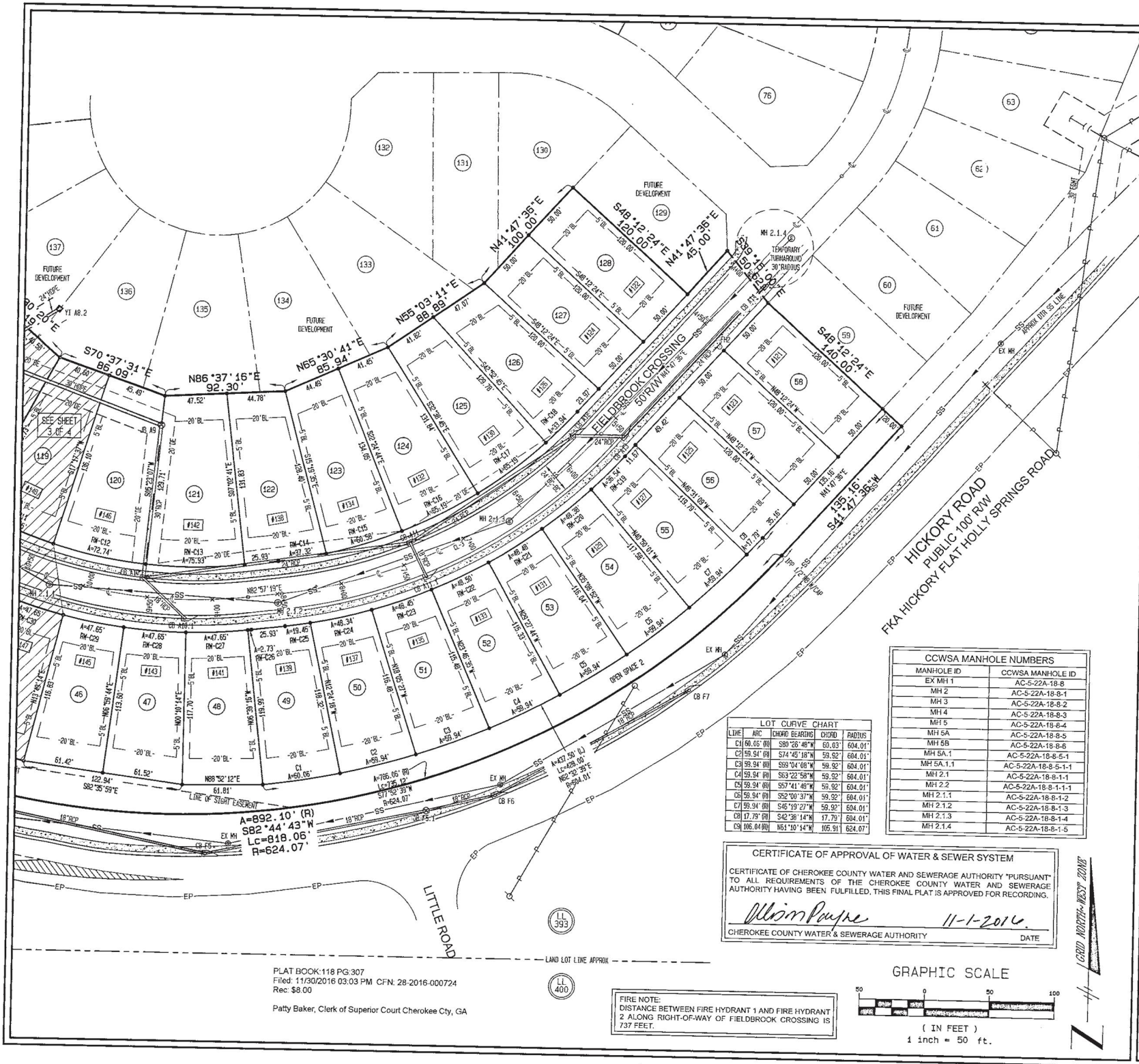


REVISIONS

NO.	DATE	BY	DESCRIPTION
1.	09/16/15	JUT	ADDRESS COWSA COMMENTS.
2.	10/25/16	JUT	ADDRESS CITY COMMENTS.

W&B
WATTS & BROWNING ENGINEERS, INC.
 CIVIL ENGINEERS & LAND SURVEYORS
 1180 BELLS FERRY ROAD
 MARIETTA, GEORGIA 30066-6030
 PHONE: (678) 384-8192
 FAX: (770) 684-6870
 WWW.WBENG.COM
 LSF000429 - PEF000714

SCALE:	1" = 50'
DATE SURVEYED:	12/22/14
DATE UPDATED:	08/05/15
SURVEYED BY:	J. KENYON
DATE DRAFTED:	08/22/16
UPDATE DRAFTED:	N/A
DRAWN BY:	JUT
CHECKED BY:	MH
FIELD BOOK #:	2456
JOB NUMBER:	141003
FOLDER NUMBER:	141003
COGO FILE:	N/A
DISC FILE:	R:\ENR\141003\141003-FP&B-Pd1
COUNTY/LL/D/S:	CHEROKEE/392/15/2
PLAT FILE:	B
SHEET:	4 OF 4





[illegible]

N/F
BENJAMIN G VICK
DB11884 CD-319

N/F
BARRY N. ROBERTS &
SUE E. ROBERTS
DB10361/PG402

GRAPHIC SCALE

1. Is the POST?

EDGEWATER SUB OF FINAL PLAT PHASE 2

PLANT LOTS 20A, 20B, 20C & 204 - 15TH DISTRICT - 2ND SECTION
CITY OF HOLLY SPRINGS
CHEROKEE COUNTY, GEORGIA



WATTS & ENGINEERING COMPANY
 CIVIL ENGINEERS & ARCHITECTS
 1001 KANSAS STREET
 WASHINGTON, D. C. 20004
 1001 KANSAS STREET
 WASHINGTON, D. C. 20004

[illegible]

CERTIFICATE OF ADOPTION, OF MINOR'S BIRTH RECORD
 I HEREBY DO HEREBY CERTIFY THAT THE ABOVE NAMED MINOR IS THE LEGAL
 CHILD OF ALL PERSONS NAMED IN THE FOREGOING CERTIFICATE, AND THAT THE
 MINOR WAS BORN ON JANUARY 1, 1900, AT NEW YORK, NEW YORK.
 John J. Jones 2-13-17
 JUDGE OF THE DISTRICT COURT OF NEW YORK

OPEN SPACE 1

03/04/2024 11:40:07
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4 OF 5

FINAL PLAN
OF
EDGEWATER SUBDIVISION
PHASE 2
R. 208, 322 & 333 - 15TH DISTRICT - 2ND SECTION
CITY OF HOLLY SPRINGS
CHEROKEE COUNTY, GEORGIA

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GRAPHICS FILE



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FINANCIAL HIGHLIGHTS
August 31, 2020



Budget Summary
67% 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	3,067,938	34.28%
Operating Grant Fund	183,262	215,000	96,408	44.84%
Parks & Recreation Fund	390,944	390,000	296,756	76.09%
Hotel/Motel Tax Fund	4,249	5,000	2,001	40.02%
Urban Redevelopment Agency	1,493,031	3,000,000	5,059,227	168.64%
SPLOST III Fund	15,296	275,000	6,027	2.19%
SPLOST IV Fund	7,235	70,000	1,078	1.54%
SPLOST V Fund	2,445,685	8,556,365	1,527,237	17.85%
Town Center Fund	2,419,961	3,351,600	5,059,463	150.96%
Debt Service Fund	2,179,430	516,319	1,367	0.26%
Stormwater Utility Fund	406,454	350,000	14,555	4.16%
TOTAL REVENUES - ALL FUNDS	\$ 18,418,629	\$ 25,679,284	\$ 15,132,056	58.93%

EXPENDITURES/EXPENSES BY FUND				
General Fund	11,184,086	8,950,000	6,585,299	73.58%
Operating Grant Fund	183,219	215,000	84,379	39.25%
Parks & Recreation Fund	488,132	390,000	59,739	15.32%
Hotel/Motel Tax Fund	7,580	5,000	540	10.80%
Urban Redevelopment Agency	1,493,031	3,000,000	5,059,227	168.64%
SPLOST III Fund	-	275,000	-	0.00%
SPLOST IV Fund	-	70,000	-	0.00%
SPLOST V Fund	4,556,125	8,556,365	827,591	9.67%
Town Center Fund	2,270,161	3,351,600	5,474,708	163.35%
Debt Service Fund	358,736	516,319	261,924	50.73%
Stormwater Utility Fund	263,042	350,000	143,591	41.03%
TOTAL EXPENDITURES/ EXPENSES - ALL FUNDS	\$ 20,804,112	\$ 25,679,284	\$ 18,496,997	72.03%



**Comparison to Prior Year
67% of year lapsed**

	8/31/19 Actual	2019 Annual Budget	% of Annual Budget	8/31/20 Actual	2020 Annual Budget	% of Annual Budget
REVENUES BY FUND						
General Fund	2,872,989	11,500,000	24.98%	3,067,938	8,950,000	34.28%
Operating Grant Fund	129,670	228,500	56.75%	96,408	215,000	44.84%
Parks & Recreation Fund	254,647	500,000	50.93%	296,756	390,000	76.09%
Hotel/Motel Tax Fund	3,046	4,500	67.70%	2,001	5,000	40.02%
Urban Redevelopment Agency	192,558	2,000,000	9.63%	5,059,227	3,000,000	168.64%
SPLOST III Fund	12,265	15,325	80.03%	6,027	275,000	2.19%
SPLOST IV Fund	12,464	71,500	17.43%	1,078	70,000	1.54%
SPLOST V Fund	1,615,454	4,728,895	0.00%	1,527,237	8,556,365	17.85%
Town Center Fund	619,420	2,635,103	23.51%	5,059,463	3,351,600	150.96%
Debt Service Fund	179,368	2,179,368	8.23%	1,367	516,319	0.26%
Stormwater Utility Fund	25,388	335,000	7.58%	14,555	350,000	4.16%
TOTAL REVENUES - ALL FUNDS	\$ 5,917,269	\$ 24,198,191	62.53%	\$ 15,132,056	\$ 25,679,284	58.93%
EXPENDITURES/EXPENSES BY FUND						
General Fund	6,266,015	11,500,000	54.49%	6,585,299	8,950,000	73.58%
Operating Grant Fund	136,463	228,500	59.72%	84,379	215,000	39.25%
Parks & Recreation Fund	442,879	500,000	88.58%	59,739	390,000	15.32%
Hotel/Motel Tax Fund	7,580	4,500	168.44%	540	5,000	10.80%
Urban Redevelopment Agency	192,558	2,000,000	9.63%	5,059,227	3,000,000	168.64%
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	3,487,197	4,728,895	0.00%	827,591	8,556,365	9.67%
Town Center Fund	567,811	2,635,103	21.55%	5,474,708	3,351,600	163.35%
Debt Service Fund	179,368	2,179,368	8.23%	261,924	516,319	50.73%
Stormwater Utility Fund	170,019	335,000	50.75%	143,591	350,000	41.03%
TOTAL EXPENDITURES/ EXPENSES - ALL FUNDS	\$ 11,449,889	\$ 24,198,191	76.44%	\$ 18,496,997	\$ 25,679,284	72.03%



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

Fund	Audited			Unaudited	
	Balance as of 1/1/2020	Revenues	Expenditures/ Expenses	Balance as of 8/31/2020	Net Increase/ (Decrease)
General Fund	6,263,331	3,067,938	6,585,299	2,745,969	(3,517,362)
Operating Grant Fund	37,126	96,408	84,379	49,155	12,029
Parks & Recreation Fund	149,491	296,756	59,739	386,509	237,018
Hotel/ Motel Tax Fund	6,842	2,001	540	8,303	1,461
Urban Redevelopment Agency	-	5,059,227	5,059,227	-	-
SPLOST III Fund	273,978	6,027	-	280,005	6,027
SPLOST IV Fund	66,716	1,078	-	67,794	1,078
SPLOST V Fund	(3,058,475)	1,527,237	827,591	(2,358,829)	699,646
Town Center Fund	167,393	5,059,463	5,474,708	(247,852)	(415,245)
Debt Service Fund	1,820,694	1,367	261,924	1,560,137	(260,557)
Stormwater Utility Fund	4,155,266	14,555	143,591	4,026,230	(129,036)
	\$ 9,882,362	\$ 15,132,056	\$ 18,496,997	\$ 6,517,421	\$ (3,364,941)

General Fund - History of Fund Balance

GENERAL FUND FUND BALANCE

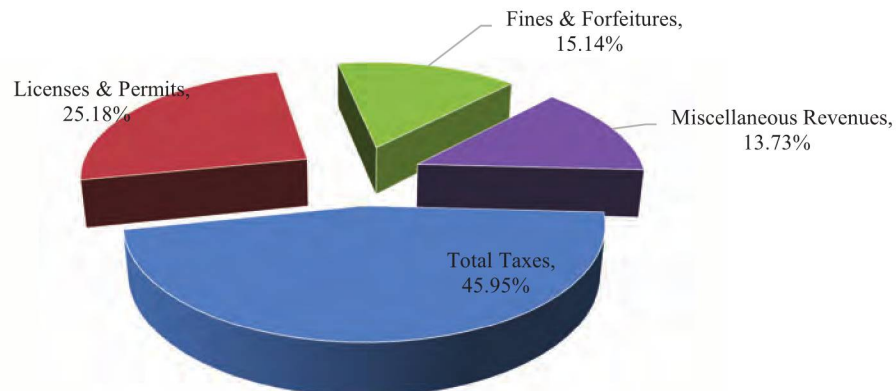




Budget Comparison Report - General Fund
67% of year lapsed

REVENUES	August 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Property Taxes	4,544	4,200,000	159,011	3.79%
Motor Vehicle Taxes	12,690	60,000	79,157	131.93%
Motor Vehicle Title Ad Valorem Tax	43,266	325,000	280,584	86.33%
Mobile Home Tax	-	150	153	101.76%
Recording Intangible Taxes	13,971	75,000	97,099	129.46%
Penalties & Interest	664	12,500	7,995	63.96%
Fifa Fees	60	2,000	1,095	54.75%
Franchise Tax	-	415,000	449,940	108.42%
Railroad Equipment Car Tax	-	650	1,138	175.14%
Real Estate Transfer Tax	1,441	15,000	11,151	74.34%
Business & Occupation Tax	3,494	125,000	58,131	46.50%
Financial Institutions Tax	-	3,500	3,831	109.46%
Insurance Premium Tax	-	705,000	-	0.00%
Total Taxes	137,226	6,440,300	1,409,735	21.89%
Licenses & Permits	96,568	1,222,600	772,491	63.18%
Fines & Forfeitures	55,649	665,100	464,444	69.83%
Miscellaneous Revenues	251,178	556,750	351,188	63.08%
Interest Income	486	35,000	32,709	93.46%
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	\$ 541,107	\$ 8,950,000	\$ 3,067,938	34.28%

Revenues by Source



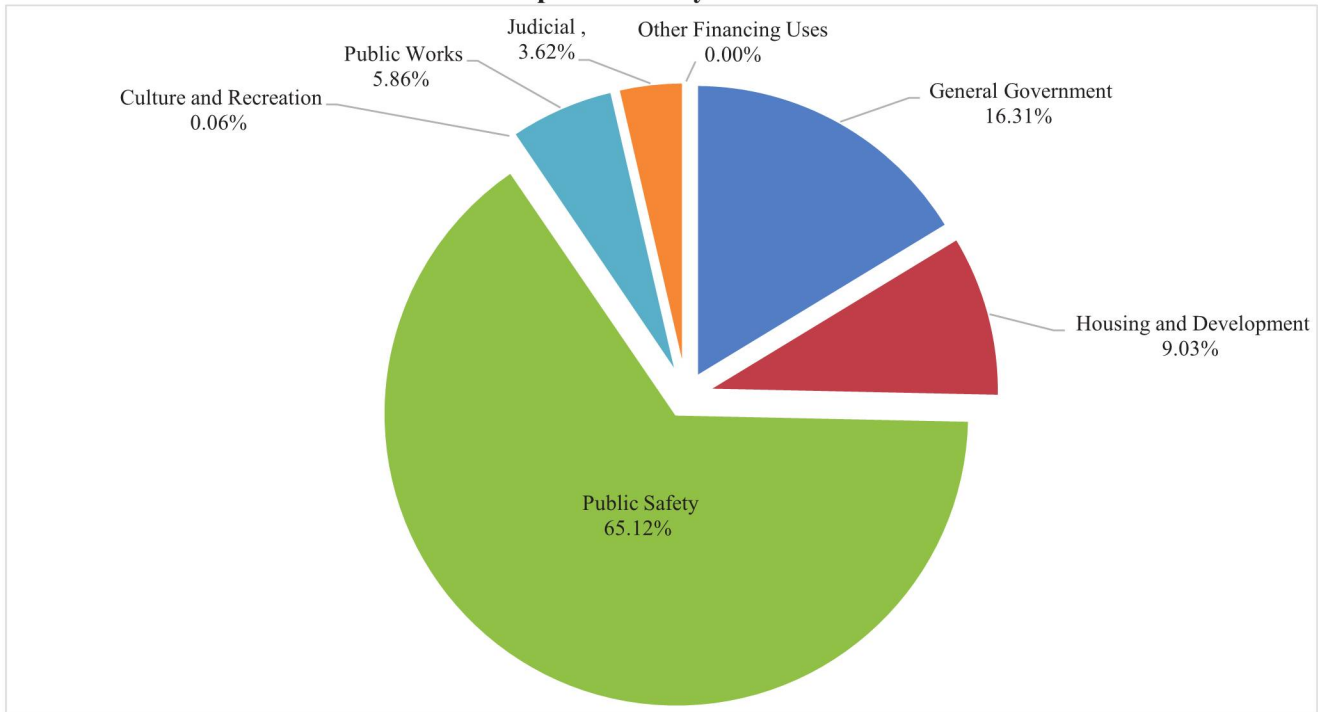
EXPENDITURES	August 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
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Budget Comparison Report - General Fund
67% of year lapsed

General Government	118,848	1,666,873	1,074,141	64.44%
Housing and Development	53,231	745,850	594,503	79.71%
Public Safety	265,623	5,564,690	4,288,412	77.06%
Culture and Recreation	-	4,000	4,000	100.00%
Public Works	52,442	641,990	385,954	60.12%
Judicial	32,477	326,597	238,289	72.96%
Other Financing Uses	-	-	-	#DIV/0!
TOTAL GENERAL FUND EXPENDITURES	<u>\$ 522,621</u>	<u>\$ 8,950,000</u>	<u>\$ 6,585,299</u>	<u>73.58%</u>

Expenditures by Function





Budget Comparison Report - All Funds

67% 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	3,067,938	34.28%
Expenditures:	11,184,086	8,950,000	6,585,299	73.58%
Excess Revenues over (under) Expenditures	(2,311,004)	-	(3,517,362)	
<u>OPERATING GRANT FUND</u>				
Revenues:	183,262	215,000	96,408	44.84%
Expenditures:	183,219	215,000	84,379	39.25%
Excess Revenues over (under) Expenditures	43	-	12,029	
<u>PARKS & RECREATION FUND</u>				
Revenues:	390,944	390,000	296,756	76.09%
Expenditures:	488,132	390,000	59,739	15.32%
Excess Revenues over (under) Expenditures	(97,188)	-	237,018	
<u>HOTEL/MOTEL TAX FUND</u>				
Revenues:	4,249	5,000	2,001	40.02%
Expenditures:	7,580	5,000	540	10.80%
Excess Revenues over (under) Expenditures	(3,331)	-	1,461	
<u>URBAN REDEVELOPMENT AGENCY</u>				
Revenues:	1,493,031	3,000,000	5,059,227	168.64%
Expenditures:	1,493,031	3,000,000	5,059,227	168.64%
Excess Revenues over (under) Expenditures	-	-	-	
<u>SPLOST III FUND</u>				
Revenues:	15,296	275,000	6,027	2.19%
Expenditures:	-	275,000	-	0.00%
Excess Revenues over (under) Expenditures	15,296	-	6,027	
<u>SPLOST IV FUND</u>				
Revenues:	7,235	70,000	1,078	1.54%
Expenditures:	-	70,000	-	0.00%
Excess Revenues over (under) Expenditures	7,235	-	1,078	
<u>SPLOST V FUND</u>				
Revenues:	2,445,685	8,556,365	1,527,237	17.85%
Expenditures:	4,556,125	8,556,365	827,591	9.67%



Budget Comparison Report - All Funds
67% of year lapsed

	Audited		Unaudited	
	2019 Year End Actuals	2020 Annual Budget	Year to Date	% 2020 Annual Budget
Excess Revenues over (under) Expenditures	(2,110,440)	-	699,646	
<u>TOWN CENTER FUND</u>				
Revenues:	2,419,961	3,351,600	5,059,463	150.96%
Expenditures:	2,270,161	3,351,600	5,474,708	163.35%
Excess Revenues over (under) Expenditures	149,800	-	(415,245)	
<u>DEBT SERVICE FUND</u>				
Revenues:	2,179,430	516,319	1,367	0.26%
Expenditures:	358,736	516,319	261,924	50.73%
Excess Revenues over (under) Expenditures	1,820,694	-	(260,557)	
<u>STORMWATER UTILITY FUND</u>				
Revenues:	406,454	350,000	14,555	4.16%
Expenses:	263,042	350,000	143,591	41.03%
Excess Revenues over (under) Expenses	143,412	-	(129,036)	



Investments
As of August 31, 2020

Ameris Bank		
Downtown Development Authority - CD .75%		35,972
Subtotal Ameris Bank	\$	35,972
Goldman Sachs Bank		254,060
Money Market Account - CD .75%		301,000
Subtotal South State Investment Services	\$	555,060
Total Investments	\$	591,032



Cash
As of August 31, 2020

Ameris Bank

Downtown Development Authority - Checking 83,550

Subtotal Ameris Bank	\$	83,550
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South State Bank

General Fund		1,221,222
Main Street Board		60,477
Parks & Recreation Fund		357,672
Hotel Motel Tax Fund		8,108
Money Market Account		1,742,873
Municipal Court Fund		122,112
Operating Grant Fund		32,661
Police Forfeiture Account		6,028
Police Seized Asset Account		26
SPLOST III		280,005
SPLOST IV		65,715
SPLOST IV/Grant Revenue		2,079
SPLOST V		301,493
Town Center Fund		150,564
Debt Service Fund		1,560,137
Stormwater Utility Fund		254,537
Tree Replacement Fund		3,614

Subtotal South State Bank	\$	6,169,322
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BB&T

Savings Account 8,021

Subtotal BB&T	\$	8,021
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South State Investment Services

Budget Stabilization Cash Account 90

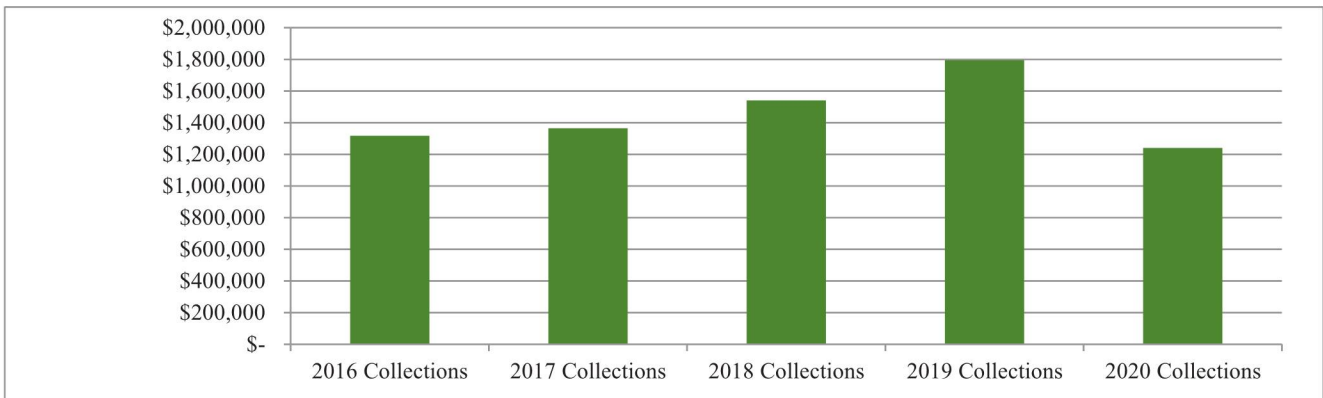
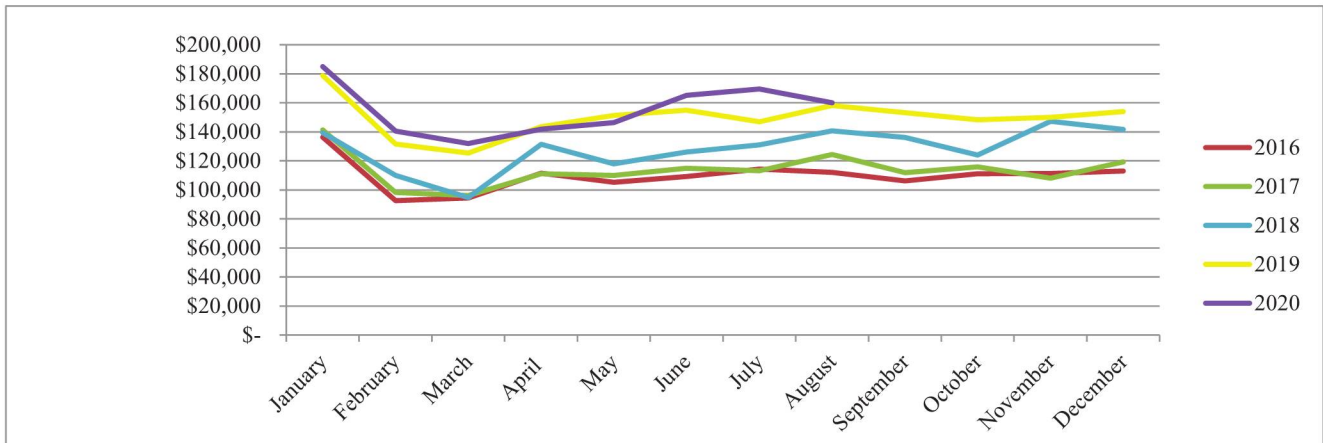
Subtotal South State Investment Services	\$	90
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Total Cash	\$	6,260,984
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Special Purpose Local Option Sales Tax Collections
As of August 31, 2020

	2016 Collections	2017 Collections	2018 Collections	2019 Collections	2020 Collections	% Change from Prior Year
January	\$ 136,321	\$ 141,344	\$ 139,474	\$ 178,754	\$ 184,956	3.47%
February	92,605	98,189	109,987	131,700	140,587	6.75%
March	94,455	96,130	94,765	125,375	131,947	5.24%
April	111,527	111,048	131,392	143,535	141,914	-1.13%
May	105,169	110,063	117,981	151,269	146,483	-3.16%
June	109,300	114,965	126,193	154,922	165,255	6.67%
July	114,305	113,172	131,005	146,946	169,488	15.34%
August	112,004	124,429	140,651	158,066	160,110	1.29%
September	106,169	111,901	136,184	153,139		
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	\$ 1,240,741	





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

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

Expenditures				
Dues & Fees	-	500	290	58.00%
Training	-	250	-	0.00%
Other Expenditures	-	250	-	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 August 31, 2020

	August 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Real Property Tax	4,544	4,200,000	159,011	3.79%
Real Property Tax - Public Utility	-	56,000	-	0.00%
Personal Property Tax	-	183,000	-	0.00%
Motor Vehicle Tax	12,690	60,000	79,157	131.93%
Motor Vehicle Title Ad Valorem Tax	43,266	325,000	280,584	86.33%
Apportioned Vehicles (AAVT)	-	2,500	-	0.00%
Mobile Home Tax	-	150	153	101.76%
Intangible Tax	13,971	75,000	97,099	129.46%
Railroad Equipment Car Tax	1,138	650	1,138	175.14%
Real Estate Transfer Tax	1,441	15,000	11,151	74.34%
Franchise Tax - Electric	-	415,000	449,940	108.42%
Franchise Tax - Gas	-	55,000	37,273	67.77%
Franchise Tax - Cable	54,378	195,000	218,195	111.89%
Franchise Tax - Telephone	1,580	10,000	4,984	49.84%
Business & Occupational Tax	3,494	125,000	58,131	46.50%
Insurance Premium Tax	-	705,000	-	0.00%
Financial Institutions Tax	-	3,500	3,831	109.46%
Penalties & Interest	664	12,500	7,995	63.96%
FiFa Fees	60	2,000	1,095	54.75%
Total Taxes	137,226	6,440,300	1,409,735	21.89%
Alcoholic Beverage Licenses	1,250	70,000	11,000	15.71%
Alcohol Pouring Permit	100	2,500	1,345	53.80%
Zoning and Land Use Permits	30	10,000	11,248	112.48%
Planning and Development Fees	-	10,000	280	2.80%
Sign Permit Fees	200	3,000	2,104	70.13%
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	-	1,000	525	52.50%
Building Permit Revenue	72,815	850,000	563,020	66.24%
Certificate of Occupancy Fees	14,000	175,000	109,500	62.57%
Building Permit - Reinspection Fees	1,550	15,000	12,925	86.17%
Building Permit-Sub Fee	5,330	35,000	44,400	126.86%
Occupational Tax Late Fees	95	750	1,324	176.47%
Plan Review Fees	1,197	50,000	14,565	29.13%
Total Licenses and Permits	96,568	1,222,600	772,491	63.18%
Municipal Court Fines	54,858	650,000	456,287	70.20%
Forfeitures	-	500	-	0.00%
Court Costs	791	7,500	6,327	84.36%
Drug Testing Fees	-	500	80	16.00%
Expungements	-	100	-	0.00%
Tree Recompense Revenue	-	5,000	-	0.00%
Other Fines & Forfeitures-Code	-	500	1,750	350.00%
Other Forfeitures	-	1,000	-	0.00%
Total Fines and Forfeitures	55,649	665,100	464,444	69.83%
Grant Revenue	242,506	1,000	264,037	26403.70%
Probation Fees	2,297	15,000	21,742	144.95%
Printing and Duplicating Service Fees	-	750	1	0.08%
Election and Qualifying Fees	720	1,440	720	50.00%
Advertising Fees	12	5,000	7,563	151.26%



GENERAL FUND REVENUE DETAIL
As of August 31, 2020

	August 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Accident/Incident Reports	290	2,500	1,854	74.16%
Wrecker Service Contract	-	15,000	18,500	123.33%
Background Checks	30	1,000	325	32.50%
Bad Check Fees	-	100	-	0.00%
Miscellaneous Revenue	-	498,960	4,826	0.97%
Rents and Royalties	5,335	6,000	27,895	464.92%
Reimbursement for Damaged Property	-	10,000	3,726	37.26%
Total Miscellaneous Income	251,178	556,750	351,188	63.08%
Interest Revenue	486	35,000	32,709	93.46%
Total Investment Income	486	35,000	32,709	93.46%
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	\$ 541,107	\$ 8,950,000	\$ 3,067,938	34.28%



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

	August 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Governing Body				
Salaries & Wages-Council	3,500	42,000	28,000	66.67%
Employee Benefits-Medical	4,935	62,511	43,228	69.15%
Employee Benefits-Dental	234	2,179	2,108	96.76%
Employee Benefits-ADD Life	147	882	662	75.00%
FICA	156	2,604	1,246	47.86%
Medicare	37	609	291	47.86%
Employee Benefits-Retirement	338	3,811	2,706	71.00%
Unemployment	13	101	88	87.22%
Workers Comp Insurance	(27)	108	(7)	-6.31%
Total Salaries and Benefits	<u>9,333</u>	<u>114,805</u>	<u>78,323</u>	<u>68.22%</u>
Communications	-	750	286	38.17%
Travel	-	500	-	0.00%
Dues and Fees	144	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>144</u>	<u>4,000</u>	<u>1,162</u>	<u>29.05%</u>
City Manager				
Salaries & Wages	10,220	132,855	91,828	69.12%
Employee Benefits-Medical	608	7,956	5,328	66.97%
Employee Benefits-Dental	70	920	571	62.06%
Employee Benefits-ADD Life	25	147	110	75.00%
Employee Benefits-Disability	168	939	756	80.51%
FICA	633	8,237	5,684	69.01%
Medicare	148	1,926	1,329	69.03%
Employee Benefits-Retirement	1,039	12,054	8,310	68.94%
Unemployment	9	27	44	161.85%
Workers' Comp. Insurance	(22)	574	85	14.77%
Total Salaries and Benefits	<u>12,896</u>	<u>165,635</u>	<u>114,045</u>	<u>68.85%</u>
Communications	-	600	301	50.21%
Travel	-	500	199	39.70%
Dues and Fees	144	2,500	1,350	53.99%
Education and Training	229	1,000	229	22.90%
Other Expenditures	-	500	876	175.12%
General Supplies and Materials	-	1,000	36	3.56%
Total Operations	<u>373</u>	<u>6,100</u>	<u>2,990</u>	<u>49.01%</u>
City Clerk				
Salaries & Wages	10,086	152,218	90,885	59.71%
Employee Benefits-Medical	1,767	22,678	15,486	68.28%
Employee Benefits-Dental	99	1,297	922	71.05%
Employee Benefits-ADD Life	49	294	221	75.00%
Employee Benefits-Disability	184	934	826	88.44%
FICA	603	9,437	5,399	57.21%
Medicare	141	2,207	1,263	57.22%
Employee Benefits-Retirement	1,195	13,811	9,562	69.23%
Unemployment	17	53	87	164.87%
Workers' Comp. Insurance	(16)	426	64	14.92%
Total Salaries and Benefits	<u>14,126</u>	<u>203,355</u>	<u>124,713</u>	<u>61.33%</u>



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

	August 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	302	6,000	3,643	60.71%
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	551	-	551	100.00%
Software	-	5,195	-	0.00%
Total Operations	<u>853</u>	<u>42,445</u>	<u>6,254</u>	<u>14.73%</u>
Elections				
Advertising	218	1,500	218	14.56%
Intergovernmental - Elections	-	12,500	-	0.00%
Total Operations	<u>218</u>	<u>14,000</u>	<u>218</u>	<u>14.56%</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	12,962	167,073	93,956	56.24%
Employee Benefits-Medical	3,772	59,750	29,493	49.36%
Employee Benefits-Dental	99	2,759	717	25.99%
Employee Benefits-ADD Life	74	441	257	58.33%
Employee Benefits-Disability	226	692	819	118.31%
FICA	754	10,359	5,443	52.54%
Medicare	176	2,423	1,273	52.54%
Employee Benefits-Retirement	1,330	15,159	10,642	70.20%
Unemployment	17	80	123	153.16%
Workers' Comp. Insurance	(13)	428	67	15.62%
Total Salaries and Benefits	<u>19,398</u>	<u>259,164</u>	<u>142,789</u>	<u>55.10%</u>
Professional Services	-	5,000	-	0.00%
Professional Services - Audit	8,640	20,000	31,140	155.70%
Advertising/Promotions	543	1,000	1,151	115.12%
Printing and Binding	-	1,000	264	26.40%
Travel	-	-	199	100.00%
Dues and Fees-Bank Service Fees	563	5,250	11,234	213.98%
Education and Training	-	500	-	0.00%
Other Expenditures	-	100	35	35.00%
General Supplies and Materials	121	2,500	715	28.60%
General Supplies-Postage	335	7,500	3,617	48.22%
Gasoline/Diesel	-	100	-	0.00%
Small Equipment	1,279	500	4,292	858.48%
Total Operations	<u>11,481</u>	<u>43,450</u>	<u>52,647</u>	<u>121.17%</u>
Legal				
Professional Services - Legal	1,339	45,000	10,067	22.37%
Total Operations	<u>1,339</u>	<u>45,000</u>	<u>10,067</u>	<u>22.37%</u>



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

	August 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Salaries & Wages	4,144	53,881	37,320	69.26%
Employee Benefits-Medical	1,081	13,649	9,468	69.37%
Employee Benefits-Dental	70	920	629	68.41%
Employee Benefits-ADD Life	25	147	110	75.00%
Employee Benefits-Disability	75	431	339	78.77%
FICA	236	3,341	2,128	63.68%
Medicare	55	781	498	63.71%
Employee Benefits-Retirement	421	4,889	3,370	68.93%
Unemployment	9	27	44	161.85%
Workers' Comp. Insurance	(6)	138	20	14.49%
Total Salaries and Benefits	<u>6,110</u>	<u>78,204</u>	<u>53,926</u>	<u>68.96%</u>
Communications	-	750	312	41.57%
Dues and Fees	39	1,750	6,761	386.35%
Other Expenditures	-	100	-	0.00%
General Supplies and Materials	-	5,000	595	11.91%
Small Equipment	229	7,500	911	12.15%
Software	31,312	100,000	260,356	260.36%
Total Operations	<u>31,580</u>	<u>115,100</u>	<u>268,935</u>	<u>233.65%</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	3,453	55,702	27,050	48.56%
Employee Benefits-Medical	608	7,956	5,328	66.97%
Employee Benefits-Dental	29	377	263	69.76%
Employee Benefits-ADD Life	25	147	110	75.00%
Employee Benefits-Disability	52	300	236	78.63%
FICA	213	3,453	1,668	48.31%
Medicare	50	808	390	48.28%
Employee Benefits-Retirement	293	3,491	2,342	67.10%
Unemployment	10	53	46	87.49%
Workers' Comp. Insurance	(193)	5,708	869	15.22%
Total Salaries and Benefits	<u>4,540</u>	<u>77,995</u>	<u>38,303</u>	<u>49.11%</u>
Disposal - Garbage	30	500	241	48.16%
Pest Control	-	3,500	815	23.29%
Repairs and Maintenance	1,145	15,000	7,838	52.25%
Repairs and Maintenance - Vehicles	-	5,000	1,229	24.59%
Rental of Equipment	311	5,000	2,968	59.37%
Communications	1,050	10,000	7,785	77.85%
Dues and Fees	-	500	343	68.62%
Other Expenditures	-	500	1,993	398.57%
General Supplies and Materials	873	15,000	6,303	42.02%
Water and Sewer	113	2,500	805	32.19%
Natural Gas	1	5,000	1,084	21.69%
Electricity	2,280	10,000	9,610	96.10%
Gasoline and Diesel	204	1,750	1,137	64.97%
Small Equipment	384	5,370	899	16.75%



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

	August 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Software	66	3,500	414	11.84%
<i>Total Operations & Capital</i>	6,457	83,120	43,466	52.29%
 TOTAL GENERAL GOVERNMENT	 \$ 118,848	 \$ 1,666,873	 \$ 1,074,141	 64.44%
 <i>Municipal Court</i>				
Salaries & Wages	11,004	143,843	102,436	71.21%
Salaries & Wages - Overtime	-	1,000	590	58.99%
Employee Benefits-Medical	2,823	27,873	24,257	87.03%
Employee Benefits-Dental	169	1,840	1,493	81.11%
Employee Benefits-ADD Life	74	442	306	69.29%
Employee Benefits-Disability	181	615	788	128.05%
FICA	655	8,980	5,601	62.37%
Medicare	153	2,100	1,310	62.38%
Employee Benefits-Retirement	1,020	11,927	8,158	68.40%
Unemployment	29	106	146	137.70%
Workers' Compensation	(13)	371	56	15.22%
<i>Total Salaries and Benefits</i>	16,095	199,097	145,141	72.90%
 Professional Services - Public Defender	795	7,500	4,965	66.20%
Professional Services - Solicitor/Judge	9,750	65,000	62,392	95.99%
Repairs & Maintenance	-	2,500	-	0.00%
Rental of Equipment	99	1,750	1,032	58.97%
Communications	-	500	-	0.00%
Advertising	-	100	-	0.00%
Printing & Binding	-	1,000	251	25.10%
Travel	-	1,500	231	15.38%
Dues and Fees	-	750	148	19.78%
Education and Training	-	750	675	90.00%
Other Expenditures	-	1,000	98	9.76%
General Supplies and Materials	110	2,500	1,094	43.77%
General Supplies and Materials Postage	-	100	484	483.83%
Gasoline/Diesel	-	50	26	52.28%
Food Supplies	206	2,500	1,902	76.09%
Books and Periodicals-Code Books	-	250	-	0.00%
Small Equipment	2,047	2,500	3,482	139.26%
Software	3,375	25,000	14,794	59.18%
Other Supplies - Uniforms	-	250	-	0.00%
Intergovernmental - Inmate Housing	-	12,000	1,575	13.13%
<i>Total Operations</i>	16,383	127,500	93,148	73.06%
 TOTAL JUDICIAL	 \$ 32,477	 \$ 326,597	 \$ 238,289	 72.96%
 <i>Police Administration</i>				
Salaries & Wages	34,237	444,485	316,430	71.19%
Salaries & Wages-Overtime	29	6,000	29	0.49%
Employee Benefits-Medical	5,983	71,907	39,883	55.46%
Employee Benefits-Dental	408	4,811	3,060	63.61%
Employee Benefits-ADD Life	147	1,029	717	69.65%
Employee Benefits-Disability	604	3,357	2,769	82.47%
FICA	2,054	27,930	18,916	67.73%
Medicare	480	6,532	4,424	67.73%
Employee Benefits-Retirement	3,503	40,873	28,022	68.56%
Unemployment	66	186	314	168.64%
Workers' Compensation	(702)	18,662	2,770	14.84%



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

	August 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
<i>Total Salaries and Benefits</i>	<u>46,809</u>	<u>625,772</u>	<u>417,333</u>	<u>66.69%</u>
Professional Services	-	5,000	-	0.00%
Repair & Maintenance	-	1,000	-	0.00%
Repair & Maintenance-Vehicle	314	6,000	3,626	60.43%
Rental of Equipment	297	5,000	3,321	66.43%
Communications	-	4,250	2,080	48.93%
Advertising	-	1,000	-	0.00%
Printing and Binding	-	500	204	40.80%
Travel	1,076	4,000	3,510	87.75%
Dues and Fees	388	7,500	3,356	44.74%
Education and Training	-	6,000	1,660	27.67%
Other Expenditures	148	4,000	963	24.06%
General Supplies and Materials	1,429	7,500	1,985	26.47%
General Supplies - Postage	-	250	339	135.41%
Gasoline/Diesel	756	9,000	6,026	66.96%
Small Equipment	385	5,000	5,841	116.82%
Software	18	4,000	2,870	71.74%
Other Supplies - Uniforms	1,329	3,200	5,310	165.94%
<i>Total Operations and Capital</i>	<u>6,140</u>	<u>73,200</u>	<u>41,090</u>	<u>56.13%</u>
<i>Criminal Investigation Division</i>				
Salaries & Wages	17,526	227,117	158,676	69.87%
Salaries & Wages-Overtime	-	6,000	4,536	75.60%
Employee Benefits-Medical	3,436	55,745	37,905	68.00%
Employee Benefits-Dental	158	3,137	1,825	58.19%
Employee Benefits-ADD Life	98	588	428	72.81%
Employee Benefits-Disability	290	1,554	1,299	83.58%
FICA	1,056	14,453	9,707	67.16%
Medicare	247	3,380	2,270	67.16%
Employee Benefits-Retirement	1,732	21,151	13,856	65.51%
Unemployment	34	106	175	164.86%
Workers' Compensation	(421)	10,556	1,543	14.62%
<i>Total Salaries and Benefits</i>	<u>24,156</u>	<u>343,787</u>	<u>232,220</u>	<u>67.55%</u>
Repair & Maintenance-Vehicle	-	7,000	1,394	19.91%
Communications	-	2,500	1,041	41.64%
Printing and Binding	-	250	-	0.00%
Travel	58	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	280	6,000	2,402	40.03%
Small Equipment	196	5,500	3,714	67.53%
Software	799	2,000	999	49.94%
Other Supplies - Uniforms	48	1,000	1,932	193.18%
<i>Total Operations and Capital</i>	<u>1,381</u>	<u>30,800</u>	<u>13,827</u>	<u>44.89%</u>
<i>Vice</i>				
Salaries & Wages	3,684	53,089	35,899	67.62%
Salaries & Wages-Overtime	667	2,000	1,430	71.49%



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

	August 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Employee Benefits-Medical	612	14,722	8,319	56.51%
Employee Benefits-Dental	29	920	548	59.56%
Employee Benefits-ADD Life	25	147	110	75.00%
Employee Benefits-Disability	61	375	294	78.35%
FICA	263	3,416	2,166	63.41%
Medicare	61	799	507	63.40%
Employee Benefits-Retirement	406	4,998	3,245	64.93%
Unemployment	9	27	44	161.85%
Workers' Compensation	(101)	2,494	363	14.55%
Total Salaries and Benefits	<u>5,714</u>	<u>82,987</u>	<u>52,925</u>	<u>63.77%</u>
Repairs & Maintenance Vehicles	-	2,000	1,073	53.64%
Communications	-	750	-	0.00%
Dues and Fees	-	150	19	12.98%
Gasoline	143	2,000	1,135	56.75%
Total Operations and Capital	<u>143</u>	<u>4,900</u>	<u>2,227</u>	<u>45.46%</u>
Patrol				
Salaries & Wages	95,454	1,249,871	797,771	63.83%
Salaries & Wages-Overtime	4,329	52,000	51,969	99.94%
Employee Benefits-Medical	27,437	317,069	215,645	68.01%
Employee Benefits-Dental	1,571	15,777	12,179	77.19%
Employee Benefits-ADD Life	592	3,822	2,632	68.87%
Employee Benefits-Disability	1,501	9,051	6,738	74.45%
FICA	5,879	80,716	50,911	63.07%
Medicare	1,375	18,877	11,907	63.07%
Employee Benefits-Retirement	9,669	117,113	77,351	66.05%
Unemployment	221	718	1,174	163.53%
Workers' Compensation	(1,052)	58,949	12,402	21.04%
Total Salaries and Benefits	<u>146,975</u>	<u>1,923,963</u>	<u>1,240,679</u>	<u>64.49%</u>
Professional Services	-	750	3,656	487.46%
Repair & Maintenance	120	3,000	1,803	60.10%
Repair & Maintenance-Vehicle	6,336	45,000	39,060	86.80%
Communications	-	19,000	9,068	47.73%
Printing and Binding	-	500	214	42.84%
Travel	196	2,000	3,846	192.31%
Dues and Fees	160	1,500	459	30.58%
Education & Training	-	12,000	660	5.50%
Contract Labor	-	1,000	875	87.50%
Other Expenditures	-	7,000	2,342	33.46%
General Supplies and Materials	-	6,000	2,661	44.36%
Weapons Supplies & Ammunition	-	-	3,695	100.00%
Gasoline and Diesel	6,367	80,000	44,914	56.14%
Small Equipment	-	10,000	7,850	78.50%
Software	-	20,000	14,390	71.95%
Other Supplies - Uniforms	6,284	30,000	32,675	108.92%
Total Operations and Capital	<u>19,463</u>	<u>237,750</u>	<u>168,168</u>	<u>70.73%</u>
Police Training				
Salaries & Wages	3,789	55,348	35,614	64.35%
Salaries & Wages-Overtime	-	2,000	548	27.42%
Employee Benefits-Medical	-	7,956	-	0.00%



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

	August 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Employee Benefits-Dental	-	377	-	0.00%
Employee Benefits-ADD Life	25	147	86	58.33%
Employee Benefits-Disability	68	375	304	81.10%
FICA	235	3,556	2,242	63.05%
Medicare	55	832	524	63.02%
Employee Benefits-Retirement	406	5,203	3,245	62.38%
Unemployment	9	27	44	161.81%
Workers' Compensation	(105)	2,597	378	14.55%
Total Salaries and Benefits	<u>4,480</u>	<u>78,418</u>	<u>42,986</u>	<u>54.82%</u>
Repair & Maintenance	-	2,000	93	4.63%
Repair & Maintenance-Vehicle	183	2,000	937	46.87%
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	-	3,000	1,031	34.38%
Weapons Supplies & Ammunition	-	65,000	25,275	38.88%
Gasoline and Diesel	124	2,000	983	49.15%
Other Supplies - Uniforms	-	300	240	80.00%
Intergovernmental	-	5,000	5,000	100.00%
Total Operations and Capital	<u>307</u>	<u>85,300</u>	<u>34,634</u>	<u>40.60%</u>
Police Stations and Buildings				
Disposal-Garbage/Recycle	90	1,500	787	52.49%
Pest Control	-	1,000	545	54.50%
Repairs and Maintenance	-	12,500	10,854	86.83%
Communications	1,050	9,500	7,456	78.48%
General Supplies and Materials	370	5,000	2,314	46.27%
Water/Sewer	427	5,000	4,275	85.51%
Electricity	1,924	15,000	8,257	55.05%
Small Equipment	768	500	1,636	327.16%
Software	99	3,500	777	22.21%
Total Operations	<u>4,727</u>	<u>53,500</u>	<u>36,901</u>	<u>68.97%</u>
Probation				
Salaries & Wages	3,766	46,800	33,680	71.97%
Employee Benefits-Medical	612	7,956	4,714	59.24%
Employee Benefits-Dental	29	377	205	54.25%
Employee Benefits-ADD Life	25	147	98	66.67%
Employee Benefits-Disability	66	354	197	55.53%
FICA	230	2,902	2,058	70.92%
Medicare	54	679	481	70.89%
Employee Benefits-Retirement	377	4,246	3,015	71.01%
Unemployment	9	27	44	161.78%
Workers' Compensation	(87)	2,119	307	14.48%
Total Salaries and Benefits	<u>5,079</u>	<u>65,607</u>	<u>44,798</u>	<u>68.28%</u>
Communications	-	500	276	55.21%
Travel	-	250	-	0.00%
Dues and Fees	-	300	107	35.76%
General Supplies and Materials	-	300	56	18.50%
Small Equipment	-	-	811	100.00%



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

	August 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Software	250	-	2,000	100.00%
Other Supplies - Uniforms	-	-	18	100.00%
<i>Total Operations and Capital</i>	<u>250</u>	<u>1,350</u>	<u>3,268</u>	<u>242.04%</u>
<i>Fire Services</i>				
Intergovernmental-Fire Services	-	1,957,356	1,957,356	100.00%
Total Fire Services	<u>-</u>	<u>1,957,356</u>	<u>1,957,356</u>	<u>100.00%</u>
TOTAL PUBLIC SAFETY	<u>\$ 265,623</u>	<u>\$ 5,564,690</u>	<u>\$ 4,288,412</u>	<u>77.06%</u>
<i>Highways and Streets</i>				
Professional Services-Engineering	-	7,500	2,000	26.67%
Disposal-Garbage/Recycling	95	1,250	756	60.51%
Lawn Care	43	1,000	172	17.22%
Pest Control	135	500	540	108.00%
Repairs & Maintenance	3,510	63,314	17,441	27.55%
Repairs & Maintenance-Vehicles	3,149	6,000	5,725	95.41%
Rental of Equipment	109	2,500	744	29.75%
Contract Labor	34,848	418,176	278,101	66.50%
Other Expenditures	-	250	-	0.00%
General Supplies and Materials	-	3,000	5	0.18%
Electricity	330	3,500	2,477	70.77%
Gasoline/Diesel	624	5,000	3,395	67.90%
Small Equipment	-	2,500	-	0.00%
<i>Total Operations</i>	<u>42,842</u>	<u>514,490</u>	<u>311,357</u>	<u>60.52%</u>
<i>Street Lights</i>				
Electricity-Street Lights	9,440	100,000	73,019	73.02%
Total Street Lights	<u>9,440</u>	<u>100,000</u>	<u>73,019</u>	<u>73.02%</u>
<i>Traffic Lights</i>				
Electricity-Traffic Lights	160	2,000	1,578	78.92%
Total Traffic Lights	<u>160</u>	<u>2,000</u>	<u>1,578</u>	<u>78.92%</u>
<i>Tree Commission</i>				
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	-	500	-	0.00%
<i>Total Operations</i>	<u>-</u>	<u>25,500</u>	<u>-</u>	<u>0.00%</u>
TOTAL PUBLIC WORKS	<u>\$ 52,442</u>	<u>\$ 641,990</u>	<u>\$ 385,954</u>	<u>60.12%</u>
<i>Culture and Recreation</i>				
Intergovernmental-Sequoyah Regional	-	4,000	4,000	100.00%
TOTAL CULTURE AND RECREATION	<u>\$ -</u>	<u>\$ 4,000</u>	<u>\$ 4,000</u>	<u>100.00%</u>



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

	August 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
<i>Building Inspections</i>				
Salaries & Wages	15,230	198,064	137,216	69.28%
Overtime	-	1,000	-	0.00%
Employee Benefits-Medical	2,375	55,745	20,685	37.11%
Employee Benefits-Dental	158	2,594	1,418	54.68%
Employee Benefits-ADD Life	81	588	364	61.88%
Employee Benefits-Disability	277	1,556	1,248	80.20%
FICA	920	12,342	8,292	67.18%
Medicare	215	2,886	1,939	67.19%
Employee Benefits-Retirement	1,579	18,061	15,223	84.29%
Unemployment	34	106	183	172.42%
Workers' Compensation	(99)	3,404	3,034	89.14%
<i>Total Salaries and Benefits</i>	20,771	296,346	189,602	63.98%
Professional Services-Engineering	7,979	50,000	48,344	96.69%
Professional Services-Legal	831	7,500	4,713	62.84%
Technical Services - Planning	-	25,000	-	0.00%
Repairs & Maintenance	-	1,000	-	0.00%
Repairs & Maintenance - Vehicles	912	3,000	1,436	47.88%
Communications	-	5,000	1,667	33.34%
Advertising -Promotions	-	1,500	1,183	78.89%
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	1,875	10,000	18,000	180.00%
Other Expenditures	(12)	750	(12)	-1.66%
General Supplies and Materials	10	1,000	168	16.84%
General Supplies - Postage	-	100	-	0.00%
Gasoline/Diesel	237	4,000	2,044	51.09%
Books and Periodicals-Code Books	-	250	-	0.00%
Small Equipment	489	2,000	1,300	64.99%
Other Supplies - Uniforms	-	250	-	0.00%
<i>Total Operations</i>	12,320	123,100	81,004	65.80%
<i>Planning and Zoning</i>				
Salaries & Wages	8,577	115,103	80,903	70.29%
Employee Benefits-Medical	1,600	27,873	14,610	52.42%
Employee Benefits-Dental	68	920	644	70.04%
Employee Benefits-ADD Life	62	294	235	79.85%
Employee Benefits-Disability	206	872	850	97.48%
FICA	498	7,136	4,716	66.08%
Medicare	117	1,669	1,105	66.22%
Employee Benefits-Retirement	569	10,443	4,551	43.58%
Unemployment	24	53	107	201.02%
Workers' Compensation	(442)	4,558	(1,204)	-26.42%
<i>Total Salaries and Benefits</i>	11,278	168,921	106,517	63.06%
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	275	15,000	14,013	93.42%



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

	August 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Printing & Binding	-	250	-	0.00%
Travel	-	2,500	521	20.86%
Dues and Fees	-	2,500	1,038	41.53%
Education and Training	-	1,500	55	3.67%
Planning & Zoning Meeting Fees	(49)	3,000	1,225	40.83%
Other Expenditures	-	500	102	20.31%
General Supplies and Materials	58	1,500	106	7.06%
Gasoline & Diesel	-	500	-	0.00%
Small Equipment	489	1,500	616	41.07%
Total Operations	<u>773</u>	<u>39,000</u>	<u>18,007</u>	<u>46.17%</u>
Main Street Program				
Salaries and Wages	5,480	50,665	49,446	97.59%
Overtime	-	1,000	-	0.00%
Employee Benefits - Medical	1,083	13,649	9,493	69.55%
Employee Benefits - Dental	29	377	263	69.76%
Employee Benefits - Add Life	25	147	110	75.00%
Employee Benefits - Disability	100	405	449	110.80%
FICA	329	3,203	2,969	92.70%
Medicare	77	749	694	92.72%
Employee Benefits - Retirement	396	4,688	3,167	67.56%
Unemployment	9	27	44	161.89%
Workers Comp Insurance	(9)	223	32	14.48%
Total Salaries and Benefits	<u>7,518</u>	<u>75,133</u>	<u>66,667</u>	<u>88.73%</u>
Communications	-	750	270	35.93%
Advertising	-	500	-	0.00%
Travel	-	1,000	-	0.00%
Dues and Fees	144	1,600	959	59.95%
Education and Training	-	1,000	150	15.00%
Contract Labor	-	7,500	1,685	22.47%
Supplies - Special Events	-	15,000	4,798	31.99%
Small Equipment	426	-	426	100.00%
Software	-	1,000	-	0.00%
Payments to Other Agencies	-	5,000	-	0.00%
Total Operations	<u>571</u>	<u>33,350</u>	<u>8,288</u>	<u>24.85%</u>
Intergovernmental				
Intergovernmental - COED	-	10,000	3,000	30.00%
Payments to Others	121,418	-	121,418	100.00%
Total Intergovernmental	<u>-</u>	<u>10,000</u>	<u>124,418</u>	<u>30.00%</u>
TOTAL HOUSING AND DEVELOPMENT	<u>\$ 53,231</u>	<u>\$ 745,850</u>	<u>\$ 594,503</u>	<u>79.71%</u>
TOTAL GENERAL FUND EXPENDITURES	<u>\$ 522,621</u>	<u>\$ 8,950,000</u>	<u>\$ 6,585,299</u>	<u>73.58%</u>



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

	August 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	5	20.44%
TOTAL REVENUES	\$ 1	\$ 215,000	\$ 96,408	44.84%
EXPENDITURES:				
Payments to Other Agencies-FOCUS	7,743	215,000	84,379	39.25%
TOTAL EXPENDITURES	\$ 7,743	\$ 215,000	\$ 84,379	39.25%



Parks & Recreation Fund
As of August 31, 2020

REVENUES:	August 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Alcoholic Bev Excise Tax Beer & Wine	25,198	244,000	192,326	78.82%
Alcoholic Bev Excise Tax Liquor	10,034	85,000	71,325	83.91%
Local Option Mixed Drink Tax	4,878	45,000	28,203	62.67%
Penalties and Interest	-	250	-	0.00%
Bad Check Fees	-	50	-	0.00%
Interest Revenue	29	200	62	30.90%
Rents and Royalties	1,622	15,000	4,841	32.27%
Prior Year Fund Balance	-	500	-	0.00%
TOTAL REVENUES	\$ 41,761	\$ 390,000	\$ 296,756	76.09%
EXPENDITURES:				
Disposal - Garbage Depot	51	1,000	411	41.11%
Pest Control - Depot	90	750	450	60.00%
Repairs & Maintenance - Depot	-	30,000	351	1.17%
Communications	277	1,500	1,238	82.51%
General Supplies - Depot	-	2,000	(825)	-41.25%
Water/Sewer - Depot	11	750	82	10.97%
Natural Gas - Depot	109	1,500	1,098	73.21%
Electricity - Depot	506	5,000	1,781	35.61%
Small Equipment - Depot	384	1,500	554	36.93%
Disposal - Garbage Parks	51	750	411	54.82%
Lawn Care	1,121	9,000	4,723	52.47%
Pest Control - Parks	-	1,000	445	44.50%
Repairs & Maintenance - Parks	5,230	25,000	14,901	59.60%
Rental - Equipment & Land	-	1,250	-	0.00%
Dues and Fees	-	500	363	72.60%
Contract Labor	3,075	50,000	29,125	58.25%
General Supplies and Materials - Parks	74	1,500	321	21.42%
Water/Sewer - Parks	769	5,000	3,655	73.10%
Electricity - Parks	84	1,500	655	43.66%
Small Equipment - Parks	-	500	-	0.00%
Capital Outlay - Site Improvements	-	250,000	-	0.00%
TOTAL EXPENDITURES	\$ 11,833	\$ 390,000	\$ 59,739	15.32%



Hotel/Motel Tax Fund
As of August 31, 2020

	August 2020	2020 Annual	YTD	% of Annual
REVENUES:	Transactions	Budget	Transactions	Budget
Hotel/Motel Taxes	374	4,995	1,999	40.02%
Interest Revenue	0	5	2	32.80%
TOTAL REVENUES	\$ 374	\$ 5,000	\$ 2,001	40.02%
EXPENDITURES:				
Advertising/Promotions	-	5,000	540	10.80%
TOTAL EXPENDITURES	\$ -	\$ 5,000	\$ 540	10.80%



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

	August 2020	2020 Annual	YTD	% of Annual
REVENUES:	Transactions	Budget	Transactions	Budget
Proceeds from General Long-term E	282,647	3,000,000	5,059,227	168.64%
TOTAL REVENUES	\$ 282,647	\$ 3,000,000	\$ 5,059,227	168.64%
EXPENDITURES:				
Issuance Costs	-	-	(10)	100.00%
Transfer to Town Center Fund	282,647	3,000,000	5,059,237	168.64%
TOTAL EXPENDITURES	\$ 282,647	\$ 3,000,000	\$ 5,059,227	168.64%



SPLOST III Fund
As of August 31, 2020

	August 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	8	450	63	14.05%
TOTAL REVENUES	\$ 8	\$ 275,000	\$ 6,027	2.19%
EXPENDITURES:				
Capital Outlay-Infrastructure	-	275,000	-	0.00%
TOTAL EXPENDITURES	\$ -	\$ 275,000	\$ -	0.00%



SPLOST IV Fund
As of August 31, 2020

	August 2020	2020 Annual	YTD	% of Annual
REVENUES:	Transactions	Budget	Transactions	Budget
Special Assessments	1,050	-	1,050	100.00%
Interest Revenue	2	150	28	18.67%
Prior Year Fund Balance	-	69,850	-	0.00%
TOTAL REVENUES	\$ 1,052	\$ 70,000	\$ 1,078	1.54%
EXPENDITURES:				
Capital Outlay-Infrastructure	-	70,000	-	0.00%
TOTAL EXPENDITURES	\$ -	\$ 70,000	\$ -	0.00%



SPLOST V Fund
As of August 31, 2020

REVENUES:	August 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
SPLOST V Revenue	160,110	1,500,000	1,240,741	82.72%
Grant Revenue-LMIG	-	150,065	150,066	100.00%
Grant Revenue-SRTA	-	1,500,000	-	0.00%
Grant Revenue-TIP	-	1,604,167	-	0.00%
Grant Revenue-LCI Phase II	-	-	116,110	100.00%
Assessments - Roads	-	-	20,000	100.00%
Interest Revenue	67	500	321	64.14%
Prior Year Fund Balance	-	211,183	-	0.00%
Proceeds from SRTA Loan	-	3,590,450	-	0.00%
TOTAL REVENUES	\$ 160,177	\$ 8,556,365	\$ 1,527,237	17.85%
EXPENDITURES:				
Capital Outlay-Public Safety Equipment	-	200,000	1,148	0.57%
Capital Outlay-Police Cars	8,705	205,000	33,664	16.42%
Capital Outlay-Sites	-	-	11	100.00%
Capital Outlay-Infrastructure	84,934	626,870	323,077	51.54%
Capital Outlay-HOTL Pedestrian	-	-	451	100.00%
Capital Outlay-Industrial Connector	-	1,925,000	105	0.01%
Capital Outlay-HS Pkwy Phase	2,387	-	258,836	100.00%
Capital Outlay-HS Pkwy Phase II	1,401	5,599,495	5,641	0.10%
Capital Outlay-TCP Road Net	505	-	505	100.00%
Capital Outlay-LCI Phase II	-	-	2,228	100.00%
Capital Outlay - HS Pkwy Sidewalk	-	-	1,359	100.00%
Capital Outlay - Hickory Sidewalk	30,131	-	128,016	100.00%
Capital Outlay - Palm Street Sidewalk	30,956	-	72,550	100.00%
TOTAL EXPENDITURES	\$ 159,020	\$ 8,556,365	\$ 827,591	9.67%



Town Center Fund
As of August 31, 2020

Revenues	August 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Interest Revenue	32	103	226	219.10%
Prior Year Fund Balance	-	351,497	-	0.00%
Transfer from URA	282,647	3,000,000	5,059,237	168.64%
TOTAL REVENUES	\$ 282,679	\$ 3,351,600	\$ 5,059,463	150.96%

Expenditures				
Advertising	-	-	62	100.00%
Professional Services	-	350,000	34,870	9.96%
Capital Outlay - Sites	-	1,000,000	559,430	55.94%
Capital Outlay - Site Improvements	186,848	325,000	654,533	201.39%
Capital Outlay - Buildings	-	-	2,087,244	100.00%
Capital Outlay - TCP Road Network	163,905	1,676,600	2,138,568	127.55%
TOTAL EXPENDITURES	\$ 350,753	\$ 3,351,600	\$ 5,474,708	163.35%



Debt Service Fund
As of August 31, 2020

Revenues	August 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Interest	149	-	1,367	100.00%
Prior Year Fund Balance	-	516,319	-	0.00%
TOTAL REVENUES	\$ 149	\$ 516,319	\$ 1,367	0.26%
Expenditures				
Debt Service - Bond Principal HSPRA	-	311,206	154,926	49.78%
Debt Service - Bond Interest HSPRA	-	47,530	24,442	51.43%
Debt Service - Bond Interest URA	-	157,583	82,556	52.39%
TOTAL EXPENDITURES	\$ -	\$ 516,319	\$ 261,924	50.73%



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

REVENUES:	August 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Stormwater Utility Fees	-	349,500	14,125	4.04%
Interest Revenue	61	500	430	85.92%
TOTAL REVENUES	\$ 61	\$ 350,000	\$ 14,555	4.16%
EXPENSES:				
Salaries & Wages	3,950	47,390	31,600	66.68%
Employee Benefits - Medical Insurance	666	7,956	5,307	66.70%
Employee Benefits - Dental Insurance	31	377	248	65.78%
Employee Benefits - Disability	22	261	176	67.43%
Employee Benefits - ADD Life	12	147	96	65.31%
FICA	245	2,938	1,960	66.71%
Medicare	57	687	456	66.38%
Employee Benefits - Retirement	729	4,300	3,235	75.22%
Unemployment	2	27	16	59.26%
Workers Comp Insurance	230	2,756	1,840	66.76%
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	7,979	100,000	71,291	71.29%
Repairs & Maintenance	-	95,000	1,254	1.32%
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	-	2,000	1,294	64.70%
Contract Labor	2,880	46,500	9,760	20.99%
General Supplies & Materials	-	1,500	-	0.00%
General Supplies - Postage	-	424	32	7.44%
Water/Sewer	-	5,000	-	0.00%
Gasoline & Diesel	139	4,000	1,102	27.54%
Small Equipment	63	1,500	473	31.51%
Other Supplies	-	1,000	339	33.93%
Contingency	-	3,500	-	0.00%
TOTAL EXPENSES	\$ 17,004	\$ 350,000	\$ 143,591	41.03%



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

Revenues	August 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Business & Occupation Licenses	-	50,586	50,586	100.00%
Alcohol Beverage Licenses	1,250	25,000	11,000	44.00%
Alcohol Pouring Permits	100	5,000	1,345	26.90%
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	13	25.60%
TOTAL REVENUES	\$ 1,352	\$ 111,961	\$ 78,750	70.34%

Expenditures				
Salaries & Wages	5,480	50,665	49,446	97.59%
Overtime	-	1,000	-	0.00%
Employee Benefits - Medical	1,083	13,649	9,493	69.55%
Employee Benefits- Dental	29	377	263	69.76%
Employee Benefits-Add Life	25	147	110	75.00%
Employee Benefits-Disability	100	405	449	110.80%
FICA	329	2,640	2,969	112.46%
Medicare	77	749	694	92.72%
Employee Benefits-Retirement	396	4,688	3,167	67.56%
Unemployment	9	27	44	161.89%
Workers Comp Insurance	(9)	223	32	14.48%
Communications	-	750	270	35.93%
Advertising	-	500	-	0.00%
Travel	-	1,000	-	0.00%
Dues and Fees	144	1,600	959	59.95%
Education and Training	-	1,000	150	15.00%
Contract Labor	-	7,500	1,685	22.47%
Supplies-Special Events	-	15,000	4,798	31.99%
Small Equipment	426	-	426	100.00%
Software	-	1,000	-	0.00%
Payments to Other Agencies	-	5,000	-	0.00%
TOTAL EXPENDITURES	\$ 8,089	\$ 107,920	\$ 74,955	69.45%



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

Revenues	August 2020 Transactions	2020 Annual Budget	YTD Transactions	% Variance
Development Fees/Recompense	-	25,450.00	-	0.00%
Interest Revenue	0.03	50.00	0.24	0.48%
TOTAL REVENUES	\$ 0.03	\$ 25,500.00	\$ 0.24	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%

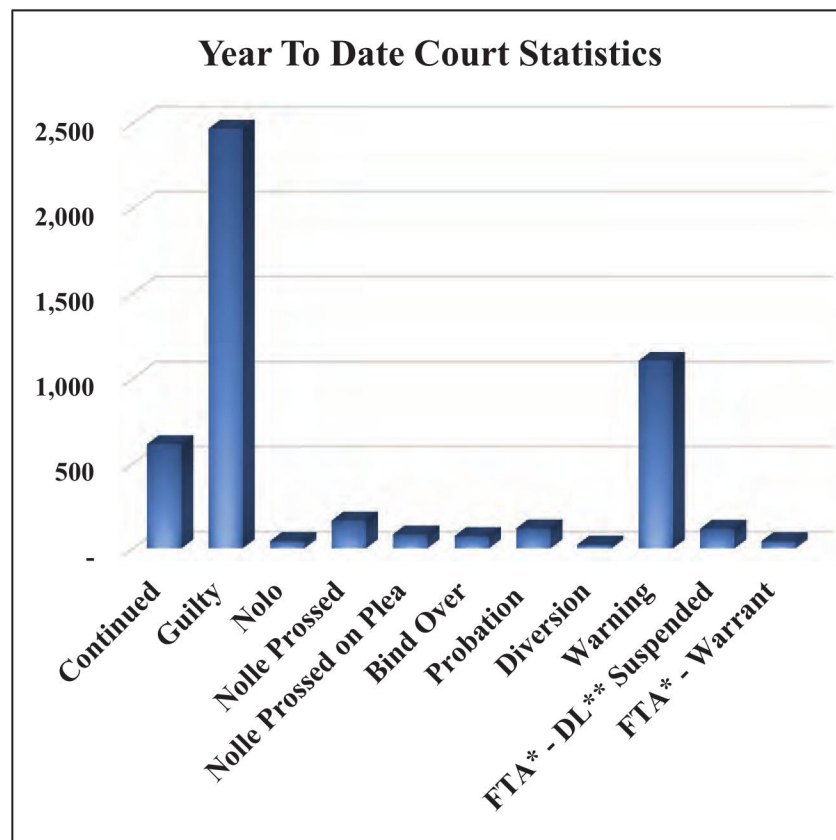


City of Holly Springs Court Statistics 2020 Year to Date

	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Continued	130	170	65	-	1	97	75	73	-	-	-	-	611
Guilty	585	685	183	36	22	270	351	335	-	-	-	-	2,467
Nolo	6	12	1	-	-	8	9	6	-	-	-	-	42
Nolle Prossed	37	34	6	-	4	29	31	22	-	-	-	-	163
Nolle Prossed on Plea	13	18	10	-	3	17	10	10	-	-	-	-	81
Bind Over	17	17	2	2	3	16	10	5	-	-	-	-	72
Probation	18	39	14	-	1	19	11	15	-	-	-	-	117
Diversion	5	8	3	-	-	4	-	1	-	-	-	-	21
Warning	82	135	59	12	152	111	258	294	-	-	-	-	1,103
FTA* - DL** Suspended	5	29	35	5	6	3	10	22	-	-	-	-	115
FTA* - Warrant	6	8	10	-	-	8	6	3	-	-	-	-	41
	904	1,155	388	55	192	582	771	786	-	-	-	-	4,833

* Failure to Appear

** Driver's License

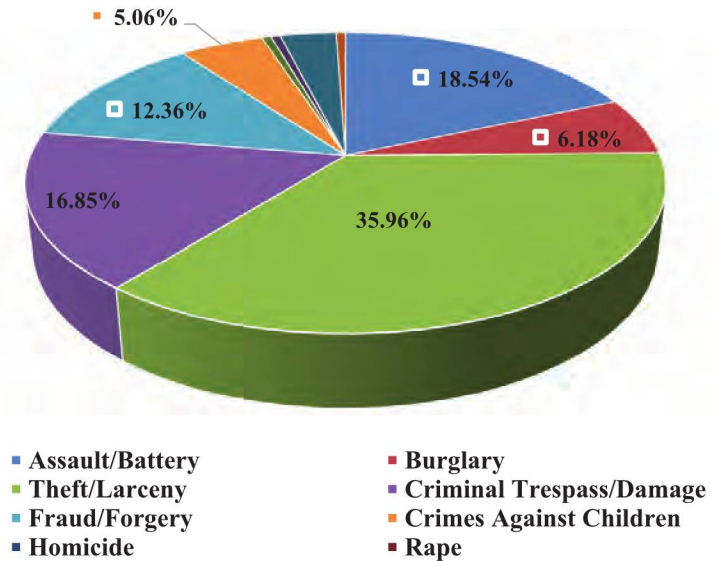




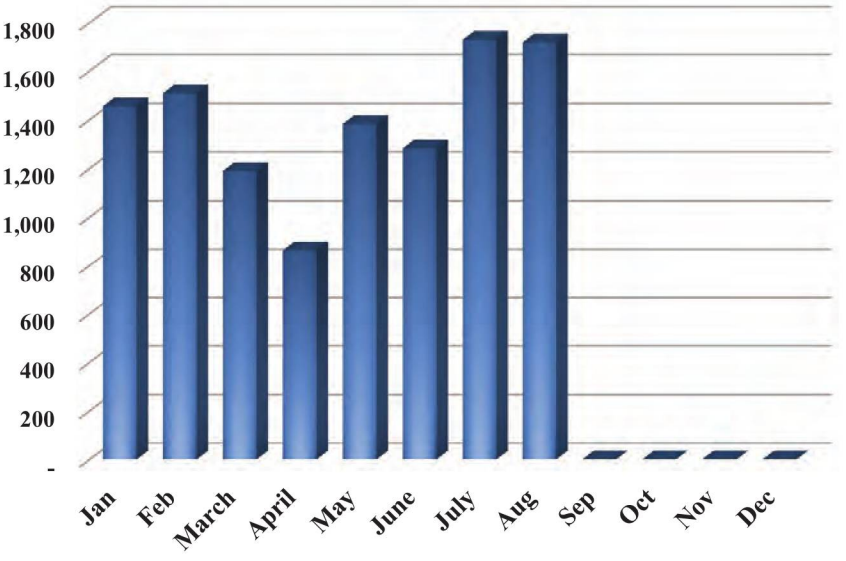
City of Holly Springs Police Statistics 2020 Year to Date

	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Assault/Battery	3	2	5	-	2	11	5	5	-	-	-	-	33
Burglary	-	-	2	4	3	-	-	2	-	-	-	-	11
Theft/Larceny	15	6	7	10	9	9	2	6	-	-	-	-	64
Criminal Trespass/Damage	4	10	-	7	-	3	3	3	-	-	-	-	30
Fraud/Forgery	4	4	1	3	3	3	2	2	-	-	-	-	22
Crimes Against Children	-	2	-	-	1	4	2	-	-	-	-	-	9
Homicide	-	-	-	-	-	-	-	-	-	-	-	-	-
Rape	-	-	-	-	-	-	-	-	-	-	-	-	-
Robbery	-	-	-	-	-	-	-	1	-	-	-	-	1
Arson	-	-	-	-	-	-	-	1	-	-	-	-	1
Motor Vehicle Theft	3	1	1	-	-	1	-	-	-	-	-	-	6
Sex Crimes	-	-	-	-	-	-	-	1	-	-	-	-	1
	29	25	16	24	18	31	14	21	-	-	-	-	178
Calls for Service	1,454	1,507	1,189	862	1,382	1,281	1,729	1,718	-	-	-	-	11,122

Year To Date Police Statistics



Year To Date Calls for Service





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

Description	Aug-20
Pot Hole Repair	3
Tree Service Work	2
ROW Mowing	26
Dead Animal Pick Up	4
Street Sweeping	0
Road Salting	0
Sign Maintenance	6
Traffic Signals	4
Equipment Maintenance	5
Misc. Work Orders	11
PARKS	
J.B. Owens	16
Barrett Park	15
J.C. Mullins	13
Monthly Totals	105

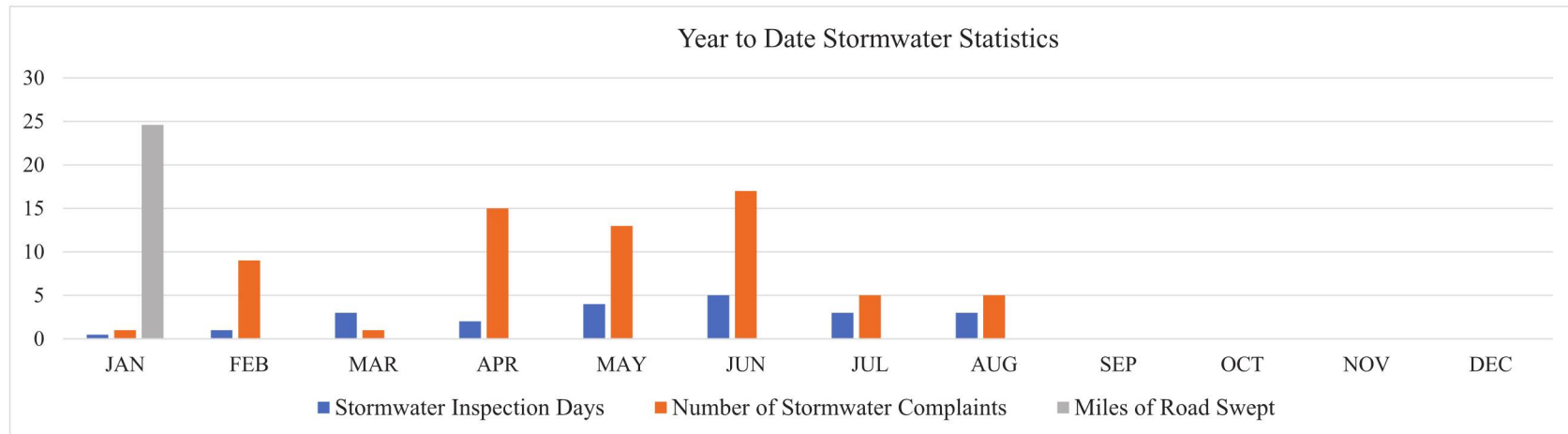
Notes:

- 1) We are now giving Zach Arnold a daily recap of what is being done.
- 2) This new system will insure we are able to meet the demands of the job.
- 3)
- 4)
- 5)
- 6)



City of Holly Springs Stormwater Statistics 2020 Year to Date

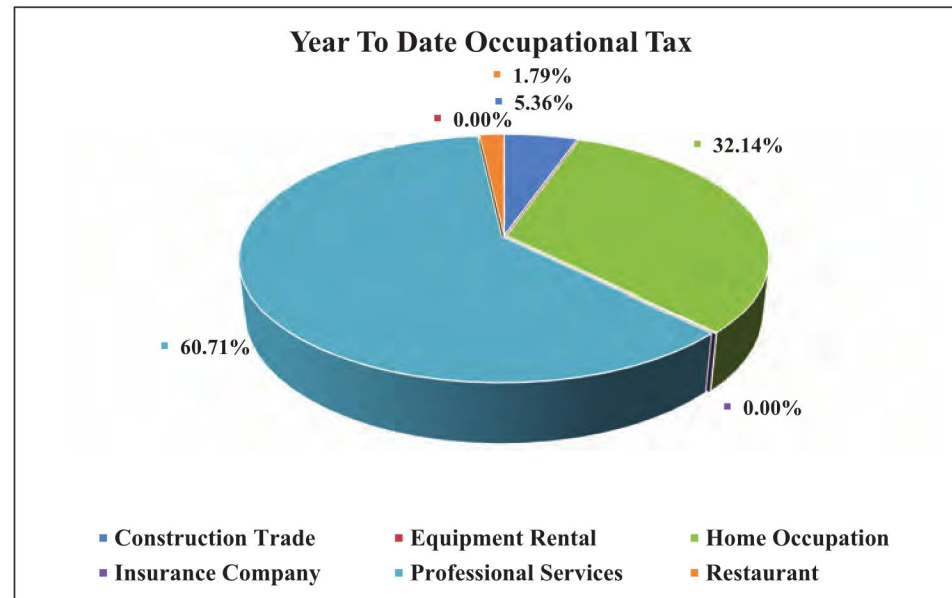
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Stormwater Inspection Days	0.5	1	3	2	4	5	3	3					18.5
Number of Stormwater Complaints	1	9	1	15	13	17	5	5					61
Miles of Road Swept	24.6	0	0	0	0	0	0	0					24.6





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	-	-	-	-	3	5.36%
Equipment Rental	-	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
Home Occupation	-	5	1	2	3	4	2	1	-	-	-	-	18	32.14%
Insurance Company	-	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
Professional Services	7	3	5	1	6	6	2	4	-	-	-	-	34	60.71%
Restaurant	1	-	-	-	-	-	-	-	-	-	-	-	1	1.79%
	8	8	6	3	10	10	5	6	-	-	-	-	56	100.00%





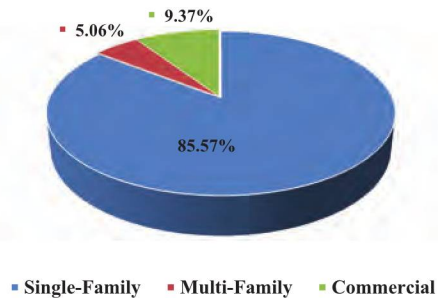
City of Holly Springs
Building Permits and Certificates of Occupancy
2020 Year to Date

	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Single-Family													
Houses	18	42	46	26	7	16	26	30					211
Accessory Structures			1	3	6	8	11	1					30
Additions		1		1				7					9
Basement Buildouts	1	1	1	2	1	3	1	2					12
Mechanical	3	5	3	1	2	2	1	3					20
Plumbing		1	1				1	2					5
Electrical	1	1	2	1	2	2	2	1					12
Miscellaneous	4	12		3	6	2	8	4					39
Certificates of Completion	1	1	9		1	4	9	7					32
Certificates of Occupancy	31	28	30	33	26	27	28	27					230
Multi-Family													
Townhomes					5	4	5	6					20
Apartments													0
Misc-Multi Family													0
Certificates of Occupancy	8	3											11
Commercial													
New Structures	1						1						2
Addition-C				1									1
Tenant Build Outs	1	1	1	2		1		1					7
Accessory Structures					1								1
Mechanical	2												2
Plumbing			1										1
Electrical	1	2	2			1		1					7
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

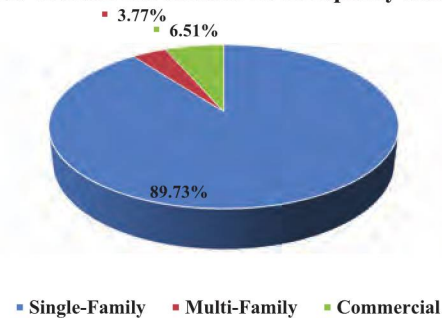
Permits		
Single-Family	338	85.57%
Multi-Family	20	5.06%
Commercial	37	9.37%
	395	100.00%

CO's		
Single-Family	262	89.73%
Multi-Family	11	3.77%
Commercial	19	6.51%
	292	100.00%

Year To Date Permits Issued



Year To Date Certificates of Occupancy Issued





Cherokee Fire & Emergency Services



2019 Annual Report

A Class 2/2Y Fire Department

**At the end of the day,
courage is at the heart of what it takes
to be a successful firefighter.**

**As a firefighter,
your job is to put the safety of citizens
ahead of everything else,
including your own safety and well-being.**

**In a fire emergency,
you are the only hope for the citizens in mortal danger.**

**If you don't save them, nobody will,
and only the most courageous among us
are fit for that sort of responsibility.**





Harry Johnston
Chairman

Cherokee County Leadership Team



Jerry Cooper
County Manager



Steven West
Commissioner
District 1



Ray Gunnin
Commissioner
District 2



Benny Carter
Commissioner
District 3



Corey Ragsdale
Commissioner
District 4

Serving a citizenry of over 250,000 people, whom reside in a land area of over 424 square miles in one of the fastest growing counties in the United States.



1130 Bluffs Parkway



"Where Metro Meets the Mountains"

Fire Department Leadership Team



Tim Prather
Fire Chief



Eddie Robinson
Assistant Fire Chief



Shane West
Division Chief
Field Operations



Dean Floyd
Division Chief
Community Risk Reduction



Jill Mabley, M.D.
Medical Director



Nathan Sullivan
EMS Chief



Scott Deal
Training Chief

Your leadership team commands over 435 trained and dedicated professionals throughout 27 fire stations.

MISSION STATEMENT

It is the “Mission” of Cherokee County Fire & Emergency Services to preserve life and property, promote public safety and foster economic growth through leadership, management and actions as an all risk life safety response provider.



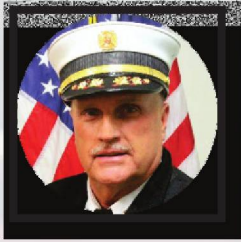
VISION STATEMENT

Cherokee Fire & Emergency Services is committed to providing a superior level of emergency services to the citizens we serve. We will do this by continuing to embrace new technologies, new techniques, national standards and modern research. This will provide for the most successful methods, highest degree of effective results and greatest loss reduction with the utmost safety of our personnel and community. We will continue to foster relationships with internal and external stakeholders to be recognized as a progressive fire service leader and eventually be an accredited organization highly responsive to our community's need.

Core Values

- **Integrity:** We live according to a code of conduct that governs our behavior both on and off the job.
- **Honesty:** Honest, forthright and truthful in all dealings, demonstrating personal integrity.
- **Respect:** We always treat others as we desire to be treated.
- **Responsible:** Trusted to do what is right or to do the things that are expected or required, important duties or decisions we are trusted to do.
- **Service Oriented:** Above all else, we realize that we are here to meet the needs of the public.
- **Commitment:** A promise to do or give something, to be loyal to someone or something, the attitude of working hard to do or support something.
- **Professionalism:** Skills, good judgement and polite behavior that is expected from a person who is trained to do a job well.





It is always a humbling moment when it comes time to write this message. Writing this reminds me that another year has passed us by...and it seems to go more quickly each year. This will be my 9th annual report presented to you since first becoming your Fire Chief. So once again, I am proud to submit my 2019 Annual Report to you and am sincerely grateful for the opportunity.

2019 was another year of increased demand for services for Cherokee Fire. This increase was apparent in the number of total incidents which included EMS incidents, ambulance transports and a surprisingly significant surge in the number of total structure fires. It is safe to say that this increase in service calls is parallel to the continued growth rate of Cherokee County.

A major accomplishment for our department in 2019 was obtaining accreditation for the Paramedic Training Program. This was a three-year process that involved many dedicated employees and countless hours of work to accomplish this goal. This was a huge project that allows us to train and deploy more paramedics with quality instruction and will help overcome attrition.

Another notable achievement for the department was awarding the contract and beginning construction on the North Canton Fire Station. Many community residents are anxious to see this new station open and operational, which should be achieved by September of 2020.

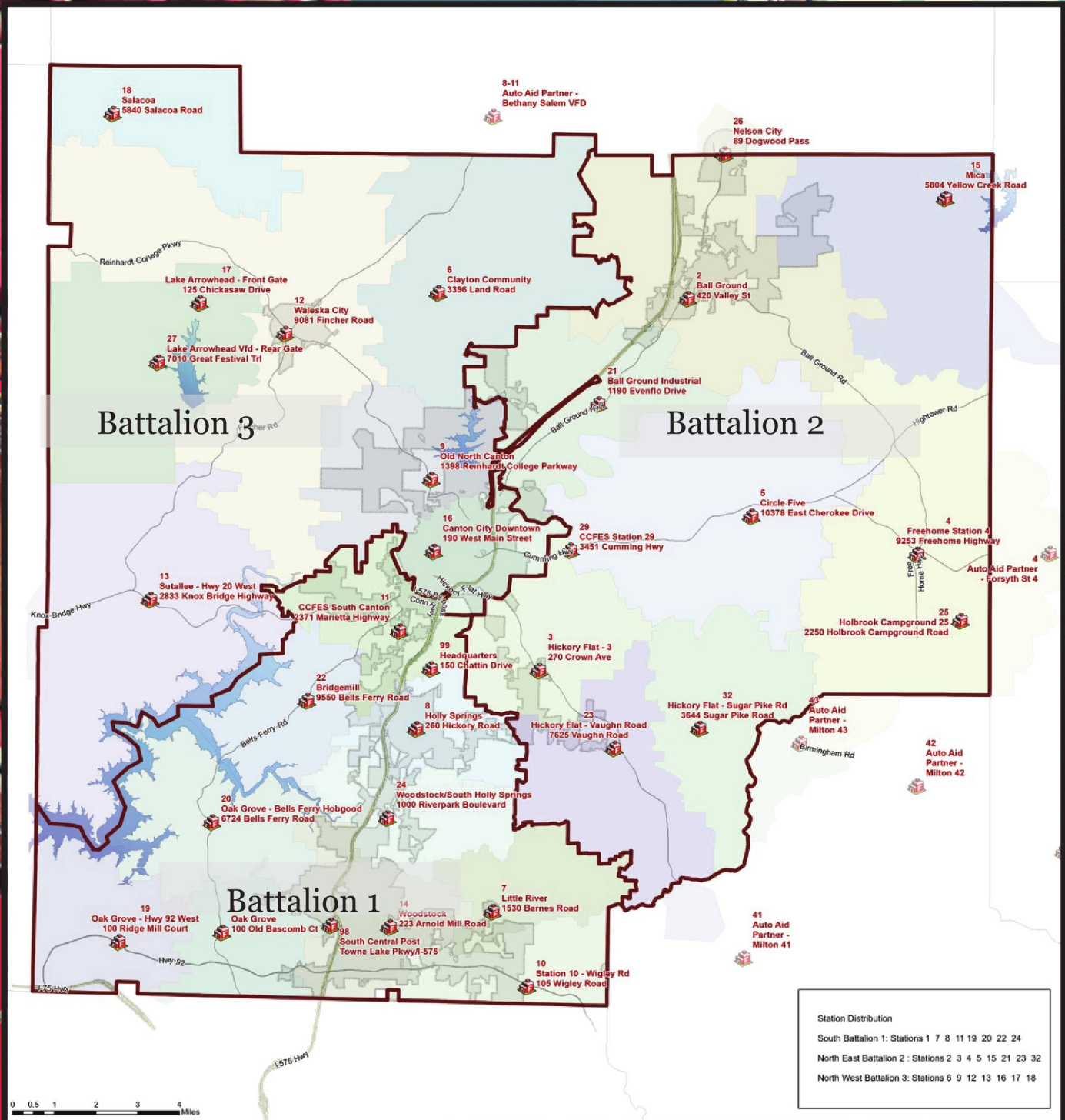
With the growth of the County, there must also be growth within the department to maintain an acceptable service level to the community. In response to the increase in EMS incidents, we have added an additional 24-hour ambulance to the fleet in South Cherokee County. In an effort to help manage the ambulance and services, we have also added another Medical Control Officer (Med Con 2) for a reasonable span of control. Additionally, the Board of Commissioners approved several new firefighter positions that resulted in the graduation of 44 new recruits. This allowed us to increase the minimum staffing levels of 10 fire engines from 2 to 3 firefighter personnel. We have also added an additional System Support Specialist to our IT team to help maintain all of our systems due to the increased usage and dependency on information technology, and have also added a new Senior Fire Safety Educator to our Fire Education team. This position will manage the education programs of Safe Kids, Fire Prevention & Education as well as the Child Seat Inspections program.

Looking forward into 2020, we have several projects that will be underway or completed. We will have a new Public Safety 800 MHz radio system which will be phased in near the end of 2020. Additionally, a new Computer Aided Dispatch (CAD) system for the E-911 call center will be implemented, as well as the addition of a new fire station alerting system for all fire stations, which will reduce the overall response time to emergency calls. Construction of a new, replacement fire station in the Yellow Creek community and the station renovation in the Lake Arrowhead community will be completed as well. Our department will also take the lead role in the planning and design of the Public Safety Village and will also see the delivery of new fire engines and ambulances.

As you can see, there are a lot of things happening at Cherokee Fire. None of this could be accomplished without the support of our community and Board of Commissioners, which I truly appreciate. Likewise, none of our services could be delivered without the professional and dedicated men and women of Cherokee Fire. I am very thankful and honored to lead each and every one of them. Cherokee Fire will stay the course for continued improvement of emergency services that will lead us into a bright and successful future.

Tim Prather, Fire Chief

Field Operations Coverage Area



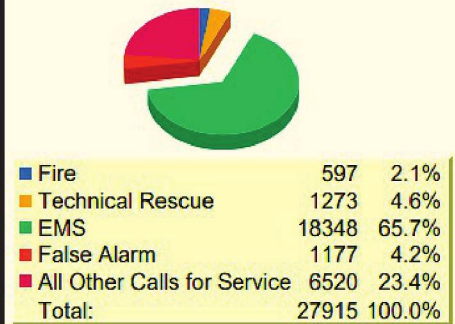
Cherokee Fire & Emergency Services divides the county into 3 distinct areas called battalions, which consist of 27 fire stations. Each Battalion is commanded by a Battalion Chief and managed by a Shift Commander. CCFES has 3 Shift Commanders and 9 Battalion Chiefs.

“Stretchin” Out the Statistics

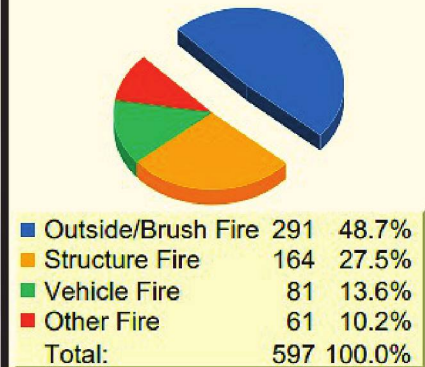
2019 Total Incidents: 27,915

Cherokee County Fire	2018	2019	Comparison
FIRE	582	597	+ 2.5%
Structure Fire	121	164	+35.5%
Brush/Vegetation	235	291	+23.8%
Vehicle Fire	91	81	
Other	135	61	
EMS	17,676	18,348	+3.8%
Technical Rescue	1,471	1,273	-13.5%
Dive Team	6	16	
TLAER	32	34	
Haz Mat	331	302	
Haz Condition	301	329	
Other	801	592	
Other Calls for Service	7,136	7,697	+7.9%
Total:	26,865	27,915	+3.9%

2019 Incidents by Type



2019 Fires by Type

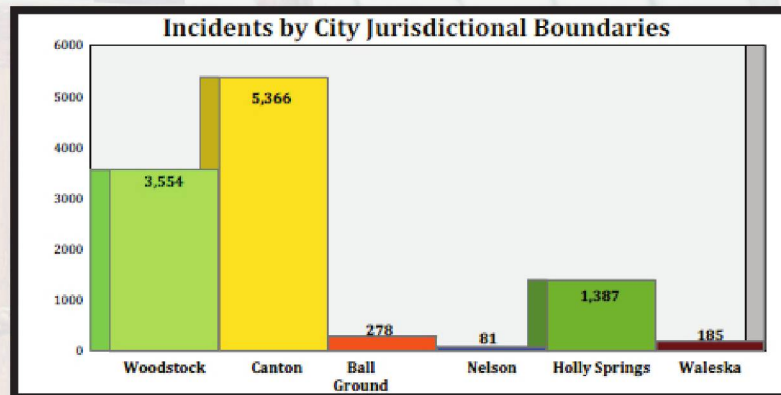
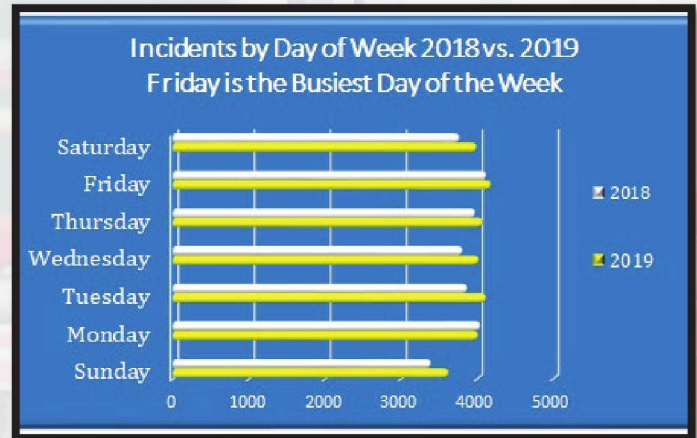
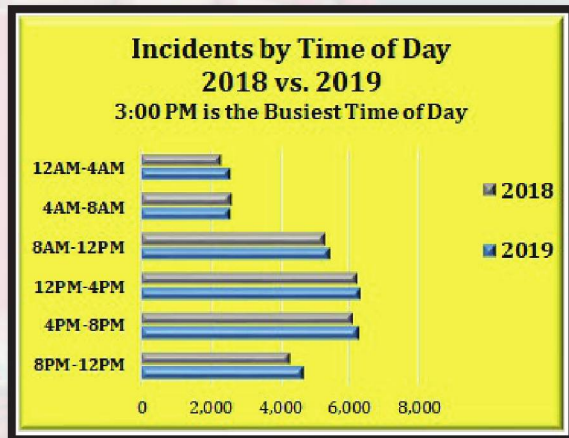


Response Time Summary

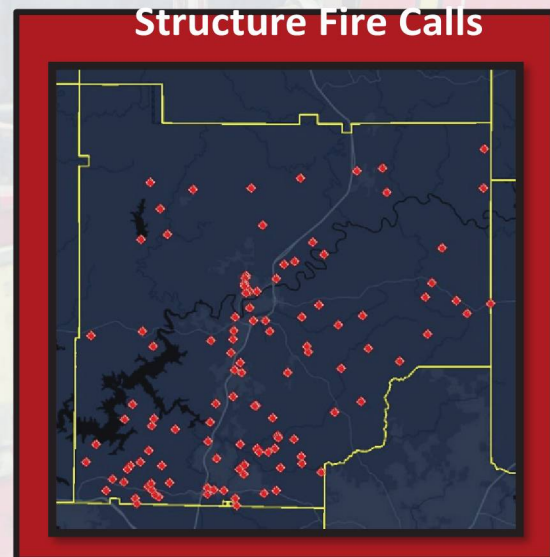
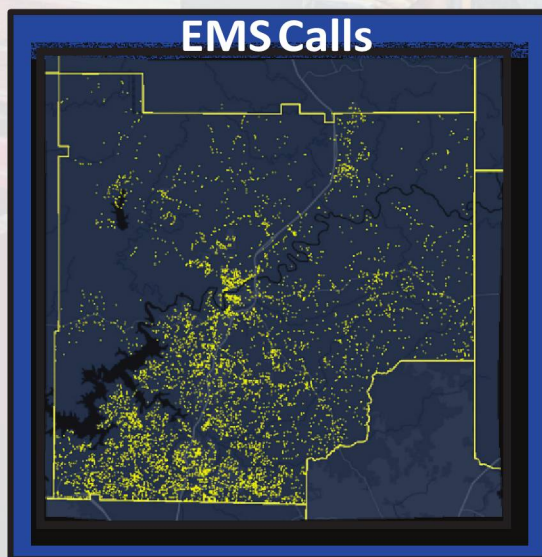
2018	2019
Average Response Time to Structure Fire: 05:36	Average Response Time to Structure Fire: 06:27
90 th Percentile Response Structure Fire: 09:04	90 th Percentile Response Structure Fire: 10:18
Average Response for EMS Incidents: 06:37	Average Response for EMS Incidents: 06:15
90 th Percentile Response for EMS: 10:13	90 th Percentile Response for EMS: 09:58

Every 4.5 Hours	Every 7 Hours	Every 29 Minutes	Every 8 Hours	Every 80 Minutes
Fire	Technical Rescue	EMS	False Alarm	Calls for Service
597 2%	1,273 5%	18,348 66%	1,177 4%	6,520 23%
				

Incident Statistics



HEAT MAP GEOGRAPHICAL DISTRIBUTION OF STRUCTURE FIRES & EMS CALLS FOR SERVICE



Emergency Medical Services Incident Statistics for 2019

Total EMS Incidents – 18,348

EMS Incident Average Total
Response Time:

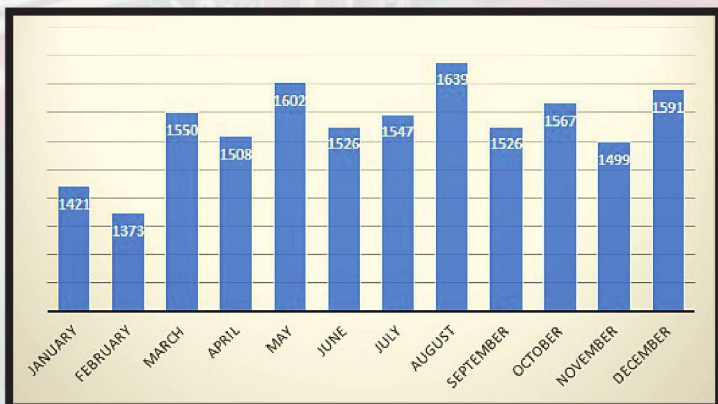
6 minutes & 15 seconds

Response time in the
90th percentile is 9:58

EMS response times
down by 22 seconds
on average



EMS Incidents by month



2019 EMS Incidents by Type



42% of all EMS transports are to
patients 70 years or older.

The primary complaints are pain and
weakness.

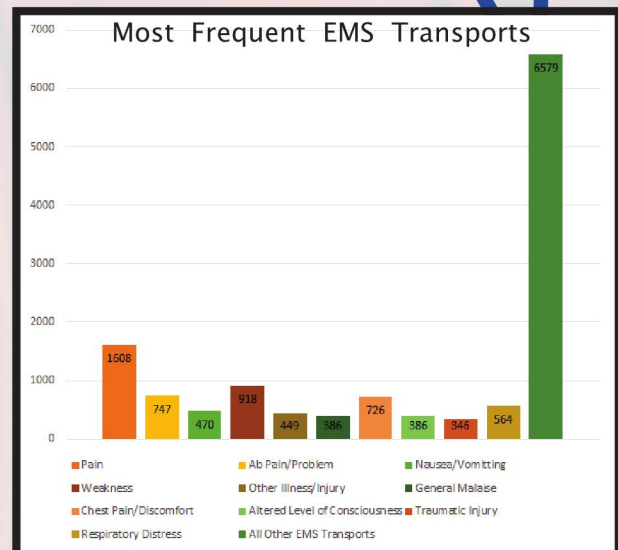
Hospital Transport
Volume:
13,179 Patients
transported which
represents a 4%
increase from 2018!

NH
NORTHSIDE HOSPITAL
CHEROKEE

WELLSTAR
Kennestone Hospital

Northside Cherokee & Kennestone Hospitals
are the most common destination for
transport patients.

Most Frequent EMS Transports



Incidents by Area and Apparatus Response

Incident by station zone

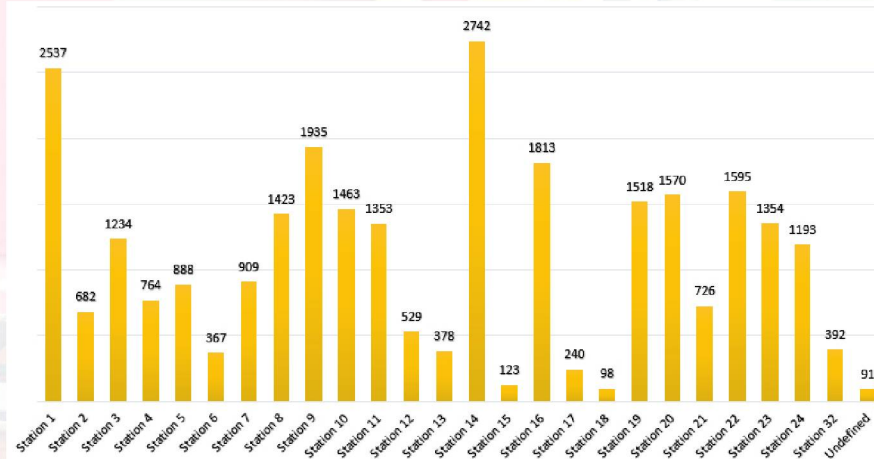
Incidents by Battalion

Battalion 1: 16,302

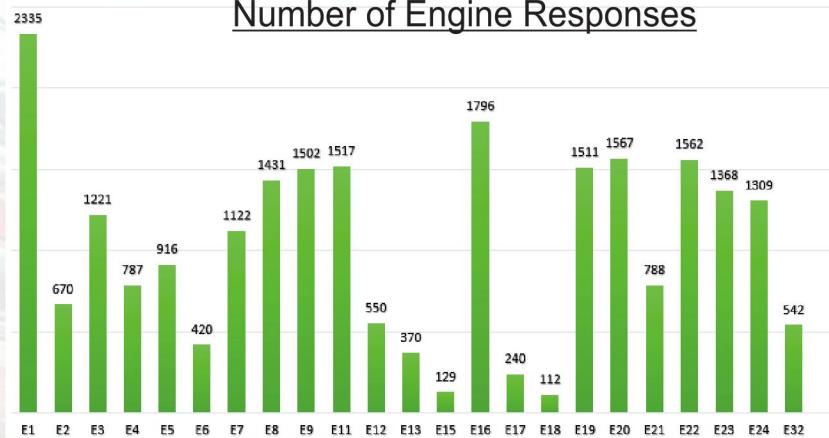
Battalion 2: 6,162

Battalion 3: 5,360

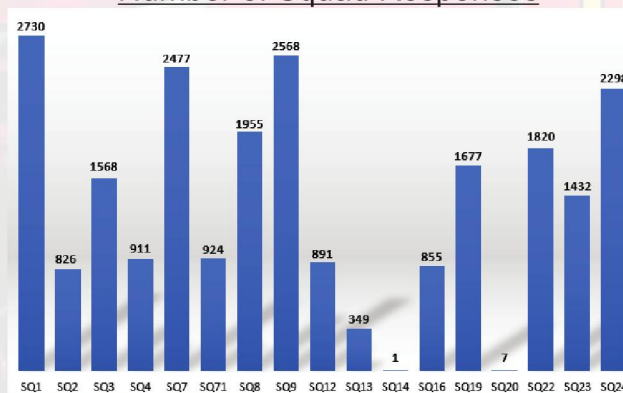
Undefined: 91



Number of Engine Responses

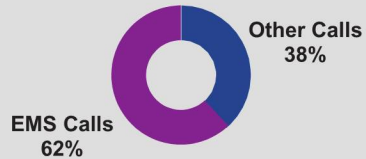


Number of Squad Responses



“Fully Involved” With the Cities

Ball Ground



Total Calls: 278

EMS Calls: 173

Fires: 6

Canton



Total Calls: 5366

EMS Calls: 3637

Fires: 78



Holly Springs



Total Calls: 1387

EMS Calls: 859

Fires: 24

Nelson



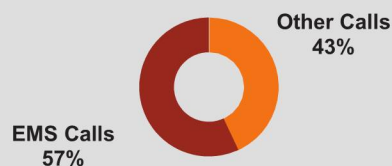
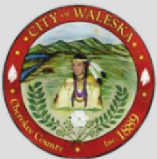
Total Calls: 81

EMS Calls: 49

Fires: 2



Waleska



Total Calls: 185

EMS Calls: 106

Fires: 1

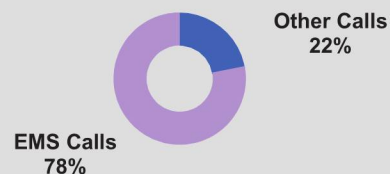
Woodstock



Total Calls: 3554

EMS Calls: 2777

Fires: 23



“Overhaulin” the 2019 Budget

Fiscal Year 2019		Fiscal Year 2018		Fiscal Year 2017	
Fire Admin:	\$3,349,645	Fire Admin:	\$3,041,205	Fire Admin:	\$1,815,594
Fire Marshall:	\$471,118	Fire Marshall	\$410,098	Fire Marshall	\$396,512
Firefighting:	\$25,842,717	Firefighting:	\$24,310,590	Firefighting:	\$22,520,231
Dive Team:	\$24,973	Dive Team:	\$100,968	Dive Team:	\$24,973
Investigations:	\$25,033	Investigations:	\$25,033	Investigations:	\$26,033
Rope Team:	\$12,000	Rope Team:	\$12,000	Rope Team:	\$12,000
SAR Team:	\$15,213	SAR Team:	\$15,213	SAR Team:	\$15,213
HazMat Team:	\$44,621	HazMat Team:	\$43,662	HazMat Team:	\$50,000
Fire Prevention:	\$219,613	Fire Prevention:	\$162,475	Fire Prevention:	\$156,265
Fire Info. Tech:	\$452,251	Fire Info. Tech:	\$338,116	Fire Info. Tech:	\$403,263
Training Division:	\$1,368,690	Training Division:	\$1,126,860	Training Division:	\$1,075,772
Volunteers:	\$153,213	Volunteers:	\$153,213	Volunteers:	\$153,213
Fire Fund:	\$31,979,087	Fire Fund:	\$29,739,433	Fire Fund:	\$26,649,069
EMS Fund:	\$11,162,658	EMS Fund:	\$10,634,763	EMS Fund:	\$9,881,455
TOTAL	\$43,141,745	TOTAL	\$40,374,196	TOTAL	\$36,530,524

Impact Fees and SPLOST

	2017	2018	2019
SPLOST 2012	\$3,742,854.84	0	0
SPLOST 2018	0	0	\$2,206,991.31
IMPACT FEES		\$131,138.55	\$628,405.93

Firefighter Jargon 101:

“Overhaulin” in the firefighting is the checking of the fire scene to determine no fire remains. This includes checking every place a fire could be hidden. Firefighters overhaul by opening walls, ceilings and by checking voids.

Training Division

The Training Division provides on-going training, education and certification to fire personnel. The Training Division's effort and professionalism is essential to ensure a competent, efficient and effective modern fire department and emergency response organization. The training division mission also includes research, evaluation and recommendations for new products and procedures.



3985 Holly Springs Pkwy.

2019 Departmental Training Hours

Fire Training: 144,318

EMS Training: 11,488

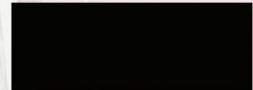
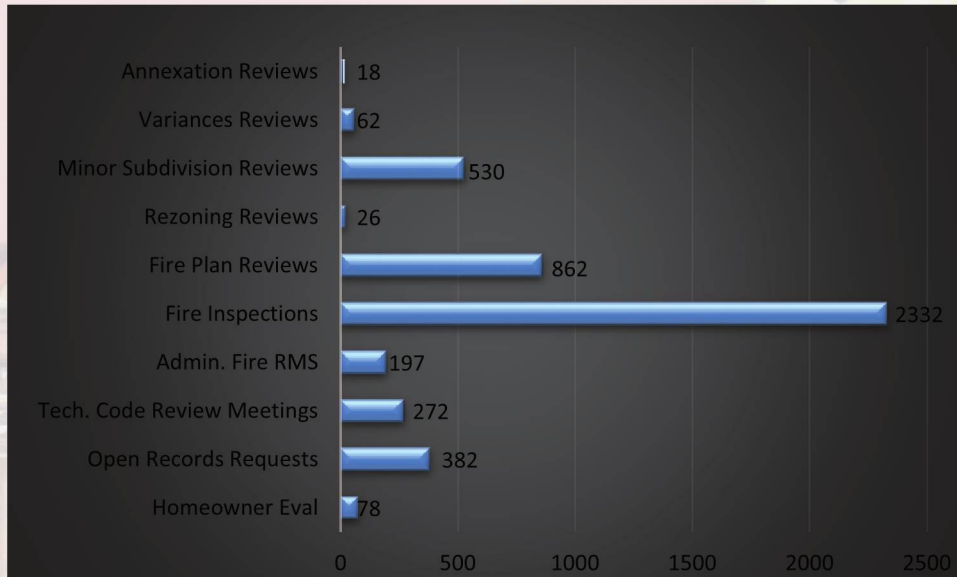
Graduated: 45 EMTs

Total Hours: 155,807



“Line Safety” Fire Marshall’s Office

In 2019 the Fire Marshall’s office had over 4754 activities, which represents a 22% increase from 2018.



Fire
Inspections
were up 42%
in 2019

In 2019, the Fire Marshal's Office conducted 1,498 reviews for fire plans, rezoning, minor subdivisions, variances and annexations. Minor Subdivision reviews were up 273%.



During the holiday season, the Fire Marshal's Office placed wreaths on fire stations throughout Cherokee County for fire safety awareness. One green bulb on the wreath was replaced by a red bulb for every structure fire in Cherokee County.

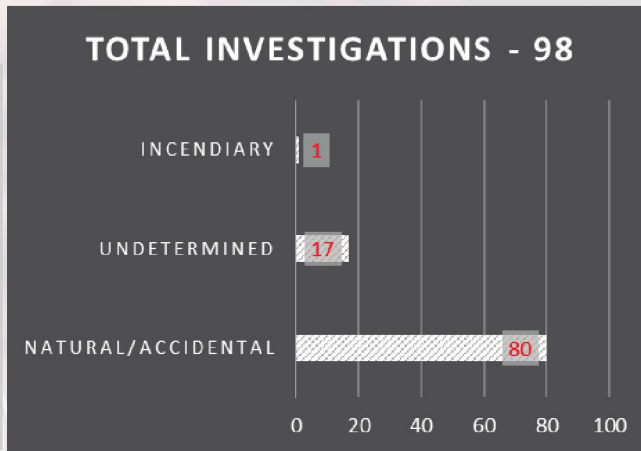


Fire Investigations & Office of Professional Standards



Fire Investigators conduct Fire Origin and Cause Investigations to determine the location the fire started and why it started. This information is used to develop fire education and prevention and to train firefighters on fire behavior.

Our Investigators train with and maintain a close working relationship with the Cherokee County Sheriff's Office



Our Investigators have over 40 years of combined law enforcement and fire service experience

Our Investigators also serve as our Professional Standards Investigators. In 2019 they conducted 10 investigations with the following results: 7 sustained, 3 unfounded, 2 inquiry only. The Investigators also conducted 220 Background Investigations for new recruits.



Logistics plays a vital role in our Fire and EMS operations and is responsible for the distribution of fire uniforms, tools & equipment for each and every employee. A proactive and engaged logistics division is essential to the quality of operations.

In 2019, the Logistics Division employed a staff of six personnel that processed request for purchases, requisitions, supply & uniform orders. They also do small engine maintenance and repair or response equipment such as chainsaws, K-12 circular saws and etc. Logistics also provides "in-house" maintenance for all agency SCBA, which offers considerable savings on the cost of repairs.

Firefighter Jargon 101:

"Digging it out" is a term referring to when fire investigators enter a extinguished fire to dig through the remains to determine cause and origin of the fire. Fire investigations are important to improve public awareness, to drive inspections and life saving regulations, to provide input into firefighting techniques, and to help prevent similar occurrences.

"Roll Call" 2019 Promotions & Retirements

Promotions



Battalion Chief

Jamie McCord, Chad Davis, Scott Deal & Marc Liscio

Captain

Keith Berryman, Sarah Love, Jason Lamanac,
Brandon Carr & Danny Carder

Lieutenant

David Miller, Frank Madonna, Nathaniel Croft, Cheri Collett,
Paul Faulkner, David Burnaugh, Benjamin Pearson
& Waylon White

Sergeant

Ross Young, Cesar Saavedra, Tim Carter, Nicholas Spain,
Alexander Henderson, Geordan Ganka, Alisha Payne
& Jeremy Simmons

Fire Apparatus Operator

Milton Zapeta, Brooke Ice, Isaiah Johnson, Emily Goss,
Robert Romao, Dustin Davis, Cody Fischer, Cody Doyle



Retirements



Chief Shift Commander, Dan Floyd – 34 years of service ~ Battalion Chief, Kerry Hughes – 30 years of service
Battalion Chief Fred Dobson– 29 years of service ~ Fire investigator Shane Daniels - 30 years of service
Firefighter Scott Coppola - 16 years of service ~ Logistics Manager Danny Daniels - 12 years of service.

All were presented with a bugle award. The bugle or "speaking trumpet"
is a reference to a megaphone device that was used in the early days of the fire service.

2019 Accomplishments

Paramedic Training Program: Cherokee Fire Training Center received accreditation for its Paramedic Training Center. The process began in 2015 and finally received notice from the Commission on Accreditation of Allied Health Education Programs that our center has met all of the requirements to be officially accredited. We can now train our own paramedics “in house” with quality instruction and increase our total number of paramedics in the field.



Additional Ambulance Added: With EMS incidents on the increase at over 3% annually we added another 24-hour ambulance (Squad-24) to South Cherokee to help with the EMS call volume. It was assigned to Station-24 in the North Woodstock/Toonigh area. This will help with response times and reduce the heavy demand to other ambulances assigned to South Cherokee County.

Additional Medical Control Officer: With the increase in demand for EMS service and increase in ambulances, we added another Med Con (Medical Control Officer) to help manage the delivery of EMS service and to manage the deployment of the 13 full time ambulances and two day trucks.



North Canton Fire Station: Construction began on the North Canton Fire Station Station-9 and is expected to be complete by September 2020.



2nd Set of Protective Gear: In 2019, we began the first year of a three-year plan to issue firefighters a second set of protective clothing (bunker gear). The incidence of cancer in firefighters seems to be on the rise for our profession. Increased awareness and preventive measures are also on the forefront. After firefighting operations and return to station, firefighters will immediately have a clean set of clothing to retrieve and can place the contaminated clothing in washer to properly clean and have ready for the next event.



Minimum staffing increased: Last year we began the first of a plan and goal to increase our minimum staffing from 2 to 3 personnel on fire engines. In November we implemented the minimum staffing to three personnel for 10 ten of our 23 engines. These are spread throughout the county. We will continue to plan for increases each year until our goal is met. This will eventually help with getting more personnel on scene quicker and reducing the number of apparatus needed to protect surrounding areas.



In 2019, we started using Active911, which helps reduce response times by providing early notification to responding units.

“Turning Out” With the Community

2019 "Ghost Out"

"Ghost Out" is a joint program with CCFES, and other Public Safety Agencies, aimed at teaching high school juniors and seniors about the consequences of reckless, distracted driving and drunk driving



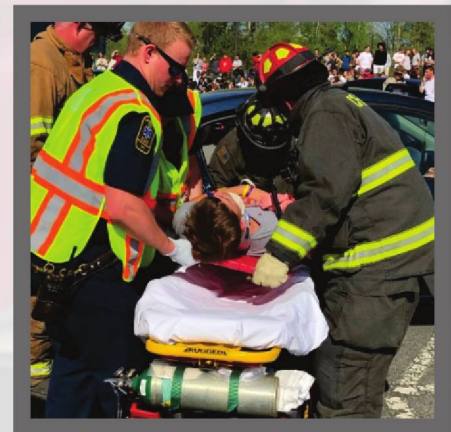
“Ghost Outs” reach an average of 1200 students at each high school. The scene depicted is often graphic, but accurately reflects a real life incident. Many students report that the scenario is "eye- opening."



"Ghost Out" is a large scale simulation of a serious and fatal motor vehicle incident. That depicts emergency services and law enforcement's response to these types of incidents.

The scenario utilizes actual emergency equipment and first responders to make the scene as realistic as possible.

"Ghost Out" utilizes students at each school as "role players."



Firefighter Jargon 101:

" Turn-out or bunker gear" A firefighter's uniform is called Personal Protection Equipment (PPE), It also known as "bunker gear" or "turnout gear." "Bunker" comes from the days when gear was stored next to a person's bunk; "turnout" refers to the time-saving practice of "turning out" the pants over the top of the boots. This allows a firefighter to step directly into the boots and pull the pants and suspenders up in one move.

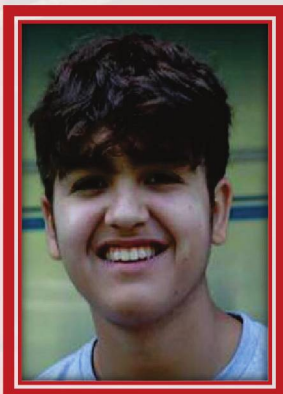
Fire Safety Education: In the fall of each year, CCFES visits schools in Cherokee County to educate children on fire safety.



The children are allowed to see and touch every aspect of the trucks and equipment that firefighters and EMTs use.



"The friendly firefighter" teaches children not to fear firefighters so they will be comfortable around firefighters in the event of an emergency.



CCFES has an active explorer program. Fire Explorers is a youth organization for young adults between the ages 14-21 that provides leadership development years old opportunities.

In 2019, CCFES lost one of their own. On June 23, 2019, Fire Explorer Logan Droke passed away after battling Leukemia for the fourth time. Logan embodied the values of a firefighter and made an impact on every person he met.

Battalion 1

Total Incidents: 15,911

Fire response time: 5:40 (9:28 in 90th percentile)

EMS response time: 6:06 (9:35 in 90th percentile)



Station 1
100 Old Bascomb Ct.



Station 7
1530 Barnes Rd.



Station 8
260 Hickory Rd.



Station 11
2731 Marietta Hwy.



Station 19
100 Ridgemill Ct.



Station 20
6274 Bells Ferry Rd.



Station 22
9550 Bells Ferry Rd.



Station 24
100 River Park Blvd.

Total Incidents: 5,594

Fire response time: 7:01 (10:38 in 90th percentile)

EMS response time: 7:10 (11:03 in 90th percentile)

Battalion 2



Station 2
420 Valley St.



Station 3
270 Crown Ave.



Station 4
9253 Free Home



Station 5
10378 East Cherokee Dr.



Station 15
5804 Yellow Creek Rd.



Station 21
1190 Evenflo Dr.



Station 23
760 Vaughn Rd.



Station 25
2250 Holbrook Campground



Station 26
89 Dogwood Pass



Station 29
3451 Cumming Highway



Station 32
3644 Sugar Pike Rd.

Battalion 3

Total Incidents: 5,190

Fire response time: 7:11 (13:07 in 90th percentile) EMS response time: 5:42 (9:30 in



Station 6
3396 Land Rd.



Station 9
1398 Reinhardt College Pkwy.



Station 12
9081 Fincher Rd.



Station 13
12833 Knox Bridge Hwy.



Station 16
190 W Main St.



Station 17
125 Chickasaw Dr.



Station 18
5840 Salacoa Rd.



Station 27
7010 Great Festival Trl.

"Into the Future"

2020 Strategy and Goals

Data Analysis Enhancement
(Fire/EMS/GIS)

Improve Response Times via new CAD systems and by alerting through Automated Vehicle Locators.

Fire Marshal conduct feasibility study and conceptual for "Safety Village" to be ready for next SPLOST.

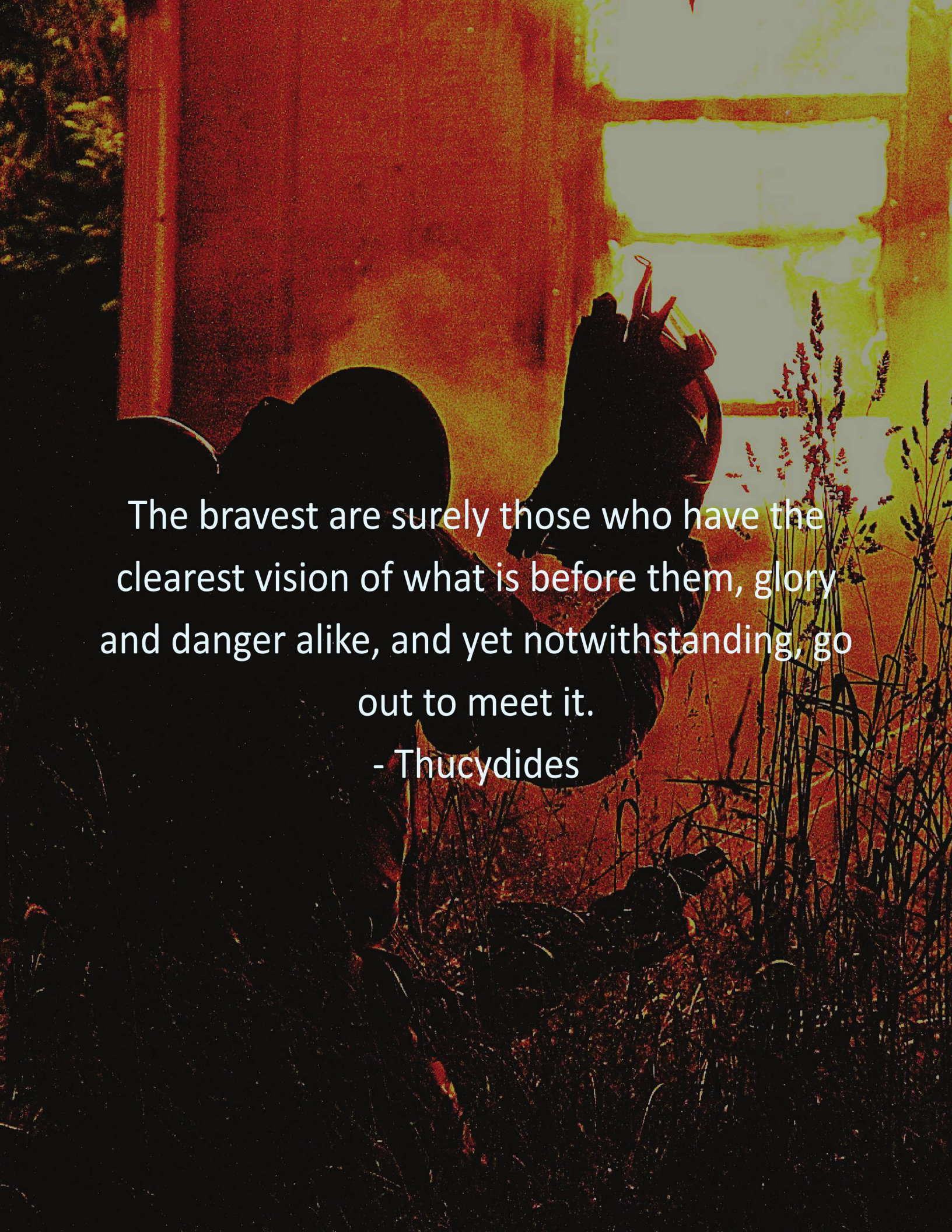
Place an additional ambulance in service for Macedonia Area (Station 5)

Complete North Canton Fire Station
(Station 9)

Upon delivery, place
6 new engines from 2019 RFP in service

Upon delivery, place 2 new ambulances
from 2019 RFP in service

Finish Lake Arrowhead Station
renovation (Station 17)



The bravest are surely those who have the
clearest vision of what is before them, glory
and danger alike, and yet notwithstanding, go
out to meet it.

- Thucydides



Cherokee County Fire & Emergency Services
150 Chattin Drive
Canton, Ga 301145
Phone: 678-493-4000 ~ Fax: 678-493-4034



2019 Annual Report

Overview and Community Response
Holly Springs, GA

Cherokee County Leadership Team



Harry Johnston
Chairman



Jerry Cooper
County Manager



Steven West
Commissioner
District 1



Ray Guinn
Commissioner
District 2



Benny Carter
Commissioner
District 3



Corey Ragsdale
Commissioner
District 4

Fire Department Leadership Team



Tim Prather
Fire Chief



Eddie Robinson
Assistant Fire Chief



Shane West
Division Chief
Field Operations



Dean Floyd
Division Chief
Community Risk Reduction



Scott Deal
Training Chief



Nathan Sullivan
EMS Chief



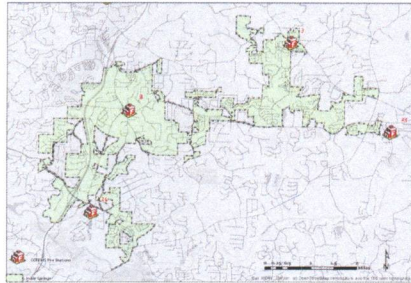
Jill Masten, M.D.
Medical Director

Cherokee County Fire Front Line

- 435 Total Department Personnel
- 3 Battalions
- 27 Fire Stations (23 Staffed)
- 1 Battalion Chief Shift Commander (24 hour)
- 3 Battalion Chiefs (24 Hour)
- 23 Staffed Front Line Engine Companies (24 Hour)
- 3 Staffed Ladder Companies (24 Hour; Stations 1, 11, 21)
- 14 Staffed Front Line Ambulances (24 hour; 2 Day Trucks)
- 2 Medical Control Officers (24 hour)
- 1 service truck



Cherokee County Fire & Emergency Services Fire Stations Servicing Holly Springs, Georgia



Fire Department Support

- Community Risk Reduction - 8 Personnel
- Training division/Training Center - 10 Personnel
- Support Services/Logistics - 6 Personnel
- Fire Administration - 20 Personnel



CCFES 2019 County Wide Response At-a-Glance



Total Calls	27,915
Fire Calls	597 (2%)
EMS Calls	18,348 (66%)
Technical Rescue	1,273 (5%)
Other	7,697 (27%)

County Fire Response

Total Response	597
Structure Fire	164 (28%) + 35.5%
Brush/Vegetation	291 (49%) + 23.8%
Vehicle	81 (13%) - 2.1%
Other	61 (10%) - 45%

Average Response Time = **06 min. 27 sec.**
90th Percentile = **10 min. 13 sec.**



County EMS Response

Total Response	18,348
Hospital Transports	13,179 (72%)

42% of all EMS Transports were for people 70 yrs. or older

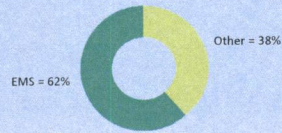
Average EMS Response time = **6 min. 15 sec.**
90th Percentile = **9 min. 58 sec.**



CCFES 2019 Holly Springs
Response At-a-Glance



Total Calls	1,387
Fire Calls	24 (2%)
EMS Calls	859 (62%)
Technical Rescue	63 (4%)
Other	442 (32%)



City Fire Response

Total Response	24
Structure Fire	10 (42%)
Brush/Vegetation	12 (50%)
Vehicle	02 (8%)

Average Response Time = **4 min. 43 sec.**
90th Percentile = **6 min. 52 sec.**



City EMS Response

Total Response	859
Hospital Transports	542 (63%)

Average EMS Response time = **5 min. 37 sec.**
90th Percentile = **8 min. 50 sec.**



	
Total Calls 27,915	Total Calls 1,387 (5%)
Fire Calls 597 (2%)	Fire Calls 24 (2%)
EMS Calls 18,348 (66%)	EMS Calls 859 (62%)
Technical Rescue 1,273 (5%)	Technical Rescue 63 (4%)
Other 7,697 (27%)	Other 442 (32%)

	
Total Fire Response 597	Total Fire Response 24
Structure Fire 164 (28%) + 35.5%	Structure Fire 10 (42%)
Brush/Vegetation 291 (49%) + 23.8%	Brush/Vegetation 12 (50%)
Vehicle 81 (13%) - 2.2%	Vehicle 02 (8%)
Other 61 (10%) - 45%	
Average Response Time = 06 min. 27 sec.	Average Response Time = 4 min. 43 sec.
90 th Percentile = 10 min. 13 sec.	90 th Percentile = 6 min. 52 sec.
Total EMS Calls 18,348	Total EMS Calls 859
Ambulance Transports 13,179 (72%)	Ambulance Transports 542 (63%)
Average EMS Response time = 6 min. 15 sec.	Average EMS Response time = 5 min. 37 sec.
90 th Percentile = 9 min. 58 sec.	90 th Percentile = 8 min. 50 sec.

Budget Overview			
Fiscal Year 2019		Fiscal Year 2018	
Fire Admin:	\$3,349,645	Fire Admin:	\$3,041,205
Fire Marshal:	\$471,118	Fire Marshal:	\$420,098
Firefighting:	\$15,842,717	Firefighting:	\$14,355,990
Dive Team:	\$24,973	Dive Team:	\$300,968
Investigations:	\$25,083	Investigations:	\$25,083
Rope Team:	\$12,000	Rope Team:	\$12,000
SAR Team:	\$15,213	SAR Team:	\$15,213
HazMat Team:	\$48,621	HazMat Team:	\$48,662
Fire Prevention:	\$219,613	Fire Prevention:	\$182,475
Fire Info. Tech:	\$432,251	Fire Info. Tech:	\$338,116
Training Division:	\$1,368,690	Training Division:	\$1,126,860
Volunteers:	\$539,213	Volunteers:	\$539,213
Fire Fund:	\$31,979,087	Fire Fund:	\$29,739,433
EMS Fund:	\$11,262,638	EMS Fund:	\$10,634,763
TOTAL:	\$43,141,745	TOTAL:	\$40,374,136



COVID-19 Impact

Total Positive Transports	211
Total Departmental Personnel Affected by COVID	427
Total Department Personnel Infected-Positive	24
Total Department Personnel Hospitalized	02
Total Department Personnel on COVID Sick Leave	08
Total Department Personnel out (Symptomatic)	01
Total Department Personnel on Self Monitor	14



- The busiest city is the City of Canton (5366 calls)
- Busiest Time of Day is 3:00 p.m.
- Busiest Day of the Week is Friday
- Business Month of the Year is August
- Busiest Battalion – Battalion 1 (45 Calls per day)
- Busiest Engine – Engine 1 (7 Calls per day)
- Busiest Squad – Squad 1 (8 Calls per day)

Fire	Technical Service	EMS	False Alarms	Calls for Service
5366	6,272	10,148	6,178	6,618
2%	2%	40%	6%	33%

2019 Accomplishments



Paramedic Training Program: CCFES Fire Training Center received accreditation for its Paramedic Training Program

Additional Ambulance Added: An additional 24-hour ambulance was added to South Cherokee County to assist with the increase in EMS call volume

Additional Medical Control Officer: With the increase in demand for EMS service, an additional MedCon officer was brought in to help manage the delivery of EMS as well as manage the deployment of 13 full time ambulances and 2 day trucks.

North Canton Fire Station: Construction is complete and the station is now occupied

2nd Set of Protective Gear: 2019 was the 1st year in a 3 year plan to issue all firefighters a second set of protective gear.

Minimum Staffing Increased: 2019 was the beginning of a plan and goal to increase our minimum staffing from 2 to 3 personnel. This was successfully accomplished on 10 fire engines.



Looking Into The Future

- Data Analysis (Fire/EMS/GIS)
- Improve Response Times via new CAD System and by alerting through Automated Vehicle Locators
- Feasibility Study for the "Safety Village" ready for next SPLOST
- Replace Station-13 (Sutallee) and Station-15 (Yellow Creek).
- Locate real estate to replace Station-16 (Downtown Canton)
- Graduate Recruit Class 2020-01 and continue with 3 firefighter engines.
- Station-29 Project to Staff (currently volunteer)

Questions ?



City of Holly Springs Work Session Meeting

Speaker Sign In Sheet

September 28, 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.

