



City of Holly Springs

Date: Monday, July 19, 2021

Location: 3235 Holly Springs Parkway

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

I. CALL TO ORDER

II. EXECUTIVE SESSION

- Personnel
- Real Estate

III. PUBLIC COMMENTS

IV. NEW BUSINESS

- A. Discuss an Intergovernmental Funding Agreement for the Cherokee Office of Economic Development

Presented By: Robert H. Logan, City Manager

- B. Discuss Captain, Land Development Manager/GIS Technician, and Information Technology Technician job descriptions

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

- C. Discuss a resolution to amend the adopted salary scale

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

V. ADJOURNMENT

City Council Business Meeting Agenda 7:00 p.m.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

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

III. INVOCATION

IV. CONSENT AGENDA

1. June 7, 2021 Council Work Session and Special Called Meeting Minutes
2. An Articulation Agreement between Reinhardt University and the City of Holly Springs, Georgia and authorize the Police Chief to execute the agreement

V. UNFINISHED BUSINESS

3. Approve/deny awarding the Mixed-Use Sitework and Infrastructure Project, RFB #2021-02, to Vertical Earth in an amount not to exceed \$6,645,848.92 and authorize the Mayor to execute the contract documents
4. Approve/deny Proposal No. 0259 from Alliance Engineering + Planning, LLC in an amount not to exceed \$112,300 and authorize the Mayor Pro Tem to execute the documents

VI. NEW BUSINESS

5. Approve/deny an Intergovernmental Funding Agreement for the Cherokee Office of Economic Development between the Development Authority of Cherokee County and the City of Holly Springs, Georgia and authorize the Mayor Pro Tem to execute the agreement
6. Approve/deny the Captain job description
7. Approve/deny the Land Development Manager/GIS Technician job description
8. Approve/deny the Information Technology Technician job description
9. Approve/deny a resolution to amend the adopted salary scale and authorize the Mayor Pro Tem to execute the resolution

VII. REPORTS

X. ADJOURNMENT

**INTERGOVERNMENTAL FUNDING AGREEMENT FOR THE
CHEROKEE OFFICE OF ECONOMIC DEVELOPMENT**

This INTERGOVERNMENTAL FUNDING AGREEMENT FOR THE CHEROKEE OFFICE OF ECONOMIC DEVELOPMENT (hereinafter “Agreement”) is entered into by and between the DEVELOPMENT AUTHORITY OF CHEROKEE COUNTY, a Georgia public body corporate and politic (hereinafter “DACC”) and the CITY OF HOLLY SPRINGS, GEORGIA, a municipal corporation, acting by and through its governing authority, the Mayor and the Holly Springs City Council (hereinafter “Holly Springs”), with all said entities existing under the laws of the State of Georgia (with said entities collectively being referred as “the Parties”).

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

WHEREAS, Holly Springs desires to provide funding to DACC for operations of the COED on an annual basis to assist COED with achieving its stated goals of improving economic development in Cherokee County, Georgia; and

WHEREAS, the Parties desire to enter into this Agreement to identify the financial obligations that Holly Springs will commit to provide annual funding to DACC for operations of the COED; and

NOW, THEREFORE, AND IN CONSIDERATION of the premises and the mutual covenants contained herein and the benefits to be derived from here, the Parties do hereby agree as follows:

1. Responsibilities of DACC. DACC agrees to continue to work toward its stated mission of promoting economic development in Cherokee County by continuing to house and staff the COED to aid in the expansion of existing industry and through the attraction of new investment and quality employment opportunities. DACC further agrees that the COED shall cooperate and work with Holly Springs to this Agreement on various projects that

may arise throughout the Term of such Agreement. At a minimum, COED shall meet and present informational statistics to Holly Springs to this Agreement at least once per calendar year to discuss the work being performed by COED. In addition, DACC shall insure that COED provides reports, updates, and other information to Holly Springs at other times throughout the Term of this Agreement upon request by Holly Springs. COED shall further provide an enhanced level of GIS service to Holly Springs hereto, which shall include sites/building searches, development assistance, real estate options, and demographic reports.

2. Responsibilities of Holly Springs hereby agrees to provide a lump sum annual payment to DACC earmarked for operation of COED for each year during the Term of this Agreement. Such payments shall be in the following amounts:

<u>Governing Judisdiction</u>	<u>Annual Funding Amount</u>	<u>Annual Due Date</u>
Holly Springs	\$10,000 (+\$3,000 Annual COED GIS Contribution)	June 30th of each year

DACC shall provide each Party listed in this Section an invoice thirty (30) days prior to such payment being due. Payments may be submitted to DACC via check or electronic transfer.

3. Term. This Agreement shall have an effective date as of July 1, 2021 and shall continue in full force and effect for a period of three (3) years.
4. Termination of Agreement. This Agreement may be terminated for convenience by either Party when that Party gives notice to the other Party in writing at least one hundred and eighty (180) days prior to its intended withdrawal from this Agreement.

5. Execution Powers. Each of the individuals executing this Agreement on behalf of his or her respective Party agrees and represents to the other Party that he or she is authorized to do so and further agrees and represents that this Agreement has been duly passed upon by the required governmental agency or board in accordance with all applicable laws.
6. Notice. All notices, requests, demands, and other communications provided for in this Agreement shall be in writing and shall be sent either by first class United States certified mail, return receipt requested, delivered by overnight carrier, or personally delivered to the applicable party at the following addresses:
- | | |
|-----------------------|--------------------------------|
| <u>For DACC/COED:</u> | <u>For Holly Springs:</u> |
| COED | City of Holly Springs, Georgia |
| ATTN: President/CEO | ATTN: City Manager |
| One Innovation Way | 3237 Holly Springs Parkway |
| Woodstock, GA 30118 | Holly Springs, GA 30115 |
7. Force Majeure. Neither Party shall be liable for any loss or damage suffered by another Party, directly or indirectly, as a result of the first Party's failure to perform, or delay in performing, any of its obligations contained in this Agreement (except any obligations to make payments hereunder), where such failure or delay is caused by circumstances beyond the first Party's control or which makes performance commercially impracticable, including but not limited to fire, flood, storm or other natural disaster, explosion, accident, war, riot, civil disorder, government regulations or restrictions of any kind or any acts of any government, judicial action, power failure, acts of God or other natural circumstances.
8. Choice of Law/Venue. This Agreement shall be governed by the laws of the State of Georgia. The Parties agree that jurisdiction and venue for any dispute arising under this Agreement shall be in any court of competent jurisdiction located in Cherokee County, Georgia. Should any provision of this Agreement require judicial interpretation, it is agreed and stipulated by and among the Parties that the court interpreting or construing the same shall not apply a presumption that the terms, conditions and provisions hereof shall be more strictly construed against one party by reason of the rule of construction

that an instrument is to be construed more strictly against the party who prepared the same.

9. Amendments. This Agreement may be modified at any time during the term by mutual written consent of both Parties. No waiver, release or similar modification of this Agreement shall be established by conduct, custom or course of dealings, but solely by a document in writing duly executed and delivered by a duly authorized official of the Parties.
10. Relationship to Other Agreements. Nothing contained in this Agreement shall amend, alter, or modify any other agreements entered into between the Parties hereto.
11. Assignability. No Party shall assign any of the obligations or benefits of this Agreement.
12. Entire Agreement. The Parties acknowledge that the terms of this Agreement constitute the entire understanding and agreement of the Parties regarding the subject matter of this Agreement.

IN WITNESS WHEREOF, the Parties hereunto, by and through their duly authorized officers, have hereunto set their hands and affixed their seals, the day and year above first written.

APPROVED by the Development Authority of Cherokee County
this ____ day of _____, 2021.

Signed On Behalf of the Development Authority of Cherokee County:

By: _____
MARSHALL DAY, Chairman Date _____

Attest: _____
STEVEN L. HOLCOMB, Vice Chairman Date _____

APPROVED by the City Council of Holly Springs, Georgia
this ____ day of _____, 2021.

Signed On Behalf of City of Holly Springs, Georgia:

By: _____
MICHAEL ROY ZENCHUK II, Mayor Pro Tem Date _____

Attest: _____
KAREN NORRED, City Clerk Date _____

CITY OF HOLLY SPRINGS

JOB DESCRIPTION

A. IDENTIFICATION INFORMATION

1. Job Title: Captain

2. Department: Police

**Division: Administration, Criminal
Investigation or Uniform Patrol**

3. FLSA Classification: Exempt

Pay Grade: 22

B. INTRODUCTORY STATEMENT

This position performs highly responsible administrative and technical law enforcement work managing a division of the City's Police Department; oversees division operations; and supervises assigned officers and staff.

C. ESSENTIAL JOB FUNCTIONS

1. Plans, organizes, and assists in the coordination of activities and functions of the daily operations of the Police Department.
2. Provides leadership, assists in reviewing complicated incidents, discusses administrative issues, and disseminates information concerning changes in laws, regulations, and procedures.
3. Assists in the preparation and administration of the department budget.
4. Analyzes and recommends improvement to equipment and facilities, as needed; administers department inventory control.
5. Assigns and oversees the work of assigned supervisors and their employees by monitoring supervisors; communicates and evaluates department goals and objectives.
6. Supervises the scheduling and coordination of shift changes; makes day-to-day police assignments as required.
7. Evaluates assigned officers through completing performance appraisals, in turn, reviews appraisals of their assigned personnel.
8. Evaluates subordinate officers through completing performance appraisals and reviewing.

9. Administers discipline by exercising City and department rules, guidelines, policies, and procedures; ensures positive and negative discipline are observed; reviews and makes recommendations to the Police Chief about disciplinary issues proposed by assigned supervisors ensuring equitable treatment for employees; and conducts verbal counseling.
10. Reviews investigations of complaints filed against department employees; recommends appropriate action.
11. Identifies operational deficiencies, submits recommendations, and implements change commensurate with authority.
12. Performs special studies, research, and investigations as assigned.
13. Conducts special assignments at the direction of the Deputy Chief.
14. Maintains contact with citizens, court officials, other law enforcement agencies, and City officials in the performance of police activities.
15. Attends City and community meetings functioning as liaison between the community and the Police Department
16. Supervises the application and hiring process for Police Department personnel; prepares, develops, and conducts training programs for personnel; ensures personnel are able to meet minimum training requirements; coordinates career development plans with in-service training programs; assures completion of certification requirements; maintains department training records; and submits training reports to appropriate agencies.
17. Coordinates and participates in investigative activities; provides mutual assistance during emergency situations; and provides general information about Department activities.
18. Maintains current knowledge of changes in laws, new methods of enforcement, and other trends and developments in law enforcement.
19. Performs other related duties.

D. JOB FACTOR SPECIFICATIONS

1. Job Requirements

a. Knowledge, Skill, and Ability

1. Knowledge of modern principles, methods, and procedures of police administration and organization.

2. Knowledge of modern principles, methods, and procedures of the technical aspects of law enforcement including criminal investigation, identification, crime prevention, traffic control, and police training.
3. Knowledge of all applicable laws and ordinances.
4. Knowledge of first aid.
5. Knowledge of City's geography.
6. Skill in providing, understanding, and following oral and/or written instructions.
7. Skill in training.
8. Skill in communicating, both verbally and in writing.
9. Skill in using radar guns, handguns and other weapons, police radio, ASP baton, hand cuffs, breathalyzer, phone, and first aid equipment.
10. Skill in using computers and job-related software.
11. Skill in handling police vehicle.
12. Ability to respond to changing situations.
13. Ability to manage and supervise others under both routine and emergency situations.
14. Ability to evaluate others.
15. Ability to problem solve.
16. Ability to establish and maintain effective working relationships with employees, supervisors, City staff, and other local government employees.
17. Ability to command large-scale operations of personnel and equipment under routine and emergency conditions involving danger to life and property.
18. Ability to exercise good judgment in evaluating situations and making decisions.
19. Ability to effectively and efficiently develop and manage department budgets.
20. Ability to meet and maintain Department's physical standards.

2. Responsibility

- a. This position has direct supervision over assigned personnel.

3. Personal Work Relationships

- a. Contacts are typically with department personnel, other city employees, elected officials, representatives of other law enforcement agencies, court personnel, victims, witnesses, suspects, community leaders, citizens, and the general public.
- b. Contacts are typically to give or exchange information, resolve problems, provide services, motivate personnel, and negotiate or settle matters.

4. Physical Effort and Work Environment

- a. The work is typically performed while sitting at a desk or table or while intermittently sitting, standing, stooping, walking, bending or crouching. The employee occasionally lifts light and heavy objects, uses tools or equipment requiring a high degree of dexterity, distinguishes between shades of color, and utilizes the sense of smell.
- b. The work is typically performed in an office and at emergency or crime scenes. The employee may be exposed to noise, machinery with moving parts, contagious or infectious diseases, or irritating chemicals. The work may be performed outdoors and occasionally in cold or inclement weather. The work requires the use of specialized law enforcement equipment.

5. Guidelines

- a. Guidelines include city and department policies and procedures, federal and state laws, and city ordinances. These guidelines require judgment, selection, and interpretation in application.

6. Complexity and Scope of Work

- a. The work consists of varied supervisory, management, and technical law enforcement duties. The potential for life-threatening situations contributes to the complexity of the work.
- b. The purpose of this position is to supervise the provision of assigned police services. Successful performance helps ensure the safety of life and property and results in the enforcement of local, state and federal laws.

7. Minimum Qualifications

- a. Knowledge and level of competency commonly associated with the completion of a baccalaureate degree in a course of study related to the occupational field.
- b. Experience sufficient to thoroughly understand the work of subordinate positions to be able to answer questions and resolve problems, usually associated with one to three years' experience or service.
- c. Possession of or ability to readily obtain a valid driver's license issued by the State of Georgia for the type of vehicle or equipment operated.
- d. Ability to meet current requirements set forth by the Peace Officer Standards and Training Council (POST) for the State of Georgia.

8. Supervisory Controls

- a. The Deputy Chief assigns work in terms of the division goals and objectives. The supervisor reviews work through conferences, reports and observation of division activities.

E. APPROVAL SIGNATURES

The City of Holly Springs, Georgia has the right to revise this job description at any time. This description does not represent in any way a contract of employment

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

Employee Signature

Date

Printed Name

Supervisor Signature

City Manager Signature

CITY OF HOLLY SPRINGS

JOB DESCRIPTION

A. IDENTIFICATION INFORMATION

- 1. Job Title: Land Development Manager/GIS Technician**
- 2. Department: Community Development** **Division: Stormwater**
- 3. FLSA Classification: Non-exempt** **Pay Grade: 16**

B. INTRODUCTORY STATEMENT

This position is responsible for the daily oversight and supervision of the technical inspections of development sites and construction projects to determine compliance with all City, County, State and Federal codes and regulations regarding erosion and sediment control, grading, clearing, drainage, landscaping, infrastructure, wetlands, and stream buffers.

This position is also responsible to supervise, inspect, manage, coordinate implementation, oversee compliance, and assist in retaining the City's National Pollutant Discharge Elimination System (NPDES) Phase I Municipal Separate Storm Sewer System (MS4) permit.

This position is also responsible for performing technical work associated with the operation and routine maintenance of the city's geographical information system (GIS). Work at this level places an emphasis on the production of maps, graphics, and presentation materials, as well as the routine maintenance and upkeep of related database files.

C. ESSENTIAL JOB FUNCTIONS

1. Facilitates and manages plan review process from initial submittal to final approval which includes distributing plans, ensuring correct department's review, answering applicant questions, handling revisions for applicant, signing of plats.
2. Interacts and communicates with numerous groups and individuals on various inspection related topics; provides interpretation and assistance with code definitions to the public, staff, developers, and related parties; conducts preliminary construction meetings with property owners, developers and contractors; responds to reports of alleged ordinance or code violations and stormwater drainage issues; advises utility company subcontractors on erosion control requirements; participates in meetings with employees, supervisors, and Department Heads regarding current projects.
3. Performs various administrative tasks to support the daily operations; prepares and maintains accurate reports and records regarding inspections; prepares daily log of completed inspections and noted violations.

4. Conducts inspections of sites to determine the nature of potential violations and/or ensure compliance; provides recommendations for corrective actions to developers, contractors, or property owners; conducts re-inspections of construction and development sites to determine if corrective compliance has been met; issues citations if a site remains non-compliant after written notification.
5. Conducts inspections and enforcement of site plans, zoning stipulations, buffers, trees in buffers, phases of site construction and other related compliance requirements; identifies and marks buffers for tree and fence permits.
6. Assists City Engineer with conducting inspections to create punch list for the release of performance and maintenance bonds; manages bonds.
7. Assists in creating and amending regulations and permitting processes.
8. Coordinates compliance activities for the Phase I Municipal Separate Storm Sewer System (MS4) Program: manages and maintains comprehensive knowledge of state and federal programs and regulations related to watershed management, stormwater, and water quality; coordinates with internal staff and outside entities; manages and conducts inspection and reporting activities; and prepares and submits the annual MS4 Permit report to Georgia Environmental Protection Division (EPD).
9. Tracks and responds to Stormwater related customer complaints and concerns; maintains a comprehensive, current knowledge of applicable policies, procedures, codes, and regulations related to stormwater management; maintains records and coordinates enforcement of stormwater maintenance agreements
10. Manages inspections of stormwater system structural components; manages inspections of all new and post-construction infrastructure in the city; tests water quality and records results.
11. Produces, maintains, and updates city maps, graphics, and presentation materials: generates maps and materials using GIS; customizes data to reflect specific information of interest to the parties requesting the materials; prioritizes projects in order to meet deadlines.
12. Maintains a clearinghouse of data pertaining to city interests, updates databases and indexes data for reference; categorizes and integrates data with other systems; interpolates new data and records into the GIS database; assures accuracy and interrelationship of all system information and data for preparation of reports and/or mapping projects.
13. Digitizes, scans, or otherwise converts maps, plats, plans, surveys, and similar paper documents into electronic format: maintains electronic files and storage of records; distributes records as appropriate.

14. Performs tasks associated with routine operation and application of the GIS: assists with design/development of spatial/tabular databases and topological editing; enters, edits, researches, and updates information in various databases; and performs routine analysis in response to various user needs. Researches various records and resources as needed.
15. Maintains the City's paper maps, subdivision plans, plats, and related documentation; controls access to documents and ensures materials are returned
16. Manages and operates Global Positioning System (GPS) equipment to collect and catalog data on city resources and infrastructure: identifies and locates various data points in the field; utilizes equipment to obtain geographic reference points; keeps logs and records of data points collected; downloads data from GPS equipment and attributes records with various resources lists. Makes field visits to collect and/or verify GIS data.
17. Provides information and assistance to the public, other city offices, or other individuals regarding geographic data requests, GIS operations, or related issues; provides copies of maps and other documentation; assists with the interpretation of maps or other GIS information; and provides information, researches complaints/problems, and initiates problem resolution.
18. Prepares, completes, and/or receives various forms, reports, correspondence, technical reports, plats, deeds, graphs, presentations, database records, technical manuals, maps, master street files, policies, procedures, manuals, reference materials, or other documentation; reviews, completes, processes, forwards or retains as appropriate.
19. Communicates with supervisor, employees, other departments, customers, surveyors, realtors, title searchers, attorneys, post offices, state/federal agencies, the public, outside agencies, and other individuals as needed to coordinate work activities, reviews status of work, exchanges information, or resolves problems.
20. Maintains a comprehensive, current knowledge of applicable laws/regulations; maintains an awareness of new technologies, methods, trends and advances in the profession; reads professional literature; maintains professional affiliations; attends workshops and training sessions as appropriate.
21. Provides assistance to other employees or departments as needed.
22. Performs other related duties as required.

D. JOB FACTOR SPECIFICATIONS

1. Job Requirements

a. Knowledge, Skill, and Ability

1. Knowledge of stormwater maintenance principles and practices.

2. Knowledge of state and federal environmental regulations related to land development and stormwater management.
3. Knowledge of GPS and GIS data management principles.
4. Knowledge of computers and job-related software programs.
5. Skill in reading blueprints and schematic drawings.
6. Skill in prioritizing and planning.
7. Skill in the analysis of data and the preparation of reports.
8. Skill in interpersonal relations.
9. Skill in oral and written communication.
10. Knowledge of global navigation satellite systems for geospatial data collection and asset management.
11. Skill in operating GIS applications, databases, and digital mapping and graphics software.
12. Skill in the calculation and/or tabulation of data. Includes performing subsequent actions in relation to these computational operations.
13. Skill to exchange information for clarifying details within well-established policies, procedures and standards.
14. Skill in utilizing a wide variety of reference, descriptive, advisory and/or design data and information.
15. Skill in addition, subtraction, multiplication, and division; ability to calculate decimals and percentages; may include ability to perform mathematical operations involving basic algebraic principles and formulas, and basic geometric principles and calculations.
16. Skill to carry out instructions furnished in written, oral, or diagrammatic form. Involves semi-routine standardized work with some latitude for independent judgment concerning choices of action.
17. Skill to exercise judgment, decisiveness and creativity in situations involving evaluation of information against measurable or verifiable criteria.

2. Responsibility

- a. This position has functional supervision over assigned personnel.

3. Personal Work Relationships

- a. Contacts are typically with coworkers, engineers, land developers, erosion control professionals, vendors, business owners, and the general public.
- b. Contacts are typically to exchange information, motivate persons, resolve problems, and provide services.

4. Physical Effort and Work Environment

- a. The work is typically performed in an office while intermittently sitting, standing, stooping, walking, bending or crouching and outdoors, occasionally in cold or inclement weather. The employee occasionally lifts light and heavy objects, distinguishes between shades of color, and utilizes the sense of smell. The employee is exposed to noise, dust, dirt, grease, and machinery with moving parts. The work requires the use of protective devices such as masks, goggles, gloves, etc.
- b. Some tasks require the ability to perceive and discriminate visual cues or signals. Some tasks require the ability to communicate orally.
- c. Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, wetness, humidity, rain, or traffic hazards.

5. Guidelines

- a. Guidelines include the city's zoning ordinance and development regulations, the Georgia Stormwater Manual, the Manual of Erosion and Sediment Control, and the Manual for Illicit Discharge Detection and Elimination. These guidelines are generally clear and specific but may require some interpretation in application.

6. Complexity and Scope of Work

- a. The work consists of related technical duties. Strict regulations contribute to the complexity of the position.
- b. The purpose of this position is to ensure compliance with the city's stormwater permit. Successful performance contributes to the provision of an efficient, effective, and regulatory compliant stormwater system.
- c. The position consists of related duties in the efficient and effective operation of the City's Geographic Information Systems.
- d. This position is responsible for ensuring that GIS data is current so that departments are able to make informed decisions.

7. Minimum Qualifications

- a. Knowledge and level of competency commonly associated with completion of specialized training in the field of work, in addition to basic skills typically associated with a bachelor's degree in Geography, GIS, Computer Science, or related field, OR commensurate experience.
- b. Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with the completion of an apprenticeship/internship or having had a similar position for two years.
- c. Possession of or ability to readily obtain a valid driver's license issued by the State of Georgia for the type of vehicle or equipment operated.
- d. Possession of or ability to readily obtain the appropriate state certification for the type of inspection(s) conducted.

8. Supervisory Controls

- a. The Community Development Director assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

E. APPROVAL SIGNATURES

I have read and understand the attached job description for the position of Land Development Manager/GIS Technician with the City of Holly Springs.

Employee (print)

Employee (signature)

Date

Department Head (print)

Department Head (signature)

Date

City Manager (print)

City Manager (signature)

Date

Land Development Manager/GIS Technician, Community Development

CD/13

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CITY OF HOLLY SPRINGS

JOB DESCRIPTION

A. IDENTIFICATION INFORMATION

1. Job Title: Information Technology Technician

2. Department: Police

Division: Administration

3. FLSA Classification: Non-Exempt

Pay Grade: 16

B. INTRODUCTORY STATEMENT

This position is responsible for coordinating and maintaining the overall computer systems and wireless communication equipment within the department. Work involves maintaining the integrity of data, computer systems, and records, maintaining computer hardware, printers, and troubleshooting and repairing systems.

C. ESSENTIAL JOB FUNCTIONS

1. Assists in maintenance of the integrity of all data centers, wireless communication equipment, computer systems operations, electronic and optical books and records of the department.
2. Maintains the operations of terminals, remote and local printers, city issued computers and software.
3. Maintains records and logs of trouble calls that can be used as a reference tool in the future or similar calls.
4. Identifies brands of software and hardware that may be faulty and identify inadequately trained users.
5. Reports all networking, connectivity, rights and permissions concerns.
6. Provides response to user requests for computer related assistance in an efficient manner.
7. Troubleshoots, configures, monitors, develops, repairs, and replaces equipment.
8. Assists with disaster recovery process and in implementing the plans for the disaster recovery function.
9. Trains employees to optimize adequate and efficient use of hardware and software programs.

10. Assists with administrative duties to include recruiting and maintaining the department's social media outlets.
11. Assists with court security.
12. Performs other duties as assigned.

D. JOB FACTOR SPECIFICATIONS

1. Job Requirements

a. Knowledge, Skill, and Ability

1. Knowledge of network administration principles.
2. Knowledge of departmental policies and procedures.
3. Knowledge of IT operating systems and software.
4. Knowledge of budget management principles and policies.
5. Knowledge of IT user support principles.
6. Ability to maintain confidentiality and to exercise discretion in performing assigned duties.
7. Skill in establishing and maintaining filing systems.
8. Skill in problem solving.
9. Skill in prioritizing and planning.
10. Skill in interpersonal relations.
11. Skill in oral and written communication.

2. Responsibility

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

3. Personal Work Relationships

- a. Contacts are typically with coworkers, vendors, contractors, representatives of other organizations, and the general public.
- b. Contacts are typically to exchange information, resolve problems, and provide services.

4. Physical Effort and Work Environment

- a. The work is typically performed while sitting at a desk or table or while intermittently sitting, standing, walking, bending, crouching or stooping. The employee frequently lifts light and heavy objects, climbs ladders, uses tools or equipment requiring a high degree of dexterity, and distinguishes between shades of color.
- b. The work is typically performed in an office, stockroom, vehicles or occasionally outdoors in cold or inclement weather. The employee is exposed to machinery with moving parts.

5. Guidelines

- a. Guidelines include state and federal laws, traffic laws, city ordinances, court rulings, constitutional guidelines, training manuals, and department policies and procedures. These guidelines are generally clear and specific but may require some interpretation in application.

6. Complexity and Scope of Work

- a. The work consists of varied analytical and technical duties. Frequent changes to industry standards contribute to the complexity of the position.
- b. The purpose of this position is to provide support for the city's information technology functions. Successful performance helps ensure the efficiency and effectiveness of city operations.

7. Minimum Qualifications

- a. Knowledge and level of competency commonly associated with the completion of a baccalaureate degree in a course of study related to the occupational field.
- b. Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with the completion of an apprenticeship/internship or having had a similar position for one to two years.
- c. Possession of or ability to readily obtain a valid driver's license issued by the State of Georgia for the type of vehicle or equipment operated.
- d. Ability to meet current requirements set forth by the Peace Officer Standards and Training Council (POST) for the State of Georgia

8. Supervisory Controls

- a. The division Sergeant assigns work in terms of very general instructions. The

supervisor spot-checks completed work for compliance with procedures and the nature and propriety of the final results.

E. APPROVAL SIGNATURES

I have read and understand the attached job description for the position of Information Technology Technician with the City of Holly Springs.

Employee (print)

Employee (signature)

Date

Department Head (print)

Department Head (signature)

Date

City Manager (print)

City Manager (signature)

Date

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF HOLLY SPRINGS, GEORGIA, TO AMEND THE ADOPTED SALARY SCALE; TO PROVIDE FOR THE HEALTH, SAFETY, AND WELFARE OF THE GENERAL PUBLIC; TO ESTABLISH THE EFFECTIVE DATE; AND FOR OTHER PURPOSES

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

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

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the Mayor and City Council of the City of Holly Springs, Georgia, do hereby amend and adopt the salary scale to include:

GRADE	Annual		Hourly		TITLE
	2021 Minimum	2021 Maximum	2021 Minimum	2021 Maximum	
16	\$ 48,062.32	\$ 72,093.48	\$ 23.11	\$ 34.66	Land Development Manager/GIS Technician
16	\$ 48,062.32	\$ 72,093.48	\$ 23.11	\$ 34.66	Information Technology Technician
22	\$ 71,115.20	\$ 106,641.60	\$ 34.19	\$ 51.27	Captain

IT IS HEREBY FURTHER RESOLVED, by the Mayor and City Council of the City of Holly Springs, Georgia, that the amended salary scale shall be effective immediately.

This Resolution is adopted this 19th day of July 2021.

CITY OF HOLLY SPRINGS

Michael Roy Zenchuk II, Mayor Pro Tem

Attest:

Karen Norred, City Clerk
(Seal)

City of Holly Springs
City Council Work Session Meeting Minutes
June 7, 2021

Elected Officials Present: Mayor Steven W. Miller, Councilwoman Dee Phillips, Councilman Kyle Whitaker, Councilman Jeff Wilbur, 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 Tommy Keheley, Community Development Director Nancy Moon, Finance Director Denise Lamazares, Economic Development Director/Assistant City Clerk Erin Honea, IT Manager/Facilities Manager Ron Carter, and Officer Brandon Boyce.

Mayor Miller called the Work Session to order.

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

Mayor Miller, Councilwoman Phillips, Councilman Whitaker, Mayor Pro Tem Zenchuk, and Councilman Wilbur each spoke about the life of Councilwoman Karen Barnett and offered their condolences to her family.

Mayor Miller recognized Councilwoman Barnett's 16 years of service to the citizens of Holly Springs by presenting her husband, Richard, with an engraved glass vase.

Mayor Miller recognized City Manager Robert H. Logan for his 10 years of service to the City of Holly Springs.

City resident Roger McIver asked Council to consider amending the City Ordinance to prohibit fireworks on Memorial Day. He also announced that he would be speaking with state representatives regarding changing the observance of Memorial Day to May 30th. He thanked elected officials and staff for attending Councilwoman Barnett's funeral.

No action taken.

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

Meeting adjourned.

City of Holly Springs
City Council Special Called Meeting Minutes
May 3, 2021

Elected Officials Present: Mayor Steven W. Miller, Councilwoman Dee Phillips, Councilman Kyle Whitaker, Councilman Jeff Wilbur, 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 Tommy Keheley, Community Development Director Nancy Moon, Finance Director Denise Lamazares, Economic Development Director/Assistant City Clerk Erin Honea, IT Manager/Facilities Manager Ron Carter, and Officer Brandon Boyce.

Mayor Miller called the Special Called Meeting to order.

Mayor Pro Tem Zenchuk made a motion to move Items 2-5 to a Consent Agenda. Councilman Whitaker seconded the motion. Motion carried 4-0.

Councilman Whitaker made a motion to approve an Intergovernmental Agreement for Implementation of Service Delivery Strategy among Cherokee County, Georgia and the Cities of Ball Ground, Canton, Holly Springs, Mountain Park, Nelson, Waleska, and Woodstock and authorize the Mayor to execute the documents contingent upon the Cherokee County Board of Commissioners approving the proposed Fire Services Intergovernmental Agreement and the Intergovernmental Agreement for Infrastructure Improvement Project, Project Common Name: Holly Springs Parkway at Palm Street Intersection Improvement as they are currently stated unless approved by the City of Holly Springs staff or City Council. Mayor Pro Tem Zenchuk seconded the motion. Motion carried 4-0.

Councilwoman Phillips made a motion to approve the Consent Agenda for June 7, 2021. Councilman Wilbur seconded the motion. Motion carried 4-0.

Councilwoman Phillips made a motion to adjourn. Councilman Wilbur seconded the motion. Motion carried 4-0.

Meeting adjourned.

Respectfully Submitted.

Michael Roy Zenchuk II, Mayor Pro Tem

Attest:

Karen Norred, City Clerk
(Seal)

REINHARDT UNIVERSITY



REINHARDT UNIVERSITY PUBLIC SAFETY INSTITUTE



HOLLY SPRINGS POLICE DEPARTMENT

Articulation Agreement
An Educational Pathway for Public Safety Professionals
Higher Education for Public Safety

I. Introduction

- a. This agreement formally recognizes that Reinhardt University (RU) and the Holly Springs Police Department (Holly Springs PD) are partners in providing educational opportunities for employees in good standing with the Holly Springs PD.
- b. Agreement to this partnership requires a commitment by both entities to work cooperatively to offer quality facilities and quality collegiate level academic programs on-site at the Holly Springs PD.
- c. This agreement is entered by both parties with full recognition that higher education is intrinsically valuable to the student who experiences it, extrinsically valuable to the agency that supports it, and a valuable public good.

II. Communication, Marketing, Promotion, & Recruitment

- a. RU and Holly Springs PD agree to cooperate in communicating with each other concerning this articulation agreement.
- b. Communications may include common publications and announcements concerning RU and Holly Springs PD affiliation. Announcements of this articulation agreement and its updates will have a coordinated release to the public from both agencies.
- c. Both parties will work collaboratively to disseminate information about programs, scholarships, and grants in this agreement with interested and qualified students at Holly Springs PD and the public.
- d. Annually, each party will provide the name and contact of the primary person, or persons, responsible for fulfilling this agreement.
- e. Annually, this agreement and its terms will be reviewed by both parties.
- f. Both agencies agree to provide appropriate advising and counseling to prospective students regarding the benefits of a college degree and the responsibilities associated with the costs of attendance.
- g. As part of the partnership, Holly Springs PD allows RU to regularly promote its educational programs to Holly Springs PD officials on days and times previously agreed upon by both parties.

III. Programs

- a. Admissions
 - i. Admission criteria for all programs listed below are available for review at Reinhardt University's website, www.reinhardt.edu.
- b. Associate of Science in Criminal Justice - Police Academy Option (PA)
 - i. Reinhardt University holds academy certification through the Georgia P.O.S.T. Council and is authorized to deliver the Basic Law Enforcement Training Course. The Police Academy Option allows degree seeking students to earn P.O.S.T. Basic Peace Officer Certification while satisfying 15 semester hours in criminal justice coursework toward an Associate of

Science in Criminal Justice. The option consists of four criminal justice courses offered over a single 20 week semester on evenings and weekends. Successful completion of training imbedded within these courses satisfies basic certification requirements. Upon successful completion, students may satisfy remaining ACJ degree requirements online.

- c. Associate and Bachelor of Science Criminal Justice (Online)
 - i. The Associate of Criminal Justice degree consists of 60 credit hours of academic work, 42 of which satisfy general education requirements and 18 of which are focused on topics of study in criminal justice. The degree program is offered 100% online. Students entering the program take two, three credit-hour courses every eight weeks during the regular academic year and two, three credit-hour courses every seven weeks during the summer. With full-time study, student may complete the ACJ program in five regular semesters.
 - ii. The Bachelor of Criminal Justice degree consists of 120 credit hours of academic work, 42 of which satisfy general education requirements and 54 of which are focused on topics of study in criminal justice and 24 free electives. The degree program is offered 100% online. Students entering the program take two, three credit-hour courses every eight weeks during the regular academic year and two, three credit-hour courses every seven weeks during the summer. With full-time study, student may complete the BCJ program in ten regular semesters.
- d. The Associate of Business Administration degree consists of 60 credit hours of academic work, 42 of which satisfy general education requirements and 18 of which are focused on topics of study in business administration. The degree program is offered 100% online. Students entering the program take two, three credit-hour courses every eight weeks during the regular academic year and two, three credit-hour courses every seven weeks during the summer. With full-time study, student may complete the ABA program in five regular semesters.
- e. The Bachelor of Business Administration degree consists of 120 credit hours of academic work, 42 of which satisfy general education requirements and 54 of which are focused on topics of study in criminal justice and 24 free electives. The degree program is offered 100% online. Students entering the program take two, three credit-hour courses every eight weeks during the regular academic year and two, three credit-hour courses every seven weeks during the summer. With full-time study, student may complete the ACJ program in five regular semesters.
- f. Organizational Management and Leadership (OML)
 - i. Organizational Management & Leadership is a Bachelor of Arts degree designed to educate the next generation of organizational and community leaders. The 52 credit-hour curriculum includes courses in managerial leadership, marketing strategy, non-profit leadership, accounting and finances, public relations, and ethics, values, and the law.

The majority of the program is offered in a face-to-face format with select courses offered online. Candidates who apply are expected to bring 60 – 72 earned credit-hours of college level work, which allows the student to focus on completing the degree.

- g. Master of Public Administration, Executive Command & Leadership (ExCL)
 - i. The Master of Public Administration, Executive Command & Leadership is a 36 credit-hour program that satisfies training requirements for the award of management and executive certifications through the Georgia P.O.S.T. Council. Sixty-four percent of the MPA, ExCL program is offered in a convenient online environment, while 36% of the curriculum is offered in a face-to-face format in order to comply with P.O.S.T. requirements.

IV. Scholarships & Grants

- a. The Leader's Scholarship of the Holly Springs PD
 - i. Reinhardt University will provide three scholarships of \$1000 each during the term of this agreement to distinguished members of the Holly Springs PD.
 - ii. The candidates must meet admission requirements of the University and the program. Candidates must also earn official, written nomination by the Holly Springs PD. The Leader's Scholarship may not be applied when candidates enter under a provisional admitted status or when enrolled students are determined to be on academic warning or probation.
- b. Public Safety Office Grant
 - i. Reinhardt University will provide a 15% tuition discount for Public Safety Office personnel who have not been nominated for the Leader's Scholarship. The 15% discount applies to Reinhardt University's Police Academy, Associate and Bachelor in Criminal Justice, Associate and Bachelor in Business Administration and Organizational Management and Leadership Program. In order for the 15% discount to apply, candidates must meet admissions requirements to the University and the program. The Grant may not be applied to candidates entering under a provisional admitted status or enrolled students determined to be on academic warning or probation.
- c. Special Tuition for the Master of Public Administration, ExCL Program
 - i. Reinhardt University will provide a reduced graduate tuition rate of \$400 per credit hour for those interested in pursuing the Master of Public Administration, ExCL Program. Applicants for this program must meet admission requirements both to the University and the program.

V. Points of Clarity

- a. Holly Springs PD understands that RU may hire, on a part-time, semester-by-semester basis, qualified employees of the Holly Springs PD to instruct courses in the educational programs offered. Holly Springs PD further recognizes that such agreements are made between Reinhardt University and the part-time instructor; all instructors are subject to Reinhardt University policies and performance standards and may be retained or dismissed as Reinhardt deems appropriate.
- b. For the purposes of this agreement, Holly Springs PD personnel shall include full-time employees, part-time employees, and personnel formally registered with the agency through an organized reserve, auxiliary, or volunteer capacity.

VI. Conclusion

- a. Reinhardt University is excited to partner with the Holly Springs Police Department to meet the knowledge-needs of its employees, who valiantly serve our community.

Signatures attesting to agreement:

Chief Tommy Keheley
Holly Springs PD

Date

Dr. Mark A Roberts, President
Reinhardt University

Date



June 25, 2021

City of Holly Springs
Downtown Development Authority of Holly Springs
PO Box 990
Holly Springs, Ga. 30142

**RE: Bid Acceptance Recommendation
Mixed-Use Sitework and Infrastructure Project
RFB #2021-02**

Dear Mr. Logan,

In reference to this Invitation to Bid, three qualified bids were received and publicly announced on June 17, 2021. Below is the bid tabulation:

• Vertical Earth	\$6,691,191.92
• Magnum Contracting	\$6,744,994.00
• Georgia Development Partners	\$7,515,577.34

Upon review of the bid received, we hereby recommend Vertical Earth ("Contractor") be awarded this bid. As well, we would like to recommend that the line items for "Survey and Layout" be excluded from the Contractor's scope. Below are the amounts for each section of the Project.

• Town Center	\$19,780.00
• City Homes	\$10,645.00
• Townhomes and Depot parking	<u>\$14,918.00</u>
Net Contract Reduction	(\$45,343.00)

This results in an adjusted contract price of: \$6,645,848.92

We recommend that these Survey and Layout services be awarded to Alliance Surveying, Inc. for the sum of \$57,250.00 as part of its overall scope to provide survey and layout, asbuilt and final plat services for the Project for better project continuity.

Regards,

A handwritten signature in blue ink, appearing to read "CDH", is written over a large, stylized blue circular mark.

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

TOWN CENTER

Item No.	Description	Vertical Earth	1	2	3
				Magnum Contracting	Ga Development Partners
1	General Conditions	\$	207,087.49	\$ 145,493.00	\$ 167,523.29
	Demolition, Clearing, Grubbing and				
2	Hauling Offsite	\$	71,024.25	\$ 145,393.00	\$ 29,941.15
3	Site Walls Complete	\$	1,151,139.15	\$ 981,268.00	\$ 1,364,092.60
4	Grading Complete	\$	595,215.94	\$ 630,625.00	\$ 1,039,789.64
5	Sanitary Sewer	\$	587,704.00	\$ 554,940.00	\$ 430,464.77
6	Storm System	\$	556,082.05	\$ 573,650.00	\$ 523,795.56
7	Water System	\$	304,396.41	\$ 300,234.00	\$ 442,143.85
8	Erosion Control and Maintenance	\$	189,142.44	\$ 279,532.00	\$ 208,440.32
9	Curb, Handicap Ramps and Flatwork	\$	356,790.16	\$ 187,927.00	\$ 374,018.83
10	Paving, Markings and Signage	\$	778,087.32	\$ 683,863.00	\$ 727,665.66
11	Survey and Layout	\$	19,780.00	\$ 35,593.00	\$ 50,292.47
	Subtotal - Town Center	\$	4,816,449.21	\$ 4,518,518.00	\$ 5,358,168.14

CITY HOMES

1	General Conditions	\$	34,514.59	\$ 53,797.00	\$ 64,427.54
	Demolition, Clearing, Grubbing and				
2	Hauling Offsite	\$	31,221.67	\$ 47,760.00	\$ 55,583.43
3	Site Walls Complete				
4	Grading Complete	\$	72,303.74	\$ 178,672.00	\$ 241,359.12
5	Sanitary Sewer	\$	127,176.00	\$ 127,702.00	\$ 212,238.09
6	Storm System	\$	188,177.74	\$ 68,912.00	\$ 94,864.67
7	Water System	\$	85,156.96	\$ 72,173.00	\$ 80,162.90
8	Erosion Control and Maintenance	\$	61,312.27	\$ 98,407.00	\$ 93,275.90
9	Curb, Handicap Ramps and Flatwork	\$	46,697.17	\$ 40,041.00	\$ 96,585.99
10	Paving, Markings and Signage	\$	166,563.00	\$ 137,085.00	\$ 281,156.63
11	Survey and Layout	\$	10,645.00	\$ 18,963.00	\$ 22,567.50
	Subtotal - City Homes	\$	823,768.14	\$ 843,512.00	\$ 1,242,221.77

TOWNHOMES AND DEPOT PARKING

1	General Conditions	\$	34,514.59	\$ 57,571.00	\$ 63,914.51
	Demolition, Clearing, Grubbing and				
2	Hauling Offsite	\$	47,576.72	\$ 61,890.00	\$ 56,875.07
3	Site Walls Complete	\$	20,079.56	\$ 23,957.00	
4	Grading Complete	\$	115,054.05	\$ 346,878.00	\$ 231,020.73
5	Sanitary Sewer	\$	183,904.00	\$ 249,455.00	\$ 98,066.21
6	Storm System	\$	108,213.08	\$ 92,538.00	\$ 69,152.96
7	Water System	\$	89,634.72	\$ 85,979.00	\$ 79,036.34
8	Erosion Control and Maintenance	\$	63,607.65	\$ 126,036.00	\$ 87,298.33
9	Curb, Handicap Ramps and Flatwork	\$	65,694.82	\$ 73,243.00	\$ 52,186.10
10	Paving, Markings and Signage	\$	307,777.38	\$ 246,454.00	\$ 154,213.52
11	Survey and Layout	\$	14,918.00	\$ 18,963.00	\$ 23,423.66
	Subtotal Townhomes	\$	1,050,974.57	\$ 1,382,964.00	\$ 915,187.43

GRAND TOTAL	\$	6,691,191.92	\$	6,744,994.00	\$	7,515,577.34
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Town Center	Survey and Layout	\$	(19,780.00)	\$	(35,593.00)	\$	(50,292.47)
City Homes	Survey and Layout	\$	(10,645.00)	\$	(18,963.00)	\$	(22,567.50)
Townhomes and Depot Parking	Survey and Layout	\$	(14,918.00)	\$	(18,963.00)	\$	(23,423.66)
	Net Total	\$	6,645,848.92	\$	6,671,475.00	\$	7,466,141.03

**Alliance Surveying**

299 S Main Street, Suite A
Alpharetta Georgia 30009

Proposal 0259

Proposal Date : 6/29/2021

SITE: Holy Springs Mixed-Use Project

Mr. David Edwards,

Alliance Surveying, LLC ("AEP") appreciates the opportunity to provide this proposal to you ("client"). AEP proposes the following scope of services.

#	Item & Description	Amount
1.	Control/Setup.....	\$ 8,500
	If control is not provided Alliance will establish control/benchmarks around the subject property to be the basis of the staking for the tasks below. This will include verifying boundary and elevation data as shown on the plans.	
2.	Construction Staking Services (Town Center Tract)	\$ 32,500
	Alliance will stake:	
	LOD-2 Back of Curb offsets w/ grades-6 Stake Amphitheater-2 Parking Deck-2 Storm Structures-5 Rough Grade Stakes (3 trips to site) Stake Retail building pads for grade-1 Retaining Walls-5 Water Structures-3 Stake Outparcel Corners-1 Stake City Hall Corners for Grade-1	
3.	Pond As-builts (Town Center Tract)	\$ 3,500
	Alliance will perform an as-built survey of the ponds once construction of said ponds are complete. This price includes two trips for ponds due to any necessary cleanup required during the as-built process.	
4.	Utility As-builts and Plat Creation and Submittal (Town Center Tract)	\$ 14,500
	Alliance will provide the Storm, Sewer, and Water As-builts that will be required by the Municipality for approval. Alliance will also produce one plat that created the proposed parkway right of way along with the outparcels as shown on the site plan provided for proposals. This task includes the setting of all corners along with time required for the submittal and recording of said plat. This task does not include and application/permit/or recording fees. Those shall be billed at cost +20% unless paid directly by the client prior to submittal.	
5.	Construction Staking Services (City Homes).....	\$ 12,500
	Alliance will stake:	
	LOD Water Structures Stake Retail building pads for grade Retaining Walls Sewer Structures and Laterals Back of Curb offsets w/ grades Stake City Hall Corners for Grade Paint Lot Lines on Curb Storm Structures Rough Grade Stakes (1 trip to site) Parking Deck Set Corners	
6.	Pond As-builts (Townhomes)	\$ 3,500
	Alliance will perform an as-built survey of the ponds once construction of said ponds are complete. This price includes two trips for ponds due to any necessary cleanup required during the as-built process.	

7. Utility Asbuilts and Final Plat (City Homes- 30 units) \$ 9,000

Alliance will locate and create the necessary Storm, Sewer, and Water Asbuilts to be approved by the governing municipality and will also produce the required final plat. This task includes submittal and revisions as required for approval. This task does not include and application/permit/or recording fees. Those shall be billed at cost +20% unless paid directly by the client prior to submittal.

8. Construction Staking Services (Townhomes- 35 units) \$ 12,250

Alliance will stake:

LOD	Sewer Structures and Laterals	Storm Structures
Water Structures	Back of Curb offsets w/ grades	Rough Grade Stakes (1 trip to site)
Stake Retail building pads for grade	Stake City Hall Corners for Grade	Parking Deck
Retaining Walls		

9. Utility Asbuilts and Final Plat (Townhomes- 35 units) \$ 8,050

Alliance will locate and create the necessary Storm, Sewer, and Water Asbuilts to be approved by the governing municipality and will also produce the required final plat. This task includes submittal and revisions as required for approval. This task does not include and application/permit/or recording fees. Those shall be billed at cost +20% unless paid directly by the client prior to submittal.

10. Assorted Exhibits and Legal Descriptions/Additional Services..... \$ 8,000 T&M

TOTAL FIXED FEE \$104,300
TIME AND MATERIALS \$8,000

Notes

If this proposal is found to be acceptable, please sign and date the last page and return to AEP. Please note that if any of the above items are not desired that they may be stricken from this proposal without penalty.

Reimbursable expenses will be billed as shown in Attachment B. AEP will give notice if additional services are required and obtain the client's authorization before proceeding. AEP will submit invoices for services performed and reimbursable expenses as incurred. Payment in full is due upon receipt of the invoice and is past due thirty (30) days from the invoice date.

FUNDAMENTAL ASSUMPTIONS

This Agreement and the fees are subject to the following fundamental assumption:

- a) The client is assumed to have permission to grant access to the property. By signing this proposal the client is granting AEP permission to access the property.

Terms & Conditions

ATTACHMENT "A"

PARTIES AND SCOPE OF WORK: Alliance Engineering + Planning, LLC (hereafter referred to as "AEP") shall include said company or affiliate performing the work. "Work" means the specific architectural, civil engineering, land planning, land surveying or other service to be performed by AEP as set forth in AEP's proposal, the client's acceptance thereof and these General Conditions. "Client" refers to the person or business entity ordering the work to be done by AEP. If the client is ordering the work on behalf of another, the client represents and warrants that the client is the duly authorized agent of said party for the purpose of ordering and directing said work. Unless otherwise stated in writing, the client assumes sole responsibility for determining whether the quantity and the nature of the work ordered by the client are adequate and sufficient for the clients' intended purpose. Client shall communicate these General Conditions to each and every third party to whom the client transmits any part of AEP's work. AEP shall have no duty or obligation to any third party greater than that set forth in AEP's proposal, Client's acceptance thereof and these General Conditions. The ordering of work from AEP shall constitute acceptance of the terms of AEP's proposal and these General Conditions.

ACCESS TO SITE: Client will arrange and provide such access to the site as is necessary for AEP to perform the work. AEP shall take reasonable measures and precautions to minimize damage to the site and any improvements located thereon as the result of its work or the use of its equipment; however, AEP has not included in its fee the cost of restoration of damage which may occur. If client desires or requires AEP to restore the site to its former condition, upon written request AEP will perform such additional work as is necessary to do so and client agrees to pay to AEP the cost thereof.

CLIENT'S DUTY TO NOTIFY ARCHITECT/ENGINEER: Client represents and warrants that he has advised AEP of any known or suspected hazardous materials, utility lines and pollutants at any site at which AEP is to do work hereunder, and unless AEP has assumed in writing the responsibility of locating subsurface or latent conditions, client agrees to indemnify and save AEP harmless from all claims, suits, losses, costs and expenses, including reasonable attorney's fees as a result of personal injury, death or property damage occurring with respect to AEP's performance of its work and arising from subsurface or latent conditions or damage to subsurface or latent objects, structures, lines or conduits where the actual or potential presence and location thereof was not revealed to AEP by client.

PAYMENT: Client shall be invoiced once each month for work performed during the preceding period. Client agrees to pay each invoice within thirty (30) days of its receipt. The client further agrees to pay interest on all amounts invoiced and not paid or objected to for valid cause within said thirty (30) day period at the rate of eighteen (18) percent per annum (or the maximum interest rate permitted under applicable law, whichever is the lesser) until paid. Client agrees to pay AEP's cost of collection of all amounts due and unpaid after sixty (60) days, including court costs and reasonable attorney's fees. Failure to make payments within 30 days of invoice shall constitute a release of AEP from any and all claims which client may have, either in tort or contract, and whether known or unknown at the time.

CLIENT agrees to pay all permitting and submittal fees for project.

TERMINATION: This agreement may be terminated by either party upon seven day's prior written notice in the event of termination. AEP shall be compensated by client for all services performed up to and including the termination date, including reimbursable expenses, and for the completion of such services and records as are necessary to place AEP's files in order and/or protect its professional reputation.

INDEMNITY: Subject to the foregoing limitations, AEP agrees to indemnify and hold client harmless from and against any and all claims suits costs and expenses including reasonable attorney's fees and court costs arising out of AEP's negligence to the extent of AEP's negligence. Client shall provide the same protection to the extent of its negligence. In the event that client or client's principal shall bring any suit, cause of action, claim or counterclaim against AEP, the party initiating such action shall pay to AEP the costs and expenses incurred by AEP to investigate, answer and defend it, including reasonable attorney's and witness fees and court costs to the extent that AEP shall prevail in such suit.

WITNESS FEES: AEP's employees shall not be retained as expert witnesses except by separate, written agreement. Client agrees to pay AEP's legal expenses, administrative costs and fees pursuant to AEP's then current fee schedule for AEP to respond to any subpoena.

LIMIT OF LIABILITY: The CLIENT agrees to limit AEP's liability to the CLIENT and to all construction Contractors and Subcontractors on the project, arising from AEP'S negligent acts, errors or omissions, such that the total aggregate liability of AEP to all those names shall not exceed the AEP'S total fee for services rendered on this project. AEP will not be liable for past deficiencies or violations that may have occurred onsite. The CLIENT further agrees to require the contractor and his subcontractors an identical limitation of AEP liability for damages suffered by the contractor or subcontractor arising from the AEP'S negligent acts, errors or omissions.

OWNERSHIP OF MATERIALS: All drawings, plans, maps, photographs, data, and copies thereof remaining in AEP's possession are the property of AEP and subject to its sole discretionary control. AEP reserves all of its rights in any drawings, plans, photographs, and data and copies thereof furnished to Client or to others and may preserve its rights under Federal Copy Right Law. Any further use of this data is subject to separate renegotiation and fee. Any special requirements as to form or content of the instruments of service (including, plans drawings, and specifications) must be agreed to in advance and specified in this Contract.

DELAYS BEYOND THE CONTROL OF AEP: It is agreed that events which are beyond the control of AEP may occur which may delay the performance of the Scope of Services. In the event that the performance of the Scope of Services by AEP is delayed beyond their control, AEP shall notify the Client of such delay and the reasons therefore, and the Client shall extend the time of performance appropriately. AEP is not

6095 Atlanta Hwy, Suite 100 Flowery Branch, Georgia 30009

(M) 334.360.4197 info@aepatl.com

liable for damages caused by delays in performance of the services which arise from events beyond its reasonable control.

ABANDONED OR SUSPENDED WORK: Nothing in this Contract or in any document, report or opinion of AEP shall infer or imply that AEP's services will be furnished on a contingent basis. If the Project or any part thereof is abandoned or suspended in whole or in part by the Client for any reason other than for default by AEP, AEP shall be paid for all services performed prior to receipt of written notice from the Client of such abandonment or suspension. This document and attachments represent the entire Contract between the parties. If fully executed and Contract is delivered to AEP more than Thirty(30)days after date first appearing hereon, terms are subject to revision or acceptance by AEP.

INWITNESS WHEREOF the parties hereto have made and executed this Contract as of the date first above written. The invalidity of any portion of this Contract shall not affect the validity or enforceability of any other portion.

ENTIRE AGREEMENT: In the event any of the provisions of these general conditions would be found unenforceable, it shall be stricken and the remaining provisions shall be enforceable. This agreement constitutes the entire understanding of the parties, and there are no representations, warranties or undertakings made other than as set forth herein. This agreement may be modified in writing, signed by each of the parties hereto.

ATTACHMENT "B"

HOURLY BILLING RATES

Category

Principal:	\$175 Hourly Rate
Sr. Land Surveyor (PLS):	\$150 Hourly Rate
1 Man Survey Crew:	\$103 Hourly Rate
2 Man Survey Crew :	\$150 Hourly Rate
Sr. CADD Technician :	\$100 Hourly Rate
CADD Technician :	\$75 Hourly Rate
Mileage:	IRS rate <i>currently \$0.58 per mile</i>

Reimbursable Expenses (additional 20% covers administrative and financing expenses incurred)

Courier and Delivery	Cost plus 20%
Other out-of-pocket expenses	Cost plus 20%

(Plan Review and Permitting Fees are to be paid directly by the Client unless other arrangements are made in writing)

Other Services

Large format Printing, Copies, And Reprographics	\$0.35 per square foot
--	------------------------

All of the above rates are subject to change after December 31 of this calendar year.

Authorized by

Date

Respectfully submitted,
Alliance Surveying, LLC



David L. Anderson, P.L.S., P.S.M.
Principal



FINANCIAL HIGHLIGHTS
June 30, 2021



Budget Summary
50% of year lapsed

	Audited		Unaudited	
	2020 Year End Actual	2021 Budget	2021 Year to Date	% Annual Budget
REVENUES BY FUND				
General Fund	10,114,372	9,500,000	2,935,105	30.90%
Operating Grant Fund	118,915	125,000	45,406	36.32%
Parks & Recreation Fund	453,161	386,000	229,565	59.47%
Hotel/Motel Tax Fund	3,579	5,000	2,264	45.28%
Urban Redevelopment Agency	5,784,104	4,000,000	413,960	10.35%
SPLOST III Fund	6,128	280,000	75	0.03%
SPLOST IV Fund	2,348	67,800	6	0.01%
SPLOST V Fund	2,425,417	6,750,480	1,404,157	20.80%
Town Center Fund	5,923,464	4,167,692	513,977	12.33%
Debt Service Fund	51,932	1,102,952	373	0.03%
Stormwater Utility Fund	871,402	376,317	21,702	5.77%
Municipal Court Fund	-	-	697,849	100.00%
TOTAL REVENUES - ALL FUNDS	\$ 25,754,822	\$ 26,761,241	\$ 6,264,438	23.41%
EXPENDITURES/EXPENSES BY FUND				
General Fund	8,820,068	9,500,000	5,946,652	62.60%
Operating Grant Fund	118,907	125,000	77,394	61.92%
Parks & Recreation Fund	89,327	386,000	83,228	21.56%
Hotel/Motel Tax Fund	1,541	5,000	4,295	85.90%
Urban Redevelopment Agency	5,784,104	4,000,000	413,960	10.35%
SPLOST III Fund	-	280,000	-	0.00%
SPLOST IV Fund	-	67,800	-	0.00%
SPLOST V Fund	1,663,596	6,750,480	382,667	5.67%
Town Center Fund	6,235,613	4,167,692	439,453	10.54%
Debt Service Fund	279,985	1,102,952	744,533	67.50%
Stormwater Utility Fund	329,963	376,317	96,676	25.69%
Municipal Court Fund	-	-	631,819	100.00%
TOTAL EXPENDITURES/ EXPENSES - ALL FUNDS	\$ 23,323,104	\$ 26,761,241	\$ 8,820,678	32.96%



**Comparison to Prior Year
50% of year lapsed**

	06/30/20 Actual	2020 Annual Budget	% of Annual Budget	06/30/21 Actual	2021 Budget	% of Annual Budget
REVENUES BY FUND						
General Fund	2,227,604	9,500,000	23.45%	2,935,105	9,500,000	30.90%
Operating Grant Fund	77,788	215,000	36.18%	45,406	125,000	36.32%
Parks & Recreation Fund	210,830	377,500	55.85%	229,565	386,000	59.47%
Hotel/Motel Tax Fund	1,311	3,000	43.71%	2,264	5,000	45.28%
Urban Redevelopment Agency	4,571,837	6,000,000	76.20%	413,960	4,000,000	10.35%
SPLOST III Fund	47	274,650	0.02%	75	280,000	0.03%
SPLOST IV Fund	24	70,000	0.03%	6	67,800	0.01%
SPLOST V Fund	1,186,159	8,814,505	0.00%	1,404,157	6,750,480	20.80%
Town Center Fund	4,510,982	6,551,600	68.85%	513,977	4,167,692	12.33%
Debt Service Fund	1,058	516,319	0.20%	373	1,102,952	0.03%
Stormwater Utility Fund	14,426	350,000	4.12%	21,702	376,317	5.77%
Municipal Court Fund	-	-	100.00%	697,849	-	100.00%
TOTAL REVENUES - ALL FUNDS	\$ 12,802,065	\$ 32,672,574	19.17%	\$ 6,264,438	\$ 26,761,241	23.41%
EXPENDITURES/EXPENSES BY FUND						
General Fund	5,337,853	9,500,000	56.19%	5,946,652	9,500,000	62.60%
Operating Grant Fund	72,166	215,000	33.57%	77,394	125,000	61.92%
Parks & Recreation Fund	40,446	377,500	10.71%	83,228	386,000	21.56%
Hotel/Motel Tax Fund	540	3,000	18.00%	4,295	5,000	85.90%
Urban Redevelopment Agency	4,571,837	6,000,000	76.20%	413,960	4,000,000	10.35%
SPLOST III Fund	-	274,650	0.00%	-	280,000	0.00%
SPLOST IV Fund	-	70,000	0.00%	-	67,800	0.00%
SPLOST V Fund	410,482	8,814,505	0.00%	382,667	6,750,480	5.67%
Town Center Fund	4,809,816	6,551,600	73.41%	439,453	4,167,692	10.54%
Debt Service Fund	15,382	516,319	2.98%	744,533	1,102,952	67.50%
Stormwater Utility Fund	93,820	350,000	26.81%	96,676	376,317	25.69%
Municipal Court Fund	-	-	100.00%	631,819	-	100.00%
TOTAL EXPENDITURES/ EXPENSES - ALL FUNDS	\$ 15,352,342	\$ 32,672,574	27.00%	\$ 8,820,678	\$ 26,761,241	32.96%

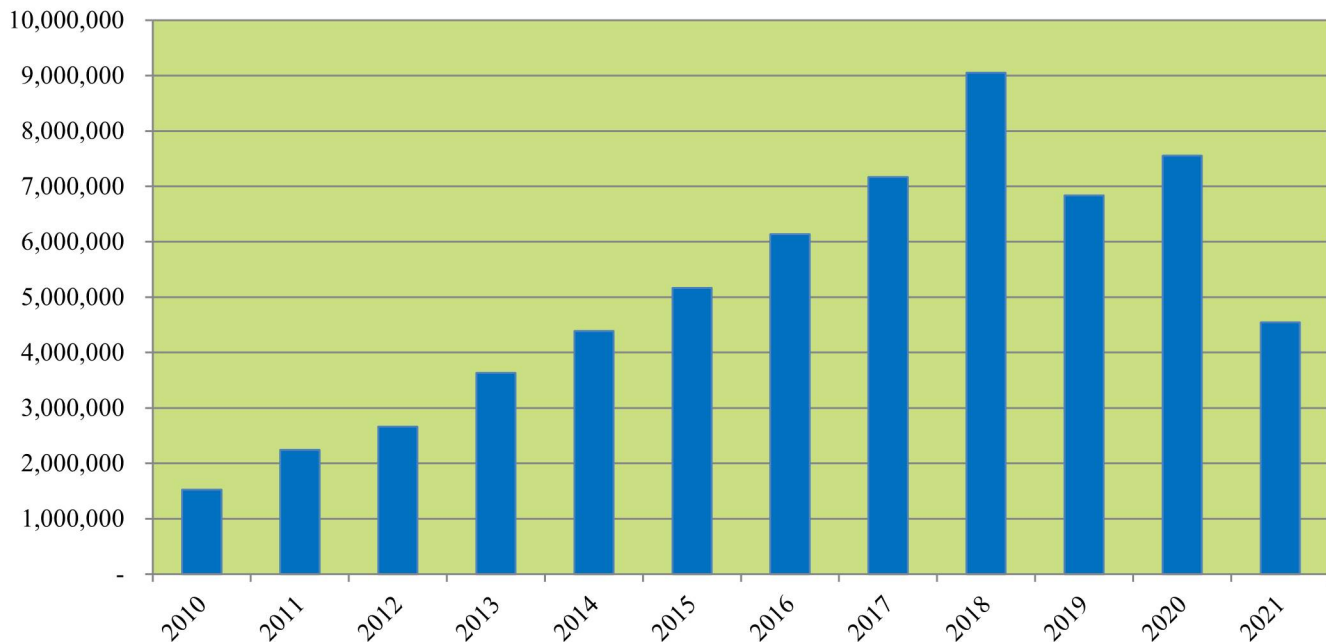


**Changes in Fund Balance/Net Position
As of June 30, 2021**

	Audited			Unaudited	
Fund	Balance as of 1/1/2021	Revenues	Expenditures/ Expenses	Balance as of 06/30/2021	Net Increase/ (Decrease)
General Fund	7,557,635	2,935,105	5,946,652	4,546,088	(3,011,547)
Operating Grant Fund	37,134	45,406	77,394	5,146	(31,988)
Parks & Recreation Fund	513,325	229,565	83,228	659,662	146,337
Hotel/ Motel Tax Fund	8,880	2,264	4,295	6,849	(2,031)
Urban Redevelopment Agency	-	413,960	413,960	-	-
SPLOST III Fund	280,106	75	-	280,181	75
SPLOST IV Fund	69,064	6	-	69,070	6
SPLOST V Fund	(2,296,654)	1,404,157	382,667	(1,275,164)	1,021,490
Town Center Fund	(144,757)	513,977	439,453	(70,233)	74,524
Debt Service Fund	1,592,641	373	744,533	848,481	(744,160)
Stormwater Utility Fund	4,696,706	21,702	96,676	4,621,732	(74,974)
Municipal Court Fund	-	697,849	631,819	66,030	66,030
	\$ 12,314,080	\$ 6,264,438	\$ 8,820,678	\$ 9,757,840	\$ (2,556,240)

General Fund - History of Fund Balance

GENERAL FUND FUND BALANCE

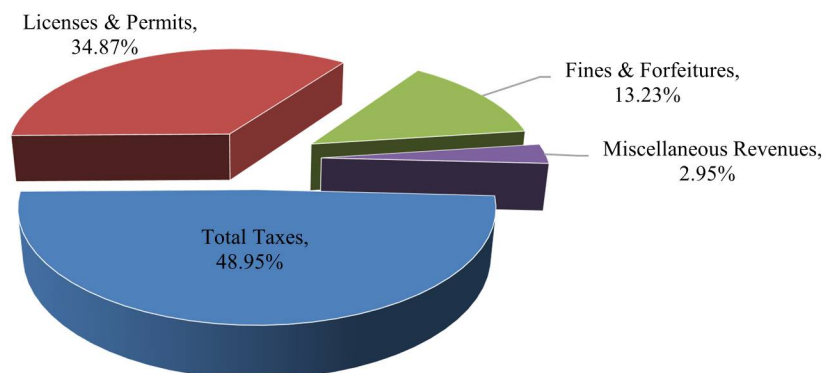




Budget Comparison Report - General Fund
50% of year lapsed

REVENUES	June 2021 Transactions	2021 Budget	YTD Transactions	% of Annual Budget
Property Taxes	4,032	4,800,000	251,688	5.24%
Motor Vehicle Taxes	1,501	90,000	55,555	61.73%
Motor Vehicle Title Ad Valorem Tax	57,478	385,000	319,512	82.99%
Mobile Home Tax	-	150	166	110.45%
Recording Intangible Taxes	10,896	150,000	59,269	39.51%
Penalties & Interest	(801)	12,000	3,778	31.48%
Fifa Fees	120	2,000	1,275	63.74%
Franchise Tax	-	465,000	478,702	102.95%
Railroad Equipment Car Tax	-	750	-	0.00%
Real Estate Transfer Tax	1,132	15,000	7,510	50.07%
Business & Occupation Tax	2,300	135,000	62,507	46.30%
Financial Institutions Tax	-	3,500	1,516	43.31%
Insurance Premium Tax	-	750,000	-	0.00%
Total Taxes	99,413	7,317,400	1,436,643	19.63%
Licenses & Permits	226,242	1,197,600	1,023,522	85.46%
Fines & Forfeitures	42,775	765,050	388,386	50.77%
Miscellaneous Revenues	7,167	134,700	64,216	47.67%
Interest Income	307	40,000	5,708	14.27%
Proceeds from the Sale of Conf Assets	-	250	-	0.00%
Proceeds from the Sale of Assets	-	25,000	16,610	66.44%
Donation from Private Sources	-	20,000	20	0.10%
TOTAL GENERAL FUND REVENUES	\$ 375,903	\$ 9,500,000	\$ 2,935,105	30.90%

Revenues by Source



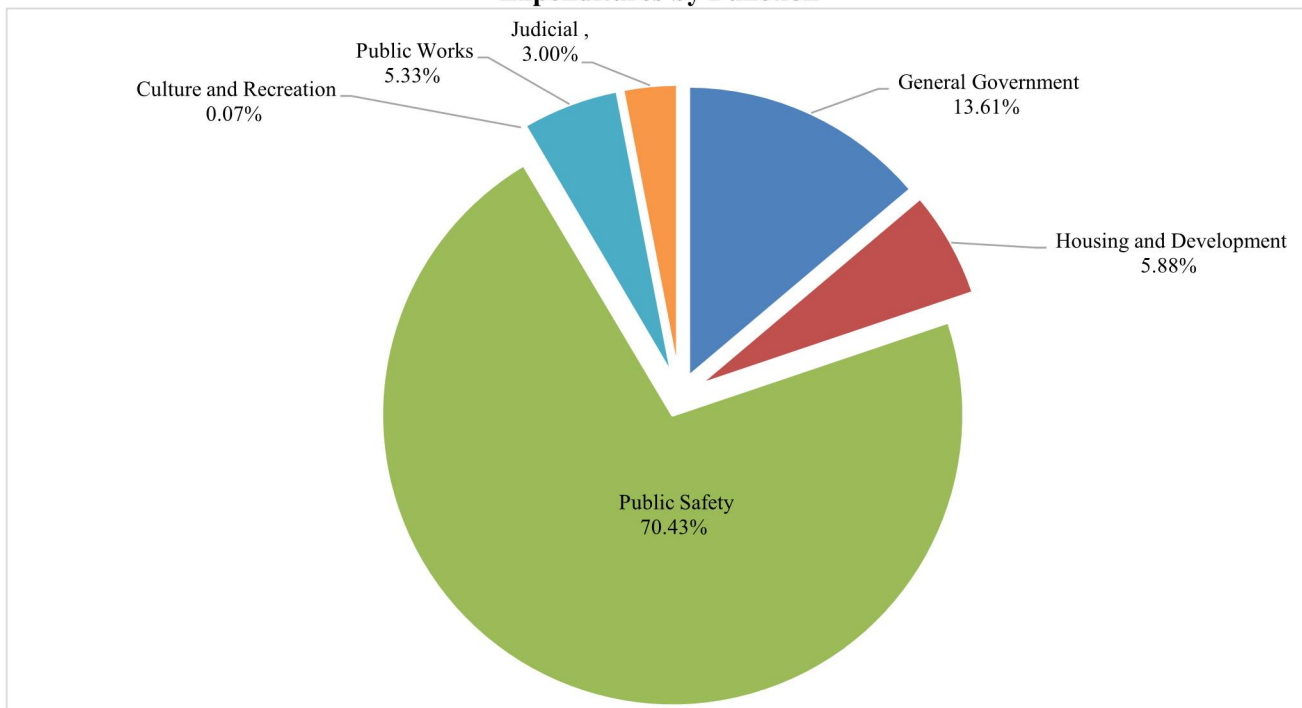
EXPENDITURES	June 2021 Transactions	2020 Amended Budget	YTD Transactions	% of Annual Budget
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Budget Comparison Report - General Fund
50% of year lapsed

General Government	155,501	1,512,574	809,285	53.50%
Housing and Development	64,981	759,112	349,500	46.04%
Public Safety	347,042	6,192,975	4,188,388	67.63%
Culture and Recreation	-	29,500	4,419	14.98%
Public Works	87,459	634,740	316,953	49.93%
Judicial	36,715	371,099	178,107	47.99%
TOTAL GENERAL FUND EXPENDITURES	\$ 691,698	\$ 9,500,000	\$ 5,946,652	62.60%

Expenditures by Function





Budget Comparison Report - All Funds
50% of year lapsed

			Unaudited	
	2020 Year End Actuals	2021 Budget	Year to Date	% 2021 Annual Budget
<u>GENERAL FUND</u>				
Revenues:	10,114,372	9,500,000	2,935,105	30.90%
Expenditures:	8,820,068	9,500,000	5,946,652	62.60%
Excess Revenues over (under) Expenditures	1,294,304	-	(3,011,547)	
<u>OPERATING GRANT FUND</u>				
Revenues:	118,915	125,000	45,406	36.32%
Expenditures:	118,907	125,000	77,394	61.92%
Excess Revenues over (under) Expenditures	8	-	(31,988)	
<u>PARKS & RECREATION FUND</u>				
Revenues:	453,161	386,000	229,565	59.47%
Expenditures:	89,327	386,000	83,228	21.56%
Excess Revenues over (under) Expenditures	363,834	-	146,337	
<u>HOTEL/MOTEL TAX FUND</u>				
Revenues:	3,579	5,000	2,264	45.28%
Expenditures:	1,541	5,000	4,295	85.90%
Excess Revenues over (under) Expenditures	2,038	-	(2,031)	
<u>URBAN REDEVELOPMENT AGENCY</u>				
Revenues:	5,784,104	4,000,000	413,960	10.35%
Expenditures:	5,784,104	4,000,000	413,960	10.35%
Excess Revenues over (under) Expenditures	-	-	-	
<u>SPLOST III FUND</u>				
Revenues:	6,128	280,000	75	0.03%
Expenditures:	-	280,000	-	0.00%
Excess Revenues over (under) Expenditures	6,128	-	75	
<u>SPLOST IV FUND</u>				
Revenues:	2,348	67,800	6	0.01%
Expenditures:	-	67,800	-	0.00%
Excess Revenues over (under) Expenditures	2,348	-	6	
<u>SPLOST V FUND</u>				
Revenues:	2,425,417	6,750,480	1,404,157	20.80%
Expenditures:	1,663,596	6,750,480	382,667	5.67%



Budget Comparison Report - All Funds
50% of year lapsed

	Unaudited			
	2020 Year End Actuals	2021 Budget	Year to Date	% 2021 Annual Budget
Excess Revenues over (under) Expenditures	761,821	-	1,021,490	
<u>TOWN CENTER FUND</u>				
Revenues:	5,923,464	4,167,692	513,977	12.33%
Expenditures:	6,235,613	4,167,692	439,453	10.54%
Excess Revenues over (under) Expenditures	(312,149)	-	74,524	
<u>DEBT SERVICE FUND</u>				
Revenues:	51,932	1,102,952	373	0.03%
Expenditures:	279,985	1,102,952	744,533	67.50%
Excess Revenues over (under) Expenditures	(228,053)	-	(744,160)	
<u>STORMWATER UTILITY FUND</u>				
Revenues:	871,402	376,317	21,702	5.77%
Expenses:	329,963	376,317	96,676	25.69%
Excess Revenues over (under) Expenses	541,439	-	(74,974)	
<u>MUNICIPAL COURT FUND</u>				
Revenues:	-	-	697,849	100.00%
Expenses:	-	-	631,819	100.00%
Excess Revenues over (under) Expenses	-	-	66,030	



Investments
As of June 30, 2021

Ameris Bank

Downtown Development Authority - CD .75%		36,462
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Subtotal Ameris Bank	\$	36,462
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Goldman Sachs Autocallable GS Momentum Builder		261,755
Certificate of Deposit - CD .75% Maturity Date - 08/21/2021		301,000
Certificate of Deposit - CD .75% Maturity Date - 10/08/2021		250,000
Certificate of Deposit - CD .80% Maturity Date - 04/08/2022		500,000
Certificate of Deposit - CD .90% Maturity Date - 10/08/2022		500,000
Certificate of Deposit - CD .20% Maturity Date - 12/12/2021		250,000
Certificate of Deposit - CD .25% Maturity Date - 06/12/2022		250,000
Certificate of Deposit - CD .30% Maturity Date - 12/12/2022		75,000

Subtotal South State Investment Services	\$	2,387,755
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Total Investments	\$	2,424,217
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Cash
As of June 30, 2021

Ameris Bank

Downtown Development Authority - Checking	78,792
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Subtotal Ameris Bank	\$ 78,792
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South State Bank

General Fund	2,612,461
Main Street Board	70,508
Parks & Recreation Fund	625,984
Hotel Motel Tax Fund	6,528
Money Market Account	1,352,917
Municipal Court Fund	169,400
Operating Grant Fund	231
Police Forfeiture Account	6,029
Police Seized Asset Account	1,461
SPLOST III	280,181
SPLOST IV	66,989
SPLOST IV/Grant Revenue	12,081
SPLOST V	397,659
Town Center Fund	79,767
Debt Service Fund	848,482
Stormwater Utility Fund	57,421
Tree Replacement Fund	8,249

Subtotal South State Bank	\$ 6,596,347
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South State Investment Services

Budget Stabilization Cash Account	90
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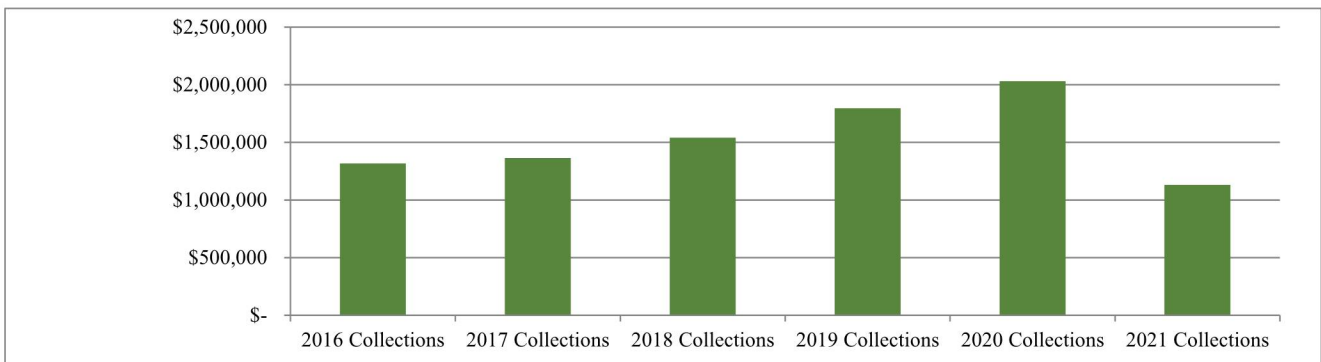
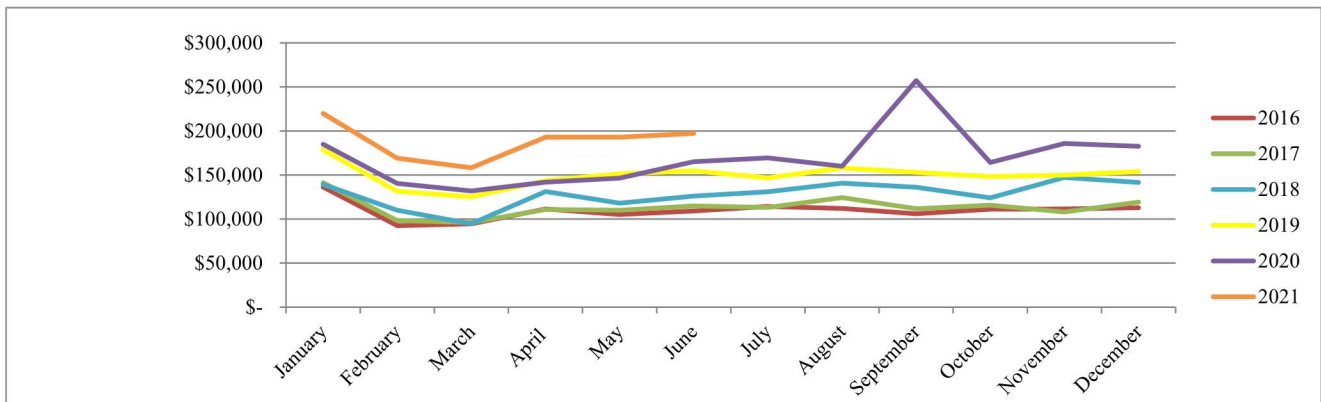
Subtotal South State Investment Services	\$ 90
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Total Cash	\$ 6,675,230
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Special Purpose Local Option Sales Tax Collections
As of June 30, 2021

	2016 Collections	2017 Collections	2018 Collections	2019 Collections	2020 Collections	2021 Collections	% Change from Prior Year
January	\$ 136,321	\$ 141,344	\$ 139,474	\$ 178,754	\$ 184,956	\$ 219,927	18.91%
February	92,605	98,189	109,987	131,700	140,587	169,237	20.38%
March	94,455	96,130	94,765	125,375	131,947	158,258	19.94%
April	111,527	111,048	131,392	143,535	141,914	193,138	36.09%
May	105,169	110,063	117,981	151,269	146,483	193,137	31.85%
June	109,300	114,965	126,193	154,922	165,255	197,249	19.36%
July	114,305	113,172	131,005	146,946	169,488		
August	112,004	124,429	140,651	158,066	160,110		
September	106,169	111,901	136,184	153,139	257,264		
October	111,138	115,857	124,067	148,285	164,463		
November	111,396	108,048	147,256	149,921	185,812		
December	112,996	119,270	141,583	153,903	182,579		
	\$ 1,317,384	\$ 1,364,416	\$ 1,540,538	\$ 1,795,816	\$ 2,030,858	\$ 1,130,947	





**Downtown Development Authority
As of June 30, 2021**

Revenues	June 2021 Transactions	2021 Budget	YTD Transactions	% of Annual Budget
Prior Year Fund Balance	-	4,650	-	0.00%
Interest Revenue	-	350	-	0.00%
TOTAL REVENUES	\$ -	\$ 5,000	\$ -	0.00%

Expenditures				
Dues & Fees	-	500	290	58.00%
Training	-	250	75	30.00%
General Supplies & Materials	397	-	444	100.00%
Other Expenditures	-	250	-	0.00%
Stormwater Fees	-	2,500	-	0.00%
Sponsorships	-	1,500	-	0.00%
TOTAL EXPENDITURES	\$ 397	\$ 5,000	\$ 809	16.17%



GENERAL FUND REVENUE DETAIL
As of June 30, 2021

	June 2021 Transactions	2021 Budget	YTD Transactions	% of Annual Budget
Real Property Tax	4,032	4,800,000	251,688	5.24%
Real Property Tax - Public Utility	-	60,000	1,094	1.82%
Personal Property Tax	209	160,000	14,184	8.86%
Motor Vehicle Tax	1,501	90,000	55,555	61.73%
Motor Vehicle Title Ad Valorem Tax	57,478	385,000	319,512	82.99%
Apportioned Vehicles (AAVT)	-	2,500	3,195	127.78%
Mobile Home Tax	-	150	166	110.45%
Intangible Tax	10,896	150,000	59,269	39.51%
Railroad Equipment Car Tax	-	750	-	0.00%
Real Estate Transfer Tax	1,132	15,000	7,510	50.07%
Franchise Tax - Electric	-	465,000	478,702	102.95%
Franchise Tax - Gas	22,545	55,000	45,090	81.98%
Franchise Tax - Cable	-	225,000	128,613	57.16%
Franchise Tax - Telephone	-	6,500	2,988	45.97%
Business & Occupational Tax	2,300	135,000	62,507	46.30%
Insurance Premium Tax	-	750,000	-	0.00%
Financial Institutions Tax	-	3,500	1,516	43.31%
Penalties & Interest	(801)	12,000	3,778	31.48%
FiFa Fees	120	2,000	1,275	63.74%
Total Taxes	99,413	7,317,400	1,436,643	19.63%
Alcoholic Beverage Licenses	-	75,000	2,500	3.33%
Alcohol Pouring Permit	165	2,500	2,435	97.40%
Zoning and Land Use Permits	530	12,500	4,188	33.50%
Planning and Development Fees	5,069	7,500	9,612	128.16%
Sign Permit Fees	200	3,000	1,204	40.13%
Special Event Permits	-	250	-	0.00%
Vacant Lot Registration	-	50	-	0.00%
Personal Transportation Veh Permit	-	50	-	0.00%
Other Licenses and Permits	1,000	1,000	2,785	278.50%
Building Permit Revenue	160,962	850,000	734,801	86.45%
Certificate of Occupancy Fees	34,000	150,000	149,000	99.33%
Building Permit - Reinspection Fees	2,100	20,000	11,225	56.13%
Building Permit-Sub Fee	11,032	50,000	52,862	105.72%
Occupational Tax Late Fees	1,293	750	1,293	172.36%
Plan Review Fees	9,892	25,000	51,619	206.47%
Total Licenses and Permits	226,242	1,197,600	1,023,522	85.46%
Municipal Court Fines	37,415	750,000	368,371	49.12%
Forfeitures	-	500	-	0.00%
Court Costs	1,360	7,500	7,514	100.19%
Drug Testing Fees	-	500	-	0.00%
Expungements	-	50	-	0.00%
Tree Recompense Revenue	-	5,000	-	0.00%
Other Fines & Forfeitures-Code	4,000	1,000	12,500	1250.00%
Other Forfeitures	-	500	-	0.00%
Total Fines and Forfeitures	42,775	765,050	388,386	50.77%
Grant Revenue	-	1,000	4,541	454.06%
Probation Fees	2,192	25,000	11,485	45.94%
Printing and Duplicating Service Fees	-	250	76	30.25%
Advertising Fees	-	7,500	-	0.00%
Accident/Incident Reports	12 215	2,500	1,130	45.20%



GENERAL FUND REVENUE DETAIL
As of June 30, 2021

	June 2021 Transactions	2021 Budget	YTD Transactions	% of Annual Budget
Wrecker Service Contract	-	18,500	18,500	100.00%
Background Checks	70	1,000	440	44.00%
Bad Check Fees	-	100	100	100.00%
Miscellaneous Revenue	-	13,850	3,190	23.03%
Rents and Royalties	4,690	55,000	24,755	45.01%
Reimbursement for Damaged Property	-	10,000	-	0.00%
Total Miscellaneous Income	7,167	134,700	64,216	47.67%
Interest Revenue	585	40,000	5,708	14.27%
Unrealized Gain or Loss on Investments	(279)	-	-	100.00%
Total Investment Income	307	40,000	5,708	14.27%
Proceeds from Sale of Conf Assets	-	250	-	0.00%
Proceeds from Sale of Assets	-	25,000	16,610	66.44%
Donations from Private Sources	-	20,000	20	0.10%
Total Other Financing Sources	-	45,250	16,630	36.75%
TOTAL GENERAL FUND REVENUES	\$ 375,903	\$ 9,500,000	\$ 2,935,105	30.90%



**General Fund Expenditures
As of June 30, 2021**

	June 2021 Transactions	2021 Budget	YTD Transactions	% of Annual Budget
Governing Body				
Salaries & Wages-Council	3,500	42,000	21,000	50.00%
Employee Benefits-Medical	2,833	88,048	39,334	44.67%
Employee Benefits-Dental	77	4,095	1,599	39.04%
Employee Benefits-ADD Life	49	882	490	55.56%
FICA	138	2,604	798	30.63%
Medicare	32	609	187	30.64%
Employee Benefits-Retirement	310	4,470	1,863	41.67%
Unemployment	14	101	83	82.13%
Workers Comp Insurance	-	108	87	80.62%
Total Salaries and Benefits	<u>6,954</u>	<u>142,917</u>	<u>65,439</u>	<u>45.79%</u>
Communications	47	750	252	33.54%
Travel	-	1,000	-	0.00%
Dues and Fees	230	750	472	62.90%
Education and Training	-	3,000	325	10.83%
Other Expenditures	-	500	419	83.81%
General Supplies and Materials	-	250	-	0.00%
Small Equipment	-	250	300	120.00%
Total Operations	<u>276</u>	<u>6,500</u>	<u>1,767</u>	<u>27.19%</u>
City Manager				
Salaries & Wages	17,308	150,000	74,765	49.84%
Employee Benefits-Medical	702	8,572	5,163	60.23%
Employee Benefits-Dental	70	1,120	519	46.32%
Employee Benefits-ADD Life	12	147	86	58.33%
Employee Benefits-Disability	84	1,008	588	58.33%
FICA	1,070	8,854	4,622	52.20%
Medicare	250	2,175	1,081	49.70%
Employee Benefits-Retirement	1,109	15,964	6,653	41.67%
Unemployment	-	27	38	140.74%
Workers' Comp. Insurance	-	648	522	80.62%
Total Salaries and Benefits	<u>20,605</u>	<u>188,515</u>	<u>94,036</u>	<u>49.88%</u>
Communications	47	600	252	41.93%
Dues and Fees	274	1,500	1,016	67.76%
Education and Training	-	1,250	-	0.00%
Other Expenditures	116	1,000	415	41.47%
General Supplies and Materials	-	250	-	0.00%
Total Operations	<u>437</u>	<u>4,600</u>	<u>1,683</u>	<u>36.58%</u>
City Clerk				
Salaries & Wages	16,853	146,175	72,984	49.93%
Employee Benefits-Medical	2,025	26,572	14,171	53.33%
Employee Benefits-Dental	99	1,488	694	46.64%
Employee Benefits-ADD Life	25	294	172	58.33%
Employee Benefits-Disability	92	1,101	642	58.35%
FICA	1,004	9,063	4,346	47.95%
Medicare	235	2,120	1,016	47.94%
Employee Benefits-Retirement	1,080	15,559	6,483	41.67%
Unemployment	-	53	82	153.87%
Workers' Comp. Insurance	-	374	302	80.62%
Total Salaries and Benefits	<u>21,413</u>	<u>202,799</u>	<u>100,891</u>	<u>49.75%</u>
Professional Services	-	10,000	-	0.00%
Communications	47	600	252	41.92%
Advertising	-	250	-	0.00%



**General Fund Expenditures
As of June 30, 2021**

	June 2021 Transactions	2021 Budget	YTD Transactions	% of Annual Budget
Travel	-	2,500	-	0.00%
Dues and Fees	296	6,000	6,093	101.55%
Education and Training	-	1,000	(280)	-28.00%
Other Expenditures	-	750	91	12.14%
General Supplies and Materials	66	500	332	66.45%
Small Equipment	-	250	-	0.00%
Software	-	4,000	-	0.00%
Total Operations	<u>409</u>	<u>25,850</u>	<u>6,488</u>	<u>25.10%</u>
Contingency				
Contingency	-	95,000	-	0.00%
Total Operations	<u>-</u>	<u>95,000</u>	<u>-</u>	<u>0.00%</u>
Financial Administration				
Salaries & Wages	19,237	166,825	83,264	49.91%
Employee Benefits-Medical	4,420	60,860	30,922	50.81%
Employee Benefits-Dental	99	1,488	694	46.64%
Employee Benefits-ADD Life	37	441	257	58.33%
Employee Benefits-Disability	113	1,356	791	58.34%
FICA	1,097	10,343	4,748	45.90%
Medicare	257	2,419	1,110	45.90%
Employee Benefits-Retirement	1,233	17,757	7,399	41.67%
Unemployment	-	80	114	142.50%
Workers' Comp. Insurance	-	427	344	80.62%
Total Salaries and Benefits	<u>26,493</u>	<u>261,996</u>	<u>129,644</u>	<u>49.48%</u>
Professional Services - Audit	8,360	25,000	29,860	119.44%
Advertising/Promotions	421	1,500	421	28.08%
Printing and Binding	-	2,000	284	14.20%
Travel	-	250	-	0.00%
Dues and Fees-Bank Service Fees	55	12,500	12,298	98.39%
Education and Training	-	2,500	-	0.00%
Other Expenditures	-	100	168	167.55%
General Supplies and Materials	-	1,000	759	75.88%
General Supplies-Postage	385	7,500	2,266	30.21%
Gasoline/Diesel	-	50	-	0.00%
Small Equipment	-	250	65	25.81%
Total Operations	<u>9,221</u>	<u>52,650</u>	<u>46,120</u>	<u>87.60%</u>
Legal				
Professional Services - Legal	1,356	45,000	7,907	17.57%
Total Operations	<u>1,356</u>	<u>45,000</u>	<u>7,907</u>	<u>17.57%</u>
Salaries & Wages	6,402	55,488	27,746	50.00%
Employee Benefits-Medical	1,147	16,715	8,027	48.03%
Employee Benefits-Dental	70	1,120	490	43.71%
Employee Benefits-ADD Life	12	147	86	58.33%
Employee Benefits-Disability	38	453	264	58.27%
FICA	343	3,440	1,484	43.15%
Medicare	80	805	347	43.12%
Employee Benefits-Retirement	410	5,906	2,461	41.67%
Unemployment	-	27	38	140.74%
Workers' Comp. Insurance	-	142	114	80.63%
Total Salaries and Benefits	<u>8,502</u>	<u>84,243</u>	<u>41,057</u>	<u>48.74%</u>



**General Fund Expenditures
As of June 30, 2021**

	June 2021 Transactions	2021 Budget	YTD Transactions	% of Annual Budget
Communications	47	600	253	42.09%
Dues and Fees	21	3,500	517	14.78%
Other Expenditures	-	100	133	133.28%
General Supplies and Materials	-	1,500	259	17.24%
Small Equipment	-	3,000	247	8.23%
Software	23,792	95,000	98,402	103.58%
Total Operations	<u>23,860</u>	<u>103,700</u>	<u>99,810</u>	<u>96.25%</u>
Risk Management				
Professional Services	-	10,000	4,000	40.00%
Liability Insurance	22,718	138,000	141,738	102.71%
Total Operations	<u>22,718</u>	<u>148,000</u>	<u>145,738</u>	<u>98.47%</u>
General Government Building				
Salaries & Wages	5,712	56,816	23,865	42.00%
Employee Benefits-Medical	702	8,572	4,913	57.31%
Employee Benefits-Dental	29	368	205	55.58%
Employee Benefits-ADD Life	12	147	86	58.33%
Employee Benefits-Disability	26	315	183	58.24%
FICA	351	3,523	1,466	41.61%
Medicare	82	824	343	41.60%
Employee Benefits-Retirement	420	4,214	2,520	59.80%
Unemployment	4	53	50	94.89%
Workers' Comp. Insurance	-	5,822	4,694	80.62%
Total Salaries and Benefits	<u>7,339</u>	<u>80,654</u>	<u>38,324</u>	<u>47.52%</u>
Professional Services	195	-	195	100.00%
Disposal - Garbage	30	500	151	30.22%
Pest Control	275	1,500	275	18.33%
Repairs and Maintenance	288	9,900	7,552	76.28%
Repairs and Maintenance - Vehicles	19	2,500	348	13.92%
Rental of Equipment	391	5,000	2,263	45.25%
Communications	976	12,500	5,905	47.24%
Dues and Fees	6	500	374	74.87%
Other Expenditures	800	2,500	880	35.20%
General Supplies and Materials	946	10,000	3,278	32.78%
Water and Sewer	106	2,500	516	20.64%
Natural Gas	119	2,500	917	36.69%
Electricity	1,309	15,000	6,347	42.31%
Gasoline and Diesel	239	1,750	875	50.00%
Small Equipment	161	2,000	209	10.45%
Software	59	1,500	294	19.61%
Total Operations & Capital	<u>5,918</u>	<u>70,150</u>	<u>30,380</u>	<u>43.31%</u>
TOTAL GENERAL GOVERNMENT	<u>\$ 155,501</u>	<u>\$ 1,512,574</u>	<u>\$ 809,285</u>	<u>53.50%</u>
Municipal Court				
Salaries & Wages	17,132	146,179	70,710	48.37%
Salaries & Wages - Overtime	-	1,000	-	0.00%
Employee Benefits-Medical	3,802	43,287	26,600	61.45%
Employee Benefits-Dental	210	2,607	1,469	56.33%
Employee Benefits-ADD Life	37	441	257	58.33%
Employee Benefits-Disability	90	1,086	633	58.33%
FICA	989	9,125	4,066	44.56%
Medicare	231	2,134	951	44.56%
Employee Benefits-Retirement	1,088	14,282	6,527	45.70%
Unemployment	16	106	133	125.30%



**General Fund Expenditures
As of June 30, 2021**

	June 2021 Transactions	2021 Budget	YTD Transactions	% of Annual Budget
Workers' Compensation	-	377	304	80.62%
Total Salaries and Benefits	<u>23,580</u>	<u>220,624</u>	<u>111,651</u>	<u>50.61%</u>
Professional Services - Public Defender	314	11,350	3,405	30.00%
Professional Services - Solicitor/Judge	7,365	97,500	43,040	44.14%
Rental of Equipment	123	1,750	883	50.43%
Communications	38	-	191	100.00%
Advertising	-	50	-	0.00%
Printing & Binding	-	250	-	0.00%
Travel	-	500	-	0.00%
Dues and Fees	180	500	438	87.54%
Education and Training	-	675	60	8.89%
Other Expenditures	-	100	336	335.60%
General Supplies and Materials	-	2,000	1,667	83.33%
General Supplies and Materials Postage	-	500	132	26.40%
Gasoline/Diesel	-	50	-	0.00%
Food Supplies	264	4,500	1,475	32.78%
Small Equipment	-	500	401	80.20%
Software	4,186	25,000	12,715	50.86%
Other Supplies - Uniforms	-	250	-	0.00%
Intergovernmental - Inmate Housing	665	5,000	1,715	34.30%
Total Operations	<u>13,135</u>	<u>150,475</u>	<u>66,456</u>	<u>44.16%</u>
TOTAL JUDICIAL	<u>\$ 36,715</u>	<u>\$ 371,099</u>	<u>\$ 178,107</u>	<u>47.99%</u>
Police Administration				
Salaries & Wages	39,035	405,214	232,221	57.31%
Salaries & Wages-Overtime	-	6,000	-	0.00%
Employee Benefits-Medical	6,656	87,432	43,780	50.07%
Employee Benefits-Dental	350	5,966	2,491	41.76%
Employee Benefits-ADD Life	55	882	447	50.70%
Employee Benefits-Disability	194	3,225	1,738	53.90%
FICA	2,286	25,619	13,870	54.14%
Medicare	535	5,992	3,244	54.14%
Employee Benefits-Retirement	3,054	43,983	18,326	41.67%
Unemployment	12	160	244	152.46%
Workers' Compensation	269	16,840	13,846	82.22%
Total Salaries and Benefits	<u>52,446</u>	<u>601,313</u>	<u>330,207</u>	<u>54.91%</u>
Professional Services	-	500	125	25.00%
Repair & Maintenance-Vehicle	168	5,000	2,503	50.06%
Rental of Equipment	369	5,000	2,625	52.49%
Communications	206	3,300	1,385	41.98%
Advertising	-	1,000	602	60.25%
Printing and Binding	112	250	357	142.80%
Travel	1,329	4,000	2,320	58.01%
Dues and Fees	472	4,000	2,147	53.67%
Education and Training	285	3,000	1,480	49.33%
Other Expenditures	368	2,000	1,039	51.96%
General Supplies and Materials	30	4,500	233	5.19%
General Supplies - Postage	-	400	27	6.73%
Gasoline/Diesel	938	8,000	4,145	51.82%
Small Equipment	-	1,000	297	29.74%
Software	36	2,600	107	4.11%
Other Supplies - Uniforms	544	3,000	1,669	55.63%
Total Operations and Capital	<u>4,856</u>	<u>47,550</u>	<u>21,063</u>	<u>44.30%</u>



**General Fund Expenditures
As of June 30, 2021**

	June 2021 Transactions	2021 Budget	YTD Transactions	% of Annual Budget
Salaries & Wages	26,368	238,392	131,717	55.25%
Salaries & Wages-Overtime	-	6,000	728	12.13%
Employee Benefits-Medical	3,885	51,859	27,169	52.39%
Employee Benefits-Dental	198	2,224	1,388	62.41%
Employee Benefits-ADD Life	49	588	355	60.42%
Employee Benefits-Disability	146	1,754	1,053	60.01%
FICA	1,553	15,152	7,868	51.93%
Medicare	363	3,544	1,840	51.93%
Employee Benefits-Retirement	1,806	26,013	10,839	41.67%
Unemployment	-	106	150	141.74%
Workers' Compensation	-	11,066	8,922	80.62%
Total Salaries and Benefits	<u>34,369</u>	<u>356,698</u>	<u>192,029</u>	<u>53.84%</u>
Repair & Maintenance-Vehicle	66	5,000	926	18.51%
Communications	167	2,300	938	40.78%
Printing and Binding	56	100	112	112.00%
Travel	-	1,000	550	54.96%
Dues and Fees	380	1,000	763	76.33%
Education and Training	-	2,500	635	25.40%
General Supplies and Materials	10	1,000	524	52.40%
General Supplies and Materials-Postage	-	50	-	0.00%
Gasoline and Diesel	233	6,000	1,689	28.15%
Small Equipment	-	1,500	953	63.52%
Software	400	7,000	3,357	47.96%
Other Supplies - Uniforms	-	1,000	185	18.50%
Total Operations and Capital	<u>1,312</u>	<u>28,450</u>	<u>10,631</u>	<u>37.37%</u>
Vice				
Salaries & Wages	5,869	50,476	25,949	51.41%
Salaries & Wages-Overtime	1,059	2,000	4,029	201.46%
Employee Benefits-Medical	706	8,572	4,934	57.56%
Employee Benefits-Dental	29	368	205	55.58%
Employee Benefits-ADD Life	12	147	86	58.33%
Employee Benefits-Disability	31	364	218	59.98%
FICA	419	3,254	1,813	55.71%
Medicare	98	761	424	55.71%
Employee Benefits-Retirement	388	5,586	2,327	41.66%
Unemployment	-	27	38	140.74%
Workers' Compensation	-	2,376	1,916	80.62%
Total Salaries and Benefits	<u>8,611</u>	<u>73,931</u>	<u>41,939</u>	<u>56.73%</u>
Repairs & Maintenance Vehicles	203	2,000	826	41.28%
Communications	-	600	-	0.00%
Dues and Fees	74	-	74	100.00%
Gasoline	334	2,000	1,442	72.12%
Total Operations and Capital	<u>610</u>	<u>4,600</u>	<u>2,342</u>	<u>50.91%</u>
Patrol				
Salaries & Wages	140,074	1,310,737	627,440	47.87%
Salaries & Wages-Overtime	13,137	50,000	33,353	66.71%
Employee Benefits-Medical	27,366	475,744	198,870	41.80%
Employee Benefits-Dental	1,242	21,977	8,899	40.49%
Employee Benefits-ADD Life	282	3,822	2,021	52.88%
Employee Benefits-Disability	749	9,320	5,321	57.10%
FICA	8,970	84,614	38,483	45.48%
Medicare	2,098	19,789	9,000	45.48%



**General Fund Expenditures
As of June 30, 2021**

	June 2021 Transactions	2021 Budget	YTD Transactions	% of Annual Budget
Employee Benefits-Retirement	10,088	144,047	60,526	42.02%
Unemployment	-	718	975	135.75%
Workers' Compensation	-	61,795	50,080	81.04%
Total Salaries and Benefits	<u>204,006</u>	<u>2,182,563</u>	<u>1,034,968</u>	<u>47.42%</u>
Professional Services	139	2,000	1,987	99.37%
Repair & Maintenance	72	3,000	987	32.90%
Repair & Maintenance-Vehicle	4,538	60,000	24,626	41.04%
Communications	1,644	18,000	9,123	50.68%
Printing and Binding	56	500	326	65.20%
Travel	1,092	5,000	1,683	33.66%
Dues and Fees	1,357	1,500	2,000	133.32%
Education & Training	-	12,000	3,128	26.06%
Contract Labor	-	1,000	-	0.00%
Other Expenditures	344	5,500	1,310	23.82%
General Supplies and Materials	543	4,000	1,599	39.98%
Gasoline and Diesel	9,349	80,000	42,985	53.73%
Small Equipment	-	18,000	2,242	12.46%
Software	99	17,000	5,494	32.32%
Other Supplies - Uniforms	678	35,000	7,393	21.12%
Total Operations and Capital	<u>19,911</u>	<u>262,500</u>	<u>104,882</u>	<u>39.96%</u>
Police Training				
Salaries & Wages	6,522	56,948	26,882	47.20%
Salaries & Wages-Overtime	-	2,000	239	11.95%
Employee Benefits-Medical	1,235	-	4,940	100.00%
Employee Benefits-Dental	70	-	280	100.00%
Employee Benefits-ADD Life	12	147	86	58.33%
Employee Benefits-Disability	33	405	234	57.87%
FICA	386	3,655	1,627	44.52%
Medicare	90	855	381	44.51%
Employee Benefits-Retirement	436	6,274	2,614	41.67%
Unemployment	-	27	32	117.52%
Workers' Compensation	-	2,669	2,152	80.62%
Total Salaries and Benefits	<u>8,785</u>	<u>72,980</u>	<u>39,467</u>	<u>54.08%</u>
Repair & Maintenance-Vehicle	-	2,000	129	6.43%
Communications	-	600	58	9.65%
Travel	-	2,000	207	10.36%
Dues and Fees	53	-	53	100.00%
Education and Training	450	3,000	450	15.00%
General Supplies and Materials	10	2,000	36	1.81%
Weapons Supplies & Ammunition	-	20,000	16,108	80.54%
Gasoline and Diesel	156	2,000	664	33.19%
Small Equipment	-	10,000	-	0.00%
Other Supplies - Uniforms	39	300	261	86.83%
Intergovernmental	-	5,000	-	0.00%
Total Operations and Capital	<u>708</u>	<u>46,900</u>	<u>17,965</u>	<u>38.30%</u>
Police Stations and Buildings				
Professional Services	195	-	195	100.00%
Disposal-Garbage/Recycle	91	1,500	453	30.22%
Pest Control	275	1,000	275	27.50%
Repairs and Maintenance	-	12,345	2,336	18.92%
Communications	934	12,500	5,680	45.44%



**General Fund Expenditures
As of June 30, 2021**

	June 2021 Transactions	2021 Budget	YTD Transactions	% of Annual Budget
General Supplies and Materials	416	5,000	1,423	28.45%
Water/Sewer	427	7,000	2,352	33.60%
Electricity	1,034	15,000	5,187	34.58%
Small Equipment	161	2,500	311	12.45%
Software	104	3,500	523	14.93%
Total Operations	<u>3,637</u>	<u>60,345</u>	<u>18,734</u>	<u>31.05%</u>
Probation				
Salaries & Wages	5,857	49,275	25,498	51.75%
Employee Benefits-Medical	706	8,572	4,934	57.56%
Employee Benefits-Dental	29	368	205	55.58%
Employee Benefits-ADD Life	12	147	86	58.33%
Employee Benefits-Disability	33	393	234	59.65%
FICA	360	3,055	1,566	51.27%
Medicare	84	714	366	51.31%
Employee Benefits-Retirement	364	5,245	2,185	41.67%
Unemployment	-	27	38	140.74%
Workers' Compensation	-	2,231	1,799	80.62%
Total Salaries and Benefits	<u>7,446</u>	<u>70,027</u>	<u>36,912</u>	<u>52.71%</u>
Communications	42	600	225	37.43%
Travel	-	250	-	0.00%
Dues and Fees	53	300	130	43.41%
General Supplies and Materials	-	300	-	0.00%
Gasoline & Diesel	-	2,000	-	0.00%
Small Equipment	-	500	-	0.00%
Software	250	3,000	1,500	50.00%
Other Supplies - Uniforms	-	1,000	15	1.50%
Total Operations and Capital	<u>345</u>	<u>7,950</u>	<u>1,870</u>	<u>23.52%</u>
Fire Services				
Intergovernmental-Fire Services	-	2,377,168	2,335,380	98.24%
Total Fire Services	<u>-</u>	<u>2,377,168</u>	<u>2,335,380</u>	<u>98.24%</u>
TOTAL PUBLIC SAFETY	<u>\$ 347,042</u>	<u>\$ 6,192,975</u>	<u>\$ 4,188,388</u>	<u>67.63%</u>
Highways and Streets				
Professional Services-Engineering	-	2,000	-	0.00%
Disposal-Garbage/Recycling	95	1,500	473	31.51%
Lawn Care	-	1,200	129	10.76%
Pest Control	90	750	495	66.00%
Repairs & Maintenance	6,195	50,000	39,359	78.72%
Repairs & Maintenance-Vehicles	-	10,000	2,705	27.05%
Rental of Equipment	-	2,500	-	0.00%
Contract Labor	35,545	426,540	177,725	41.67%
Other Expenditures	-	250	-	0.00%
General Supplies and Materials	-	500	492	98.38%
Electricity	101	4,500	464	10.31%
Gasoline/Diesel	447	5,000	1,761	35.22%
Small Equipment	-	2,500	(5)	-0.22%
Total Operations	<u>42,473</u>	<u>507,240</u>	<u>223,597</u>	<u>44.08%</u>
Street Lights				
Repairs & Maintenance	-	2,000	1,820	91.01%
Electricity-Street Lights	10,440	120,000	53,627	44.69%



**General Fund Expenditures
As of June 30, 2021**

	June 2021 Transactions	2021 Budget	YTD Transactions	% of Annual Budget
Total Street Lights	10,440	122,000	55,447	45.45%
Traffic Lights				
Repairs & Maintenance	34,380	2,000	36,974	1848.68%
Electricity-Traffic Lights	166	3,500	935	26.73%
Total Traffic Lights	34,545	5,500	37,909	689.25%
TOTAL PUBLIC WORKS	\$ 87,459	\$ 634,740	\$ 316,953	49.93%
Tree Commission				
Repairs & Maintenance	-	22,000	-	0.00%
Travel	-	750	-	0.00%
Dues and Fees	-	500	58	11.67%
Education and Training	-	1,000	-	0.00%
General Supplies & Materials	-	750	360	48.05%
Books and Periodicals	-	500	-	0.00%
Total Operations	-	25,500	419	1.64%
Culture and Recreation				
Intergovernmental-Sequoyah Regional	-	4,000	4,000	100.00%
TOTAL CULTURE AND RECREATION	\$ -	\$ 29,500	\$ 4,419	14.98%
Building Inspections				
Salaries & Wages	23,689	202,617	102,374	50.53%
Overtime	-	500	-	0.00%
Employee Benefits-Medical	1,409	44,573	10,438	23.42%
Employee Benefits-Dental	158	2,224	1,132	50.92%
Employee Benefits-ADD Life	36	588	265	45.10%
Employee Benefits-Disability	139	1,664	1,003	60.30%
FICA	1,462	12,593	6,320	50.19%
Medicare	342	2,945	1,478	50.19%
Employee Benefits-Retirement	1,501	21,620	9,008	41.67%
Unemployment	-	106	152	143.40%
Workers' Compensation	-	3,472	3,353	96.58%
Total Salaries and Benefits	28,736	292,902	135,524	46.27%
Professional Services-Engineering	4,039	75,000	38,834	51.78%
Professional Services-Legal	306	6,000	3,941	65.68%
Repairs & Maintenance - Vehicles	32	2,500	1,265	50.59%
Communications	240	3,500	1,296	37.04%
Advertising -Promotions	-	2,500	550	22.00%
Printing & Binding	-	100	-	0.00%
Travel	-	250	-	0.00%
Dues and Fees	-	3,500	1,180	33.73%
Education and Training	-	1,000	90	9.00%
Contract Labor	1,950	30,000	15,863	52.88%
Other Expenditures	-	500	791	158.27%
General Supplies and Materials	10	500	69	13.80%
General Supplies - Postage	220	100	220	220.00%
Gasoline/Diesel	296	4,000	1,340	33.49%
Books and Periodicals-Code Books	-	100	-	0.00%
Small Equipment	-	500	-	0.00%
Other Supplies - Uniforms	-	250	-	0.00%



**General Fund Expenditures
As of June 30, 2021**

	June 2021 Transactions	2021 Budget	YTD Transactions	% of Annual Budget
Total Operations	<u>7,093</u>	<u>130,300</u>	<u>65,439</u>	<u>50.22%</u>
Planning and Zoning				
Salaries & Wages	15,438	118,932	59,835	50.31%
Employee Benefits-Medical	1,918	27,866	14,132	50.71%
Employee Benefits-Dental	68	1,120	508	45.36%
Employee Benefits-ADD Life	25	294	185	63.01%
Employee Benefits-Disability	81	970	600	61.86%
FICA	898	7,374	3,452	46.82%
Medicare	210	1,725	807	46.78%
Employee Benefits-Retirement	807	12,659	4,841	38.24%
Unemployment	(2)	53	102	192.45%
Workers' Compensation	(237)	4,717	2,381	50.48%
Total Salaries and Benefits	<u>19,205</u>	<u>175,710</u>	<u>86,844</u>	<u>49.42%</u>
Professional Services	-	500	-	0.00%
Professional Services-Legal	-	750	-	0.00%
Communications	47	600	253	42.25%
Advertising	119	20,000	9,973	49.87%
Printing & Binding	-	250	400	159.90%
Travel	-	500	-	0.00%
Dues and Fees	-	4,000	1,531	38.27%
Education and Training	-	500	-	0.00%
Planning & Zoning Meeting Fees	-	3,000	980	32.67%
Other Expenditures	-	500	355	70.94%
General Supplies and Materials	-	500	67	13.41%
Gasoline & Diesel	-	50	-	0.00%
Small Equipment	-	250	-	0.00%
Total Operations	<u>165</u>	<u>31,400</u>	<u>13,559</u>	<u>43.18%</u>
Economic Development				
Salaries & Wages	1,270	10,609	5,456	51.43%
FICA	75	658	322	48.91%
Medicare	18	154	75	48.88%
Employee Benefits - Retirement	78	1,129	471	41.68%
Workers Comp Insurance	-	46	37	80.63%
Total Salaries & Benefits	<u>1,441</u>	<u>12,596</u>	<u>6,361</u>	<u>50.50%</u>
Main Street Program				
Salaries and Wages	5,927	52,189	25,744	49.33%
Overtime	-	1,000	-	0.00%
Employee Benefits - Medical	1,242	16,715	8,684	51.96%
Employee Benefits - Dental	70	368	490	133.02%
Employee Benefits - Add Life	12	147	86	58.33%
Employee Benefits - Disability	50	598	349	58.38%
FICA	350	3,298	1,518	46.04%
Medicare	82	771	355	46.06%
Employee Benefits - Retirement	393	5,661	2,359	41.67%
Unemployment	-	27	32	120.19%
Workers Comp Insurance	-	230	185	80.62%
Total Salaries and Benefits	<u>8,125</u>	<u>81,004</u>	<u>39,803</u>	<u>49.14%</u>
Communications	42	600	225	37.56%
Travel	-	600	-	0.00%
Dues and Fees	174	1,000	805	80.49%
Education and Training	-	500	650	129.90%
Contract Labor	-	5,000	-	0.00%
Supplies - Special Events	-	15,000	292	1.94%
Payments to Other Agencies	-	2,500	-	0.00%



General Fund Expenditures
As of June 30, 2021

	June 2021 Transactions	2021 Budget	YTD Transactions	% of Annual Budget
Total Operations	<u>215</u>	<u>25,200</u>	<u>1,971</u>	<u>7.82%</u>
Intergovernmental				
Intergovernmental - COED	<u>-</u>	<u>10,000</u>	<u>-</u>	<u>0.00%</u>
Total Intergovernmental	<u>-</u>	<u>10,000</u>	<u>-</u>	<u>0.00%</u>
TOTAL HOUSING AND DEVELOPMENT	<u>\$ 64,981</u>	<u>\$ 759,112</u>	<u>\$ 349,500</u>	<u>46.04%</u>
Transfer to Other Funds	<u>100,000</u>	<u>-</u>	<u>100,000</u>	<u>100.00%</u>
TOTAL OTHER FINANCING USES	<u>\$ 100,000</u>	<u>\$ -</u>	<u>\$ 100,000</u>	<u>100.00%</u>
TOTAL GENERAL FUND EXPENDITURES	<u>\$ 791,698</u>	<u>\$ 9,500,000</u>	<u>\$ 5,946,652</u>	<u>62.60%</u>



**Operating Grant Fund
As of June 30, 2021**

	June 2021		YTD	% of Annual
REVENUES:	Transactions	2021 Budget	Transactions	Budget
Atlanta Regional Commission Grant	18,274	124,990	45,403	36.33%
Interest Revenue	-	10	3	28.40%
TOTAL REVENUES	\$ 18,274	\$ 125,000	\$ 45,406	36.32%
EXPENDITURES:				
Payments to Other Agencies-FOCUS	16,266	125,000	77,394	61.92%
TOTAL EXPENDITURES	\$ 16,266	\$ 125,000	\$ 77,394	61.92%



Parks & Recreation Fund
As of June 30, 2021

REVENUES:	June 2021 Transactions	2021 Budget	YTD Transactions	% of Annual Budget
Alcoholic Bev Excise Tax Beer & Wine	25,825	245,000	137,312	56.05%
Alcoholic Bev Excise Tax Distilled Spirit	8,454	85,500	53,976	63.13%
Local Option Mixed Drink Tax	5,524	45,000	29,148	64.77%
Penalties and Interest	-	100	-	0.00%
Bad Check Fees	-	50	-	0.00%
Interest Revenue	-	100	119	119.00%
Rents and Royalties	875	10,000	9,009	90.09%
Prior Year Fund Balance	-	250	-	0.00%
TOTAL REVENUES	\$ 40,678	\$ 386,000	\$ 229,565	59.47%
EXPENDITURES:				
Disposal - Garbage Depot	51	750	257	34.26%
Pest Control - Depot	265	750	625	83.33%
Repairs & Maintenance - Depot	1,250	20,000	6,141	30.70%
Communications	196	2,000	1,040	52.02%
General Supplies - Depot	-	500	1,042	208.39%
Water/Sewer - Depot	11	500	57	11.47%
Natural Gas - Depot	116	2,000	887	44.34%
Electricity - Depot	281	5,000	823	16.47%
Small Equipment - Depot	-	1,500	-	0.00%
Capital Outlay - Buildings	-	200,000	-	0.00%
Disposal - Garbage Parks	51	750	257	34.26%
Lawn Care	530	9,000	3,052	33.91%
Pest Control - Parks	-	750	-	0.00%
Repairs & Maintenance - Parks	2,113	32,000	30,751	96.10%
Rental - Equipment & Land	-	1,000	-	0.00%
Dues and Fees	-	500	367	73.40%
Contract Labor	5,725	50,000	23,650	47.30%
General Supplies and Materials - Parks	-	1,000	56	5.63%
Water/Sewer - Parks	458	6,000	2,491	41.52%
Electricity - Parks	279	1,500	1,251	83.42%
Small Equipment - Parks	-	500	-	0.00%
Capital Outlay - Site Improvements	-	50,000	10,480	20.96%
TOTAL EXPENDITURES	\$ 11,326	\$ 386,000	\$ 83,228	21.56%



**Hotel/Motel Tax Fund
As of June 30, 2021**

REVENUES:	June 2021 Transactions	2021 Budget	YTD Transactions	% of Annual Budget
Hotel/Motel Taxes	377	4,995	2,263	45.31%
Interest Revenue	-	5	1	11.20%
TOTAL REVENUES	\$ 377	\$ 5,000	\$ 2,264	45.28%
EXPENDITURES:				
Advertising/Promotions	-	5,000	4,295	85.90%
TOTAL EXPENDITURES	\$ -	\$ 5,000	\$ 4,295	85.90%



**Urban Redevelopment Agency
As of June 30, 2021**

	June 2021		YTD	% of Annual
REVENUES:	Transactions	2021 Budget	Transactions	Budget
Proceeds from General Long-term E	14,031	4,000,000	413,960	10.35%
TOTAL REVENUES	\$ 14,031	\$ 4,000,000	\$ 413,960	10.35%
EXPENDITURES:				
Transfer to Town Center Fund	14,031	4,000,000	413,960	10.35%
TOTAL EXPENDITURES	\$ 14,031	\$ 4,000,000	\$ 413,960	10.35%



**SPLOST III Fund
As of June 30, 2021**

	June 2021			YTD	% of Annual
REVENUES:	Transactions	2021 Budget		Transactions	Budget
Special Assessments - Crestmont	-	5,964		-	0.00%
Prior Year Fund Balance	-	273,936		-	0.00%
Interest Revenue	-	100		75	74.52%
TOTAL REVENUES	\$ -	\$ 280,000	\$	75	0.03%
EXPENDITURES:					
Capital Outlay-Infrastructure	-	280,000		-	0.00%
TOTAL EXPENDITURES	\$ -	\$ 280,000	\$	-	0.00%



SPLOST IV Fund
As of June 30, 2021

REVENUES:	June 2021	2021 Budget	YTD	% of Annual
	Transactions		Transactions	Budget
Special Assessments	-	1,050	-	0.00%
Interest Revenue	-	45	6	13.60%
Prior Year Fund Balance	-	66,705	-	0.00%
TOTAL REVENUES	\$ -	\$ 67,800	\$ 6	0.01%
EXPENDITURES:				
Capital Outlay-Infrastructure	-	67,800	-	0.00%
TOTAL EXPENDITURES	\$ -	\$ 67,800	\$ -	0.00%



**SPLOST V Fund
As of June 30, 2021**

REVENUES:	June 2021 Transactions	2021 Budget	YTD Transactions	% of Annual Budget
SPLOST V Revenue	390,386	1,800,000	1,130,947	62.83%
Grant Revenue-LMIG	-	142,030	-	0.00%
Grant Revenue-SRTA	188,124	1,250,000	188,124	15.05%
Assessments - Roads	4,000	58,000	15,000	25.86%
Interest Revenue	-	450	87	19.24%
Prior Year Fund Balance	10,000	-	10,000	100.00%
Proceeds from SRTA Loan	-	3,500,000	60,000	1.71%
TOTAL REVENUES	\$ 592,510	\$ 6,750,480	\$ 1,404,157	20.80%
EXPENDITURES:				
Capital Outlay-Buildings	800	0	800	100.00%
Capital Outlay-Public Safety Equipment	(2,531)	214,192	69,098	32.26%
Capital Outlay-Police Cars	76,108	100,000	127,890	127.89%
Capital Outlay-LMIG	-	586,288	675	0.12%
Capital Outlay-HS Pkwy Phase II	5,713	4,750,000	102,756	2.16%
Capital Outlay-HS Pkwy Phase III	-	-	3,647	100.00%
Holly Street	-	-	16,650	100.00%
Issuance Costs	-	-	60,000	100.00%
Capital Outlay - HS Pkwy Sidewalk	-	100,000	-	0.00%
Capital Outlay - Hickory Sidewalk	-	1,000,000	-	0.00%
Capital Outlay - Palm Street Sidewalk	-	-	1,151	100.00%
TOTAL EXPENDITURES	\$ 79,290	\$ 6,750,480	\$ 382,667	5.67%



Town Center Fund
As of June 30, 2021

Revenues	June 2021 Transactions	2021 Budget	YTD Transactions	% of Annual Budget
Interest Revenue	-	300	17	5.77%
Prior Year Fund Balance	-	167,392	-	0.00%
Transfer from URA	114,031	4,000,000	513,960	12.85%
TOTAL REVENUES	\$ 114,031	\$ 4,167,692	\$ 513,977	12.33%
Expenditures				
Professional Services	-	167,692	3,230	1.93%
Capital Outlay - Site Improvements	43,531	4,000,000	427,172	10.68%
Capital Outlay - Buildings	8,000	-	8,000	100.00%
Capital Outlay - TCP Road Network	-	-	1,051	100.00%
TOTAL EXPENDITURES	\$ 51,531	\$ 4,167,692	\$ 439,453	10.54%



Debt Service Fund
As of June 30, 2021

Revenues	June 2021 Transactions	2021 Budget	YTD Transactions	% of Annual Budget
Interest	-	2,000	373	18.67%
Prior Year Fund Balance	-	1,100,952	-	0.00%
TOTAL REVENUES	\$ -	\$ 1,102,952	\$ 373	0.03%
Expenditures				
Debt Service - Bond Principal HSPRA	158,456	318,481	314,798	98.84%
Debt Service - Bond Interest HSPRA	20,911	40,254	43,937	109.15%
Debt Service - Bond Principal URA	-	555,556	277,778	50.00%
Debt Service - Bond Interest URA	-	188,661	108,020	57.26%
TOTAL EXPENDITURES	\$ 179,368	\$ 1,102,952	\$ 744,533	67.50%



**Stormwater Utility Fund
As of June 30, 2021**

REVENUES:	June 2021 Transactions	2021 Budget	YTD Transactions	% of Annual Budget
Stormwater Utility Fees	336	375,667	21,643	5.76%
Interest Revenue	-	650	59	9.00%
TOTAL REVENUES	\$ 336	\$ 376,317	\$ 21,702	5.77%
EXPENSES:				
Salaries & Wages	4,067	48,804	24,402	50.00%
Employee Benefits - Medical Insurance	714	8,572	4,284	49.98%
Employee Benefits - Dental Insurance	31	368	186	50.54%
Employee Benefits - Disability	33	398	198	49.75%
Employee Benefits - ADD Life	12	147	72	48.98%
FICA	252	3,026	1,512	49.97%
Medicare	59	708	354	50.00%
Employee Benefits - Retirement	433	5,195	2,598	50.01%
Unemployment	2	27	12	44.44%
Workers Comp Insurance	237	2,838	1,422	50.11%
Professional Services	-	2,500	35	1.40%
Technical Services - Regional SW	-	2,500	-	0.00%
Technical Services - Pollution	-	1,500	-	0.00%
Technical Services - Watershed	-	500	-	0.00%
Professional Services - Engineer	4,039	120,000	38,834	32.36%
Repairs & Maintenance	560	95,561	2,504	2.62%
Repairs & Maintenance - Vehicles	23	-	775	100.00%
Rental of Equipment	155	10,500	910	8.67%
Communications	508	1,500	965	64.36%
Advertising	-	250	-	0.00%
Printing and Binding	-	100	-	0.00%
Dues and Fees	-	6,500	144	2.22%
Training	(485)	2,000	810	40.50%
Contract Labor	2,560	42,500	14,080	33.13%
Other Expenditures	-	-	35	100.00%
General Supplies & Materials	-	1,000	75	7.55%
General Supplies - Postage	-	500	-	0.00%
Water/Sewer	56	2,500	342	13.69%
Gasoline & Diesel	378	4,000	1,633	40.82%
Small Equipment	-	1,500	-	0.00%
Other Supplies	85	1,000	493	49.25%
Contingency	-	3,760	-	0.00%
Capital Lease Interest	-	6,063	-	0.00%
TOTAL EXPENSES	\$ 13,719	\$ 376,317	\$ 96,676	25.69%



**Municipal Court Fund
As of June 30, 2021**

REVENUES:	June 2021 Transactions	2021 Budget	YTD Transactions	% of Annual Budget
Fines & Forfeitures	646,048	-	646,048	100.00%
Criminal & Civil Bonds	51,801	-	51,801	100.00%
TOTAL REVENUES	\$ 697,849	\$ -	\$ 697,849	100.00%
EXPENSES:				
Payment to Other Agencies	164,915	-	164,915	100.00%
Payment to Others Custodial	25,832	-	25,832	100.00%
Transfer to Other Funds - General Fund	441,072	-	441,072	100.00%
TOTAL EXPENSES	\$ 631,819	\$ -	\$ 631,819	100.00%



**Main Street Board
Budget To Actual Comparison Report
As of June 30, 2021**

Revenues	June 2021 Transactions	2021 Budget	YTD Transactions	% of Annual Budget
Business & Occupation Licenses	-	54,567	54,567	100.00%
Alcohol Beverage Licenses	-	25,000	2,500	10.00%
Alcohol Pouring Permits	-	5,000	2,245	44.90%
Donations From Private Sources	-	20,000	-	0.00%
Miscellaneous/Registrations/Booth Fees	-	5,000	-	0.00%
Rents and Royalties	-	5,000	5,000	100.00%
Interest Revenue	-	50	5	10.04%
TOTAL REVENUES	\$ -	\$ 114,617	\$ 64,317	56.11%

Expenditures				
Salaries & Wages	3,951	52,189	25,744	49.33%
Overtime	-	1,000	-	0.00%
Employee Benefits - Medical	1,235	16,715	8,684	51.96%
Employee Benefits- Dental	70	368	490	133.02%
Employee Benefits-Add Life	12	147	86	58.33%
Employee Benefits-Disability	50	598	349	58.38%
FICA	233	3,298	1,518	46.04%
Medicare	55	771	355	46.06%
Employee Benefits-Retirement	393	5,661	2,359	41.67%
Unemployment	-	27	32	120.19%
Workers Comp Insurance	-	230	185	80.62%
Communications	42	600	225	37.56%
Travel	-	600	-	0.00%
Dues and Fees	174	1,000	805	80.49%
Education and Training	-	500	650	129.90%
Contract Labor	-	5,000	-	0.00%
Supplies-Special Events	-	15,000	292	1.94%
Payments to Other Agencies	-	2,500	-	0.00%
TOTAL EXPENDITURES	\$ 6,214	\$ 106,204	\$ 41,774	39.33%



**Holly Springs Tree Commission
Budget to Actual Comparison Report
As of June 30, 2021**

Revenues	June 2021 Transactions	2021 Budget	YTD Transactions	% Variance
Development Fees/Recompense	5,069.00	25,450	9,612.00	37.77%
Interest Revenue	-	50	0.07	0.14%
Donations from Private Source	-	-	20.00	100.00%
TOTAL REVENUES	\$ 5,069.00	\$ 25,500.00	\$ 9,632.07	37.77%
Expenditures				
Landscaping/Tree Planting & Care	-	8,000	-	0.00%
Tree Maintenance	-	8,000	-	0.00%
Tree Removal	-	6,000	-	0.00%
Travel	-	750	-	0.00%
Dues and Fees	-	500	58.36	11.67%
Education and Training	-	1,000	-	0.00%
Tree Seedlings	-	500	345.00	69.00%
Banners & Shirts	-	250	15.40	6.16%
Books and Periodicals	-	500	-	0.00%
TOTAL EXPENDITURES	\$ -	\$ 25,500.00	\$ 418.76	1.64%

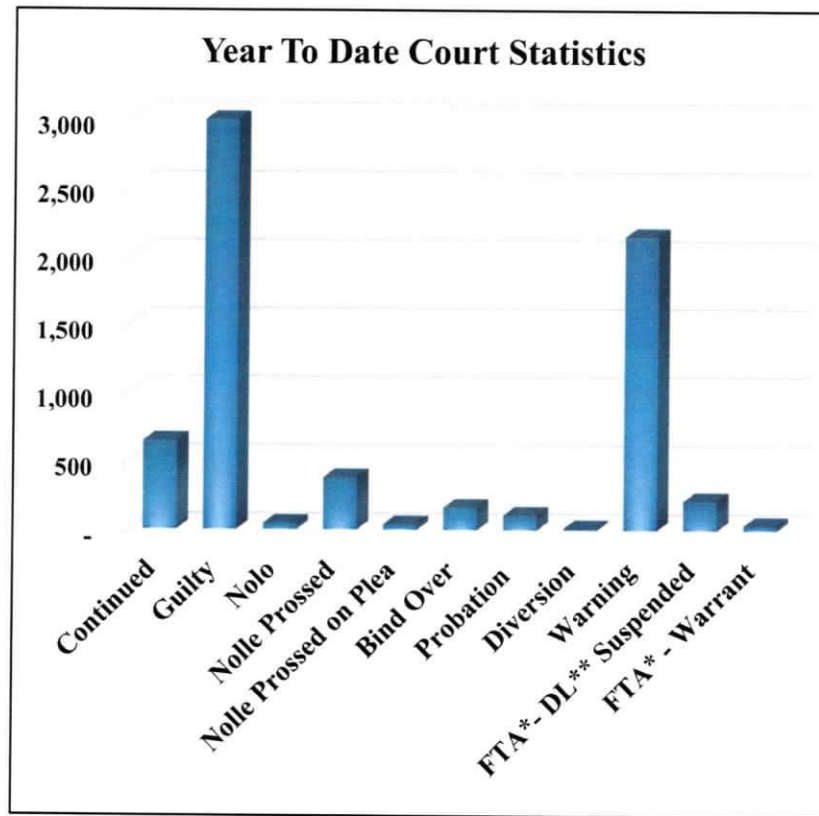


City of Holly Springs Court Statistics 2021 Year to Date

	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Continued	130	163	88	88	95	82	-	-	-	-	-	-	646
Guilty	585	512	517	509	461	413	-	-	-	-	-	-	2,997
Nolo	6	7	4	7	11	9	-	-	-	-	-	-	44
Nolle Prossed	37	61	62	71	67	82	-	-	-	-	-	-	380
Nolle Prossed on Plea	13	2	-	14	10	-	-	-	-	-	-	-	39
Bind Over	17	27	31	34	22	32	-	-	-	-	-	-	163
Probation	18	16	15	24	17	18	-	-	-	-	-	-	108
Diversion	5	5	-	-	1	2	-	-	-	-	-	-	13
Warning	82	400	575	487	288	315	-	-	-	-	-	-	2,147
FTA*- DL** Suspended	5	31	85	45	13	34	-	-	-	-	-	-	213
FTA* - Warrant	6	1	3	6	1	18	-	-	-	-	-	-	35
	904	1,225	1,380	1,285	986	1,005	-	-	-	-	-	-	6,785

* Failure to Appear

** Driver's License

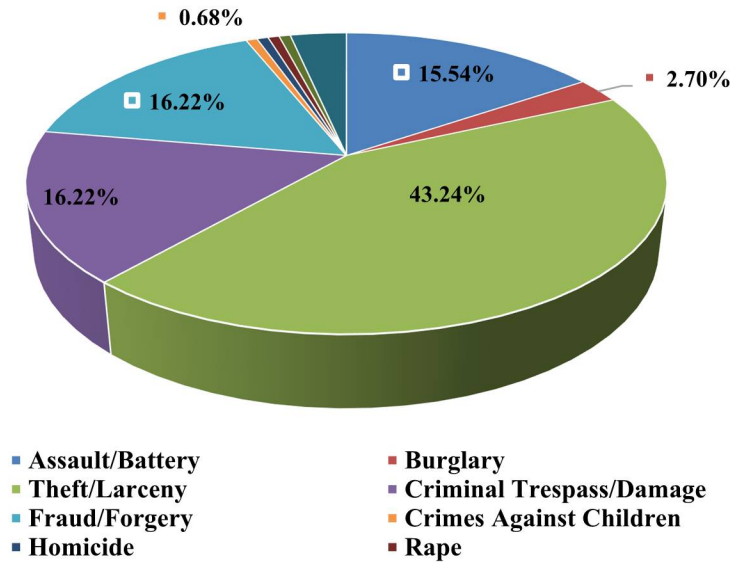




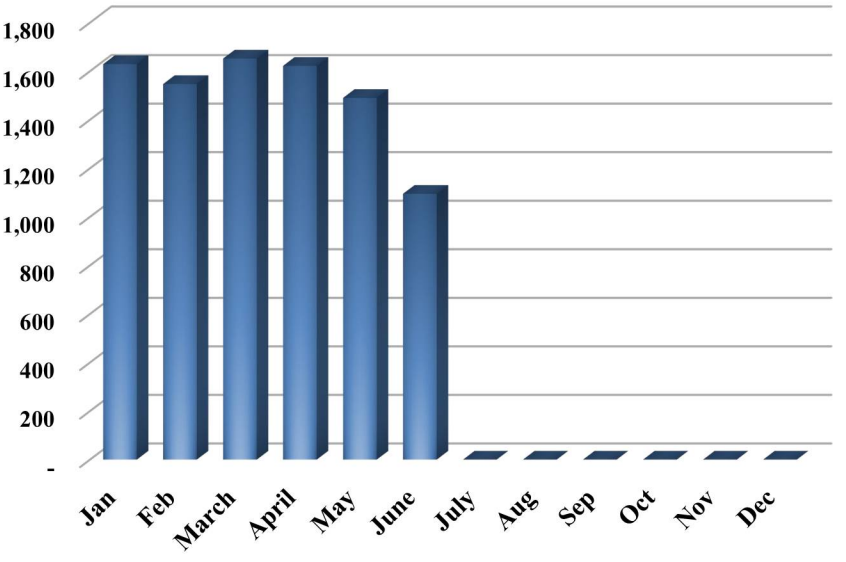
**City of Holly Springs
Police Statistics
2021 Year to Date**

	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Assault/Battery	5	7	6	2	1	2	-	-	-	-	-	-	23
Burglary	1	1	-	-	2	-	-	-	-	-	-	-	4
Theft/Larceny	10	5	9	11	10	19	-	-	-	-	-	-	64
Criminal Trespass/Damage	-	-	1	6	8	9	-	-	-	-	-	-	24
Fraud/Forgery	1	7	2	4	5	5	-	-	-	-	-	-	24
Crimes Against Children	1	-	-	-	-	-	-	-	-	-	-	-	1
Homicide	-	-	-	-	-	1	-	-	-	-	-	-	1
Rape	-	1	-	-	-	-	-	-	-	-	-	-	1
Robbery	-	-	-	-	-	1	-	-	-	-	-	-	1
Arson	-	-	-	-	-	-	-	-	-	-	-	-	-
Motor Vehicle Theft	2	1	-	-	1	1	-	-	-	-	-	-	5
Sex Crimes	-	-	-	-	-	-	-	-	-	-	-	-	-
	20	22	18	23	27	38	-	-	-	-	-	-	148
Calls for Service	1,629	1,547	1,652	1,622	1,490	1,095	-	-	-	-	-	-	9,035

Year To Date Police Statistics



Year To Date Calls for Service





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

Description	Jun-21	
Pot Hole Repair	4	roads
Tree Service Work	6	row
ROW Mowing	37	row
Dead Animal Pick Up	3	roads
Street Sweeping	0	street sweeping
Road Salting	0	roads
Sign Maintenance	7	signs
Traffic Signals	1	signs
Equipment Maintenance	8	equipment maintenance
Misc. Work Orders	16	misc
PARKS		
J.B. Owens	23	parks
Barrett Park	18	parks
J.C. Mullins	19	parks
Monthly Totals	142	

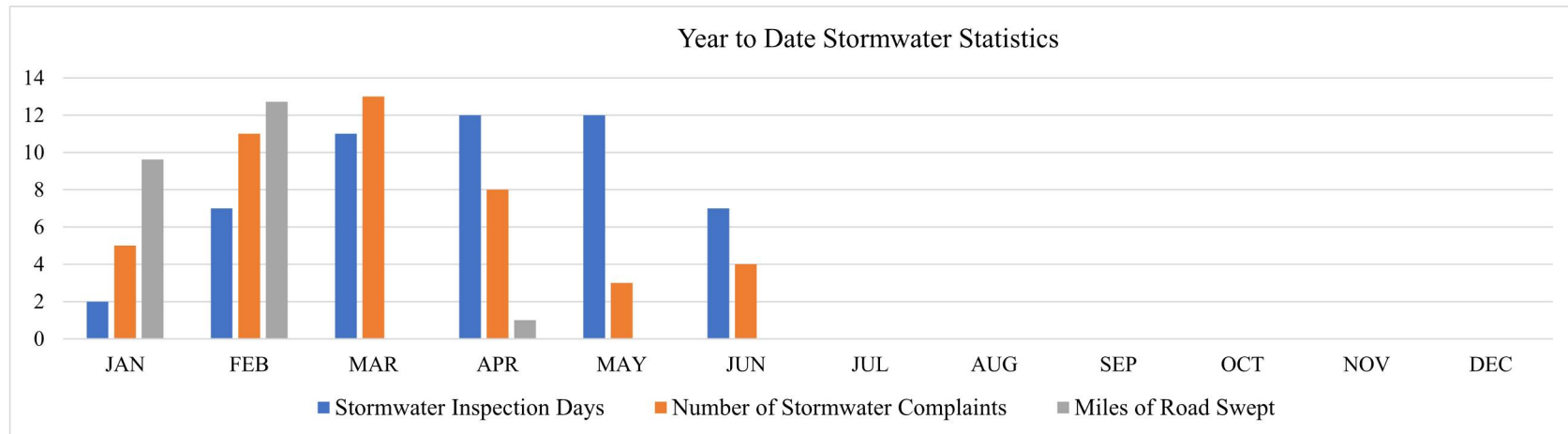
Street Sweeping Mileage

0



City of Holly Springs Stormwater Statistics 2021 Year to Date

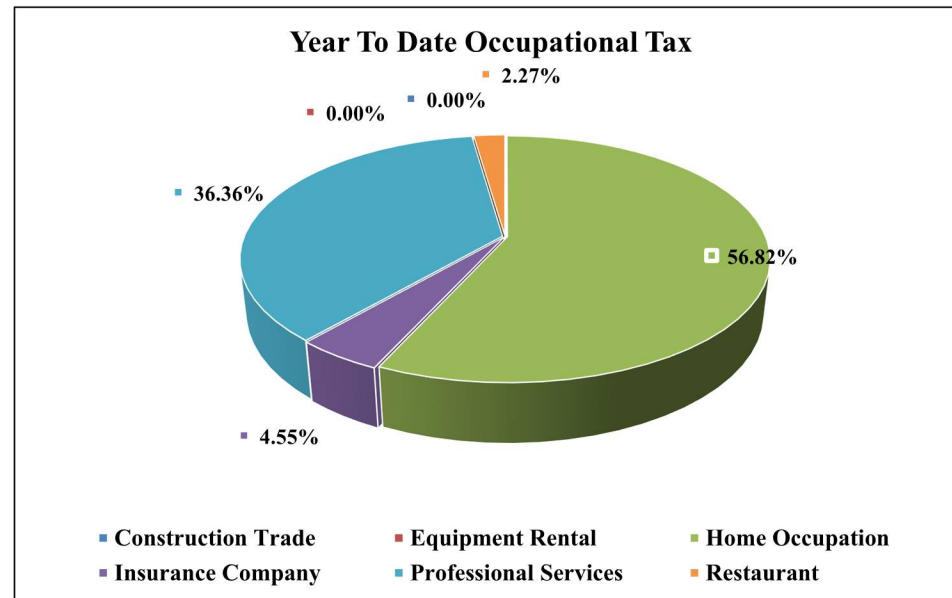
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Stormwater Inspection Days	2	7	11	12	12	7							51
Number of Stormwater Complaints	5	11	13	8	3	4							44
Miles of Road Swept	9.62	12.72	0	1	0	0							23.34





City of Holly Springs Occupational Tax Summary 2021 Year to Date

	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total	
Construction Trade	-	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
Equipment Rental	-	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
Home Occupation	6	4	3	9	-	3	-	-	-	-	-	-	25	56.82%
Insurance Company	-	-	-	1	1	-	-	-	-	-	-	-	2	4.55%
Professional Services	5	2	3	5	1	-	-	-	-	-	-	-	16	36.36%
Restaurant	-	1	-	-	-	-	-	-	-	-	-	-	1	2.27%
	11	7	6	15	2	3	-	-	-	-	-	-	44	100.00%





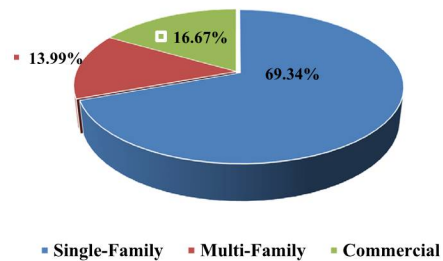
City of Holly Springs
Building Permits and Certificates of Occupancy
2021 Year to Date

	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Single-Family													
Houses	32	24	43	51	51	48							249
Accessory Structures		3	2		4	3							12
Additions	1			5									6
Basement Buildouts	3	4	7	3	4	3							24
Mechanical	1	1	4	2	1	3							12
Plumbing	2		4	1	1								8
Electrical	1	2	1	2		1							7
Miscellaneous		2	3	5	4	5							19
Residential Fence			7	1	9	5							22
Certificates of Completion	1	3	6	5	3	1							19
Certificates of Occupancy	24	29	42	29	25	34							183
Multi-Family													
Townhomes	13	5	7	9	13	9							56
Apartments						9							9
Misc-Multi Family						3							3
Certificates of Occupancy		6			4	8							18
Commercial													
New Structures	1			1		2							4
Addition-C													0
Tenant Build Outs	2			3		2							7
Accessory Structures													0
Mechanical				1		1							2
Plumbing													0
Electrical		1	4	2									7
Misc-C		2	5	4	2	3							16
Signs	2	2	7		6	5							22
Utilities	5	3		8	2	5							23
Commercial Fence				1									1
Certificates of Completion	1	1											2
Certificates of Occupancy		1		2		1							4

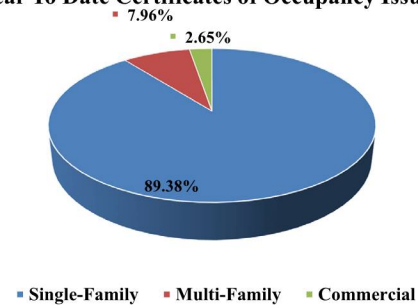
Permits		
Single-Family	337	69.34%
Multi-Family	68	13.99%
Commercial	81	16.67%
	486	100.00%

CO's		
Single-Family	202	89.38%
Multi-Family	18	7.96%
Commercial	6	2.65%
	226	100.00%

Year To Date Permits Issued



Year To Date Certificates of Occupancy Issued



City of Holly Springs Work Session Meeting

Speaker Sign In Sheet

July 19, 2021

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.

