



City of Holly Springs

Date: Wednesday, March 16, 2022
Location: 3235 Holly Springs Parkway

Downtown Development Authority Work Session Agenda 6:00 p.m.

I. CALL TO ORDER

II. NEW BUSINESS

- A. Discuss and approve/deny a Lighting Services Agreement for 155 Hickory Road, Holly Springs, Georgia between Georgia Power and the Downtown Development Authority of Holly Springs

Presented By: Robert H. Logan, City Manager

- B. Discuss and approve/deny a recommendation to City Council to appoint Chris Amos Adams to the Downtown Development Authority/Urban Redevelopment Agency

Presented By: Robert H. Logan, City Manager

- C. Discuss and approve/deny a recommendation to City Council to appoint Andrea Huisman to the Downtown Development Authority/Urban Redevelopment Agency

Presented By: Robert H. Logan, City Manager

- D. Approve/deny February 16, 2022 meeting minutes

III. REPORTS

IV. ADJOURNMENT

Lighting Services Agreement



Customer Legal Name Downtown Development Authority of Holly Springs DBA _____

Service Address 155 Hickory Rd Holly Springs GA 30115 County _____

Mailing Address PO Box 990 Holly Springs GA 30142

Email knorred@hollyspringsga.us Tel # 770-345-5536 Alt Tel # _____

Tax ID# 3652 Business Description Subdivision

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

Selected Components				
Action	Qty	Wattage	Type	Description
INS	11	80	LED	Post Top

Service Cost (\$)	Regulated Cost (\$)*	Monthly Cost (\$)*	Term (Months)	24
\$473.44	\$29.92	\$503.36		

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

Project Notes:

City Homes - Holly Springs Mixed-Use Project

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

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

Type	Customer	Tariff	Content	Pre-Payment (\$)
NESC	Non-Gov	EOL	N/A	\$49,830.00

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

Customer Authorization	Georgia Power Authorization
Signature:	Signature:
Print Name:	Print Name: Russell Smith
Print Title:	Print Title: Account Exec
Date:	Date:

TERMS and CONDITIONS (Lighting - Non-Governmental Service)

1. **Agreement Scope.** This Lighting Services Agreement ("Agreement") establishes the terms and conditions under which Georgia Power Company ("GPC") will provide lighting and related service (collectively, the "Service") to the customer identified on Page 1 ("Customer") at the Service Address shown on Page 1 (the "Premises"). GPC may install, update, modify, or replace any GPC-owned pole, base, wiring, conduit, fixture, control, equipment, device, or related item at the Premises (collectively, "GPC Assets") for any reason related to the Service or to use of GPC Assets.
2. **Term and Termination.** The initial Agreement term is stated on Page 1, calculated from the date of the first bill. After the initial term, this Agreement automatically renews on a month-to-month basis until terminated by either party by providing written notice of intent to terminate to the other party (in accordance with the notice provisions of the *Miscellaneous* section below) at least 30 days before the desired termination date. The initial term and any renewal term or terms are collectively the "Term."
3. **Intent and Title.** This Agreement governs GPC's provision of the Service to Customer and is not a sale, lease, or licensing of goods, equipment, property, or assets of any kind. GPC retains the sole and exclusive right, title, and interest in and to all GPC Assets. Customer acknowledges that GPC Assets, although attached to real property, always will remain the exclusive personal property of GPC and that GPC may remove GPC Assets upon Agreement termination. **GPC makes no representation or warranty regarding treatment of this transaction by the Internal Revenue Service or the status of this transaction under any federal or state tax law. Customer enters into this Agreement in sole reliance upon its own advisors.**
4. **Payment.** GPC will invoice Customer monthly for the Monthly Cost as described on Page 1. The Service Cost portion of the Monthly Cost will renew at the amount shown on Page 1, but the Regulated Cost portion will be determined by the applicable Georgia Public Service Commission-approved tariff at the time of billing. Customer agrees to pay the total amount billed in full by the invoice due date. If a balance is outstanding past the due date, Customer agrees to pay a 1.5% late fee on the unpaid balance and acknowledges that GPC may require Customer to pay a deposit of up to two times the Estimated Monthly Charge in order to continue Service. If applicable, Customer must provide a copy of its Georgia sales tax exemption certificate. Customer must pay costs associated with any Customer-initiated change to the Service after the date of this Agreement.
5. **Premises Activity.** Customer hereby grants to GPC and its contractors, agents, and representatives the right and license to enter the Premises at any time to perform any activity related to the Service or to GPC's use of the GPC Assets, including the right to access the Premises with vehicles, GPC Assets, or other tools or equipment, and to survey, dig, or excavate, in order to: (i) install and connect GPC Assets, provide Service, or provide or install any other service; (ii) inspect, maintain, test, replace, repair, disconnect, or remove GPC Assets; (iii) install additional equipment or devices on GPC Assets; or (iv) conduct any other activity reasonably related to the Service or GPC Assets (collectively, "GPC Activity"). Customer represents or warrants that it has the right to permit GPC to provide the Service and to perform the GPC Activity upon the Premises and, if applicable, has obtained express written authority and required permission from all Premises owners, and any other person or entity with rights in the Premises, to enter into this Agreement and to authorize the GPC Activity and the Service.
6. **Installation and Underground Work.** Customer recognizes that the Service requires installation of GPC Assets. Customer warrants or covenants that: (i) the Premises' final grade will vary no more than six inches from the grade existing at the time of installation; and (ii) if applicable and required for proper installation, Premises property lines will be clearly marked before installation.
 - A. **Customer Work.** If GPC, upon Customer's request, allows Customer, itself or through a third party, to perform any activity related to installation of GPC Assets (including trenching), Customer warrants or covenants that the work will meet GPC's installation specifications (which GPC will provide to Customer and which are incorporated by this reference). Customer must provide GPC at least 10 days' prior written notice of its schedule for the work, so that GPC can schedule GPC's installation work promptly thereafter. Customer will be responsible for any additional costs arising from non-compliance with GPC's specifications, Customer's failure to complete Customer's work by the agreed completion date, or failure to provide GPC timely notice of any schedule change.
 - B. **Underground Facility/Obstruction Not Subject to Dig Law.** Because GPC Activity may require excavation not subject to the Georgia Utility Facility Protection Act (O.C.G.A. §§25-9-1 – 25-9-13) ("Dig Law"), **Customer must mark any private utility or facility (e.g., gas/water/sewer line; irrigation facility; fiber/data/communication line) or other underground obstruction at the Premises that is not subject to the Dig Law.** If GPC causes or incurs damage due to Customer's failure to mark a private facility or obstruction before GPC commences GPC Activity, Customer is responsible for all damages and any loss or damage resulting from any such delay.
 - C. **Unforeseen Condition.** The estimated charges shown on Page 1 include no allowance for subsurface rock, wetland, underground stream, buried waste, unsuitable soil, underground obstruction, archeological artifact, burial ground, threatened or endangered species, hazardous substance, or similar condition ("Unforeseen Condition"). If GPC encounters an Unforeseen Condition in connection with any GPC Activity, GPC, in its sole discretion, may stop all GPC Activity until Customer either remedies the condition or agrees to reimburse all GPC costs arising from the condition. Customer is responsible for all costs of modification or change to GPC Assets requested by Customer or dictated by an Unforeseen Condition or circumstance outside GPC's control.
7. **GPC Asset Protection and Damage.** Throughout the Term, in the event of any work or digging near GPC Assets, Customer (or any person or entity working on Customer's behalf) must: (i) provide notices and locate requests to the Georgia Utilities Protection Center ("UPC") and other utility owners or operators as required by the then-current Dig Law; (ii) coordinate with the UPC and any utility facility owner/operator as required by the Dig Law; and (iii) comply with the High-voltage Safety Act (O.C.G.A. §§46-3-30 – 46-3-40). As between Customer and GPC, Customer is responsible for any damage arising from failure to comply with applicable law or for damage to GPC Assets caused by anyone other than GPC or a GPC contractor, agent, or representative.
8. **Pole Attachments.** Nothing in this Agreement conveys to Customer any right to attach or affix anything to any GPC Asset. Customer agrees that it will not, and will not permit others to, rearrange, disconnect, remove, relocate, repair, alter, tamper with, or otherwise interfere with any GPC Asset. If Customer desires to attach or affix anything to GPC Assets, Customer must first obtain GPC's written consent. Customer may call GPC Lighting and Smart Services business unit at 1-888-660-5890 to request consent.
9. **Interruption of Service.** Customer understands that Service is provided on an "as is" and "as available" basis and may be interrupted. If there is a Service interruption, Customer must notify GPC. Following notice, GPC will restore Service, at no cost to Customer. Customer may notify GPC by either calling 1-888-660-5890 or by reporting online at: <https://www.georgiapower.com/community/outages-and-stormcenter/power-outage-overview/street-light-outage.html>.
10. **Disclaimer; Damages.** GPC makes no covenant, warranty, or representation of any kind (including warranty of fitness for a particular purpose, merchantability, or non-infringement) regarding Service, GPC Assets, or any GPC Activity. Customer acknowledges that, due to the unique characteristics of the Premises, Customer's needs, or selection of GPC Assets, the Service may not follow IESNA guidelines. **Customer waives any right to consequential, special, indirect, treble, exemplary, incidental, punitive, loss of business reputation, interruption of Service or loss of use (including loss of revenue, profits, or capital costs) damages in connection with the loss or interruption of Service, GPC Assets, or this Agreement, or arising from damage, hindrance, or delay involving the Service, GPC Assets, or this Agreement, whether or not reasonable, foreseeable, contemplated, or avoidable.** To the extent GPC is liable under this Agreement, and to the extent allowed by applicable law, GPC's liability is expressly limited to: (i) with respect to the Service purchased by Customer, the annual amount paid by Customer for the Service; or (ii) with respect to any other liability, to proven direct damages in an amount not to exceed \$100.00. Customer is solely responsible for safety of the Premises; Customer agrees that GPC has no obligation to ensure safety of the Premises and that GPC has no liability for any personal injury, real or personal property damage or loss, or negative impact to Customer or any third party that occurs at the Premises.
11. **Risk Allocation.** Each party will be responsible for its own acts and the results of its acts, except as otherwise described in this Agreement.
12. **Default.** Customer is in default if Customer: (i) does not pay the entire amount owed to GPC within 45 days after the due date; (ii) terminates this Agreement without proper notice and prior to the end of the then-current Term; or (iii) breaches any material term, warranty, covenant, or representation of this Agreement. GPC's waiver of a past or concurrent default will not waive any other default. If a default occurs, GPC may: (a) immediately terminate this Agreement; (b) remove any GPC Asset from the Premises; or (c) seek any available remedy provided by law, including the right to collect any past due amount, late fee, or any amount due for the Service during the remaining Term.
13. **Miscellaneous.** This Agreement contains the parties' entire agreement relating to the Service, GPC Assets, and GPC Activity and replaces any prior agreement, written or oral. Subject to applicable law, GPC may modify the terms of this Agreement by providing 30 days' prior written notice of such modification to Customer. If Customer uses the Service or makes any payment for the Service on or after the modification effective date, Customer accepts the modification. GPC's address for notice is 1790 Montreal Circle, Tucker, GA 30084-6801; Customer's address for notice is stated on Page 1. Either party may update administrative or contact information (e.g., address, phone, website) at any time by written notice to the other. Customer will not assign, in whole or in part, this Agreement or any right or obligation it has under this Agreement; any such assignment without GPC's prior written consent will be void and of no effect. In this Agreement: (i) "include(ing)" means "include, but are not limited to" or "including, without limitation"; (ii) "or" means "either or both" ("A or B" means "A or B or both A and B"); (iii) "e.g." means "for example, including, without limitation"; and (iv) "written" or "in writing" includes email communication. Georgia law governs this Agreement. If a court rules an Agreement provision unenforceable to any extent, the rest of that provision and all other provisions remain effective.

K445 SOL-LUX™ - LED



The King Luminaire Sol-Lux™ Fixture is one of the many classic shapes extensively used in the streetlighting revolution of the early 1900's. Offered today in high performance LED, it makes for a beautifully historical, energy efficient streetlighting solution.

PROJECT: Holly Springs Mixed-Use Infrastructure Project

PREPARED BY: _____

DATE: _____

PRODUCT SPECIFICATIONS

LED ENGINE

The light engine shall be an array of 4 or 6 Cree Chip On Board (COB) diodes mounted to a highly conductive aluminum extrusion with the use of 2 electrical connectors. The aluminum extrusion will be mechanically attached to a thermal heat sink at both the top and bottom of the aluminum extrusion. It shall remain in thermal contact to the heat sinks with the use of conductive silicone. There will be an aluminum uplight reflector in both Type IV & Type V IESNA distribution patterns.

REFRACTIVE GLASS GLOBE

The glass globe shall be made of 9018 clear borosilicate glass having a minimum thickness of 0.300" with an overall diameter of 13.5" and an over-all height of 19.25". It will be designed for optimum optical efficiency and light control.

The glass globe is secured to the luminaire body by means of a split-clamping ring of durable cast A319 aluminum, which allows easy, tool-less removal of the globe assembly from the luminaire body by means of King Luminaire's Rotolock™ system.

A minimum ingress protection against water or dust particles of IP66 for the LED optical chamber is provided by non-porous, closed-cell silicon rubber sponge gasketing which is highly efficient in sealing against particle ingress for a wide temperature range (-40°F to 310°F).

LUMINAIRE CONSTRUCTION

All K445 Sol-Lux™ cast components shall consist of a heavy grade A319 cast aluminum. The main body, or capital, acts as an enclosure for the driver assembly and is of adequate thickness to give sufficient structural rigidity. The capital shall have an opening at the base tenon body to allow the luminaire to be mounted to a tenon of 3-1/2" maximum diam-

eter. The luminaire shall be locked in place by means of heavy duty, stainless-steel set-screws.

DRIVER

CSA certified and/or UL listed, electronic programmable, Constant Light Output (CLO) driver with a 0-10v dimming lead. Driver shall supply correct DC voltage and current to maintain proper operation of the emitters. The driver shall be UL1310/UL48 Class 1 certified, and contain over-circuit, over-voltage, and over-power protection. An in-line ferrite choke is utilized to provide protection against EFT's. The multi-volt driver shall be capable to connect to AC input voltages of 120V - 277V or 347 - 480V. The driver shall have a minimum life expectancy of 100,000 hrs with an operating case temperature range from a minimum of -35°C to a maximum of 65°C. The driver casing shall have a minimum ingress protection rating of IP67.

PHOTOMETRICS

Fixtures are tested to IESNA LM79 specifications. These reports are available upon request.

CHROMATICITY

High output COB LEDs come standard at 3000K & 4000K (+/- 300K) with a minimum nominal 70 CRI. Additional CCT emitters are available upon request.

LUMEN MAINTENANCE

Reported (TM21) and Calculated (L70) reports are available upon request with a minimum calculated value of 100,000 hrs.

WIRING

All internal wiring and connections shall be completed so that it will be necessary only to attach the incoming supply connectors to Mate-N-Lok connectors or to a terminal block. Mate-N-Lok shall be certified for 600V operation. Internal wire connectors shall be crimp connector only and rated at 1000V and 150°C. All wiring to

be CSA certified and/or UL listed, type SFF-2, SEWF-2, or SEW-2 No. 14 gauge, 150°C, 600V, and color coded for the required voltage.

THERMALS

Fixtures tested to determine the maximum in-situ case temperature of the LED emitters as recommended by Cree. This report is available upon request.

FINISH

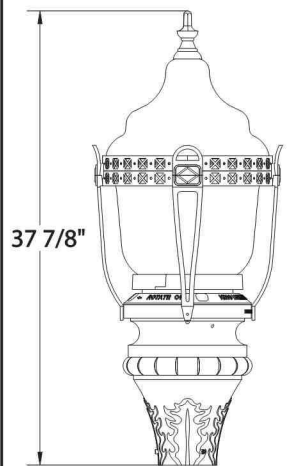
Housing is finished with a 13 step KingCoat™ SuperDurable polyester TGIC powder coat. Standard colors include strobe white, brown metal, marina blue, gate gray, Chicago bronze, standard gold, standard black, federal green and rain forest. Please see our website for a complete list of colors. Additional RAL or custom color matches are available.

MISCELLANEOUS

All exterior hardware and fasteners, wholly or partly exposed, shall be stainless steel alloy. All internal fasteners are stainless steel or zinc coated steel. All remaining internal hardware is stainless steel, aluminum alloy, or zinc coated steel.

WARRANTY

The K445 Sol-Lux™ LED luminaire comes with a 7 year limited warranty.



CERTIFICATION:

CSA US Listed
Suitable for wet locations
ISO 9001
IP66
ARRA Compliant
LM79 / LM80 Compliant

DRIVER INFO:

>0.9 Power Factor
<20% Total Harmonic Distortion
120V - 277V or 347 - 480V
-35°C Min. Case Temperature
65°C Max. Case Temperature
Surge Protection: ANSI C136.2
extreme level 20kV/10kA

EPA:

1.16 sq. ft.

FIXTURE WEIGHT:

51 lbs





Test Voltage: 120V
Nominal Color Temperature: 3000 & 4000K¹
4004 Engine Series: 4 COB Emitters (Type IV)
4006 Engine Series: 6 COB Emitters (Type V)
LED Engine + Driver Rated Life = 100,000 hrs²

To learn more about the T1 Optic, please see the T1 Optic Information Sheet

Photometric Test Report Number	Decorative Option	Color Temperature	IES Distribution	Nominal Watts	Engine Series	Delivered Lumens ³	Efficacy (LM/W) ³	mA @ Emitter	Driver Output Current	BUG Rating	HID Equivalent ⁴
In Testing	N/A	3000	Type IV	40	4004	N/A	N/A	N/A	N/A	N/A	50-70
In Testing	N/A	4000	Type IV	40	4004	N/A	N/A	N/A	N/A	N/A	50-70
In Testing	N/A	3000	Type V	40	4006	N/A	N/A	N/A	N/A	N/A	50-70
In Testing	N/A	4000	Type V	40	4006	N/A	N/A	N/A	N/A	N/A	50-70
In Testing	N/A	3000	Type IV	60	4004	N/A	N/A	400	400	N/A	70-100
H265C	N/A	4000	Type IV	60	4004	6664	110.3	400	400	1-5-3	70-100
In Testing	N/A	3000	Type V	60	4006	N/A	N/A	275	550	N/A	70-100
H268C	N/A	4000	Type V	60	4006	7305	117.9	275	550	3-5-3	70-100
In Testing	N/A	3000	Type IV	75	4004	N/A	N/A	500	500	N/A	100-150
H266C	N/A	4000	Type IV	75	4004	7976	104.7	500	500	1-5-3	100-150
In Testing	N/A	3000	Type V	75	4006	N/A	N/A	340	680	N/A	100-150
H267C	N/A	4000	Type V	75	4006	8731	114.2	340	680	3-5-3	100-150
445T1GR410030P	N/A	3000	Type IV	100	4004	10466	112	620	620	2-5-4	150-250
H255C	N/A	4000	Type IV	100	4004	9448	97.7	620	620	1-5-4	150-250
In Testing	N/A	3000	Type V	100	4006	N/A	N/A	430	860	N/A	150-250
H256C	N/A	4000	Type V	100	4006	10612	108.6	430	860	3-5-4	150-250

¹Color temperature is nominal, please see test report for specific chromaticity information

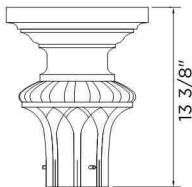
²Contact factory for TM21 information

³Due to the continuous advancements in LED technology, luminaire delivered lumen and efficacy is subject to change without notice at the discretion of King Luminaire

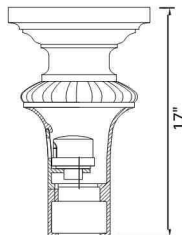
⁴Equivalence should always be confirmed by performing a photometric layout, due to the variability of performance requirements and application criteria

FIXTURE OPTIONS

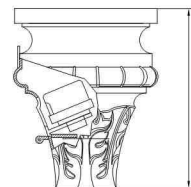
Capital Options



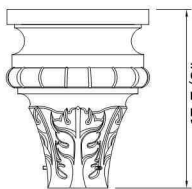
K16



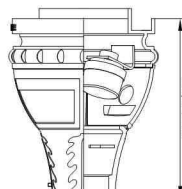
K18



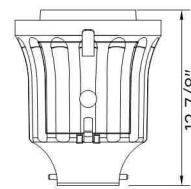
K14 C/W PR



K13

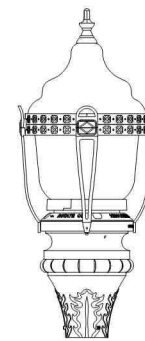


K23 C/W PR



K24 C/W PR

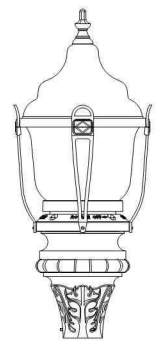
Decorative Options



Savannah
Ring & Struts



Solid Spun
Aluminum Top



Contemporary
Ring & Struts

Finial Options



#1



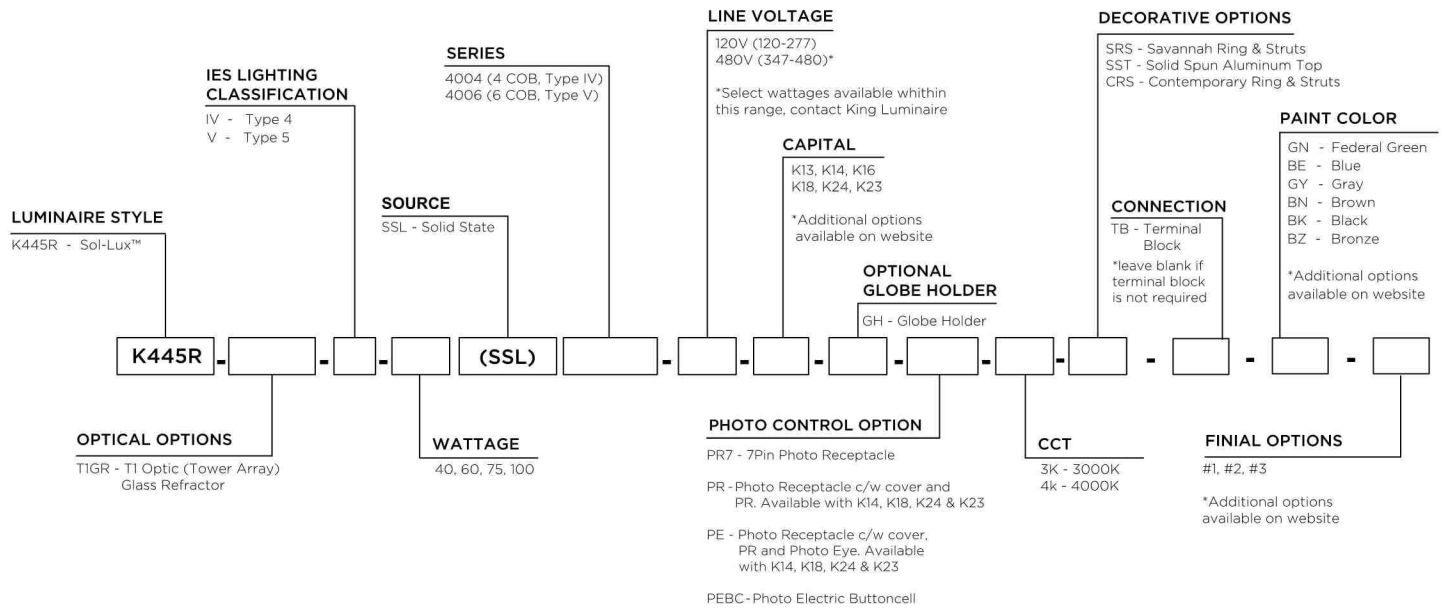
#2



#3

HOW TO ORDER

K445 SOL-LUX™ - LED



A Member of The StressCrete Group of Companies
www.stresscretegroup.com

KING LUMINAIRE 1153 State Route 46N Jefferson, OH 44047 Phone: 1.800.268.7809 www.kingluminaire.com



Item No.	"A"	"B"
37127-008	8'-0"	6'-6"
37127-010	10'-0"	8'-6"
37127-012	12'-0"	10'-6"
37127-014	14'-0"	12'-6"
37127-016	16'-0"	14'-6"
37127-018	18'-0"	16'-6"

[illegible]

WARNING: DO NOT INSTALL LIGHTING POLES WITHOUT LUMINAIRES

hapco

Abingdon, Va.

TITLE *ARLEN SERIES LIGHTING POLES*

CUSTOMER *Georgia Power*

SCALE 16	DATE 01/20/2017
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BY <i>TNR</i>	DWG. NO.
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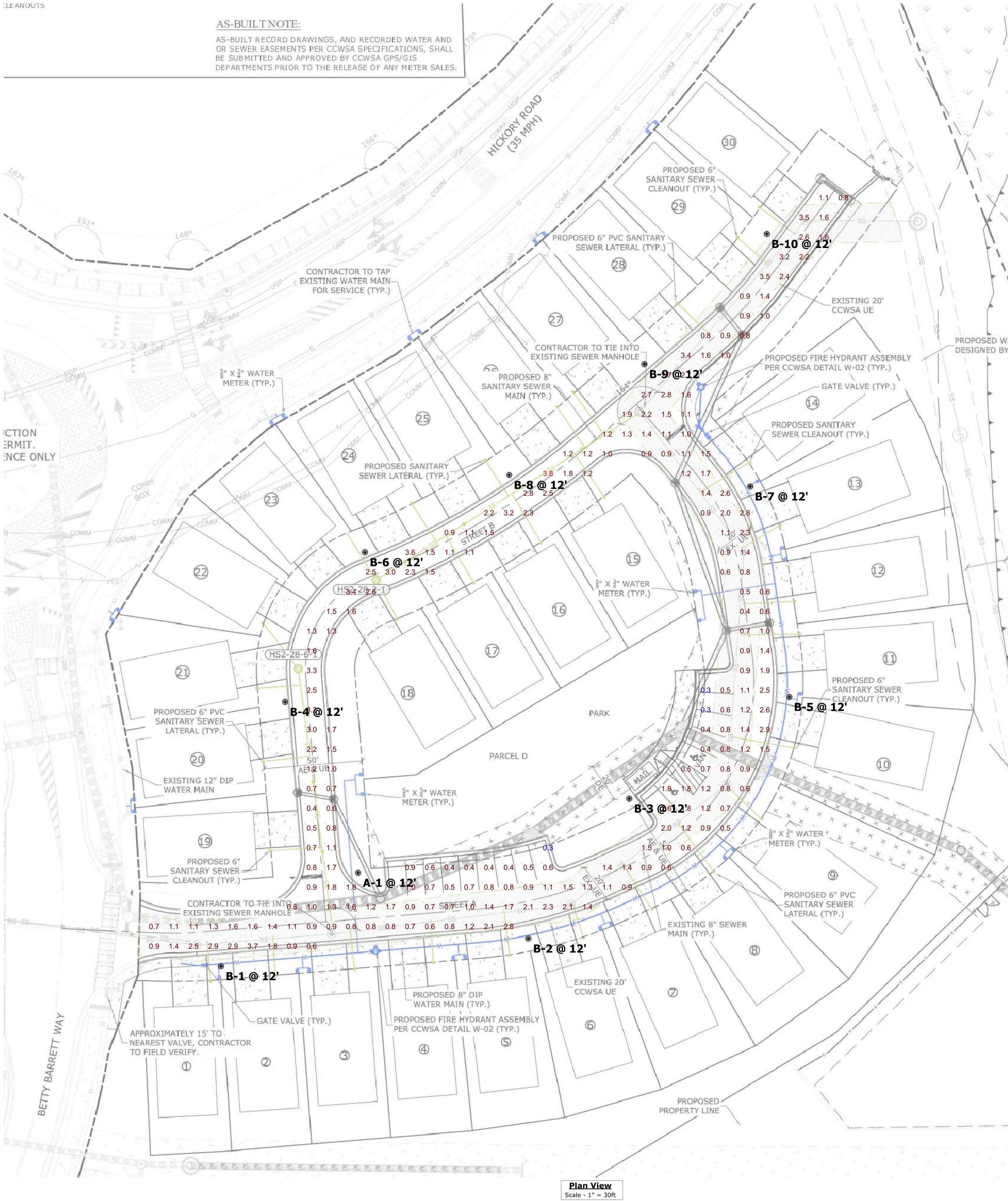
CHK'D

B37127

LEANOUTS

AS-BUILT NOTE:

AS-BUILT RECORD DRAWINGS, AND RECORDED WATER AND OR SEWER EASEMENTS PER CCWSA SPECIFICATIONS, SHALL BE SUBMITTED AND APPROVED BY CCWSA GPS/GIS DEPARTMENTS PRIOR TO THE RELEASE OF ANY METER SALES.



Schedule										
Symbol	Label	QTY	Manufacturer	Catalog Number	Description	Number Lamps	Filename	Lumens per Lamp	LLF	Wattage
	A	1	King Luminaire	K445-T1GR-V-75(SS)-4006-SRS	NVLAP LOGO AND LAB ID NUMBER SHALL NOT BE USED BY THE CLIENT TO CLAIM THE PRODUCT CERTIFICATION, APPROVAL, OR ENDORSEMENT BY NVLAP, NIST, OR ANY GOVERNMENT AGENCY. CALIBRATION LAMP #1000-50, NIST TRACEABLE THROUGH ITL REPORT #ITL81862.	1	0445wt1gr5x07540x xs.ies	7347	0.912	75
	B	10	King Luminaire	K445-T1GR(SST)-IV-75(SS)-4004-4K	NVLAP LOGO AND LAB ID NUMBER SHALL NOT BE USED BY THE CLIENT TO CLAIM THE PRODUCT CERTIFICATION, APPROVAL, OR ENDORSEMENT BY NVLAP, NIST, OR ANY GOVERNMENT AGENCY.	1	0445wt1gr4x07540x xs.ies	7865	0.912	75

Statistics							
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min	
Calc Zone #1	+	1.4 fc	3.8 fc	0.3 fc	12.7:1	4.7:1	

- Notes
- Readings are shown in units of maintained footcandles.
 - Total Light Loss Factor (LLF) = .912 LLF for LED
 - Test Plane = 0' Above grade
 - Fixture Mounting Height = 12' Above grade
 - Fixture Spacing = See Plan view.
 - This photometric layout was calculated using specific criteria. Any deviation from stated parameters will affect actual performance.
 - These lighting calculations are not a substitute for independent engineering analysis of lighting system suitability and safety.

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



BOARD AND COMMUNITY ORGANIZATION APPLICATION

On which Board or Community Group would you like to serve? Please indicate and label your first and second choice.

- ☐ Cherokee County Library Board of Trustees
- ☒ Downtown Development Authority/Urban Redevelopment Agency
- ☐ Holly Springs Tree Commission
- ☐ Parks & Recreation Authority
- ☐ Planning & Zoning Commission

Name Chris Amos Adams

Home Address 104 Palm Springs Court

City Canton GA 30115

Home Phone None Unlisted? ☐ Yes ☐ No

Cell Phone _____

Employer QUES Land Surveyor

Employer's Address _____

City 2260 Holly Springs Pkwy - Suite 110 Georgia 30115

Business Phone 770-262-9019 www.ques.com

- 1) Are you a registered voter in the City of Holly Springs? ☐ Yes ☐ No
Cherokee County? ☒ Yes ☐ No

- 2) How did you hear about the Board or Commission to which you are applying?

I am a lifelong Holly Springs Resident and have followed all the happenings in the City

- 3) Were you recommended or nominated by a sitting Commission/Board/City Council Member, or the Mayor? If so, please indicate who (not mandatory for consideration).

Nancy Moon

- 4) Please indicate any information (experience, education, community activities, organizations, etc) that you think should be considered for your appointment to a Board or Commission. Use additional paper and include a resume.

Served on the Zoning Appeals Board and then the Zoning Board 3-4 years back

- 5) Are there any reasons you may have a conflict of interest if you were appointed to Board or Commission listed above? Use additional paper in necessary. If yes, please explain.

Signature Chris Amos Adams Date 3/3/2022



BOARD AND COMMUNITY ORGANIZATION APPLICATION

On which Board or Community Group would you like to serve? Please indicate and label your first and second choice.

- ☐ Cherokee County Library Board of Trustees
- ☒ Downtown Development Authority/Urban Redevelopment Agency
- ☐ Holly Springs Tree Commission
- ☐ Parks & Recreation Authority
- ☐ Planning & Zoning Commission

Name Andrea Huisman

Home Address 104 Valdosta Ave.

City Canton State GA Zip Code 30114

Home Phone _____ Unlisted? ☐ Yes ☒ No

Cell Phone 770-876-1822 Email andrea@thegatheringboard.co

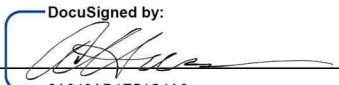
Employer The Gathering Board Co Occupation owner

Employer's Address 2800 Holly Springs Pkwy Ste 100

City Holly Springs State GA Zip Code 30115

Business Phone 770-500-8715 Website www.TheGatheringBoard.Co

- 1) Are you a registered voter in the City of Holly Springs? ☐ Yes ☒ No
Cherokee County? ☒ Yes ☐ No
- 2) How did you hear about the Board or Commission to which you are applying?
Erin Honea told me about the position and invited me to apply
- 3) Were you recommended or nominated by a sitting Commission/Board/City Council Member, or the Mayor? If so, please indicate who (not mandatory for consideration).
Yes, Erin Honea
- 4) Please indicate any information (experience, education, community activities, organizations, etc) that you think should be considered for your appointment to a Board or Commission. Use additional paper and include a resume.
See attached resume
- 5) Are there any reasons you may have a conflict of interest if you were appointed to Board or Commission listed above? Use additional paper in necessary. If yes, please explain.
I have no conflicts of interest

DocuSigned by:
Signature  Date 3/7/2022 | 12:19 PM EST
2A843AD1E54C4A6...

ANDREA HUISMAN

2800 Holly Springs Pkwy Ste 100
Holly Springs, GA 30115
andrea@thegatheringboard.co | 770.876.1822

Skills Summary

- Local small business owner with an emphasis on community driven service and contributions
- Strong ability to create and accomplish goals in order to manage daily operations
- Over ten years of experience owning and managing a successful residential construction business and various multi-family structures and developments
- Instinctive ability to problem solve and utilize common sense understanding in various situations
- Broad knowledge of residential construction procedures including scheduling and reading architectural blueprints
- Detail oriented with excellent organizational, written and verbal communication skills

Experience

Owner, The Gathering Board Co. (Katy Landon Group, LLC) 2020 – present

- Managing member and owner of charcuterie business serving fresh, delicious food to residents and businesses of Cherokee county
- Operate a business that positively reflects the community that we serve
- Create employment opportunities for the public and training them to adhere to our highest standards

Realtor, Keller Williams Realty Partners 2018 – present

- Effectively communicated with clients, lenders, closing attorneys and co-op agents from contract to close to warrant a smooth transaction for all parties
- Recognize the importance of strong attention to detail, organization, valuable negotiation and communication as essential to a successful real estate transaction

PFS Representative, Fairbanks Memorial Hospital 2014 - 2016

- Performed registration processes mainly in the Emergency Department
- Communicated with physicians, clinical and hospital staff to resolve issues and patient concerns
- Created innovative ways to minimize interruptions to patients and family members

Owner, Multi-Family Property Manager

2012 - 2015

- Assisted in new construction of multi-family apartment building and management of ongoing repairs and renovations
- Estimated costs associated with construction to ensure the project remained within budget
- Performed all aspects of showing and leasing of rental units
- Maintained accurate records of rental leases, payments, security deposits and utilities per unit
- Conducted background checks on prospective tenants

Owner, Huisman Builders, Inc.

2000 - 2007

- Founded a general contracting company with sales of over 200 homes
- Effective communication with clients, sub-contractors and financial institutions to ensure a smooth and profitable building process
- Expertly performed all aspects of accounts payable, accounts receivable, payroll, quarterly reporting and worker's compensation using current QuickBooks software
- Successfully implemented a purchase order system to achieve greater control of project costs
- Generated and submitted monthly draws to financial institutions for all homes in progress
- Hired and managed a sales and service staff of up to 6 people

Volunteer Work

- Foster care for special needs children
- Volunteer medic for local communities in Wyoming and Alaska
- Traveled to Haiti four times as a member of a surgical team serving the medically disadvantaged
- Volunteer staff at multiple summer camps for children
- Organized blood drives and various other outreach ministries

Education

GA Salesperson License

2018

Associate of Arts, University of Alaska, Fairbanks

2017

Bachelor of Business Administration, University of Alaska, Fairbanks

2015 - 2019

- Coursework in business ethics, HR management, organizational theory/behavior, financial/managerial accounting

Holly Springs Downtown Development Authority
Meeting Minutes
February 16, 2022

Members Present: Chairman Ollie Evans, Treasurer Scott Owen, Secretary Guillermo Sanabia, Ryan Smith, and Councilman Kyle Whitaker.

Members Absent: Phyllis Long.

Staff Present: City Manager Robert H. Logan, Community Development Director Nancy Moon, Administrative Assistant Tracey Chambers, and Officer Donald Self.

Ollie Evans called the meeting to order.

Kyle Whitaker made a motion to amend the February 16, 2022 Downtown Development Authority Agenda to include Item D – Approve/deny the resignation of Phyllis Long. Scott Owen seconded the motion. Motion carried 5-0.

Scott Owen made a motion to approve December 15, 2021 Downtown Development Authority meeting minutes. Guillermo Sanabia seconded the motion. Motion carried 5-0.

Scott Owen made a motion to approve a First Amendment to Agreement for Sale and Purchase of Real Property between Walton Holly Springs, LLC and the Downtown Development Authority of Holly Springs. Guillermo Sanabia seconded the motion. Motion carried 5-0.

Scott Owen made a motion to approve a Certificate of Appropriateness for MA-02-2022, applicant SDH Atlanta, LLC. Guillermo Sanabia seconded the motion. Motion carried 4-1. Ryan Smith opposed.

Kyle Whitaker made a motion to adjourn. Ollie Evans seconded the motion. Motion carried 5-0.

Meeting adjourned.

Respectfully Submitted.

Ollie Evans, Chairman

Attest:

Erin Honea, Economic Development Director/Assistant City Clerk



**Downtown Development Authority
As of January 31, 2022**

Revenues	January 2022 Transactions	2022 Budget	YTD Transactions	% of Annual Budget
Prior Year Fund Balance	-	5,000	-	0.00%
Proceeds from Sale of Property		2,000,000		0.00%
TOTAL REVENUES	\$ -	\$ 2,005,000	\$ -	0.00%

Expenditures				
Dues & Fees	-	500	-	0.00%
Training	-	250	-	0.00%
Water & Sewer	-	2,500	-	0.00%
Other Expenditures	-	250	-	0.00%
Sponsorships	-	1,500	-	0.00%
Transfers to Primary Government		2,000,000		0.00%
TOTAL EXPENDITURES	\$ -	\$ 2,005,000	\$ -	0.00%

Holly Springs Downtown Development Authority

Treasurer's Report

January 2022

Opening Balance: \$ 74,792.44

Less: Cash Disbursements

DATE	CHECK #	VENDOR	AMOUNT	DESCRIPTION
1/20/2022	1415	Dept of Community Affairs	\$ (100.00)	Training for Scott Owen

Total \$ (100.00)

Add: Deposits & Other Credits

Total \$ -

Ending Bank Balance \$ 74,692.44

Plus Certificate of Deposit \$ 36,348.83

Total Funds \$ 111,041.27



**Main Street Board
Budget To Actual Comparison Report
As of January 31, 2022**

Revenues	January 2022 Transactions	2022 Budget	YTD Transactions	% of Annual Budget
Business & Occupation Licenses	27,195	52,376	27,195	51.92%
Alcohol Beverage Licenses	2,000	25,000	2,000	8.00%
Alcohol Pouring Permits	1,160	5,000	1,160	23.20%
Donations From Private Sources	-	20,000	-	0.00%
Miscellaneous/Registrations/Booth Fees	-	5,000	-	0.00%
Rents and Royalties	-	5,000	-	0.00%
Interest Revenue	-	50	-	0.00%
TOTAL REVENUES	\$ 30,355	\$ 112,426	\$ 30,355	27.00%

Expenditures				
Salaries & Wages	4,044	53,360	4,044	7.58%
Employee Benefits - Medical	7	19,729	7	0.03%
Employee Benefits- Dental	-	1,120	-	0.00%
Employee Benefits-Add Life	25	147	25	16.67%
Employee Benefits-Disability	106	598	106	17.69%
FICA	238	3,370	238	7.06%
Medicare	56	788	56	7.06%
Employee Benefits-Retirement	393	5,502	393	7.15%
Unemployment	20	27	20	72.74%
Workers Comp Insurance	204	235	204	86.68%
Communications	-	600	-	0.00%
Travel	-	700	-	0.00%
Dues and Fees	267	1,000	267	26.68%
Education and Training	-	1,700	-	0.00%
Contract Labor	-	6,000	-	0.00%
Supplies-Special Events	-	16,000	-	0.00%
Small Equipment	74	250	74	29.68%
Software	-	1,300	-	0.00%
TOTAL EXPENDITURES	\$ 5,432	\$ 112,426	\$ 5,432	4.83%