



City of Holly Springs

Date: Monday, February 24, 2020

Location: 3235 Holly Springs Pkwy

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

- I. CALL TO ORDER
- II. PUBLIC COMMENTS
- III. UNFINISHED BUSINESS
 - A. Discuss proposals for the towing and storage services contract
Presented By: Robert H. Logan, City Manager
- IV. NEW BUSINESS
 - B. Discuss a budget amendment ordinance
Presented By: Robert H. Logan, City Manager
 - C. Discuss the Hickory Road Sidewalk and Drainage Improvements Project bid
Presented By: Robert H. Logan, City Manager
 - D. Discuss the Palm Street Sidewalk and Drainage Improvements Project bid
Presented By: Robert H. Logan, City Manager
 - E. Discuss a proposal from Caldwell Cline Architects & Designers for Design Development Phase and Construction Documents for the parking deck in the Town Center Project
Presented By: Robert H. Logan, City Manager
 - F. Discuss amendment to Intergovernmental Agreement with Downtown Development Authority (DDA) and deed to transfer property to DDA
Presented By: Robert H. Logan, City Manager
- V. ADJOURNMENT

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

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

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

III. INVOCATION

IV. SPECIAL PRESENTATION

- Proclamation recognizing Eagle Scout Lukas Baardson
- Recognize Outgoing Board Members:
 - Van Cantrell – Main Street Board
 - Sonia Carruthers – Downtown Development Authority
 - Chris DeLuca – Downtown Development Authority
 - John Wiegand – Planning and Zoning Commission
 - Phil Young – Main Street Board
- Employee of the Year Award
- Officer of the Year Award
- Bob Fuller Leadership Award
- Deputy Chief Tommy Keheley’s 50 years of law enforcement service
- Sequoyah Regional Library Annual Report by Anita Summers, Executive Director, Sequoyah Regional Library System
- Holly Springs Town Center Creative & Strategy Brief by Clementine Creative

V. CONSENT AGENDA

1. January 23, 2020 Council Meeting Minutes
2. CUP-01-2020, a Conditional Use Permit for a “Massage Therapy” establishment, concerning 0.62+/- acres, identified as tax parcel 055 of tax plat 93N00, located off of Holly Springs Parkway
3. Contract Change Order #8 from Georgia Development Partners for the Hickory Road and Palm Street Intersection Improvements Project
4. Proposal No. P19120 (Revised) for preliminary subsurface exploration and geotechnical engineering evaluation for the Town Center Parking Deck among Oasis Consulting Services, Holly Springs Downtown Development Authority, and the City of Holly Springs

5. Resolution supporting legislation for the Georgia Local Government Infrastructure Finance Authority Act

VI. UNFINISHED BUSINESS

6. Approve/deny the MCSJ Contract and the Cloud Hosting Agreement between Edmunds GovTech, Inc. and the City of Holly Springs in an amount not to exceed \$229,810 for the first year, \$28,800 in year two, and \$29,100 in year three
7. Approve/deny Scope of Services for Holly Springs Town Center, Monthly Services Retainer from Clementine Creative in an amount not to exceed \$4,500 per month
8. Approve/deny the towing and storage services agreement between Ingram Towing & Impound Service, Inc. and the City of Holly Springs and to authorize the Mayor to execute the agreement

VII. NEW BUSINESS

9. Approve/Deny an ordinance of the City of Holly Springs, Georgia approving budget amendments for the fiscal year 2019 for the Hotel/Motel Tax Fund
10. Approve/deny awarding the Hickory Road Sidewalk and Drainage Improvements Project to Triscapes Incorporated in an amount not to exceed \$305,854, and to authorize the Mayor to sign the construction documents
11. Approve/deny awarding the Palm Street Sidewalk and Drainage Improvements Project to A1 Contracting in an amount not to exceed \$1,240,231, and to authorize the Mayor to sign the construction documents
12. Approve/deny a proposal from Caldwell Cline Architects & Designers for Design Development Phase and Construction Documents for the parking deck in the Town Center Project
13. Approve/deny amendment to Intergovernmental Agreement with Downtown Development Authority (DDA) and deed to transfer property to DDA

VIII. EXECUTIVE SESSION

- Litigation
- Real Estate

IX. REPORTS

X. ADJOURNMENT



COUNCIL AGENDA REPORT

FROM: Karen Norred
Prepared by: Karen Norred

CC: City Clerk
Public Information

SUBJECT: Towing and Storage Services

DATE: February 20, 2020

COUNCIL MEETING DATE: February 24, 2020

RECOMMENDATION

To approve an agreement between the City of Holly Springs and Ingram Towing & Impound Service, Inc. for the performance of towing and storage services on behalf of the City.

REPORT-IN-BRIEF

The City sent out a request for proposals in January for towing and storage services. The term of the new agreement will be from March 1, 2020 through February 29, 2024. The City received two proposals for the services and created a team to evaluate the proposals to make a recommendation to the City Council.

CONCURRENCES

Staff concurs with this recommendation.

FISCAL IMPACT

The City will be paid an annual permit fee in the amount of \$18,500 which will be included in the City of Holly Springs General Fund.

CITY OF HOLLY SPRINGS GEORGIA
TOWING AND STORAGE SERVICES AGREEMENT

This Towing and Storage Services Agreement (the “Agreement”) is made and entered into this 24th day of February 2020 by and between the City of Holly Springs (the “City”) and Ingram Towing & Impound Service, Inc. (the “Contractor”). This Agreement shall be in force for a period of four (4) years from March 1, 2020 through February 29, 2024 with the option for a one-year extension at the option of the City and the Contractor.

SCOPE: This Agreement is for the towing and storage of vehicles damaged, abandoned, immobilized, illegally parked, impounded or disabled on public rights-of-way or other property within the City of Holly Springs designated for removal under lawful order.

PERMIT FEES: The Contractor shall pay the City an annual permit fee under this agreement in the amount of eighteen thousand five hundred dollars (\$18,500) due by March 1st. If delinquent, a late charge of two hundred fifty dollars (\$250) shall be assessed. If the annual permit fee is more than ten (10) days late, the Contractor is subject to suspension or removal at the City’s sole discretion.

INDEMNIFICATION: Contractor shall indemnify and hold the City and its officers, agents and employees harmless from any and all costs or expenses (including attorney’s fees) incurred by the City as a result of Contractor’s performance or non-performance under this Agreement.

SERVICES REQUIRED OF THE CONTRACTOR: This Agreement encapsulates the furnishing of labor and equipment necessary for the removal of damaged and disabled vehicles or other equipment from highways, roads, streets or other public thoroughfares or in close proximity thereof, and the transport of same to locations and / or facilities as requested by the owner / operators, or as directed by the Holly Springs Police Department for temporary storage or disposal. Services also include cleaning of glass, residual fluids and any other debris resulting from a motor vehicle accident or similar type incident. Contractor also agrees to provide the same services without expectation of compensation for vehicles owned, leased or rented by the City.

SERVICE BOUNDARY: Services rendered within the scope of the contract means all properties, public or private, within the corporate limits of the City of Holly Springs or as otherwise directed by the Chief of Police or his designee for service beyond the corporate limits of the City.

EVIDENCE OF INSURANCE: Evidence of insurance and Operator Certification must be provided by the Contractor to the City. Said insurance shall clearly show on its face, compliance with the requisite substantive elements and shall be maintained during the term of the Agreement. Contractor shall maintain comprehensive general liability insurance covering bodily injuries with a limit of not less than one million dollars (\$1,000,000) per occurrence and property damage with a limit of not less than one million dollars (\$1,000,000) per occurrence, and statutory workers’ compensation insurance, including employer’s liability. All insurance shall be provided by insurers licensed to transact business in the State of Georgia and otherwise acceptable to the City and shall provide for thirty (30) days prior notice of cancellation to the City. Upon execution or upon request during the term of the agreement, Contractor shall deliver

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to City a certificate or policy of insurance evidencing Contractor's compliance by March 1st annually. Contractor shall abide by the terms and conditions of the insurance and shall do nothing to impair or invalidate the coverage.

COMPLIANCE WITH APPLICABLE LAWS: This Agreement is executed and shall be construed and enforced in accordance with the laws of the State of Georgia. Contractor shall conform to all federal, state, county and municipal laws, ordinances and regulations now or hereafter in effect applicable to the Contractor's business. It shall be the duty of Contractor to ascertain and comply.

DEFINITIONS: The following terms as used are acknowledged to mean:

- a. **Response Time:** This means the Contractor will have a boom wrecker or rollback transporter standing by and able to respond to a scene within fifteen (15) minutes after receipt of the call and be "on scene" within twenty (20) minutes.
- b. **Light Duty:** Defined as passenger vehicle, SUV or truck having a gross vehicle weight of up to fifteen thousand (15,000) pounds.
- c. **Heavy Duty:** Defined as any vehicle or equipment having a gross vehicle weight of more than fifteen thousand (15,000) pounds but less than thirty (30,000) pounds.
- d. **Extra Heavy Duty:** Defined as any vehicle, single or articulated having a gross vehicle weight of thirty thousand (30,000) pounds or more.
- e. **Measurement of Mileage:** Miles are measured from the point of pickup to the point of storage or other designated location as requested by the vehicle owner, vehicle operator or City of Holly Springs.
- f. **Calls For Service:** Any request from the City of Holly Springs or its representative, to include Cherokee County E 911 Communications for towing or cleanup of a roadway, street, highway or other public or private thoroughfare within jurisdiction of the City or under the control of the City.

CHARGES FOR SERVICES: The City accepts the fee schedule as adopted or as changed from time to time by the Cherokee County Boom Wrecker and Rollback Transporter Service Advisory Board or other fee schedules provided by the Contractor in their proposal providing such rates shall be prominently displayed in Contractor's place of business and any billings or statements shall clearly refer to rates applied pursuant to this Agreement and all charges shall be itemized to permit reconciliation and verification of charges per incident. Contractor shall at all times utilize the least expensive equipment / boom wrecker and rollback transporter to perform the required service. If said equipment / boom wrecker and rollback transporter is unavailable at the time, however, the Contractor may utilize a more expensive boom wrecker and rollback transporter / equipment but shall charge the lesser rate.

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CITY VEHICLES: All City of Holly Springs vehicles shall be towed at no cost to the city. Should a City vehicle outside the service area need towing and the Contractor is unable to provide service, the Contractor shall make arrangements on behalf of the City with another boom wrecker and rollback transporter service for the towing of the vehicle.

- a. Any vehicle towed for evidentiary reasons by the Holly Springs Police Department shall be towed to the police department's storage facility or other location designated by the Holly Springs Police Department at no cost to the City.
- b. Contractor shall change flat tires on City maintained vehicles at no charge although the City is responsible for repair and/or replacement of the tire(s).

RESPONSIBILITY FOR CHARGES OF SERVICES RENDERED: The City accepts no liability for payment of any charges resulting from services rendered by the Contractor. It shall be the responsibility of the Contractor to determine ownership of any vehicle removed and ultimately collect payment. All charges shall be the responsibility of the vehicle owner or lien holder. Each vehicle may stand as security only for charges against said vehicle. When the Contractor sells an unclaimed vehicle and the proceeds are less than the charges, the Contractor shall absorb the difference with no claim against the City or any of its representatives. Excess proceeds cannot be applied towards any loss suffered from the sale of another vehicle.

RELEASE OF VEHICLES: All vehicles and/or equipment removed, towed and/or stored as a result of police directed action, will not be released to the owner without expressed authorization of the Holly Springs Police Department or otherwise ordered by a court of competent jurisdiction.

CONTRACTOR'S RESPONSIBILITY FOR PERSONAL PROPERTY: Contractor shall be responsible and liable for all vehicles and property contained therein towed and stored under this agreement and shall indemnify and hold harmless the City against any and all claims for damage or loss.

- a. An inventory of property contained within a vehicle shall be completed by a Holly Springs Police representative and witnessed by the Contractor or his representative prior to towing, a copy of which to be maintained by the Holly Springs Police Department and provided to the vehicle owner.

DAMAGE TO VEHICLES: The City assumes no liability for vehicles damaged as the result of being towed from any scene. The Contractor is responsible for the resolution of any claim against them relative to damage sustained while under their control or in their possession.

HOURS OF OPERATION: Contractor shall maintain sufficient equipment and labor to supply the City's demands on a full twenty-four (24) hour a day basis each day of the year. Supplemental labor and equipment are to be available so as to meet demand under exigent conditions.

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TOWING AND STORAGE SERVICES AGREEMENT**

CONTRACTOR'S FACILITY:

- a. Contractor's primary place of business shall be located within a 10-mile radius of the City boundary
- b. Contractor shall maintain a suitable facility to transact business and accommodate the public. Such facility must be clean and presentable at all times and subject to inspection by the City, to include Police Department, Building and Zoning, Code Enforcement and Licensing. Failure to properly maintain facilities shall be cause for suspension of the Agreement between the City and Contractor, and if necessary, termination of the Agreement in total.
- c. Contractor shall maintain an appropriately secured facility for the storage of towed vehicles and equipment. Such facility shall be located within geographical boundaries of the City of Holly Springs or a location approved by the Holly Springs Police Department. The storage area shall be enclosed by a fence of sufficient height with barbed wire to discourage theft or damage, shall be monitored by an electronic surveillance system and shall be adequately lighted from ½ hour after sunset to ½ hour before sunrise. The storage area shall be staffed each day, not including legal holidays, to permit transaction of business but no less than Monday through Friday between the hours of 8:00 AM and 5:00 PM. Entrances and exits shall be paved or have sufficient gravel surface to support vehicular use.

CONDITION OF VEHICLES, EQUIPMENT AND EMPLOYEES:

- a. Contractor shall maintain in a clean, operating condition at all times, boom wreckers and rollback transporters capable of moving vehicles defined as Light Duty, Heavy Duty and Extra Heavy Duty, the number of which determined by the Contractor in consideration of the service demands typically made by the City.
- b. Each boom wrecker and rollback transporter shall carry service items to include a fire extinguisher, chains, ropes, blocks, dollies, flares, flashers, flood lights, hand tools, shovels, axes, wrecking bars, brooms, first aid kit, and other equipment needed to meet obligations of this agreement.
- c. Boom wrecker and rollback transporter operators will be credentialed by some competent authority and the Contractor lawfully registered in the City, County and State as a service provider. Competent authority defined as industry associated professional organization, legitimate training program or manufacturer.
- d. Boom wrecker and rollback transporter operators shall be clean and wear a shirt or other apparel that identifies them as an employee of the Contractor.
- e. Boom wrecker and rollback transporter operators shall not have been convicted or entered a plea of guilty or nolo contendere for any felony crime, one or more DUI

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convictions (O.C.G.A. 40-6-391), vehicular homicide or manslaughter, reckless driving (O.C.G.A. 40-6-390), fleeing & eluding (O.C.G.A. 40-6-395) or thefts five (5) years prior to the execution date of the agreement. The Holly Springs Police Department may determine that other crimes not listed above may render an employee unfit to perform services on behalf of the City of Holly Springs.

- f. Contractor shall notify the Holly Springs Police Department, in writing, of violations of section (e) above within thirty (30) days of conviction or plea of nolo contendere of any employee or agent of the Contractor.

REMOVAL OF DEBRIS (as required by Georgia law): Contractor shall comply with all applicable laws and guides regarding removal of debris from scenes with emphasis on petroleum products, plastics, glass and tires.

IMPOUND SHEETS: Contractor shall use preprinted vehicle inventory logs (impound sheets) for services rendered. In addition to any other information required by law, the following shall be indicated on each ticket:

1. Time the call was received from the Police Department / Cherokee County E 911
 2. Time boom wrecker and rollback transporter arrived on scene
 3. Time boom wrecker and rollback transporter departed from scene
 4. Time boom wrecker and rollback transporter arrived at storage facility or location designated by customer
 5. Mileage from point of pickup to storage facility or destination.
 6. Signature of boom wrecker and rollback transporter driver, police officer working the incident.
- a. Contractor will provide to the City Manager a summary of calls for the preceding month by the tenth (10th) working day of each month. Said summary shall include a listing of all vehicles towed, impounded or stored at direction of the Police Department.

DISPOSAL OF VEHICLE OR OTHER REAL PROPERTY NOT CLAIMED BY OWNER:

- a. Contractor shall comply fully with Section 40 of the Georgia Criminal Code and other applicable laws pertaining to disposal of motor vehicles or other tangible assets in possession of the Contractor. In addition to the mandates of law, the Contractor will provide the Police Department no less than 5 working days in advance with a list of those vehicles scheduled for sale, including the make, model and year of the vehicle, tag number, and vehicle identification number (VIN).
- b. At a minimum, one week after each sale, Contractor shall furnish the Holly Springs Police Department a list of vehicles sold or disposed of by other means along with the name, address and date of birth of the purchaser. Said list shall include the make,

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model, year, vehicle identification number (VIN) and color of the vehicle or equipment sold.

EXAMINATION OF RECORDS, FACILITIES AND VEHICLES: Contractor agrees the City shall have the right to examine any books, documents, papers, and records of Contractor involving transactions related to the Agreement and to conduct unannounced physical inspections of any vehicle, equipment and facility maintained by the Contractor. Such records will be maintained for two years after the end of this Agreement.

TERMINATION OR SUSPENSION OF AGREEMENT: The City reserves the right to suspend the Agreement in the event of the Contractor's breach of any provision contained herein, including, but not limited to Contractor responds to a request from the Police Department in excess of the response time more than three (3) times in a 30 day period, fails to respond to more than two (2) calls in a 30 day period, receives (3) or more complaints regarding billing in a 60 day period or theft or damage sustained by stored vehicles. Should additional breaches occur within six (6) months, the Contractor may be permanently removed, notwithstanding right to appeal to the City Council.

CANCELLATION ON ARRIVAL & CONNECTION: If after a boom wrecker or rollback transporter has physically connected to vehicle and service is refused by the vehicle owner, the Contractor can charge no more than \$50.

FUEL COST ADJUSTMENT: The Contractor may request an annual adjustment of the rate schedule during the month of February based on fluctuation of the Consumer Price Index pertaining to fuel costs providing the adjustment does not exceed 10% of the total amount charged.

ADMINISTRATIVE FEES PROHIBITED: Administrative fees are prohibited except those allowed by the Cherokee County Boom Wrecker and Rollback Transporter Service Advisory Board relative to the disposal of an abandoned vehicle.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed and delivered as of the date first written above.

Ingram Towing & Impound Service, Inc.

City of Holly Springs, Georgia

By: _____
Gloria Ingram, Registered Agent

By: _____
Steven W. Miller, Mayor

Witness Signature:

Approved as to Form:

By: _____
Robert H. Logan, City Manager

By: _____
Bobby Dyer, City Attorney

**AN ORDINANCE OF THE CITY OF HOLLY SPRINGS, GEORGIA
APPROVING BUDGET AMENDMENTS FOR THE FISCAL YEAR 2019
BUDGET FOR THE HOTEL/MOTEL TAX FUND**

WHEREAS, the Mayor and City Council of the City of Holly Springs have prepared a budget for fiscal year 2019 for the Hotel/Motel Tax Fund; and

WHEREAS, that budget has been amended to reflect actual revenues and expenditures; and

WHEREAS, it is required by the State of Georgia that local governments adopt ordinances or resolutions approving the collection of revenues and approving the appropriations necessary to effectively carry out the aims and operations proposed in their budgets; and

NOW THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Holly Springs, and it is hereby ordained that the following amendments are approved for the purpose of amending the 2019 fiscal budget:

Hotel/Motel Tax Fund Revenues (Prior Year Fund Balance)	\$ 3,500
Hotel/Motel Tax Fund Expenditures (Advertising & Promotions)	\$ 3,500

SO ORDAINED THIS 24th DAY OF FEBRUARY 2020 BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HOLLY SPRINGS, GEORGIA.

Passed on Reading

CITY OF HOLLY SPRINGS

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)



February 10, 2020

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

Subject: Award Recommendation – Hickory Road Sidewalk & Drainage Project, Palm Street Sidewalk & Drainage Project

Dear Mr. Logan:

Bids for the above referenced projects were received, opened, and read aloud at City Hall on February 7th, 2020 at 10:00 AM. Technical evaluations of the bids submitted have been completed and **Table 1 & 2** below list the results:

Rank	Bidder Name	Bid
1	Triscapes	\$ 305,854.00
2	Sol Construction	\$ 309,617.94
3	A1 Contracting	\$ 355,724.00
4	Vertical Earth	\$ 370,374.14
5	Summit Constructio	\$ 381,711.42
6	GDP	\$ 428,661.64
7	Ohmshiv	\$ 463,961.75
8	JG Leone	\$ 464,369.74
9	NWGP	\$ 487,359.39
10	Site Engineering	\$ 671,828.00

Table 1 – Hickory Rd Project

Rank	Bidder Name	Bid
1	A1 Contracting	\$ 1,240,231.00
2	Sol Construction	\$ 1,344,465.32
3	Triscapes	\$ 1,420,619.57
4	Vertical Earth	\$ 1,458,615.36
5	Summit Constructio	\$ 1,524,534.28
6	GDP	\$ 1,527,048.03
7	JG Leone	\$ 1,671,083.54
8	Ohmshiv	\$ 1,824,801.50
9	NWGP	\$ 1,859,989.28
10	Site Engineering	\$ 2,354,457.00

Table 2 – Palm Street Project

A thorough review has confirmed that each proposal has met all of the prescribed requirements in the bid documents. Complete bid packages for all bidders are included as Enclosures 1-8. They are being returned for your use until the contract has been awarded. Bid Bonds may be returned to the remaining bidders at your earliest opportunity.

Triscapes Incorporated submitted the qualifying low bid of \$305,854.00 for the Hickory Road Sidewalk and Drainage Improvements Project. Their bid is lower than the engineer's estimate and approximately 1% lower than the next qualifying bid (Sol Construction, LLC). Therefore, I recommend award of the Hickory Road Sidewalk and Drainage Project to Triscapes Incorporated. I have included the bid tabulation for your review as Enclosure 10.



www.bmandk.com

Additionally, A1 Contracting submitted the qualifying low bid of \$1,240,231.00 for the Palm Street Sidewalk and Drainage Improvements Project. Their bid is lower than the engineer's estimate and approximately 8% lower than the next qualifying bid (Sol Construction, LLC). Therefore, I recommend award of the Palm Street Sidewalk and Drainage Improvements Project to A1 Contracting. I have included the bid tabulation for your review as Enclosure 10.

Furthermore, a Notice of Award has been included to Triscapes Incorporated and to A1 Contracting as Enclosures 11 & 12. They should be placed on City letterhead and, upon award, mailed to:

Hickory Road Sidewalk and Drainage Improvements Project

Triscapes Incorporated
1595 Peachtree Pkwy, Ste 204-396
Cumming, GA 30041

Palm Street Sidewalk and Drainage Improvements Project

A1 Contracting
138 Moose Loop Road
Canton, GA 30114

The final contract documents will be prepared for signatures and forwarded for execution while the City awaits Payment Bonds, Performance Bonds, and Certificates of Insurance from the contractors. When these items are received and the contracts have been executed, a Notice to Proceed will be issued.

Please let me know if you have any questions or need any additional information.

Sincerely,

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

Jacob Hughes, P.E.
Consultant City Engineer

Cc: Project File



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ENCL:

- (1) Bid Package, Ohmshiv Construction, LLC.
- (2) Bid Package, Georgia Development Partners
- (3) Bid Package, Site Engineering Inc.
- (4) Bid Package, Northwest Georgia Paving, Inc.
- (5) Bid Package, Sol Construction, LLC.
- (6) Bid Package, Vertical Earth, Inc.
- (7) Bid Package, Summit Construction & Development Inc.
- (8) Bid Package, J.G. Leone Enterprises, Inc.
- (10) Bid Tabulation
- (11) Notice of Award – Triscapes, Inc.
- (12) Notice of Award – A1 Contracting

Hickory Road Sidewalk PH I

City of Holly Springs

Bid Proposal				1		2		3		4		5		6		7		8		9	
Item Number	Item Description	Quantity	Units	Triscapes		Sol Construction		A1 Contracting		Vertical Earth		Summit Construction		GDP		Ohmshiv Const		JG Leone Enterprises		NWGP	
				Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost
150-1000	TRAFFIC CONTROL -	1	LS	\$14,400.00	\$14,400.00	\$13,800.00	\$13,800.00	\$15,500.00	\$15,500.00	\$27,615.00	\$27,615.00	\$15,890.00	\$15,890.00	\$35,077.65	\$35,077.65	\$35,250.00	\$35,250.00	\$30,600.00	\$30,600.00	\$58,500.00	\$58,500.00
163-0232	TEMPORARY GRASSING	0.75	AC	\$1,140.00	\$855.00	\$753.64	\$565.23	\$750.00	\$562.50	\$684.45	\$513.34	\$1,200.00	\$900.00	\$657.25	\$492.94	\$550.00	\$412.50	\$2,400.00	\$1,800.00	\$650.00	\$487.50
163-0240	MULCH	2	TN	\$466.80	\$933.60	\$434.32	\$868.64	\$300.00	\$600.00	\$394.45	\$788.90	\$75.00	\$150.00	\$507.88	\$1,015.76	\$250.00	\$500.00	\$800.00	\$1,600.00	\$650.00	\$1,300.00
163-0550	CONST & REMOVE INLET SEDIMENT TRAP	4	EA	\$264.00	\$1,056.00	\$261.26	\$1,045.04	\$150.00	\$600.00	\$237.28	\$949.12	\$95.00	\$380.00	\$268.88	\$1,075.52	\$200.00	\$800.00	\$800.00	\$3,200.00	\$450.00	\$1,800.00
165-0010	MAINTENANCE OF TEMPORARY SILT FENCE, TP A	867	LF	\$0.90	\$780.30	\$0.56	\$485.52	\$1.00	\$867.00	\$0.50	\$433.50	\$0.85	\$736.95	\$0.78	\$676.26	\$1.00	\$867.00	\$1.00	\$867.00	\$0.25	\$216.75
165-0030	MAINTENANCE OF TEMPORARY SILT FENCE, TP C	108	LF	\$1.80	\$194.40	\$0.56	\$60.48	\$1.00	\$108.00	\$0.50	\$54.00	\$1.65	\$178.20	\$1.49	\$160.92	\$1.00	\$108.00	\$1.00	\$108.00	\$0.25	\$27.00
165-0105	MAINT OF INLET SEDIMENT TRAP	4	EA	\$90.00	\$360.00	\$134.00	\$536.00	\$25.00	\$100.00	\$50.00	\$200.00	\$95.00	\$380.00	\$59.75	\$239.00	\$25.00	\$100.00	\$200.00	\$800.00	\$43.91	\$175.64
167-1000	WATER QUALITY MONITORING AND SAMPLING	2	EA	\$1,080.00	\$2,160.00	\$224.00	\$448.00	\$350.00	\$700.00	\$202.80	\$405.60	\$600.00	\$1,200.00	\$179.25	\$358.50	\$350.00	\$700.00	\$1,200.00	\$2,400.00	\$850.00	\$1,700.00
167-1500	WATER QUALITY INSPECTIONS	3	MO	\$540.00	\$1,620.00	\$391.00	\$1,173.00	\$350.00	\$1,050.00	\$354.90	\$1,064.70	\$150.00	\$450.00	\$418.25	\$1,254.75	\$350.00	\$1,050.00	\$800.00	\$2,400.00	\$850.00	\$2,550.00
171-0010	TEMPORARY SILT FENCE, TYPE A	867	LF	\$2.16	\$1,872.72	\$2.27	\$1,968.09	\$2.00	\$1,734.00	\$2.06	\$1,786.02	\$4.09	\$3,546.03	\$1.25	\$1,083.75	\$1.50	\$1,300.50	\$4.35	\$3,771.45	\$15.00	\$13,005.00
171-0030	TEMPORARY SILT FENCE, TYPE C	400	LF	\$4.30	\$1,720.00	\$4.47	\$1,788.00	\$3.00	\$1,200.00	\$4.06	\$1,624.00	\$4.29	\$1,716.00	\$2.45	\$980.00	\$3.00	\$1,200.00	\$4.35	\$1,740.00	\$15.00	\$6,000.00
210-0100	GRADING COMPLETE	1	LS	\$63,020.00	\$63,020.00	\$93,250.00	\$93,250.00	\$142,456.00	\$142,456.00	\$117,726.40	\$117,726.40	\$138,484.59	\$138,484.59	\$137,468.07	\$137,468.07	\$226,175.00	\$226,175.00	\$149,730.00	\$149,730.00	\$145,000.00	\$145,000.00
441-0016	DRIVEWAY CONCRETE, 6 IN	163	SY	\$68.36	\$11,142.68	\$37.53	\$6,117.39	\$42.00	\$6,846.00	\$48.88	\$7,967.44	\$62.00	\$10,106.00	\$62.86	\$10,246.18	\$36.00	\$5,868.00	\$58.33	\$9,507.79	\$150.00	\$24,450.00
441-0104	CONC SIDEWALK, 4 IN	600	SY	\$45.57	\$27,342.00	\$29.53	\$17,718.00	\$35.00	\$21,000.00	\$33.28	\$19,968.00	\$36.00	\$21,600.00	\$51.09	\$30,654.00	\$28.00	\$16,800.00	\$38.50	\$23,100.00	\$44.00	\$26,400.00
441-4020	CONC VALLEY GUTTER, 6 IN	70	SY	\$84.38	\$5,906.60	\$38.43	\$2,690.10	\$42.00	\$2,940.00	\$53.28	\$3,729.60	\$62.00	\$4,340.00	\$62.86	\$4,400.20	\$36.00	\$2,520.00	\$25.00	\$1,750.00	\$165.00	\$11,550.00
441-6216	CONC CURB & GUTTER, 6 IN X 24 IN, TP 2	1200	LF	\$16.50	\$19,800.00	\$13.56	\$16,272.00	\$16.00	\$19,200.00	\$14.17	\$17,004.00	\$16.50	\$19,800.00	\$19.72	\$23,664.00	\$16.00	\$19,200.00	\$26.00	\$31,200.00	\$16.00	\$19,200.00
550-1240	STORM DRAIN PIPE, 24 IN, H 1-10	40	LF	\$61.13	\$2,445.20	\$52.45	\$2,098.00	\$55.00	\$2,200.00	\$54.91	\$2,196.40	\$62.00	\$2,480.00	\$52.54	\$2,101.60	\$50.00	\$2,000.00	\$76.36	\$3,054.40	\$140.00	\$5,600.00
550-1300	STORM DRAIN PIPE, 30 IN, H 1-10	800	LF	\$74.82	\$59,856.00	\$66.40	\$53,120.00	\$65.00	\$52,000.00	\$64.03	\$51,224.00	\$68.00	\$54,400.00	\$73.95	\$59,160.00	\$75.00	\$60,000.00	\$87.00	\$69,600.00	\$100.00	\$80,000.00
641-1200	GUARDRAIL, TP W	175	LF	\$41.04	\$7,182.00	\$38.18	\$6,681.50	\$36.00	\$6,300.00	\$34.68	\$6,069.00	\$40.00	\$7,000.00	\$40.87	\$7,152.25	\$34.25	\$5,993.75	\$40.00	\$7,000.00	\$37.00	\$6,475.00
641-5001	GUARDRAIL ANCHORAGE, TP 1	1	EA	\$1,980.00	\$1,980.00	\$1,850.00	\$1,850.00	\$1,850.00	\$1,850.00	\$1,673.10	\$1,673.10	\$1,733.00	\$1,733.00	\$1,971.75	\$1,971.75	\$1,750.00	\$1,750.00	\$2,800.00	\$2,800.00	\$1,700.00	\$1,700.00
641-5012	GUARDRAIL ANCHORAGE, TP 12	1	EA	\$3,480.00	\$3,480.00	\$3,240.00	\$3,240.00	\$3,250.00	\$3,250.00	\$2,940.60	\$2,940.60	\$431.00	\$431.00	\$3,465.50	\$3,465.50	\$3,000.00	\$3,000.00	\$3,600.00	\$3,600.00	\$4,500.00	\$4,500.00
643-1137	CH LK FENCE, ZC COAT, 5 FT, 9 GA	175	LF	\$30.00	\$5,250.00	\$25.12	\$4,396.00	\$25.00	\$4,375.00	\$22.82	\$3,993.50	\$16.50	\$2,887.50	\$20.32	\$3,556.00	\$15.00	\$2,625.00	\$22.00	\$3,850.00	\$22.90	\$4,007.50
668-1100	CATCH BASIN, GP 1	4	EA	\$2,062.50	\$8,250.00	\$2,300.00	\$9,200.00	\$3,500.00	\$14,000.00	\$2,793.32	\$11,173.28	\$5,732.35	\$22,929.40	\$4,007.12	\$16,028.48	\$2,450.00	\$9,800.00	\$5,493.32	\$21,973.28	\$6,200.00	\$24,800.00
668-1110	CATCH BASIN, GP 1 ADDL DEPTH	2	LF	\$600.00	\$1,200.00	\$294.00	\$588.00	\$200.00	\$400.00	\$323.21	\$646.42	\$405.00	\$810.00	\$506.67	\$1,013.34	\$250.00	\$500.00	\$350.00	\$700.00	\$500.00	\$1,000.00
603-2181	STN DUMPED RIP RAP, TP 3, 18 IN	13	SY	\$108.75	\$1,413.75	\$40.30	\$523.90	\$60.00	\$780.00	\$40.95	\$532.35	\$79.00	\$1,027.00	\$63.02	\$819.26	\$30.00	\$390.00	\$85.00	\$1,105.00	\$70.00	\$910.00
603-7000	PLASTIC FILTER FABRIC	13	SY	\$108.75	\$1,413.75	\$10.21	\$132.73	\$11.00	\$143.00	\$4.09	\$53.17	\$7.50	\$97.50	\$28.93	\$376.09	\$4.00	\$52.00	\$1.50	\$19.50	\$5.00	\$65.00
668-4300	STORM SEWER MANHOLE, TP 1	1	EA	\$2,700.00	\$2,700.00	\$2,920.00	\$2,920.00	\$2,400.00	\$2,400.00	\$3,923.77	\$3,923.77	\$2,900.00	\$2,900.00	\$2,332.06	\$2,332.06	\$2,400.00	\$2,400.00	\$5,493.32	\$5,493.32	\$6,200.00	\$6,200.00
700-6910	PERMANENT GRASSING	0.75	AC	\$1,440.00	\$1,080.00	\$1,446.00	\$1,084.50	\$750.00	\$562.50	\$1,313.13	\$984.85	\$3,459.00	\$2,594.25	\$1,075.51	\$806.63	\$1,500.00	\$1,125.00	\$2,600.00	\$1,950.00	\$1,600.00	\$1,200.00
700-7000	AGRICULTURAL LIME	2	TN	\$720.00	\$1,440.00	\$586.16	\$1,172.32	\$225.00	\$450.00	\$532.35	\$1,064.70	\$590.00	\$1,180.00	\$262.90	\$525.80	\$150.00	\$300.00	\$800.00	\$1,600.00	\$270.00	\$540.00
700-8000	FERTILIZER MIXED GRADE	1	TN	\$720.00	\$720.00	\$1,027.00	\$1,027.00	\$650.00	\$650.00	\$932.88	\$932.88	\$1,034.00	\$1,034.00	\$746.88	\$746.88	\$350.00	\$350.00	\$800.00	\$800.00	\$650.00	\$650.00
700-9300	SOD - BERMUDA	5000	SY	\$5.73	\$28,650.00	\$7.42	\$37,100.00	\$5.00	\$25,000.00	\$11.10	\$55,500.00	\$6.75	\$33,750.00	\$10.76	\$53,800.00	\$7.00	\$35,000.00	\$10.00	\$50,000.00	\$2.20	\$11,000.00
700-8100	FERTILIZER NITROGEN CONTENT	50	LB	\$1.80	\$90.00	\$1.67	\$83.50	\$8.00	\$400.00	\$1.53	\$76.50	\$12.00	\$600.00	\$8.37	\$418.50	\$4.00	\$200.00	\$12.00	\$600.00	\$10.00	\$500.00
716-2000	EROSION CONTROL MATS, SLOPES	500	SY	\$1.08	\$540.00	\$1.23	\$615.00	\$1.00	\$500.00	\$1.12	\$560.00	\$2.00	\$1,000.00	\$1.08	\$540.00	\$1.25	\$625.00	\$1.30	\$650.00	\$1.70	\$850.00
	CONSTRUCTION CONTINGENCY	1	LS	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
TOTAL:				\$305,854.00		\$309,617.94		\$355,724.00		\$370,374.14		\$381,711.42		\$428,661.64		\$463,961.75		\$464,369.74		\$487,359.39	

Palm Street

City of Holly Springs

Bid Schedule

				1		2		3		4		5		6		7		8		9	
				A1 Contracting		Sol Construction		Triscapes		Vertical Earth		Summit Const		GDP		JG Leone Enterp		Ohmshiv Const		NWGP	
Item Number	Item Description	Quantity	Units	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost
150-1000	TRAFFIC CONTROL -	1	LS	\$35,000.00	\$35,000.00	\$50,100.00	\$50,100.00	\$21,000.00	\$21,000.00	\$58,444.00	\$58,444.00	\$60,980.00	\$60,980.00	\$93,780.42	\$93,780.42	\$45,900.00	\$45,900.00	\$75,000.00	\$75,000.00	\$72,500.00	\$72,500.00
163-0232	TEMPORARY GRASSING	1.4	AC	\$700.00	\$980.00	\$753.64	\$1,055.10	\$1,140.00	\$1,596.00	\$684.45	\$958.23	\$1,600.00	\$2,240.00	\$657.25	\$920.15	\$2,400.00	\$3,360.00	\$550.00	\$770.00	\$650.00	\$910.00
163-0240	MULCH	100	TN	\$75.00	\$7,500.00	\$372.91	\$37,291.00	\$466.80	\$46,680.00	\$394.45	\$39,445.00	\$140.00	\$14,000.00	\$507.88	\$50,788.00	\$800.00	\$80,000.00	\$250.00	\$25,000.00	\$280.00	\$28,000.00
163-0300	CONSTRUCTION EXIT	2	EA	\$3,500.00	\$7,000.00	\$1,060.68	\$2,121.36	\$2,475.00	\$4,950.00	\$1,630.00	\$3,260.00	\$2,000.00	\$4,000.00	\$3,845.63	\$7,691.26	\$3,800.00	\$7,600.00	\$1,150.00	\$2,300.00	\$2,750.00	\$5,500.00
163-0550	CONST & REMOVE INLET SEDIMENT TRAPS	27	EA	\$125.00	\$3,375.00	\$261.26	\$7,054.02	\$264.00	\$7,128.00	\$234.00	\$6,318.00	\$185.00	\$4,995.00	\$537.75	\$14,519.25	\$800.00	\$21,600.00	\$200.00	\$5,400.00	\$430.00	\$11,610.00
165-0010	MAINTENANCE OF TEMPORARY SILT FENCE, TP A	6000	LF	\$0.65	\$3,900.00	\$0.56	\$3,360.00	\$0.90	\$5,400.00	\$0.50	\$3,000.00	\$0.65	\$3,900.00	\$0.60	\$3,600.00	\$1.00	\$6,000.00	\$1.00	\$6,000.00	\$0.25	\$1,500.00
165-0105	MAINT OF INLET SEDIMENT TRAP	27	EA	\$25.00	\$675.00	\$67.00	\$1,809.00	\$90.00	\$2,430.00	\$50.00	\$1,350.00	\$95.00	\$2,565.00	\$59.75	\$1,613.25	\$200.00	\$5,400.00	\$25.00	\$675.00	\$40.00	\$1,080.00
167-1000	WATER QUALITY MONITORING AND SAMPLING	2	EA	\$350.00	\$700.00	\$223.30	\$446.60	\$1,080.00	\$2,160.00	\$202.80	\$405.60	\$600.00	\$1,200.00	\$179.25	\$358.50	\$1,200.00	\$2,400.00	\$350.00	\$700.00	\$850.00	\$1,700.00
167-1500	WATER QUALITY INSPECTIONS	6	MO	\$350.00	\$2,100.00	\$390.78	\$2,344.68	\$540.00	\$3,240.00	\$354.90	\$2,129.40	\$150.00	\$900.00	\$418.25	\$2,509.50	\$800.00	\$4,800.00	\$350.00	\$2,100.00	\$850.00	\$5,100.00
171-0010	TEMPORARY SILT FENCE, TYPE A	6000	LF	\$2.00	\$12,000.00	\$2.27	\$13,620.00	\$2.16	\$12,960.00	\$2.06	\$12,360.00	\$1.95	\$11,700.00	\$1.25	\$7,500.00	\$4.35	\$26,100.00	\$1.50	\$9,000.00	\$10.00	\$60,000.00
210-0100	GRADING COMPLETE	1	LS	\$234,211.90	\$234,211.90	\$259,100.00	\$259,100.00	\$303,946.00	\$303,946.00	\$323,213.40	\$323,213.40	\$389,817.68	\$389,817.68	\$256,065.58	\$256,065.58	\$168,850.00	\$168,850.00	\$548,663.00	\$548,663.00	\$355,000.00	\$355,000.00
318-3000	AGGR SURF CRS	100	TN	\$23.00	\$2,300.00	\$31.64	\$3,164.00	\$52.50	\$5,250.00	\$44.12	\$4,412.00	\$36.00	\$3,600.00	\$38.84	\$3,884.00	\$45.00	\$4,500.00	\$25.00	\$2,500.00	\$95.00	\$9,500.00
310-1101	GR AGGR BASE CRS, INCL MATL	500	TN	\$26.00	\$13,000.00	\$31.64	\$15,820.00	\$41.25	\$20,625.00	\$44.12	\$22,060.00	\$36.00	\$18,000.00	\$38.24	\$19,120.00	\$45.00	\$22,500.00	\$25.00	\$12,500.00	\$70.00	\$35,000.00
402-1802	RECYCLED ASPH CONC PATCHING, INCL BITUM MATL & H LIME	350	TN	\$183.00	\$64,050.00	\$204.32	\$71,512.00	\$219.60	\$76,860.00	\$167.31	\$58,558.50	\$165.00	\$57,750.00	\$149.38	\$52,283.00	\$120.00	\$42,000.00	\$185.00	\$64,750.00	\$160.00	\$56,000.00
402-1812	RECYCLED ASPH CONC LEVELING, INCL BITUM MATL & H LIME	150	TN	\$137.00	\$20,550.00	\$152.96	\$22,944.00	\$164.40	\$24,660.00	\$187.59	\$28,138.50	\$145.00	\$21,750.00	\$167.30	\$25,095.00	\$120.00	\$18,000.00	\$130.00	\$19,500.00	\$130.00	\$19,500.00
402-3130	RECYCLED ASPH CONC 12.5 MM SUPERPAVE, GP 2 ONLY, INCL BITUM MATL & H LIME	500	TN	\$137.00	\$68,500.00	\$152.96	\$76,480.00	\$164.40	\$82,200.00	\$141.96	\$70,980.00	\$138.00	\$69,000.00	\$143.40	\$71,700.00	\$120.00	\$60,000.00	\$130.00	\$65,000.00	\$115.00	\$57,500.00
413-0750	TACK COAT	300	GL	\$5.25	\$1,575.00	\$5.86	\$1,758.00	\$6.30	\$1,890.00	\$5.07	\$1,521.00	\$6.50	\$1,950.00	\$23.90	\$7,170.00	\$8.00	\$2,400.00	\$5.50	\$1,650.00	\$0.01	\$3.00
441-0104	CONC SIDEWALK, 4 IN	1200	SY	\$35.00	\$42,000.00	\$29.53	\$35,436.00	\$43.04	\$51,648.00	\$33.28	\$39,936.00	\$36.00	\$43,200.00	\$51.09	\$61,308.00	\$38.50	\$46,200.00	\$28.00	\$33,600.00	\$45.00	\$54,000.00
441-0016	DRIVEWAY CONCRETE, 6 IN	154	SY	\$42.00	\$6,468.00	\$37.44	\$5,765.76	\$64.56	\$9,942.24	\$49.80	\$7,669.20	\$52.00	\$8,008.00	\$62.86	\$9,680.44	\$58.00	\$8,932.00	\$36.00	\$5,544.00	\$150.00	\$23,100.00
441-4020	CONC VALLEY GUTTER, 6 IN	86	SY	\$65.00	\$5,590.00	\$38.28	\$3,292.08	\$79.69	\$6,853.34	\$53.71	\$4,619.06	\$52.00	\$4,472.00	\$62.86	\$5,405.96	\$25.00	\$2,150.00	\$36.00	\$3,096.00	\$168.00	\$14,448.00
441-6022	CONC CURB & GUTTER, 6 IN X 30 IN, TP 2	4000	LF	\$18.00	\$72,000.00	\$15.16	\$60,640.00	\$16.18	\$64,720.00	\$14.57	\$58,280.00	\$17.50	\$70,000.00	\$19.72	\$78,880.00	\$26.00	\$104,000.00	\$16.00	\$64,000.00	\$15.40	\$61,600.00
500-3800	CLASS A CONC, INCL REINF STEEL	6	CY	\$1,000.00	\$6,000.00	\$483.34	\$2,900.04	\$637.50	\$3,825.00	\$1,254.32	\$7,525.92	\$695.00	\$4,170.00	\$1,434.00	\$8,604.00	\$600.00	\$3,600.00	\$1,000.00	\$6,000.00	\$1,300.00	\$7,800.00
500-9999	CLASS B CONC, BASE OR PVMT WIDENING	248	CY	\$250.00	\$62,000.00	\$195.36	\$48,449.28	\$386.25	\$95,790.00	\$184.28	\$45,701.44	\$195.00	\$48,360.00	\$316.68	\$78,536.64	\$375.00	\$93,000.00	\$210.00	\$52,080.00	\$230.00	\$57,040.00
550-1180	STORM DRAIN PIPE, 18 IN, H 1-10	259	LF	\$36.00	\$9,324.00	\$56.10	\$14,529.90	\$43.11	\$11,165.49	\$41.01	\$10,621.59	\$54.00	\$13,986.00	\$42.33	\$10,963.47	\$69.00	\$17,871.00	\$40.00	\$10,360.00	\$251.72	\$65,195.48
550-1240	STORM DRAIN PIPE, 24 IN, H 1-10	200	LF	\$52.00	\$10,400.00	\$68.51	\$13,702.00	\$55.98	\$11,196.00	\$52.12	\$10,424.00	\$75.00	\$15,000.00	\$57.65	\$11,530.00	\$108.53	\$21,706.00	\$60.00	\$12,000.00	\$140.00	\$28,000.00
550-1480	STORM DRAIN PIPE, 48 IN, H 1-10	710	LF	\$135.00	\$95,850.00	\$126.31	\$89,680.10	\$159.62	\$113,330.20	\$130.80	\$92,868.00	\$165.00	\$117,150.00	\$144.55	\$102,630.50	\$149.05	\$105,825.50	\$190.00	\$134,900.00	\$200.00	\$142,000.00
550-1540	STORM DRAIN PIPE, 54 IN, H 1-10	1273	LF	\$152.00	\$193,496.00	\$164.59	\$209,523.07	\$197.73	\$251,710.29	\$177.95	\$226,530.35	\$195.00	\$248,235.00	\$191.89	\$244,275.97	\$218.66	\$278,354.18	\$285.00	\$362,805.00	\$230.00	\$292,790.00
603-2180	STN DUMPED RIP RAP, TP 3, 12 IN	97	SY	\$25.00	\$2,425.00	\$26.22	\$2,543.34	\$99.38	\$9,639.86	\$33.47	\$3,246.59	\$79.00	\$7,663.00	\$46.27	\$4,488.19	\$75.00	\$7,275.00	\$30.00	\$2,910.00	\$51.00	\$4,947.00
603-7000	PLASTIC FILTER FABRIC	97	SY	\$2.00	\$194.00	\$7.40	\$717.80	\$99.38	\$9,639.86	\$4.18	\$405.46	\$7.50	\$727.50	\$8.98	\$871.06	\$1.50	\$145.50	\$4.00	\$388.00	\$5.00	\$485.00
610-0300	REMOVE WOOD FENCE	1300	LF	\$0.25	\$325.00	\$1.73	\$2,249.00	\$4.50	\$5,850.00	\$6.60	\$8,580.00	\$7.50	\$9,750.00	\$5.38	\$6,994.00	\$2.50	\$3,250.00	\$10.00	\$13,000.00	\$2.50	\$3,250.00
610-6515	REMOVE HIGHWAY SIGN, STD	1	EA	\$25.00	\$25.00	\$110.53	\$110.53	\$120.00	\$120.00	\$101.40	\$101.40	\$40.00	\$40.00	\$119.50	\$119.50	\$80.00	\$80.00	\$125.00	\$125.00	\$100.00	\$100.00
611-4890	RESET WOOD FENCE	1300	LF	\$14.00	\$18,200.00	\$1.73	\$2,249.00	\$9.00	\$11,700.00	\$24.59	\$31,967.00	\$12.50	\$16,250.00	\$8.96	\$11,648.00	\$7.00	\$9,100.00	\$10.00	\$13,000.00	\$20.00	\$26,000.00
611-5360	RESET HIGHWAY SIGN	1	EA	\$25.00	\$25.00	\$110.53	\$110.53	\$240.00	\$240.00	\$202.80	\$202.80	\$45.00	\$45.00	\$239.00	\$239.00	\$500.00	\$500.00	\$125.00	\$125.00	\$100.00	\$100.00
653-1501	THERMOPLASTIC SOLID TRAF STRIPE, 5 IN, WHITE	4200	LF	\$0.80	\$3,360.00	\$2.16	\$9,072.00	\$0.77	\$3,234.00	\$0.65	\$2,730.00	\$1.95	\$8,190.00	\$0.76	\$3,192.00	\$2.00	\$8,400.00	\$0.70	\$2,940.00	\$0.65	\$2,730.00
653-1502	THERMOPLASTIC SOLID TRAF STRIPE, 5 IN, YELLOW	4200	LF	\$0.80	\$3,360.00	\$2.16	\$9,072.00	\$0.77	\$3,234.00	\$0.65	\$2,730.00	\$1.95	\$8,190.00	\$0.76	\$3,192.00	\$2.00	\$8,400.00	\$0.70	\$2,940.00	\$0.65	\$2,730.00
654-1002	RAISED PVMT MARKERS TP 2	54	EA	\$6.15	\$332.10	\$17.66	\$953.64	\$5.88	\$317.52	\$4.97	\$268.38	\$12.50	\$675.00	\$5.86	\$316.44	\$16.00	\$864.00	\$5.00	\$270.00	\$5.00	\$270.00
668-1100	CATCH BASIN, GP 1	23	EA	\$6,000.00	\$138,000.00	\$6,910.95	\$158,951.85	\$1,931.25	\$44,418.75	\$6,460.38	\$148,588.74	\$5,665.00	\$130,295.00	\$6,391.49	\$147,004.27	\$13,162.79	\$302,744.17	\$7,000.00	\$161,000.00	\$11,700.00	\$269,100.00
668-2100	DROP INLET, GP 1	1	EA	\$6,000.00	\$6,000.00	\$7,193.27	\$7,193.27	\$2,887.50	\$2,887.50	\$4,248.66	\$4,248.66	\$2,200.00	\$2,200.00	\$5,883.93	\$5,883.93	\$13,162.79	\$13,162.79	\$8,000.00	\$8,000.00	\$11,700.00	\$11,700.00

Palm Street

City of Holly Springs

Bid Schedule				1	2	3	4	5	6	7	8	9									
700-6910	PERMANENT GRASSING	1.4	AC	\$700.00	\$980.00	\$1,445.87	\$2,024.22	\$1,440.00	\$2,016.00	\$1,313.13	\$1,838.38	\$3,459.00	\$4,842.60	\$1,075.50	\$1,505.70	\$2,600.00	\$3,640.00	\$1,500.00	\$2,100.00	\$950.00	\$1,330.00
700-7000	AGRICULTURAL LIME	3	TN	\$225.00	\$675.00	\$586.16	\$1,758.48	\$720.00	\$2,160.00	\$532.35	\$1,597.05	\$590.00	\$1,770.00	\$262.90	\$788.70	\$800.00	\$2,400.00	\$150.00	\$450.00	\$270.00	\$810.00
700-8000	FERTILIZER MIXED GRADE	1.5	TN	\$450.00	\$675.00	\$1,027.18	\$1,540.77	\$720.00	\$1,080.00	\$932.88	\$1,399.32	\$1,035.00	\$1,552.50	\$746.87	\$1,120.31	\$800.00	\$1,200.00	\$350.00	\$525.00	\$650.00	\$975.00
700-8100	FERTILIZER NITROGEN CONTENT	167	LB	\$8.00	\$1,336.00	\$1.67	\$278.89	\$1.80	\$300.60	\$1.53	\$255.51	\$12.00	\$2,004.00	\$8.36	\$1,396.12	\$5.00	\$835.00	\$4.00	\$668.00	\$10.00	\$1,670.00
700-9300	SOD-BERMUDA	5000	SY	\$6.00	\$30,000.00	\$7.42	\$37,100.00	\$5.31	\$26,550.00	\$11.10	\$55,500.00	\$6.75	\$33,750.00	\$10.76	\$53,800.00	\$10.00	\$50,000.00	\$7.15	\$35,750.00	\$2.20	\$11,000.00
716-2000	EROSION CONTROL MATS, SLOPES	3774	SY	\$1.00	\$3,774.00	\$1.23	\$4,642.02	\$1.08	\$4,075.92	\$1.12	\$4,226.88	\$1.50	\$5,661.00	\$1.08	\$4,075.92	\$1.60	\$6,038.40	\$1.25	\$4,717.50	\$1.70	\$6,415.80
	CONSTRUCTION CONTINGENCY	1	LS	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
TOTAL:				\$1,240,231.00		\$1,344,465.32		\$1,420,619.57		\$1,458,615.36		\$1,524,534.28		\$1,527,048.03		\$1,671,083.54		\$1,824,801.50		\$1,859,989.28	

CALDWELL ♦ CLINE
ARCHITECTS ♦ DESIGNERS

ROGER L. CALDWELL, AIA

January 16, 2020

City of Holly Springs
Attn Rob Logan
Post Office Box 990
Holly Springs, Ga. 30142

Dear Rob,

We appreciate the opportunity to work with you on the development of Holly Springs. Based on our preliminary designs I have attached a proposal for the parking garage.

As per our discussion I would propose proceeding based on the following scope of work:

- Development of the design prepared by the structural engineers.
- Addition of architectural documents and detailing to documents produced by engineers.
- Detailing of life safety issues as they relate to associated structure.
- Coordination during production of construction documents.
- Mechanical, Electrical and Plumbing engineering services may be required but for the purpose of this proposal they are not included. Fees for these services if required will be determined as the scope of work is better developed. Structural engineering is provided by others.

Preliminary Design

For the purpose of this proposal we will utilize the preliminary floor plans and elevations prepared and approved by the city to proceed to the next phase of development.

Design Development Phase

We will further develop the plans and related elevations to incorporate these into CAD drawings and begin to coordinate these with the engineers to address their systems and their affect on the

original design. During this phase we will coordinate with the builder and with the city to review and revise any areas that may be affected or revised from the original preliminary design.

Construction Document Phase

Based on your approval of the designs we will provide construction documents to be utilized for permitting and construction of the building. As we proceed the documents required could vary but initially we would project these drawings to include:

- | | |
|--------------------------------|------------|
| • Main level Plan | 1/4"=1'-0" |
| • Second and Third Level plans | 1/4"=1'-0" |
| • Roof plan | 1/4"=1'-0" |
| • Front Elevation | 1/4"=1'-0" |
| • Side and Rear elevations | 1/4"=1'-0" |
| • Misc. Exterior details | Varies |

Bid Negotiation Phase

Based on the assumption that the contractor for this project is in place we have not included any services for the bidding process on this project.

Construction Administration Phase

Based on the relationship of the City with the contractor on this project and because there has not been a defined scope of work we have not included fees for the review of work during the construction phase of this building. We can provide these services if need and will provide associated fees once the scope of work is defined.

Fee Summary

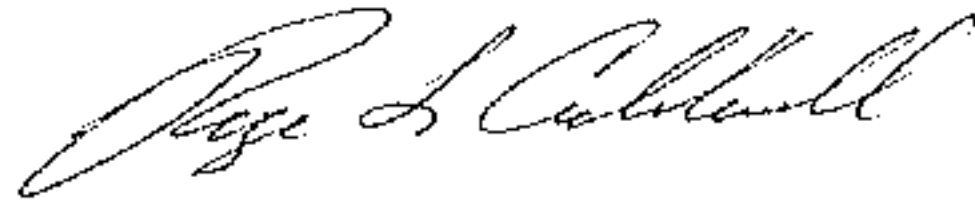
Design Phase	N/A
Design Development Phase	\$ 2,500.00
Construction Document	\$ 8,000.00
Construction Administration	N/A
Structural Engineering	\$ N/A
MEP Engineering	\$ T.B.D.
Fire Protection Sprinkler design	\$ T.B.D.
Total Fees	\$ 10,500.00

Reimbursable expenses (prints, mileage, courier's etc.) will be invoiced at 1.1 times direct cost. Additional services beyond the scope as outlined above will be based on direct time invested at the hourly rates as follows:

Principal -----	\$ 175.00 per hour
Project Manager.....	\$ 100.00 per hour
Production (drafting time)-----	\$ 80.00 per hour
Administrative time-----	\$ 35.00 per hour

Once again we appreciate the opportunity to work with you on this development and look forward to reviewing this proposal with you. Please contact me if you have any questions regarding this information. If this information meets your approval we will issue an associated contract for the services as outlined above.

Sincerely,



Roger L. Caldwell, AIA
Caldwell Cline Architects & Designers

Cc: File

C:/proposals2020hollyspringsparkinggarage011620

City of Holly Springs Proclamation

WHEREAS, the vision of the Boy Scouts of America is to prepare youth in America to become responsible, participating citizens and leaders, who are guided by the Scout Oath and Law; and

WHEREAS, Lukas Baardson, a student at Sequoyah High School, and a member of Boy Scout Troop 8880, has completed the requirements and received the rank of Eagle Scout on October 24, 2019, the highest rank in the Boy Scouts of America; and

WHEREAS, Lukas Baardson's Eagle project included completing a Trail Enhancement Project at Kennesaw Mountain National Battlefield Park in Kennesaw, GA. The project consisted of constructing a turnpike and making trail grade improvements on the Environmental Trail to control water run-off and flooding; and

WHEREAS, 30 friends, family, and members of Troops 8880, 8088, and 370 worked 121 hours to complete the project on September 28, 2019; and

WHEREAS, Lukas Baardson is also active in his local church, community, Sequoyah High School DECA and Debate clubs, various sports and fitness activities, and international relations and project support efforts; and

WHEREAS, Lukas Baardson serves as an example to youth through his high level of personal achievement, leadership and community service and has made the City of Holly Springs, Georgia very proud.

NOW THEREFORE BE IT HEREBY PROCLAIMED that the City Council of the City of Holly Springs hereby recognizes Eagle Scout Lukas Baardson.

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

City of Holly Springs
City Council Work Session Meeting Minutes
January 23, 2020

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

Elected Officials Absent: Councilwoman Dee Phillips.

Staff Present: City Attorney Robert M. Dyer, City Manager Robert H. Logan, City Clerk Karen Norred, Chief Michael Carswell, Community Development Director Nancy Moon, and IT/Facilities Manager Ron Carter.

Mayor Miller called the Work Session to order.

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

Meeting adjourned.

City of Holly Springs
City Council Meeting Minutes
January 23, 2020

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

Elected Officials Absent: Councilwoman Dee Phillips.

Staff Present: City Attorney Robert M. Dyer, City Manager Robert H. Logan, City Clerk Karen Norred, Chief Michael Carswell, Community Development Director Nancy Moon, and IT/Facilities Manager Ron Carter.

Mayor Miller called the meeting to order. Councilman Smith gave the invocation.

Mary Thumaty with Southeastern Engineering, Inc. gave a presentation on the Town Center Project Parking Analysis.

Mayor Pro Tem Zenchuk made a motion to amend the agenda to move items 3-7 and 9-12 to the Consent Agenda. Councilman Whitaker seconded the motion. Motion carried 4-0.

Consent Agenda:

1. December 2, 2019 Council Meeting Minutes
2. December 16, 2019 Council Meeting Minutes
3. A resolution in support of the Second Amendment to the United States Constitution and the Georgia Constitution protecting citizens' inalienable and individual right to keep and bear arms
4. Proposal from Acer Environmental, LLC for professional services associated with consultation and meeting coordination for a road and trail crossing and environmental issues on U.S. Army Corps of Engineers land, R/P No. P206
5. Proposal No. 40480M from Hutcheson Horticultural Co. for pine straw for the Sixes Road median in an amount not to exceed \$247.50
6. A resolution declaring certain property as surplus and authorizing its sale or disposal
7. A resolution to amend the City of Holly Springs Municipal Services Master Fee Schedule
9. A resolution to appoint conferees of the City Council of the City of Holly Springs, Georgia to a conference committee to participate in good faith in negotiation of matters related to Service Delivery Strategy Agreements with other cities and Cherokee County, to agree to dates, times, and locations for said meetings, to establish topics for the negotiation meetings and to establish rules of decorum for said negotiation meetings

10. An intergovernmental agreement between Cherokee County and the City of Holly Springs for Cherokee County to conduct City elections
11. A quote from Andrews Technology HMS, Inc. for Novatime Web based Time & Attendance Licenses and an FMLA Case Tracking module in an amount not to exceed \$1,260 annually
12. An interagency agreement regarding the Cherokee County Child Abuse Multidisciplinary Team among Anna Crawford Children's Center, Ball Ground Police Department, Canton Police Department, Cherokee County Department of Family and Children Services, Cherokee County District Attorney's Office, Cherokee County Sheriff's Office, Cherokee County Solicitor's Office, Holly Springs Police Department, and Woodstock Police Department and authorize Chief Michael Carswell to execute the agreement

Mayor Pro Tem Zenchuk made a motion to approve the January 23, 2020 Consent Agenda. Councilwoman Barnett seconded the motion. Motion carried 4-0.

Councilman Whitaker made a motion to approve a resolution to request the Cherokee Legislative Delegation to sponsor and submit enabling Legislation for a Homestead Exemption for senior citizens age 62 and over, up to \$409,900 in fair market value or \$163,960 in assessed value, subject to approval by the voters in a referendum election to be held in November 2020. Councilman Smith seconded the motion. Motion carried 3-1. Councilwoman Barnett abstained.

Mayor Pro Tem Zenchuk made a motion to approve CUP-03-2019, a conditional use permit for a Self-Storage Establishment for property located on Hickory Road, Holly Springs, GA, tax parcel 105 of tax plat 15N14. Councilman Whitaker seconded the motion. Motion carried 4-0. Mayor Pro Tem Zenchuk restated the motion to approve CUP-03-2019, a conditional use permit for a Self-Storage Establishment for property located on Hickory Road, Holly Springs, GA, tax parcel 105 of tax plat 15N14 with staff stipulations. Councilman Whitaker seconded the motion. Motion carried 4-0.

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

Mayor Pro Tem Zenchuk made a motion to return from Executive Session. Councilwoman Barnett seconded the motion. Motion carried 4-0.

City Manager Robert H. Logan announced that the December financial report was in the agenda packet.

Chief Carswell announced that Chief Deputy Ken Ball's mother's memorial service is tomorrow at 11:00 a.m.

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

Meeting adjourned.

Respectfully Submitted.

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

DRAFT

CONDITIONAL USE PERMIT ORDINANCE

An ordinance to approve an amendment for Conditional Use Permit CUP-02-2019, identified as tax parcel 055 of tax plat 93N00, located off of Holly Springs Parkway, to allow a “Massage Therapy” establishment in the City of Holly Springs, Georgia; and

WHEREAS, an application was properly submitted to the City of Holly Springs Planning and Zoning Commission by Bethannie Vercruysse requesting an amendment for Conditional Use Permit CUP-01-2020, to allow a “Massage Therapy” establishment in accordance with Article 5 of the Holly Springs Zoning Ordinance; and

WHEREAS, the 0.62+/- acres, now or formerly known as tax parcel 055 of tax plat 93N00 is zoned GC, General Commercial; and

WHEREAS, after balancing the interest of the community in promoting public health, safety, morality, or general welfare against the right of the property owner to unrestricted use of the property,

The Council of the City of Holly Springs hereby ordains that:

Section 1

A Conditional Use Permit for a “Massage Therapy” establishment, concerning 0.62+/- acres, identified as tax parcel 055 of tax plat 93N00, located off of Holly Springs Parkway, is hereby approved.

Section 2

This ordinance shall become effective immediately upon approval by Mayor and City Council.

Section 3

The Community Development Director of the City of Holly Springs is hereby instructed to make any and all appropriate changes to the Official Zoning Map of Holly Springs, necessitated by the action described in Section 1 above; however, said changes to the Official Zoning Map of Holly Springs are effective concurrent with the date identified in Section 3 above, whether or not they have been physically made and represented.

All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

Approved this 24th day of February 2020, by the Mayor and City Council of the City of Holly Springs, Georgia.

Steven W. Miller, Mayor

Karen Norred, City Clerk

Seal:



Date:	1/24/2020	Project #:	19-013	Change Order Number:	8
Project:	Hickory Rd and Palm Street Intersection Improvements				
Contractor:	Georgia Development Partners, LLC				
Description of Change:	Hickory and Palm Street Time Extension 67 Calendar Days Original Completion Day June 27, 2020 : New Completion Date September 2, 2020				
Additional Contract Days:	67				
Breakdown of Proposed Change and Basis for Payment					
Item #	Description	Quantity	Unit	Unit Cost	Total Cost
1	Rain Delay Time (See attached Log)	15.00	DAY	\$0.00	\$0.00
2	Additional Days for Sewer Outfall	28.00	DAY	\$0.00	\$0.00
3	Additional Days for Conduit Road Conduits	5.00	DAY	\$0.00	\$0.00
4	Additional Days for Palm Street Bldg Demo	14.00	DAY	\$0.00	\$0.00
5	Additional Days for Rock Spillway	5.00	DAY	\$0.00	\$0.00
Betty Barrett Way to be Operable by April 2nd.					
Total Increase:					\$0.00
Previous Contract Price (including previous change orders):					\$3,479,387.23
Proposed Revised Contract Price:					\$3,479,387.23
This Change is Acceptable to:	Georgia Development Partners				Contractor
Signed			Title	Operations Manager	Date 1/29/2020
Recommended By:	Stoneycrest Homes GA, LLC				Engineer
Signed			Title	PM	Date 1/29/2020
Approval By:					Owner
Signed			Title		Date



Georgia Development
PARTNERS
PAKINEKS

General Delay & Rainfall Log

Project Name and Number: 19-012

Hickory and Palm

Supt. Bret Braswell

PM Lee Hensley

Days

 =Rain

Days

 =Rock

Days



Unsuitable Conditions

DAY	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
1												
2												
3												
4												
5												
6												
7												
8												
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10												
11												
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22												
23												
24												

[illegible]

COMMENTS:

* Dates shaded in green resemble rainfall events and affected dates that halt work due to the amount of precipitation.

* Dates shaded in greystone resemble dates that rock substantially hindered construction, where only rock removal activities were completed.

* Dates Shaded in Burnt Orange show dates that the previous precipitation prevented Compaction and subgrade work.

[illegible]



January 27, 2020

City of Holly Springs

3237 Holly Springs Parkway
Holly Springs, Georgia 30115

**Subject: Proposal for Preliminary Subsurface Exploration and
Geotechnical Engineering Evaluation**
Holly Springs Town Center Parking Deck
Holly Springs, Cherokee County, Georgia
Oasis Proposal No. P19120 (Revised)

To Whom it May Concern:

Oasis Consulting Services (Oasis) sincerely appreciates the opportunity to provide this proposal for a Preliminary Subsurface Exploration and Geotechnical Engineering Evaluation for the proposed Town Center Parking Deck in Holly Springs, Georgia. Our understanding of the project requirements comes from a review of the Memorandum and schematic designs by Kimley-Horn, our expertise in the field of subsurface exploration and geotechnical engineering evaluation, and our experience and involvement with similar projects. Our commitment to provide quality service makes us an excellent choice to assist you with this project. The following will present our understanding of the project, a scope of services, and the cost for those services.

PROJECT INFORMATION

We understand that you are planning to construct a new Parking Deck on the north side of the Holly Springs Town Center property in Holly Springs, Georgia. We understand the proposed development appears to consist of an at-grade level plus 3 elevated levels. We anticipate the building to consist of cast in place concrete columns, masonry walls and precast concrete elevated slabs. Based on the provided plans, we understand the structure to have a footprint of approximately 28,500 ft². We also understand that the structure has been designed to accommodate future vertical expansion of three additional levels above the base design, for a total of 7 levels of parking.

Based on the site circulation concept plan the building pad is near proposed grade and therefore we expect minimal cuts and fills of 6 feet or less. It is anticipated that maximum column loads to be 1200 kips and wall loads up to 40 kips per linear foot. No other details concerning the project were available at the time this proposal was prepared.

SCOPE OF WORK

Our scope of services includes performing the requested preliminary subsurface exploration and geotechnical evaluation for the site. At the request of Mr. David Edwards, we have also provided a scope of work for a limited subsurface exploration in order to provide the seismic site classification and preliminary foundation support.

Option 1: Limited Subsurface Exploration (Seismic Site Class and Preliminary Foundation Support)

The limited subsurface exploration consists of performing two (2) soil test borings within the footprint of the parking deck footprint to a depth of 75 feet below the existing ground surface. The soil test borings will be advanced by twisting continuous hollow stem auger flights into the ground. At selected intervals, Standard Penetration Resistance testing will be performed and soil samples recovered for visual classification. The results of the penetration tests, when properly evaluated, provide an indication of the relative consistency of the soil being sampled, the potential for difficult excavation and the soil's ability to support loads. At the completion of the drilling, we will backfill the bore holes with the soil cuttings.

This option will provide limited information that will be used to calculate the seismic site classification. We will also be able to provide preliminary foundation information concerning the potential for the type of foundation system that may be necessary.

Option 2: Preliminary Subsurface Exploration

The Preliminary Subsurface Exploration consists of performing the requested ten (10) soil test borings within the proposed parking deck footprint. We plan to extend the soil test borings to auger refusal. Dependent upon the subsurface conditions encountered and depth of auger refusal, we have provided two scenarios which will provide the geotechnical information identified in the provided Kimley-Horn Memorandum dated July 17, 2019 (Revised August 7, 2019). These two scenarios are outlined below.

Deep Rock

We have budgeted to extend the borings to a depth of 75 feet below the existing ground surface. This results in a total soil test boring footage of 750 feet. The soil test borings will be advanced by twisting continuous hollow stem auger flights into the ground. At selected intervals, Standard Penetration Resistance testing will be performed and soil samples recovered for visual classification. The results of the penetration tests, when properly evaluated, provide an indication of the relative consistency of the soil being sampled, the potential for difficult excavation and the soil's ability to support loads. At the completion of the drilling, we will backfill the bore holes with the soil cuttings.

Shallow Rock

We have budgeted to extend the borings to a depth of 35 feet below the existing ground surface. This results in a total soil test boring footage of 350 feet. We propose to core 10 feet of rock in boreholes in order to determine the quality and continuity of the rock. We will initially advance the bore hole through the soil layer until auger refusal is encountered. At that point we insert steel casing into the hole to keep the hole from caving. Then, we use a coring bit to cut through the rock and retrieve a sample of the rock for evaluation. The rock core will be evaluated by our engineer and the percent recovery and rock quality designation will be determined. We anticipate that we will need to haul water from a nearby fire hydrant to provide water for our coring operations. **We will need for you to provide someone to coordinate access to a nearby fire hydrant prior to starting the work and obtain any permitting that may be required.**

For the purpose of this proposal and considering that anticipated structural loads are relatively moderate, we plan on using the results of the Standard Penetration Tests (SPT) to provide recommendations for allowable bearing pressures and have not planned any laboratory testing, such as one-dimensional consolidation tests. These assumptions seem reasonable considering the nature of the proposed construction.

Following completion of the fieldwork, Oasis Consulting Services will issue a report, which will describe our understanding of the proposed construction, methods of exploration employed, site and subsurface conditions encountered, and conclusions and recommendations regarding the geotechnical aspects of the project. The conclusions and recommendations will include, but not be limited to, the following:

- Site Preparation
- Potential for Difficult Excavation
- Compaction Requirements
- Suitability of On-Site Soils for Reuse as Fill
- Foundation Design
- Lateral Earth Pressure Recommendations
- Groundwater Recommendations
- Seismic Site Classification
- Other Geotechnical Aspects of the Proposed Construction

Based on our initial site visit, we understand the proposed parking deck footprint is staked out and is accessible to our drill rig equipment. We observed several piles of crushed concrete and asphalt and therefore plan to adjust our boring locations accordingly.

Oasis will contact Georgia Utilities Protection Center to mark any public utilities in the proposed drilling areas. Oasis cannot be responsible for damage to utilities that are not properly located. If utilities have not been identified and cannot be provided, we will contact a private utility locator to locate utilities at each boring location. This private utility locate has been included in the Cost Estimate as a separate line item.

ESTIMATE OF COST

Based on the Scope of Work presented, the total lump sum cost for the Limited Subsurface Exploration or Preliminary Subsurface Exploration is presented in the following detailed breakdowns. The Preliminary Subsurface Exploration budget is broken down into two possible scenarios where shallow rock or deep rock is encountered.

Option 1: Limited Subsurface Exploration

	Initial	Date	
Site Reconnaissance and Boring Layout:			\$ 500.00
Mobilization of Drill Rig:			\$ 550.00
Soil Test Borings (150 feet @ \$12.00/ft):			\$1,800.00
Laboratory Testing Including Sieve Analysis, Atterberg Limits, and Moisture Contents			\$ 200.00
Geotechnical Evaluation Report Preparation:			<u>\$2,200.00</u>
		Total	<u>\$5,250.00</u>

Option 2: Preliminary Subsurface Exploration

(Deep Rock)

Site Reconnaissance and Boring Layout:	\$ 600.00
Mobilization of Drill Rig:	\$ 550.00
Soil Test Borings (750 feet @ \$12.00/ft):	\$9,000.00
Laboratory Testing Including Sieve Analysis, Atterberg Limits, and Moisture Contents	\$ 500.00
Geotechnical Evaluation Report Preparation:	<u>\$2,800.00</u>
Total	\$13,450.00

(Shallow Rock)

Site Reconnaissance and Boring Layout:	\$ 600.00
Mobilization of Drill Rig:	\$ 550.00
Soil Test Borings (350 feet @ \$12.00/ft):	\$4,200.00
Casing for Rock Coring (350 feet @ \$9.00/ft):	\$3,150.00
Rock Coring (100 feet @ \$57.00/ft):	\$5,700.00
Rock Coring Setup (10 setups @ \$180.00/each):	\$1,800.00
Water Truck, Pumps, Hose Usage (2 days @ \$125.00/day)	\$ 250.00
Crew Time Hauling Water (estimated 7 hours @ \$180.00/hr)	\$1,260.00
Laboratory Testing Including Sieve Analysis, Atterberg Limits, and Moisture Contents	\$ 500.00
Geotechnical Evaluation Report Preparation:	<u>\$3,000.00</u>
Total	\$21,010.00

*** Additional Line Item**

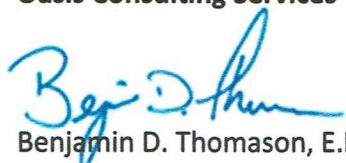
Private Utility Locate (10 locations):	\$ 800.00
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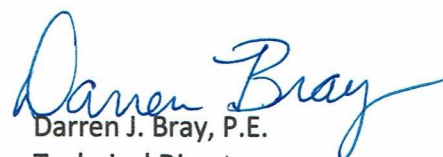
CLOSURE

Oasis Consulting Services sincerely appreciates the opportunity to provide this proposal. If your review of this proposal is acceptable, please execute and return one copy of the attached Agreement for Services. The Agreement, and Terms and Conditions attached, will serve as our contract. Should you have any questions regarding this proposal, please do not hesitate to contact the undersigned.

Sincerely,

Oasis Consulting Services


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


Darren J. Bray, P.E.
Technical Director

GEOTECHNICAL DESIGN AND ENVIRONMENTAL SERVICES

Unit Rate Schedule

PROJECT NAME: Holly Springs Town Center Parking Deck

LOCATION: Holly Springs, Georgia

DATE: January 27, 2020

PROPOSAL NUMBER: P19120 (Revised)

<u>ACTIVITY</u>	<u>UNIT RATE</u>
I. ENGINEERING CONSULTING SERVICES	
A. Principal, per hour	\$ 165.00
B. Senior Registered Engineer, per hour	\$ 150.00
C. Registered Engineer, per hour	\$ 125.00
D. Staff Engineer, per hour	\$ 90.00
E. CAD Manager, per hour.....	\$ 85.00
F. Cad Draftsperson, per hour.....	\$ 70.00
G. Word Processor, per hour	\$ 50.00
H. Transportation, per mile	\$ 0.60
I. Per Diem, per day	actual cost plus 20%
J. Other Expenses.....	actual cost plus 20%
II. FIELD DRILLING SERVICES	
A. Mobilization and Demobilization of All Terrain Drill Rig.....	\$ 550.00
B. Geo Probe Direct Push Rig, per day	\$2,500.00
C. Soil Test Borings (N<50, D<50 ft), per foot	\$ 12.00
D. Soil Test Borings (N>50, D>50 ft), per foot	\$ 14.00
E. Auger Borings, per foot	\$ 9.00
F. Rock Coring, per foot.....	\$ 57.00
G. Casing for Rock Coring, per foot.....	\$ 9.00
H. Rock Coring Set-up, each.....	\$ 180.00
I. Undisturbed Samples, each attempt.....	\$ 85.00
J. Obtain Bulk Samples, each	\$ 50.00
K. Drill Crew Time, for difficult moving, stand-by, etc., per hour	\$ 180.00
L. Drill Crew Per Diem, per day	\$ 180.00
M. Asphalt Patching, per location	\$ 30.00
N. Grouting of Bore Holes, per foot	\$ 9.00
O. Two Inch Diameter Temporary Wells, per foot	\$ 28.00
P. Expenses	actual cost plus 20%

III. GEOTECHNICAL LABORATORY TESTING

A. Permeability Tests, each (undisturbed sample)	\$ 400.00
B. Atterberg Limit Tests, each	\$ 85.00
C. Grain Size Analysis, each	\$ 85.00
D. One Dimensional Consolidation Test, each (undisturbed sample)	\$ 400.00
E. Standard Proctor Compaction Test, each	\$ 125.00
F. Unit Weight, each	\$ 60.00
G. Moisture Content, each	\$ 12.00
H. Remolding Samples for Permeability or Consolidation Tests	\$ 75.00
I. Remolding Samples for Permeability or Consolidation Tests	\$ 75.00
J. Tri-axial Shear Test, consolidated, undrained with Pore pressure	\$1,100.00

IV. LABORATORY ANALYSES*

A. VOCs (8260), each	\$ 140.00
B. BTEX (8021), each	\$ 65.00
C. PAH (8270), each	\$ 100.00
D. TPH-GRO (8260), each	\$ 65.00
E. TPH-DRO (8260), each	\$ 65.00
F. ASBESTOS, each	\$ 25.00
G. LEAD IN SOIL, each	\$ 25.00
H. RCRA Metals, each	\$ 140.00
I. Oil & Grease, each	\$ 75.00
J. Semi-Volatile Organics	\$ 250.00
K. Laboratory Consumables	cost plus 20%

** Standard turnaround time for Laboratory Analysis.*

Expedited turnaround will be an additional cost.

V. CONSUMABLE ITEMS & EQUIPMENT USAGE

A. Interface Probe, per day	\$ 100.00
B. Water Level Meter, per day	\$ 50.00
C. Photoionization Detector (PID), per day	\$ 150.00
D. Hand Auger, per day	\$ 25.00
E. Survey Equipment, per day	\$ 100.00
F. Two-way Radio Set, per day	\$ 35.00
G. Disposable Bailers, each	\$ 15.00
H. Other Equipment & Supplies	cost plus 20%



PROJECT SERVICES AGREEMENT

This **PROJECT SERVICES AGREEMENT (PSA)** is between _____ (Client) including its subsidiaries and affiliates and Oasis Consulting Services (Consultant) for services to be provided on the project(s) referenced immediately below and/or described in the individual proposals or task orders whose sections are incorporated into this PSA.

Project: Holly Springs Town Center Parking Deck
Holly Springs GA

Proposal Number: P19120 (Revised)

Dated: January 27, 2020

Scope of Services: Report of Preliminary Subsurface Exploration and Geotechnical Engineering Evaluation as defined in Scope of Services in the listed proposal.

☐

Please check and initial the box if this PSA will serve as a Master Services Agreement for multiple projects.
The agreement will automatically renew annually until terminated in writing by either party as set forth herein.

- 1. Scope of Services.** The scope of Consultant's services ("Services") will be set forth in the Scope of Services section of an individual proposal, task order (which sections are incorporated into this PSA) or as described in the Scope of Services above. Portions of the Services may be subcontracted. Consultant's Services do not include the investigation or detection, nor do recommendations in Consultant's reports address the presence or prevention of biological pollutants (e.g., mold, fungi, bacteria, viruses, or their byproducts) or occupant safety issues, such as vulnerability to natural disasters, terrorism, or violence. If Services include purchase of software, Client will execute a separate software license agreement. Consultant's findings, opinions, and recommendations are based solely upon data and information obtained by and furnished to Consultant at the time of Services.
- 2. Acceptance/Termination.** Client agrees that execution of this PSA is a material element of the consideration Consultant requires to execute the Services. If Services are initiated by Consultant prior to execution of this PSA as an accommodation for Client at Client's request, both parties shall consider that commencement of Services constitutes formal acceptance of all terms and conditions of this PSA. Additional terms and conditions may be added or changed only by written amendment to this PSA signed by both parties. In the even Client uses a purchase order or other form to administer this PSA, the use of such form shall be for convenience purposes only and any additional or conflicting terms it contains are stricken. This PSA shall not be assigned by either party without prior written consent of the other party. Either party may terminate this PSA or the Services upon seven (7) days written notice to the other. In such case, Consultant shall be paid costs incurred and fees earned to the date of termination plus reasonable costs of closing the project.
- 3. Change Orders.** Client may request changes to the Scope of Services by altering or adding to the Services to be performed. If Client so requests and Consultant agrees, Consultant will return to Client a statement (or supplemental proposal) of the change setting forth an adjustment to the Services and fees for the requested changes. Following Client's review, Client shall provide written acceptance. If Client does not follow these procedures, but instead directs, authorizes, or permits Consultant to perform changed or additional work, the Services are changed accordingly and Consultant will be paid for this work according to the fees stated or its current fee schedule. If project conditions change materially from those observed at the site or described to Consultant at the time of proposal, Consultant is entitled to a change order equitably adjusting its Services and fee.
- 4. Compensation and Terms of Payment.** Client shall pay compensation for the Services performed at the fees stated in the Compensation section of the individual proposal, task order (which sections are incorporated into this PSA) or per the Fee Schedule attached to this PSA. If not stated in either, fees will be according to Consultant's current fee schedule. Fee schedules are valid for the calendar year in which they are issued. Fees do not include sales tax. Client will pay applicable sales tax as required by law. Consultant may invoice Client at least monthly and payment is due upon receipt of invoice. Client shall notify Consultant in writing, at the address below, within 15 days of the date of the invoice if Client objects to any portion of the charges the invoice and shall promptly pay the undisputed portion. Client shall pay a finance fee of 1.5% per month, but not exceeding the maximum rate allowed by law, for all unpaid amounts 60 days or older. Client agrees to pay all collection-related costs that Consultant incurs, including reasonable attorney fees. Consultant may suspend Services for lack of timely payment upon seven (7) days written notice until Client pays all outstanding fees and costs, including suspension charges. It is the responsibility of Client to determine whether federal, state, or local prevailing wage requirements apply and to notify Consultant if prevailing wages apply. If it is later determined that prevailing wages apply, and Consultant was not previously notified by Client, Client agrees to pay the prevailing wage from that point forward, as well as retroactive payment adjustment to bring previously paid amounts in line with prevailing wages. Client also agrees to defend, indemnify, and hold harmless Consultant from any alleged violations made by any governmental agency regulating prevailing wage activity for failing to pay prevailing wages, including the payment of any fines or penalties.
- 5. Third Party Reliance.** This PSA and the Services provided are for Consultant and Client's sole benefit and exclusive use with no third-party beneficiaries intended. Reliance upon the Services and any work product is limited to Client and is not intended for third parties. For a limited time period, not to exceed three months from the date of the report, Consultant will issue additional reports to others agreed upon with Client. However, Client understands that such reliance will not be

granted until those parties sign and return Consultant's reliance agreement and Consultant receives the agreed-upon reliance fee.

6. **LIMITATION OF LIABILITY. CLIENT AND CONSULTANT HAVE EVALUATED THE RISKS AND REWARDS ASSOCIATED WITH THIS PSA, INCLUDING CONSULTANT'S FEE RELATIVE TO THE RISKS ASSUMED. TO THE FULLEST EXTENT PERMITTED BY LAW, THE TOTAL AGGREGATE LIABILITY OF CONSULTANT (AND ITS RELATED CORPORATIONS AND EMPLOYEES) TO CLIENT IS LIMITED TO THE GREATER OF \$50,000 OR THE COMPENSATION PAID TO CONSULTANT FOR THE SPECIFIC PROJECT TASK ORDER IN DISPUTE, FOR ANY AND ALL INJURIES, DAMAGES, CLAIMS, LOSSES, OR EXPENSES (INCLUDING ATTORNEY AND EXPERT FEES) ARISING OUT OF CONSULTANT'S SERVICES OR THIS PSA. THIS LIMITATION SHALL APPLY REGARDLESS OF AVAILABLE PROFESSIONAL LIABILITY INSURANCE COVERAGE, CAUSE(S) OR THE THEORY OF LIABILITY, INCLUDING NEGLIGENCE, INDEMNITY, OR OTHER RECOVERY. THIS LIMITATION SHALL NOT APPLY TO THE EXTENT THE DAMAGE IS PAID UNDER CONSULTANT'S COMMERCIAL GENERAL LIABILITY POLICY. PRIOR TO ACCEPTANCE OF THIS AGREEMENT AND UPON WRITTEN REQUEST FROM CLIENT, CONSULTANT MAY NEGOTIATE A HIGHER LIMITATION FOR ADDITIONAL CONSIDERATION.**
7. **Indemnity/Statute of Limitations.** Consultant and Client shall indemnify and hold harmless the other and their respective employees from and against legal liability for claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are legally determined to be caused by their respective negligent acts, errors, or omissions. In the event such claims, losses, damages, or expenses are legally determined to be caused by the joint or concurrent negligence of Consultant and Client, they shall be borne by each party in proportion to its own negligence under comparative fault principles. Neither party shall have a duty to defend the other party, and no duty to defend is hereby created by this indemnity provision and such duty is explicitly waived under this PSA. Causes of action arising out of Consultant's services or this PSA regardless of cause(s) or the theory of liability, including negligence, indemnity or other recovery shall be deemed to have accrued and the applicable statute of limitations shall commence to run not later than the date of Consultant's substantial completion of services on the project.
8. **Warranty.** Consultant will perform the Services in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions in the same locale. **EXCEPT FOR THE STANDARD OF CARE PREVIOUSLY STATED, CONSULTANT MAKES NO WARRANTIES OR GUARANTEES, EXPRESS OR IMPLIED, RELATING TO CONSULTANT'S SERVICES, AND CONSULTANT DISCLAIMS ANY IMPLIED WARRANTIES OR WARRANTIES IMPOSED BY LAW, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.**
9. **Insurance.** Consultant represents that it now carries, and will continue to carry: (i) workers' compensation insurance in accordance with the laws of the states having jurisdiction over Consultant's employees who are engaged in the Services, and employer's liability insurance (\$1,000,000); (ii) commercial general liability insurance (\$1,000,000 occ/\$1,000,000 agg); (iii) automobile liability insurance (\$1,000,000 B.I. and P.D. combined single limit); and (iv) professional liability insurance (\$1,000,000 claim/\$2,000,000 agg). Certificates of insurance will be provided upon request. Client and Consultant shall waive subrogation against the other party on all general liability and property coverage.
10. **CONSEQUENTIAL DAMAGES. NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR CONSEQUENTIAL DAMAGES INCLUDING BUT NOT LIMITED TO LOSS OF PROFITS OR REVENUE; LOSS OF USE OR OPPORTUNITY; LOSS OF GOOD WILL; COST OF SUBSTITUTE FACILITIES, GOODS, OR SERVICES; COST OF CAPITAL; OR FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT, PUNITIVE, OR EXEMPLARY DAMAGES.**
11. **Dispute Resolution.** This PSA shall be governed by and construed according to Georgia law, without regard to any choice of law provisions. The Parties agree that exclusive jurisdiction and venue for any claims or suits arising from, by or between the Parties relating to this Agreement or the Project shall be the State or Superior Court of Fulton County, Georgia.
12. **Subsurface Explorations.** Subsurface conditions throughout the site may vary from those depicted on logs of discrete borings, test pits, or other exploratory services. Client understands Consultant's layout of boring and test locations is approximate and that Consultant may deviate a reasonable distance from those locations. Consultant will take reasonable precautions to reduce damage to the site when performing Services. However, Client accepts that invasive services such as drilling or sampling may damage or alter the site. Site restoration is not provided unless specifically included in the Services.
13. **Testing and Observations.** Client understands that testing and observation are discrete sampling procedures, and that such procedures indicate conditions only at the depths, locations, and times the procedures were performed. Consultant will provide test results and opinions based on tests and field observations only for the work tested. Client understands that testing and observation are not continuous or exhaustive, and are conducted to reduce - not eliminate - project risk. Client agrees to the level or amount of testing performed and the associated risk. Client is responsible (even if delegated to contractor) for requesting services, and notifying and scheduling Consultant so Consultant can perform these Services. Consultant is not responsible for damages caused by services not performed due to a failure to request or schedule Consultant's services. Consultant shall not be responsible for the quality and completeness of Client's contractor's work or their adherence to the project documents, and Consultant's performance of testing and observation services shall not relieve Client's contractor in any way from its responsibility for defects discovered in its work, or create a warranty or guarantee. Consultant will not supervise or direct the work performed by Client's contractor or its subcontractors and is not responsible for their means and methods.

- 14. Sample Disposition, Affected Materials, and Indemnity.** Samples are consumed in testing or disposed of upon completion of tests (unless stated otherwise in the Services). Client shall furnish or cause to be furnished to Consultant all documents and information known or available to Client that relate to the identity, location, quantity, nature, or characteristic of any hazardous waste, toxic, radioactive, or contaminated materials ("Affected Materials") at or near the site and shall immediately transmit new, updated, or revised information as it becomes available. Client agrees that Consultant is not responsible for the disposition of Affected Material unless specifically provided in the Services, and that Client is responsible for directing such disposition. In the event that test samples obtained during the performance of Services (i) contain substances hazardous to health, safety, or the environment, or (ii) equipment used during the Services cannot reasonably be decontaminated, Client shall sign documentation (if necessary) required to ensure the equipment and/or samples are transported and disposed of properly, and agrees to pay Consultant the fair market value of this equipment and reasonable disposal costs. In no event shall Consultant be required to sign a hazardous waste manifest or take title to any Affected Materials. Client shall have the obligation to make all spill or release notifications to appropriate governmental agencies. The Client agrees that Consultant neither created nor contributed to the creation or existence of any Affected Materials conditions at the site. Accordingly, Client waives any claim against Consultant and agrees to indemnify and save Consultant, its agents, employees, and related companies harmless from any claim, liability or defense cost, including attorney and expert fees, for injury or loss sustained by any party from such exposures allegedly arising out of Consultant's non-negligent performance of services hereunder, or for any claims against Consultant as a generator, disposer, or arranger of Affected Materials under federal, state, or local law or ordinance.
- 15. Ownership of Documents.** Work product, such as reports, logs, data, notes, or calculations, prepared by Consultant shall remain Consultant's property. Proprietary concepts, systems, and ideas developed during performance of the Services shall remain the sole property of Consultant. Files shall be maintained in general accordance with Consultant's document retention policies and practices.
- 16. Utilities.** Client shall provide the location and/or arrange for the marking of private utilities and subterranean structures. Consultant shall take reasonable precautions to avoid damage or injury to subterranean structures or utilities. Consultant shall not be responsible for damage to subterranean structures or utilities that are not called to Consultant's attention, are not correctly marked, including by a utility locate service, or are incorrectly shown on the plans furnished to Consultant. Consultant shall be entitled to rely on said information provided by client.
- 17. Site Access and Safety.** Client shall secure all necessary site related approvals, permits, licenses, and consents necessary to commence and complete the Services and will execute any necessary site access agreement. Consultant will be responsible for supervision and site safety measures for its own employees, but shall not be responsible for the supervision or health and safety precautions for any other parties, including Client, Client's contractors, subcontractors, or other parties present at the site.

Consultant: Oasis Consulting Services

By: _____ Date: _____

Name/Title: Darren J. Bray, P.E./ Technical Director

Address: 45 Woodstock Street

 City: Roswell State and Zip: GA 30075

Office Phone: 678-739-2400 Cell: 678-628-1860

Email: dbray@oasis-cs.com

Client: City of Holly Springs

By: * _____ Date: Feb. 24, 2020

Name/Title: Steven W. Miller, Mayor

Address: P.O. Box 990

City: Holly Springs State and Zip: GA 30142

Office Phone: 770-345-5536 Cell: _____

Email: _____

Invoice: To: dme.odyssey@gmail.com

Client: Holly Springs Downtown Development Authority

By: _____ Date: Feb. 26, 2020

Name/Title: Kevin Moore, Chairman

Address: P.O. Box 990

City: Holly Springs State and Zip: GA 30142

Office Phone: 770-345-5536

*** Client, please initial the box on page 7 if this PSA will serve as a Master Services Agreement for multiple projects.**

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF HOLLY SPRINGS, GEORGIA, SUPPORTING LEGISLATION FOR THE GEORGIA LOCAL GOVERNMENT INFRASTRUCTURE FINANCE AUTHORITY ACT

WHEREAS, locally elected officials work in partnership with citizens, the state of Georgia and the federal government to address ongoing funding needs for infrastructure projects and other capital investments which are crucial to maintaining safe communities and impact economic development efforts; and

WHEREAS, Georgia cities have \$11.2 billion of capital needs between now and the year 2022, with the greatest needs being infrastructure, public safety and government buildings; and

WHEREAS, taxpayers consistently continue to invest local dollars by supporting Special Purpose Local Option Sales Tax (SPLOST) and Transportation Special Purpose Local Option Sales Tax (TSPLOST) referendums; and

WHEREAS, tax increases alone will not be sufficient to address all outstanding projects, state legislation to establish a local government finance authority would provide a lower cost, efficient source for municipal and county governments to fund various projects and equipment needs; and

WHEREAS, an authority could be operated by both Georgia Municipal Association (GMA) and Association County Commissioners of Georgia (ACCG) to issue tax-exempt bonds to local government for financing of goods, real and personal property, structures and supplies; and

WHEREAS, such financing would be through revenue bonds pursuant to intergovernmental contracts; and

WHEREAS, while municipalities are currently authorized under Georgia law to participate in lease purchase financing, it is more expensive relative to other governmental financing options; and

WHEREAS, changing state law to provide municipalities and counties a more efficient funding source through the issuance of pooled revenue bonds by a local government finance authority will reduce the overall costs of capital spending and save Georgia taxpayers dollars.

NOW, THEREFORE, BE IT RESOLVED BY THE that the Mayor and City Council of the City of Holly Springs, that this body voices its support for the Georgia Local Government Infrastructure Finance Authority Act.

This Resolution is adopted this 24th day of February 2020.

CITY OF HOLLY SPRINGS

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)



COUNCIL AGENDA REPORT

FROM: Ron Carter

CC: City Clerk
Public Information

SUBJECT: Acquisition of a new cloud-based suite of software products for city functions.

DATE: 1/30/2020

COUNCIL MEETING DATE: 2/3/2020

RECOMMENDATION

Acquire the Edmunds GovTech cloud-based suite of city government software solutions. To include financial, payroll, human resources, property tax, purchasing, code enforcement, occupational tax, permitting, stormwater, web portal for online payments, online application submittal, and building inspections.

REPORT-IN-BRIEF

All of the listed applications that we are currently using are very outdated or on a spreadsheet. The vendor, Edmunds GovTech supplies a cloud-based suite of the above listed applications that provides many advantages over what we are currently using. The Edmunds GovTech applications are time tested. The company has been in business since 1972 and holds a 98% client retention rate. There is no per user licensing and it can be accessed easily in the field by personnel that have the need to, such as the building inspectors and stormwater technician.

Planned implementation will be the financial, payroll, human resources, and property tax will consist of the initial rollout. The projected time frame to accomplish this will be 6-8 months. They can start immediately upon contract approval.

Our existing data that we have will be integrated into the new applications so we will be retaining historical information without having to keep the old software applications or spreadsheets.

A total of three local references were provided by Edmunds GovTech. One of which was the City of Acworth that we scheduled an onsite visit with. Acworth provided a demo of how they used the system and utilized the modules that they were licensed for. They had nothing but high praise for the company and their support of the system.

The total quote is \$229,810.00 for the first year and includes data conversion, implementation, hosting, and training. Subsequent renewals year two will be \$28,800.00 and year three will be \$29,100.00.

DISCUSSION

None

CONCURRENCES

Stormwater, Community Development, Finance, and Administration

FISCAL IMPACT

\$229,810.00 for initial first year, then \$28,800.00 for year two and \$29,100.00 year three renewals

ALTERNATIVES

Status quo

ATTACHMENTS

Quote and references.

REFERENCES

Acworth City, GA

Date of Installation: 2013

Modules Implemented: Finance Super Suite, Requisitions, Accounts Receivable, Payroll, Human Resources, Tax, Utility Billing, Work Orders, Inventory, Web Inquiry & Payment Portal for Tax, Building Permit and Code Enforcement.

Contact: Keith Wilson – IT Director, kwilson@acworth.org, 678-801-4090

Contact: Diana DeSanto – CFO, d-desanto@acworth.org, x-1019

Contact: Christine Tilling - Finance & Payroll, ctilling@acworth.org, x-1006

Contact: Mary Ellen Lamb – Building & Permitting Admin

MLAMB@ACWORTH.ORG, 912-974-2032

Address: 4415 Senator Russell Avenue, Acworth, GA 30101

Phone: 770-974-3112

Powder Springs City, GA

Date of Installation: 2010

Modules Implemented: Finance Super Suite, Requisitions, Accounts Receivable, Payroll, Human Resources, Tax, Utility Billing, Work Orders, Inventory, Web Inquiry & Payment Portal for Tax

Contact: Kelly Axte - City Clerk

Address: 4484 Marietta Street, Powder Springs, GA 30127

Phone: 770-943-1666

Riverdale City, GA

Date of Installation: 2014 – Finance Suite & Taxes, 2018 Code Enforcement and Building Permitting

Modules Implemented: Finance Super Suite, Requisitions, Accounts Receivable, Payroll, Human Resources, Tax, Work Orders, Inventory, Web Inquiry & Payment Portal for Tax, Code Enforcement & Building Permits

Contact: Don Turner dturner@riverdalega.gov

Address: 6690 Church Street, Riverdale, GA 30274

Phone: 770-909-5511

Hosted MCSJ

Explanation of Security, Redundancy, Backup, and Disaster Recovery

Revised 01.28.2020

The design of Hosted MCSJ includes software and database security, redundant backup, and robust disaster recovery.

1. MCSJ Host and Database Security

a. Encryption

All communication between the MCSJ client and MCSJ server is encrypted. All sensitive data that is stored in databases is encrypted. Encryption keys are not stored in the database or on the MCSJ Host.

b. Access Control

A Hosted MCSJ server can be restricted to only accepting connections from client specified IP addresses. All MCSJ login and logout activity is recorded in an auditable format. Clients are locked out for ten minutes after five consecutive failed logins.

c. Data Protection

Protection from viruses, malware, and ransomware is installed on the MCSJ Host.

2. Database Server Redundancy

Hosted MCSJ servers use the Amazon Aurora (<https://aws.amazon.com/rds/aurora>) database. Aurora provides a high performance and high availability environment for Hosted MCSJ. Client databases run on a primary database node and are replicated in real-time to a second/separate database node. This setup is called a "two node database cluster".

3. Database Backup Redundancy

Hosted MCSJ has redundant backups. Each night a complete server SnapShot is created and a database backup is sent to Amazon S3. Additionally, clients can create a backup on demand. This backup can be stored in S3 or transferred to the local network.

a. Server SnapShot Retention

Daily MCSJ Host snapshots are retained for 30 days.

b. Amazon S3 Database Backup Retention

S3 database backups are created for Monday thru Thursday and retained for a week. Weekly database backups are created and retained for a month. Monthly snapshots are retained for 1 year. Yearly snapshots are retained forever.

4. Disaster Recovery

Hosted MCSJ servers are monitored using Amazon CloudWatch (<https://aws.amazon.com/cloudwatch>). CloudWatch monitors and notifies Edmunds GovTech of various server events. In the event of a failure of a MCSJ Host Edmunds GovTech will restore the failed server within four hours. No client-side configuration changes are required to communicate with the restored server.

5. Availability Time Guarantee

Hosted MCSJ has a guaranteed availability of 99.9% "three nines". Scheduled maintenance is performed after business hours. This maintenance is usually server and MCSJ software updates. Scheduled maintenance is excluded from the availability of 99.9%. Client connectivity issues are also excluded from the availability of 99.9%.

6. Requirements for End User Computers

The hardware requirements for stations are the same for hosted and on-premise.

7. Bandwidth Requirements of Hosted MCSJ

3 megabits per station, with a minimum of 15 megabits and a maximum of 50 megabits.

- Ex. 6 stations X 3 megabits = 18 megabits
- Ex. 3 stations X 3 megabits = 15 megabits minimum
- Ex. 20 stations X 3 megabits = 50 megabits maximum

It is very important that clients using Hosted MCSJ have a fast and reliable Internet service. Firewall controls should be in place to prevent users from accidentally consuming the bandwidth. One example would be multiple people streaming basketball games during March Madness.

Edmunds & Associates, Inc.
MCSJ Contract - Holly Springs City, GA

A. Introduction

This contract dated ____ of February 2020 defines the responsibilities of the Holly Springs City, GA (client) purchasing MCSJ computer system application software and/or hardware from Edmunds & Associates, Inc. (vendor). The attached Proposal for MCSJ Application Software dated 30th of December 2019 is an addendum to this contract.

B. Vendor Responsibilities and Mutual Promises and Covenants

Whereas, Edmunds & Associates is responsible for providing all hardware, system software, and MCSJ application software on the attached proposal, and

Unless otherwise noted training of MCSJ application software and installation of system software and hardware is the responsibility of the vendor, and

Whereas, Edmunds & Associates, Inc. is committed to providing the client with the highest level of support that is needed to ensure a successful installation.

Now therefore, in consideration of the mutual promises and covenants, the parties hereto agree that the client shall pay Edmunds & Associates, Inc., an amount as set forth herein, for services set forth in this document and in the vendor's response to the RFP (or attached proposal), all of which are hereby incorporated into and made part of this Contract. In addition, the parties hereto agree as follows:

C. Client Responsibilities

The client is expected to maintain the training schedule that is agreed upon and strict adherence to this schedule and performance of the tasks assigned to the client will greatly assist in the implementation of the client's new software application system.

The client's staff must dedicate adequate time and their undivided attention during training and completion of required tasks between sessions.

D. Confidentiality

Each party acknowledges that, in the course of its performance of this Agreement, it may obtain Confidential/Personal Information of the other party. The duty to protect any such Information shall survive the termination of this Agreement. The Recipient of any such Information shall use the same level of care to protect the Information of the Discloser that Recipient takes to protect its own confidential information.

Recipient shall not disclose the Confidential Information of Discloser to any employees, contractors, or other third parties except as specifically authorized by Discloser or as necessary to perform Recipient's obligations under this Agreement. Recipient may only use the Information disclosed by the Discloser as necessary to perform its obligations under this Agreement. Recipient shall indemnify Discloser for damages or costs incurred by Discloser as a result of the unauthorized use, disclosure or distribution of any Information facilitated by Recipient's breach of these confidentiality obligations.

E. Hardware

All hardware provided by the vendor will either meet or exceed the specifications listed on the latest proposal, and unless noted otherwise, the manufacturer's product listed on the proposal will be that provided by the vendor.

Now therefore, no responsibility is assumed for hardware not purchased from Edmunds & Associates, and the original manufacturer warrants all hardware proposed for one year.

F. Third Party Software

Whereas, all third-party software purchased by the client is covered by the original manufacturer's warranty and is bound by the stated license agreement, and the vendor assumes no responsibilities for these products.

Now therefore, support for these products is solely from the original software manufacturer and not from the vendor and this includes off the shelf software products such as MS Office, Lotus, and the like.

G. MCSJ Application Software

Whereas, all Edmunds & Associates' MCSJ application software is covered by a one-year warranty that includes any upgrades or modifications made to the application software during this time period, and client is licensed to use each MCSJ application software module purchased from the vendor at one site and may copy the software for backup purposes only.

The client's MCSJ application software license is renewed on an annual basis by payment of a software support and license fee.

Now therefore, MCSJ software end user documentation is for the client's use only and may not be distributed outside of the client's site.

H. Support Agreements and Fees

Whereas, vendor provides annual support and licensing agreements for both MCSJ application software and any hardware or system software provided by us.

Edmunds & Associates breaks down support into two areas; MCSJ application software and hardware and/or system software. The application software support and licensing are mandatory to continue the use of the vendors MCSJ application systems.

The hardware and system software maintenance agreement are strongly recommended but is not mandatory to receive service on these items. If a hardware agreement has not been executed, the client will be billed on a time and materials basis.

I. Payment Terms and Costs

Payment I	Due upon execution the of contract	\$170,570.00
Payment II	Due 60 days after the effective date	\$29,620.00
Payment III	Due upon the earlier of project acceptance or first production use	\$29,620.00

Any one-time License Fees: 100% will be due upon execution of the contract (Effective Date) the customer has the rights to use the software as long as it maintains an active customer support agreement in good standing.

Any one-time Implementation Fees: 50% will be due upon execution of the contract, 25% will be invoiced 60 days after the Effective Date and the remaining 25% will be invoiced upon the earlier of project acceptance or first production use.

Any one-time Data Conversion Fees: 50% will be due upon execution of the contract, 25% will be invoiced 60 days after the Effective Date and the remaining 25% will be invoiced upon the earlier of project acceptance or first production use.

Any annual Support Fees: 100% will be invoiced upon execution of the contract for the first annual term. Thereafter, 100% of each subsequent annual fee will be invoiced annually, 60 days prior to the anniversary of the term date.

Any annual Hosting Services Fees: 100% will be invoiced upon execution of the contract for the first annual term. Thereafter, 100% of each subsequent annual fee will be invoiced annually, 60 days prior to the anniversary of the term date.

*There are no travel expenses provided for in this agreement. Any travel or associated expenses required for this project will be approved by client prior to booking and expenses will be submitted for reimbursement as incurred.

The term of the support agreement is 36 months commencing upon 90 days after the Effective Date

All invoices are payable with Net 30 terms.

J. Conversion of Existing Data

Whereas, if Edmunds & Associates, Inc. agrees to convert some or all of the clients existing data, the cost and detail of this project will be on the attached proposal. Any increase of conversion scope will be an additional cost and will not proceed without client acceptance and approval.

It is the client's responsibility to get the data in a format acceptable to the vendor. If a third party is used to assist in the conversion, and for any reason the third party does not perform, is laggard in performing this task, or performs in error, Edmunds & Associates is not liable or susceptible to any damages and reconciliation of converted data is solely the responsibility of the client.

K. Software License

Whereas, Edmunds & Associates hereby grants to Client a personal, nonexclusive, and nontransferable license and right, for the duration of this Agreement, to use any software accessed or obtained by Client hereunder solely in accordance with the applicable Request for Proposal and for no other purposes.

Now therefore, client shall not, and shall not permit End Users to (a) distribute, sell, assign, transfer, or sublicense the software, or any part thereof, to any Third Party; adapt, modify, translate, reverse engineer, de-compile, disassemble, or create derivative works based on the software or any part thereof; (c) copy the software, in whole or in part, without including appropriate copyright notices; (d) except for providing electronic banking services to Client's customers, use the software in any manner to provide service bureau, time sharing, or other computer services to Third Parties; (e) export the software outside the United States, either directly or indirectly.

L. Merchant Service Provider

Edmunds & Associates does not support any 3rd party merchant service provider payment services or interfaces other than MCSJ WIPP (Web Inquiry/Payment Portal) which is fully integrated. Any 3rd party integration, reconciliation, support or technical services will be billable at \$225 per hour.

M. Acceptance

In Witness Whereof, it is the intent of the parties that Vendor and Client have signed this Contract and further, that the parties have executed this Contract the day and year first written above.

EDMUNDS & ASSOCIATES, INC.

By: _____

Name: Eric Snyder

Title: CRO

Date: _____

Holly Springs City, GA

By: _____

Name: _____

Title: _____

Date: _____

Edmunds & Associates, Inc.
Cloud Hosting Agreement - Holly Springs City, GA

The purpose of this Agreement is to provide a long-term contract arrangement under which Edmunds & Associates, Inc. will provide exclusive MCSJ Hosting services on behalf of the Holly Springs City, GA.

TERMS

Subject to the terms and conditions of this Agreement and the MCSJ Software License Agreement, Edmunds & Associates, Inc. will provide MCSJ Hosting services for an initial 3-year contractual term of service. ("term") Service shall begin upon installation on a mutually agreed upon date.

This Agreement will automatically renew for successive three (3) year terms. Renewal prices are subject to change. Renewal of services by Client indicates agreement to any Contract revisions and price changes. Renewal fees for the following term will be automatically invoiced to Client's account.

ANNUAL COST AND PAYMENT TERMS

Payments are due annually as per the schedule below:

Hosting Fees	Annual Hosting Fees
Year 1 Hosting Fees - Level II (10 to 30 concurrent users)	\$7,500.00
Year 2 - Hosting Fees - Level II	\$6,000.00
Year 3 - Hosting Fees - Level II	\$6,300.00

- Does NOT include database engine; Pervasive or MSSQL
- AWS Relational Database Services is utilized for MCSJ in the cloud
- Includes scheduled redundant back ups

PAYMENT

Vendor may at its sole discretion suspend client's right to use any product or services if payment is in arrears for more than 30 days.

PROPRIETARY INFORMATION

Proprietary information exchanged hereunder shall be treated as such by Vendor and Client. This information shall include, but not be limited to, product and services information. Client further agrees to not decompose, disassemble, decode or reverse engineer any Edmunds & Associates, Inc. program, code or technology delivered to Client or any portion thereof.

WARRANTIES

Edmunds & Associates, Inc. makes no warranties or representations of any kind, whether expressed or implied for the service it is providing. Edmunds & Associates, Inc. also disclaims any warranty of merchantability or fitness for any particular purpose and will not be responsible for any damages that may be suffered by Client, including loss of data resulting from delays, non-deliveries or service interruptions by any cause or errors or omissions of Client. Use of any information obtained by way of Edmunds & Associates, Inc. is at Client's own risk, and Edmunds & Associates, Inc. specifically denies any responsibility for the accuracy or quality of information obtained through its services.

Client acknowledges that Vendor does not control the transfer of data over the internet and that service may be subject to limitations, delays and other problems inherent in the use of such communication facilities. Vendor is not responsible for any delays, delivery failures or other damage resulting from such problems.

Connection speed represents the speed of an end-to-end connection. Edmunds & Associates, Inc. does not represent guarantees of speed or availability of end-to-end connections. Edmunds & Associates, Inc. expressly limits its damages to Client for any non-accessibility time or other down time to the pro-rata monthly charge during the system unavailability. Edmunds & Associates, Inc. specifically denies any responsibilities for any damages arising as a consequence of such unavailability.

Hosting Services provided will be performed with the highest standards of the vendor's industry providing greater than 99% up time. Client shall be solely responsible for properly configuring and operating its hardware and internet connections to permit access to and use of the Hosted Services.

CLIENT DATA AND OWNERSHIP

Client shall remain the sole and exclusive owner of its data. Vendor will not release any data or records unless compelled by a court or agency with jurisdiction. Client acknowledges that Vendor has no delivery obligation of the MCSJ programs to you as part of the Hosted Services. Vendor retains all ownership and intellectual property rights to the services and MCSJ programs.

TERMINATION

Edmunds & Associates, Inc. may terminate this Agreement at its sole discretion upon the occurrence of one or more of the following events: 1) failure to comply with any provisions of the Agreement upon receipt of written notice from Edmunds & Associates, Inc. of said failure, 2) upon mutual agreement in writing of Edmunds & Associates, Inc. and Client.

INDEMNIFICATION

Client shall indemnify and hold Edmunds & Associates, Inc. harmless from and against any and all claims, judgments, awards, costs, expenses, damages and liabilities (including reasonable attorney fees) of whatsoever kind and nature that may be asserted, granted or imposed against Edmunds & Associates, Inc. directly or indirectly arising from or in connection with any breach of this Agreement by Client.

GENERAL

If any provision of this Agreement is held to be unenforceable, the enforceability of the remaining provisions shall in no way be affected or impaired thereby. This Agreement shall be governed by and construed in accordance with the laws of the State of NJ. A failure by any party to exercise or delay in exercising a right or power conferred upon it in this Agreement shall not operate as a waiver of any such right or power.

ACCEPTANCE

In Witness Whereof, it is the intent of the parties that Vendor and Client have signed this Contract and further, that the parties have executed this Contract the day and year first written below.

EDMUNDS & ASSOCIATES, INC.

By: _____

Name: Richard L. Evoy

Title: President

Date: _____

Holly Springs City, GA

By: _____

Name: _____

Title: _____

Date: _____



Final Proposal

Proposal Presented to:

Holly Springs City, GA

12/30/2019

Expires: 3/31/2020

Sherri Melton, Regional Account Executive

Smelton@EdmundsGovTech.com

301 Tilton Road | Northfield, NJ 08225

Phone: 888.336.6999

www.EdmundsGovTech.com

Investment Summary	Fees/Costs	
Software License Fees	\$80,950.00	
Implementation Services	\$73,980.00	
Hosting Service Fees	\$7,500.00	
Annual Support Fees	\$22,880.00	
Data Conversion Fees	\$44,500.00	
Total Proposed Year 1 Cost:		\$229,810.00

Payment Terms

- Any one-time License Fee: 100% will be due upon execution of the contract (Effective Date) the customer has the rights to use the software as long as it maintains an active customer support agreement in good standing.
- Any one-Time Implementation Fee: 50% will be due upon execution of the contract, 25% will be invoiced 60 days after the Effective Date. The remaining 25% will be invoiced upon the earlier of project acceptance or first production use.
- Annual Support Fee: 100% will be invoiced upon execution of the contract for the first annual term. Thereafter, 100% of each subsequent annual fee will be invoiced annually 60 days prior to the anniversary of the term date.
 - The term of the support agreement is 36 months commencing upon 90 days after the Effective Date
- All invoices are payable with Net 30 terms.

Please forward all Purchase Orders to:

Edmunds GovTech
c/o Melanie Rowan
301 Tilton Road | Northfield, NJ 08225
P: 888.336.6999 | F: 609.645.3111
Email: MelanieR@EdmundsGovTech.com
www.EdmundsGovTech.com

Software License	One-Time Fees
Accounts Receivable & Business Licensing I	\$4,500.00
Municipal Dashboard	\$4,500.00
Employee Self-Service I	\$4,500.00
Finance Super Suite I	\$15,000.00
Human Resources I	\$5,250.00
Permitting & Code Enforcement I	\$10,500.00
Payroll I	\$10,500.00
Permitting Self-Service I	\$4,000.00
Real Property Tax Billing I	\$10,000.00
Resident Self-Service I	\$4,500.00
Work Orders I	\$6,500.00
WIPP AR (Online Inquiry and Payments)	\$600.00
WIPP Tax (Online Inquiry and Payments)	\$600.00
WIPP Virtual Terminal (Integrated Credit Card Processing)	\$0.00
Sub Total:	\$80,950.00

With an Edmunds GovTech solution, a true Windows application with a graphical user interface is delivered. All applications are ODBC compliant and utilize a SQL database which allows for seamless integration with products such as MS Excel™, MS Word™ and many GIS packages, to name a few.

Smart Phone Apps – All applicable Smart Phone Apps are included with the associated mcsj module at no additional cost.

Security - The software features a single sign-on approach that allows for user-based security. This provides access to modules based on the employee's security profile. The security is module and task specific.

Integration - All modules are fully integrated. A single source of entry minimizes data entry errors and streamlines organizational processes. The system dynamically posts all related entries to the appropriate modules.

Reporting - Along with standard system reports, customized reporting is also provided. Through built-in custom reporting tools, users can create and save personalized reports that can be exported directly into MS Excel™. Reporting flexibility allows users to create unlimited custom reports that are accessible at any time.

PDF Forms - All required forms can be generated within the application. This reduces the need to have pre-printed forms, such as pre-printed checks or utility bills. Create customized letters by merging in any field from the system. Letters can be created, printed, and documented in the corresponding record.

Attachments - The ability to attach any type of file to records, accounts, and employees along with scanning images directly into the software is provided. There is no limitation with the amount or size of those items you wish to attach.

Implementation Services	One-Time Fees
Standard AR/Business Licensing Implementation II	\$4,800.00
Standard Finance Implementation II	\$16,800.00
Standard Permitting Implementation II	\$17,400.00
Standard Personnel Implementation II	\$21,000.00
Standard Tax Implementation II	\$12,300.00
Installation II	\$1,680.00
Sub Total:	\$73,980.00

Implementation & Project Management

Edmunds GovTech has a goal to make the transition from a legacy system as painless as possible. Project management includes planning, monitoring, and reporting of progress to ensure the success of the software implementation. The Client's Project manager and an Edmunds GovTech Project Manager will work in concert to identify the scope of the project, estimate the work involved, and create a project schedule with appropriate resources. The project plan is then developed to describe the tasks that will lead to a successful implementation. The project is carefully planned, implemented, monitored and controlled. Problem resolution, risk management, opportunity management, change management, software configuration management, and data management are included, identified, and documented throughout the project. Project Managers and Training and Implementation employees have been involved in hundreds of similar successful projects.

Hosting Fees	Annual Fees
Year 1 Hosting Fees - Level II (10 to 30 concurrent users)	\$7,500.00
The future year's cost for hosting services are:	
Year 2 - Hosting Fees - Level II	\$6,000.00
Year 3 - Hosting Fees - Level II	\$6,300.00
Sub Total:	\$7,500.00

Hosting

The fees proposed represent the first year's cost for hosting services. Each additional year is defined in the contract. There is a three (3) year minimum contract for hosting services. The hosting fees are in an addition to the application license fees and annual maintenance costs as represented in this proposal (see page 2, "Proposal Summary"). MCSJ hosted solutions include a redundant backup to multiple locations.

Annual Support Fees	Annual Fees
Accounts Receivable & Business Licensing I	\$975.00
Municipal Dashboard	\$930.00
Employee Self-Service I	\$1,625.00
Finance Super Suite I	\$3,410.00
Human Resources I	\$2,275.00
Permitting & Code Enforcement I	\$2,275.00
Payroll I	\$2,390.00
Permitting Self-Service I	\$1,625.00
Real Property Tax Billing I	\$2,275.00
Resident Self-Service I	\$1,625.00
Work Orders I	\$2,275.00
WIPP AR (Online Inquiry and Payments)	\$600.00
WIPP Tax (Online Inquiry and Payments)	\$600.00
Sub Total:	\$22,880.00

Edmunds GovTech has a dedicated support team that is available Monday through Friday, 8am to 5pm.

The training of the support team builds an understanding of the processes required to run local and county government as well as authorities. The technical support team continuously receives outstanding evaluations from our current customer base; therefore, the client retention rate is 98%. Success is measured by tracking our response time to customer issue. We closely monitor our performance adding additional staff when needed.

Edmunds GovTech provides the most comprehensive support and maintenance program in our industry and it contains many unique features no competitor can match. Our annual software support includes under 2-hour call response, free application upgrades and enhancements, customer support portal, educational webinars and seminars, and user group membership and conferences.

Data Conversion Services	One-Time Fees
Accounts Receivable - Customer Master File	\$2,500.00
Accounts Receivable - Invoice History	\$3,500.00
Accounts Receivable - Prior Year Licenses	\$3,500.00
Finance - Chart of Accounts	\$0.00
Finance - COA Transaction History - Detail	\$7,500.00
Finance - Fixed Assets	\$1,500.00
Finance - Vendor Master File	\$1,500.00
Permitting - Permit/Violation Transaction History	\$6,000.00
Permitting - Contractor Master File	\$2,500.00
Payroll - Employee Master File	\$2,500.00
Payroll - Employee Pay History - Summary	\$5,000.00
Tax - Transaction History - Detail	\$6,000.00
Tax - Real Property Master File	\$2,500.00
Sub Total	\$44,500.00

See Appendix A for detailed data conversion information.

Optional Hardware	Quantity	Unit Price	Cost
Credit Card Swipe Device	2	\$125.00	\$250.00
Sub Total			\$250.00

Edmunds GovTech is a reseller of the hardware components listed, the cost of these items are **NOT** included in the proposal total.
Please include the quantity of each item desired with the cost on the purchase order to ensure accurate purchasing.

Proposal Notes:

Appendix A

Data Conversion Scope

Finance - Chart of Accounts

What is included?	What is not included?
Includes account number, account types: Asset, Liability, Fund Balance, Revenue & Expenditure. Checking account master information, class IDs and class descriptions. Segment & Fund definitions	Does not include financial history or historical information (see COA Transaction History Summary line item below)

Finance - Vendor Master File

What is included?	What is not included?
Includes all applicable vendor demographic information: PO Address, Check Address, AP 1099 Address, Notes, Taxid/SS#, contract number, customer account number, brc # (in NJ), E-Verify Info, State Contract#.	Does not include vendor AP check history, vendor 1099 AP check history, or attachments.

Finance - COA Transaction History (Detail)

What is included?	What is not included?
Includes transaction detail for 3 years + current. Specifically, this includes budgets, balances, GL transactions, ap vendor check history, open purchase orders, paid purchase orders/ap vouchers/ap invoices, commodity codes, projects/tracking ids, class ids	Does not include attachments, requisitions, or contracts via contracts module

Finance - COA Transaction History (Summary)

What is included?	What is not included?
Includes 3 years + current year of summary financial information. This includes: budgets, year to date summary activity, unexpended balances, un-realized balances, open and ending trial balances.	Does not include detail transactions such as GL transactions, Vendor AP Check History, Open/Closed Purchase Orders, AP Invoices, AP Vouchers, Department Requisitions, or Attachments.

Finance – Fixed Assets

What is included?	What is not included?
Includes Capital, Non Capital, Construction in Progress assets, GASB class groupings, depreciation amounts, book value, removals, and fixed asset components where applicable	In some cases clients request that removals be omitted from the conversion

Escrow - Developer Master File

What is included?	What is not included?
Includes all developer demographic information	Does not include transactional history relating to developer demographic information

Escrow - Project Master File

What is included?	What is not included?
Includes escrow project, parcel/BLQ, developer, and balances	Does not include disbursement or cash receipt history.

Payroll – Employee Master File

What is included?	What is not included?
Includes all employee's demographic information including salary, pension, deductions, employee benefits, health benefits, tax status, direct deposit information and leave time balances.	Does not include detailed leave time transactions, attachments or salary history.

Payroll – Employee Pay History

What is included?	What is not included?
Includes employee payroll check history for the current payroll year. Wages, Taxes, earnings, deductions, and employer benefit information included.	Does not include attachments.

Tax – Real Property Master File

What is included?	What is not included?
Includes real property tax customer demographic information for owners and tenants, assessments, billing cycles, location/parcel information, direct withdrawal and notes.	Does not include occupational tax, business tax receipts or attachments.

Tax – Transaction History (Detail)

What is included?	What is not included?
Includes transaction history for billings, payments, penalties and interest for the current year + 3 years prior.	Does not include attachments.

Accounts Receivable - Customer Master File

What is included?	What is not included?
Includes customer demographic information and notes.	Does not include attachments.

Accounts Receivable - Open Invoices

What is included?	What is not included?
Includes open miscellaneous billing invoices	Does not include attachments.

Accounts Receivable – Prior Year Invoices

What is included?	What is not included?
Includes occupational tax, business tax receipts and business license records for 1 year and business customer records	Does not include billing, payment history, or attachments.

Utility – Master File

What is included?	What is not included?
Includes utility customer demographic information for owners and tenants, rate codes, billing cycles, meters, service, location/parcel information, direct withdrawal, guarantor, employer, co-applicant, and notes	Does not include attachments, work orders, or parcel import file.

Utility – Transaction History (Detail)

What is included?	What is not included?
Includes 3 years + current history for meter readings, billings and payments, deposits, and penalty/interest	Does not include attachments, work orders, or parcel import file.

Animal Licensing – Animal Maintenance

What is included?	What is not included?
Includes animals, breeds and demographic information	Does not include animal license history or attachments.

Animal Licensing – License Maintenance

What is included?	What is not included?
Includes animal license history for the current year + 1 year prior	Does not include detailed cash receipts, billing information, or attachments.

Animal Licensing – Owner Maintenance

What is included?	What is not included?
Includes owner demographic information.	Does not include owner history, payment history or attachments.

Permitting – Parcel Master File

What is included?	What is not included?
Includes customer demographic information for owners and tenants and location/parcel information.	Does not include owner history or attachments.

Permitting – Contractor Master File

What is included?	What is not included?
Includes contractor demographic information, state license #, trade information, etc.	Does not include contract license history or attachments.

Permitting – Open Permits/Violations

What is included?	What is not included?
Includes all open permits and open violations.	Does not include closed permits, closed violations or attachments.

Work Orders – Open Orders

What is included?	What is not included?
Includes all open work orders	Does not include closed work orders, work order history, or attachments.

Fleet – Master File

What is included?	What is not included?
Includes general fleet information.	Does not include fixed asset record, work order history, usage/assignment history or attachments.

Inventory – Item Master File

What is included?	What is not included?
Includes general inventory information – quantity by location, departments, costing and notes.	Does not include transactional data or attachments.

SCHEDULE B



Scope of Services for Holly Springs Town Center | Monthly Services Retainer effective February 1, 2020

Clementine Creative Agency will provide comprehensive marketing support for Holly Springs Town Center brand development as outlined to include:

- Brand identity development and launch
- Comprehensive marketing and media strategy and planning
- Launch and maintenance of website phase I “splash page” design and build
- Design, build and launch of full website presence
- Social media strategy and comprehensive management including content creation, scheduling, monitoring, engagement, reporting and paid media management
- Design and print preparation for vision/leasing brochure
- Communications services including media releases and inquiries, event planning and coordination

Fee Description and Considerations

The monthly retainer fee for these services will be **\$4500 per month**. Fees include all billable time for planning, research, creative, design, implementation, installation, administrative and other time devoted exclusively to Client. Fees do not include additional expenses incurred in conjunction with any implementation such as travel costs, new or stock photography, media or ad placements, printing, supplies, installation or other outside services associated with the creation and production of any program.

CLEMENTINE CREATIVE AGENCY, LLC

HOLLY SPRINGS:

By: Jennifer Nilsson, Member

By: Steven W. Miller, Mayor

ATTEST:

By:



FINANCIAL HIGHLIGHTS
January 1, 2020



Budget Summary
8% of year lapsed

	Unaudited			
	2019 Year End Actual	2020 Annual Budget	2020 Year to Date	% Annual Budget
REVENUES BY FUND				
General Fund	9,328,364	8,950,000	505,122	5.64%
Operating Grant Fund	186,863	215,000	24,238	11.27%
Parks & Recreation Fund	387,790	390,000	39,156	10.04%
Hotel/Motel Tax Fund	4,397	5,000	195	3.90%
Urban Redevelopment Agency	1,493,031	3,000,000	145,814	4.86%
SPLOST III Fund	15,296	275,000	12	0.00%
SPLOST IV Fund	12,479	70,000	7	0.01%
SPLOST V Fund	2,293,717	8,556,365	301,066	3.52%
Town Center Fund	2,419,961	3,351,600	145,834	4.35%
Debt Service Fund	2,179,430	516,319	204	0.04%
Stormwater Utility Fund	408,178	350,000	6,521	1.86%
TOTAL REVENUES - ALL FUNDS	\$ 18,729,506	\$ 25,679,284	\$ 1,168,169	4.55%
EXPENDITURES/EXPENSES BY FUND				
General Fund	11,064,740	8,950,000	675,755	7.55%
Operating Grant Fund	185,182	215,000	12,069	5.61%
Parks & Recreation Fund	488,059	390,000	5,831	1.50%
Hotel/Motel Tax Fund	7,580	5,000	-	0.00%
Urban Redevelopment Agency	1,493,031	3,000,000	145,814	4.86%
SPLOST III Fund	-	275,000	-	0.00%
SPLOST IV Fund	-	70,000	-	0.00%
SPLOST V Fund	4,375,283	8,556,365	20,863	0.24%
Town Center Fund	2,029,601	3,351,600	41,927	1.25%
Debt Service Fund	358,736	516,319	-	0.00%
Stormwater Utility Fund	252,599	350,000	11,833	3.38%
TOTAL EXPENDITURES/ EXPENSES - ALL FUNDS	\$ 20,254,811	\$ 25,679,284	\$ 914,093	3.56%



**Comparison to Prior Year
8% of year lapsed**

	1/31/19 Actual	2019 Annual Budget	% of Annual Budget	1/31/20 Actual	2020 Annual Budget	% of Annual Budget
REVENUES BY FUND						
General Fund	638,841	11,500,000	5.56%	505,122	8,950,000	5.64%
Operating Grant Fund	14,203	228,500	6.22%	24,238	215,000	11.27%
Parks & Recreation Fund	37,577	500,000	7.52%	39,156	390,000	10.04%
Hotel/Motel Tax Fund	344	4,500	7.64%	195	5,000	3.90%
Urban Redevelopment Agency	-	2,000,000	0.00%	145,814	3,000,000	4.86%
SPLOST III Fund	44	15,325	0.29%	12	275,000	0.00%
SPLOST IV Fund	17	71,500	0.02%	7	70,000	0.01%
SPLOST V Fund	141,631	4,728,895	0.00%	301,066	8,556,365	3.52%
Town Center Fund	100,000	2,635,103	3.79%	145,834	3,351,600	4.35%
Debt Service Fund	-	2,179,368	0.00%	204	516,319	0.04%
Stormwater Utility Fund	7,306	335,000	2.18%	6,521	350,000	1.86%
TOTAL REVENUES - ALL FUNDS	\$ 939,962	\$ 24,198,191	4.83%	\$ 1,168,169	\$ 25,679,284	4.55%
EXPENDITURES/EXPENSES BY FUND						
General Fund	702,008	11,500,000	6.10%	675,755	8,950,000	7.55%
Operating Grant Fund	12,597	228,500	5.51%	12,069	215,000	5.61%
Parks & Recreation Fund	4,381	500,000	0.88%	5,831	390,000	1.50%
Hotel/Motel Tax Fund	-	4,500	0.00%	-	5,000	0.00%
Urban Redevelopment Agency	-	2,000,000	0.00%	145,814	3,000,000	4.86%
SPLOST III Fund	-	15,325	0.00%	-	275,000	0.00%
SPLOST IV Fund	-	71,500	0.00%	-	70,000	0.00%
SPLOST V Fund	131,156	4,728,895	0.00%	20,863	8,556,365	0.24%
Town Center Fund	31,755	2,635,103	1.21%	41,927	3,351,600	1.25%
Debt Service Fund	-	2,179,368	0.00%	-	516,319	0.00%
Stormwater Utility Fund	14,710	335,000	4.39%	11,833	350,000	3.38%
TOTAL EXPENDITURES/ EXPENSES - ALL FUNDS	\$ 896,608	\$ 24,198,191	3.78%	\$ 914,093	\$ 25,679,284	3.56%



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

Fund				Unaudited	
	Balance as of 1/1/20	Revenues	Expenditures/ Expenses	Balance as of 1/31/2020	Net Increase/ (Decrease)
General Fund	6,837,959	505,122	675,755	6,667,326	(170,633)
Operating Grant Fund	38,763	24,238	12,069	50,932	12,169
Parks & Recreation Fund	146,410	39,156	5,831	179,735	33,325
Hotel/ Motel Tax Fund	6,990	195	-	7,185	195
Urban Redevelopment Agency	-	145,814	145,814	-	-
SPLOST III Fund	273,979	12	-	273,991	12
SPLOST IV Fund	71,960	7	-	71,967	7
SPLOST V Fund	(3,029,600)	301,066	20,863	(2,749,398)	280,202
Town Center Fund	407,953	145,834	41,927	511,860	103,907
Debt Service Fund	1,820,694	204	-	1,820,898	204
Stormwater Utility Fund	4,167,434	6,521	11,833	4,162,122	(5,312)
	\$ 10,742,542	\$ 1,168,169	\$ 914,093	\$ 10,996,618	\$ 254,076

General Fund - History of Fund Balance

GENERAL FUND FUND BALANCE

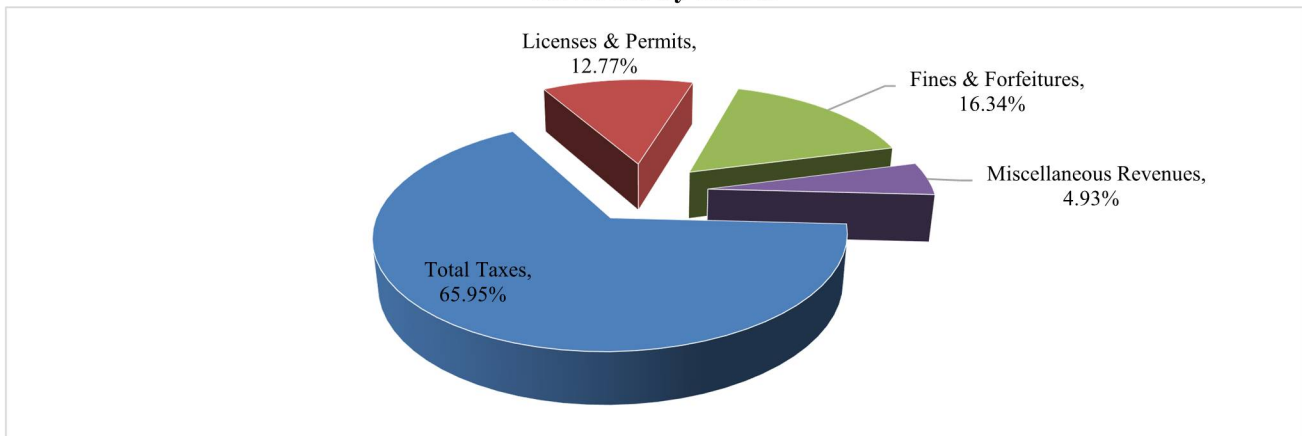




Budget Comparison Report - General Fund
8% of year lapsed

REVENUES	January 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Property Taxes	36,950	4,200,000	36,950	0.88%
Motor Vehicle Taxes	8,073	60,000	8,073	13.45%
Motor Vehicle Title Ad Valorem Tax	29,860	325,000	29,860	9.19%
Mobile Home Tax	-	150	-	0.00%
Recording Intangible Taxes	11,802	75,000	11,802	15.74%
Penalties & Interest	426	12,500	426	3.41%
Fifa Fees	-	2,000	-	0.00%
Franchise Tax	160,318	415,000	160,318	38.63%
Railroad Equipment Car Tax	-	650	-	0.00%
Real Estate Transfer Tax	3,490	15,000	3,490	23.27%
Business & Occupation Tax	24,225	125,000	24,225	19.38%
Financial Institutions Tax	-	3,500	-	0.00%
Insurance Premium Tax	-	705,000	-	0.00%
Total Taxes	333,144	6,440,300	333,144	5.17%
Licenses & Permits	64,506	1,222,600	64,506	5.28%
Fines & Forfeitures	82,548	665,100	82,548	12.41%
Miscellaneous Revenues	23,461	556,750	23,461	4.21%
Interest Income	1,463	35,000	1,463	4.18%
Proceeds from the Sale of Conf Assets	-	250	-	0.00%
Proceeds from the Sale of Assets	-	10,000	-	0.00%
Donation from Private Sources	-	20,000	-	0.00%
TOTAL GENERAL FUND REVENUES	\$ 505,122	\$ 8,950,000	\$ 505,122	5.64%

Revenues by Source



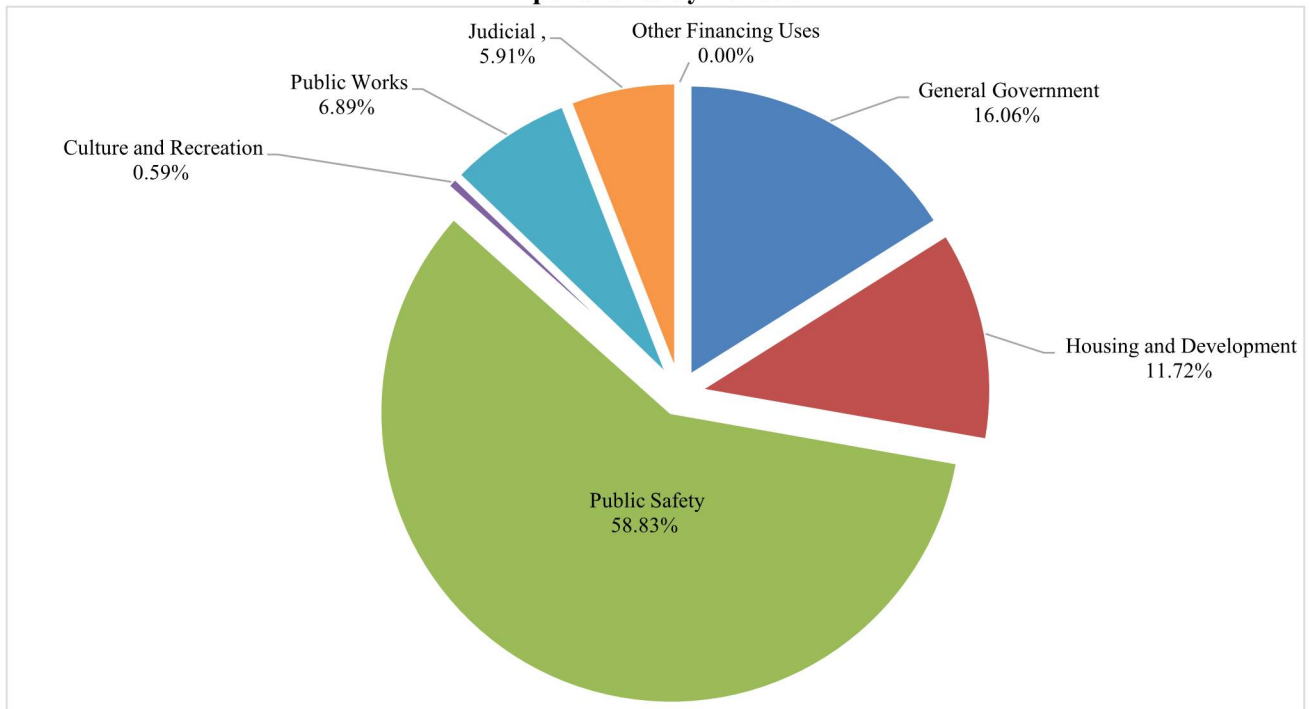


Budget Comparison Report - General Fund

8% of year lapsed

EXPENDITURES	January 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
General Government	108,500	1,666,873	108,500	6.51%
Housing and Development	79,189	745,850	79,189	10.62%
Public Safety	397,561	5,564,690	397,561	7.14%
Culture and Recreation	4,000	4,000	4,000	100.00%
Public Works	46,542	641,990	46,542	7.25%
Judicial	39,963	326,597	39,963	12.24%
Other Financing Uses	-	-	-	#DIV/0!
TOTAL GENERAL FUND EXPENDITURES	\$ 675,755	\$ 8,950,000	\$ 675,755	7.55%

Expenditures by Function





Budget Comparison Report - All Funds
8% of year lapsed

	Unaudited			
	2019 Year End Actuals	2020 Annual Budget	Year to Date	% 2020 Annual Budget
<u>GENERAL FUND</u>				
Revenues:	9,328,364	8,950,000	505,122	5.64%
Expenditures:	11,064,740	8,950,000	675,755	7.55%
Excess Revenues over (under) Expenditures	(1,736,376)	-	(170,633)	
<u>OPERATING GRANT FUND</u>				
Revenues:	186,863	215,000	24,238	11.27%
Expenditures:	185,182	215,000	12,069	5.61%
Excess Revenues over (under) Expenditures	1,681	-	12,169	
<u>PARKS & RECREATION FUND</u>				
Revenues:	387,790	390,000	39,156	10.04%
Expenditures:	488,059	390,000	5,831	1.50%
Excess Revenues over (under) Expenditures	(100,269)	-	33,325	
<u>HOTEL/MOTEL TAX FUND</u>				
Revenues:	4,397	5,000	195	3.90%
Expenditures:	7,580	5,000	-	0.00%
Excess Revenues over (under) Expenditures	(3,183)	-	195	
<u>URBAN REDEVELOPMENT AGENCY</u>				
Revenues:	1,493,031	3,000,000	145,814	4.86%
Expenditures:	-	3,000,000	145,814	4.86%
Excess Revenues over (under) Expenditures	1,493,031	-	-	
<u>SPLOST III FUND</u>				
Revenues:	15,296	275,000	12	0.00%
Expenditures:	-	275,000	-	0.00%
Excess Revenues over (under) Expenditures	15,296	-	12	
<u>SPLOST IV FUND</u>				
Revenues:	12,479	70,000	7	0.01%
Expenditures:	-	70,000	-	0.00%
Excess Revenues over (under) Expenditures	12,479	-	7	
<u>SPLOST V FUND</u>				
Revenues:	-	8,556,365	301,066	3.52%
Expenditures:	-	8,556,365	20,863	0.24%
Excess Revenues over (under) Expenditures	-	-	280,202	



Budget Comparison Report - All Funds
8% of year lapsed

	Unaudited			
	2019 Year End Actuals	2020 Annual Budget	Year to Date	% 2020 Annual Budget
<u>TOWN CENTER FUND</u>				
Revenues:	2,419,961	3,351,600	145,834	4.35%
Expenditures:	2,029,601	3,351,600	41,927	1.25%
Excess Revenues over (under) Expenditures	390,360	-	103,907	
<u>DEBT SERVICE FUND</u>				
Revenues:	2,179,430	516,319	204	0.04%
Expenditures:	358,736	516,319	-	0.00%
Excess Revenues over (under) Expenditures	1,820,694	-	204	
<u>STORMWATER UTILITY FUND</u>				
Revenues:	408,178	350,000	6,521	1.86%
Expenses:	252,599	350,000	11,833	3.38%
Excess Revenues over (under) Expenses	155,579	-	(5,312)	

22,679,284
22,679,284



Investments
As of January 31, 2020

Ameris Bank

Downtown Development Authority - CD .75%	35,864
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Subtotal Ameris Bank	\$ 35,864
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Bank United	250,000
First Choice Bank	250,621
First Foundation Bank	250,000
First National Bank	29,068
Goldman Sachs Bank	250,000
Old National Bank	250,583
State Bank of Lizton	250,621
TBK Bank SSB	12,000

Subtotal South State Investment Services	\$ 1,542,892
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Total Investments	\$ 1,578,756
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Cash
As of January 31, 2020

Ameris Bank

Downtown Development Authority - Checking 83,840

Subtotal Ameris Bank	\$	83,840
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South State Bank

General Fund		4,557,629
Main Street Board		55,852
Parks & Recreation Fund		150,381
Hotel Motel Tax Fund		6,842
Money Market Account		417,909
Municipal Court Fund		215,776
Operating Grant Fund		25,058
Police Forfeiture Account		6,527
Police Seized Asset Account		26
SPLOST III		273,990
SPLOST IV		61,503
SPLOST IV/Grant Revenue		118,180
SPLOST V		141,099
Town Center Fund		568,646
Debt Service Fund		1,820,898
Stormwater Utility Fund		892,156
Tree Replacement Fund		3,789

Subtotal South State Bank	\$	9,316,261
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BB&T

Savings Account 7,552

Subtotal BB&T	\$	7,552
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South State Investment Services

Budget Stabilization Cash Account 7,624

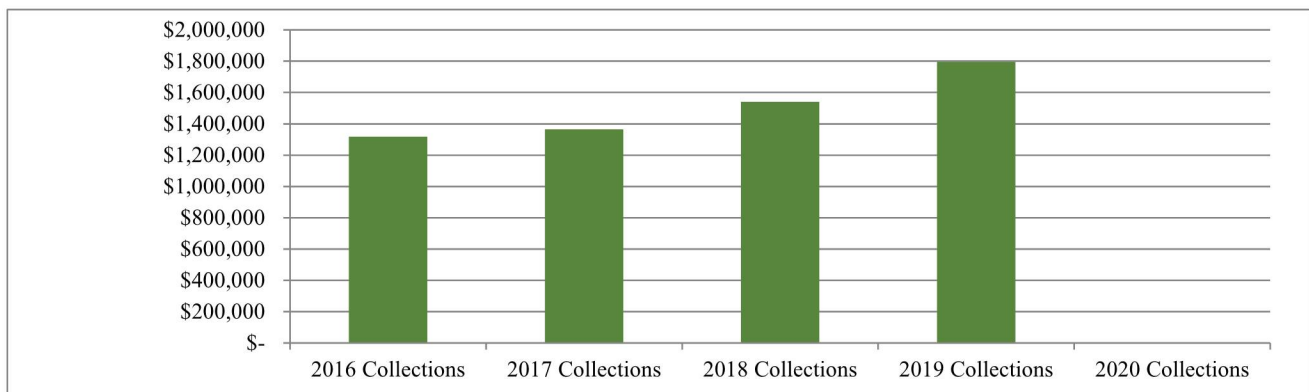
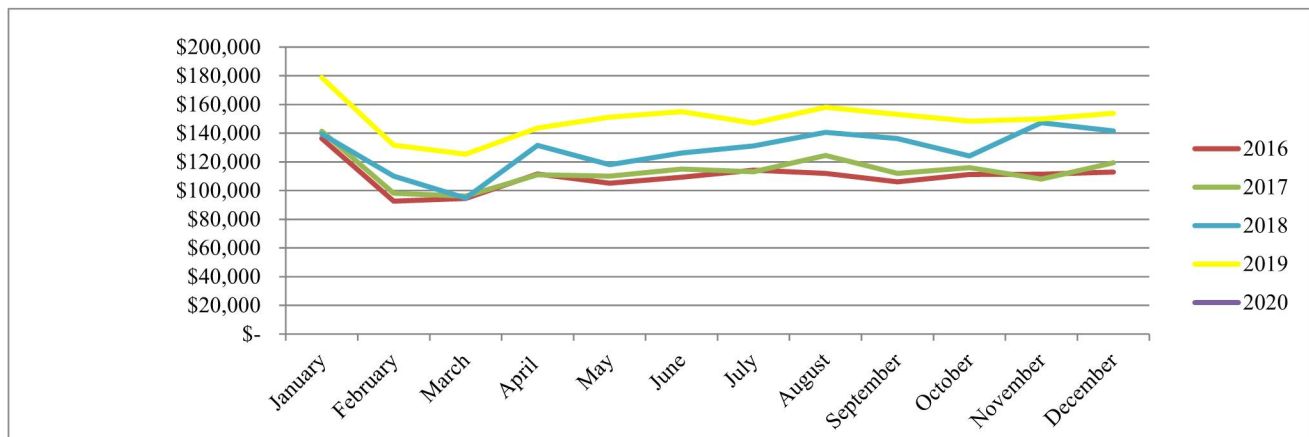
Subtotal South State Investment Services	\$	7,624
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Total Cash	\$	9,415,277
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Special Purpose Local Option Sales Tax Collections
As of January 31, 2020

	2016 Collections	2017 Collections	2018 Collections	2019 Collections	2020 Collections	% Change from Prior Year
January	\$ 136,321	\$ 141,344	\$ 139,474	\$ 178,754	\$ 184,956	3.47%
February	92,605	98,189	109,987	131,700		-100.00%
March	94,455	96,130	94,765	125,375		-100.00%
April	111,527	111,048	131,392	143,535		-100.00%
May	105,169	110,063	117,981	151,269		-100.00%
June	109,300	114,965	126,193	154,922		-100.00%
July	114,305	113,172	131,005	146,946		-100.00%
August	112,004	124,429	140,651	158,066		-100.00%
September	106,169	111,901	136,184	153,139		-100.00%
October	111,138	115,857	124,067	148,285		-100.00%
November	111,396	108,048	147,256	149,921		-100.00%
December	112,996	119,270	141,583	153,903		-100.00%
	\$ 1,317,384	\$ 1,364,416	\$ 1,540,538	\$ 1,795,816		





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

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

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



GENERAL FUND REVENUE DETAIL
As of January 31, 2020

	January 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Real Property Tax	36,950	4,200,000	36,950	0.88%
Real Property Tax - Public Utility	-	56,000	-	0.00%
Personal Property Tax	-	183,000	-	0.00%
Motor Vehicle Tax	8,073	60,000	8,073	13.45%
Motor Vehicle Title Ad Valorem Tax	29,860	325,000	29,860	9.19%
Apportioned Vehicles (AAVT)	-	2,500	-	0.00%
Mobile Home Tax	-	150	-	0.00%
Intangible Tax	11,802	75,000	11,802	15.74%
Railroad Equipment Car Tax	-	650	-	0.00%
Real Estate Transfer Tax	3,490	15,000	3,490	23.27%
Franchise Tax - Electric	160,318	415,000	160,318	38.63%
Franchise Tax - Gas	-	55,000	-	0.00%
Franchise Tax - Cable	56,325	195,000	56,325	28.88%
Franchise Tax - Telephone	1,676	10,000	1,676	16.76%
Business & Occupational Tax	24,225	125,000	24,225	19.38%
Insurance Premium Tax	-	705,000	-	0.00%
Financial Institutions Tax	-	3,500	-	0.00%
Penalties & Interest	426	12,500	426	3.41%
FiFa Fees	-	2,000	-	0.00%
Total Taxes	333,144	6,440,300	333,144	5.17%
Alcoholic Beverage Licenses	3,000	70,000	3,000	4.29%
Alcohol Pouring Permit	310	2,500	310	12.40%
Zoning and Land Use Permits	1,000	10,000	1,000	10.00%
Planning and Development Fees	30	10,000	30	0.30%
Sign Permit Fees	220	3,000	220	7.33%
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	-	0.00%
Building Permit Revenue	45,136	850,000	45,136	5.31%
Certificate of Occupancy Fees	8,500	175,000	8,500	4.86%
Building Permit - Reinspection Fees	2,250	15,000	2,250	15.00%
Building Permit-Sub Fee	3,980	35,000	3,980	11.37%
Occupational Tax Late Fees	79	750	79	10.58%
Plan Review Fees	-	50,000	-	0.00%
Total Licenses and Permits	64,506	1,222,600	64,506	5.28%
Municipal Court Fines	81,538	650,000	81,538	12.54%
Forfeitures	-	500	-	0.00%
Court Costs	-	7,500	-	0.00%
Drug Testing Fees	10	500	10	2.00%
Expungements	-	100	-	0.00%
Tree Recompense Revenue	-	5,000	-	0.00%
Other Fines & Forfeitures-Code	1,000	500	1,000	200.00%
Other Forfeitures	-	1,000	-	0.00%
Total Fines and Forfeitures	82,548	665,100	82,548	12.41%
Grant Revenue	13,650	1,000	13,650	1365.00%
Probation Fees	2,987	15,000	2,987	19.91%
Printing and Duplicating Service Fees	1	750	1	0.08%
Election and Qualifying Fees	-	1,440	-	0.00%
Advertising Fees	300	5,000	300	6.00%
Accident/Incident Reports	290	2,500	290	11.60%
Wrecker Service Contract	-	15,000	-	0.00%
Background Checks	70	1,000	70	7.00%
Bad Check Fees	-	100	-	0.00%
Miscellaneous Revenue	3,000	498,960	3,000	0.60%
Rents and Royalties	1,165	6,000	1,165	19.42%
Reimbursement for Damaged Property	1,999	10,000	1,999	19.99%
Total Miscellaneous Income	23,461	556,750	23,461	4.21%



GENERAL FUND REVENUE DETAIL
As of January 31, 2020

	January 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Interest Revenue	1,463	35,000	1,463	4.18%
Total Investment Income	1,463	35,000	1,463	4.18%
Proceeds from Sale of Conf Assets	-	250	-	0.00%
Proceeds from Sale of Assets	-	10,000	-	0.00%
Donations from Private Sources	-	20,000	-	0.00%
Total Other Financing Sources	-	30,250	-	0.00%
TOTAL GENERAL FUND REVENUES	\$ 505,122	\$ 8,950,000	\$ 505,122	5.64%



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

	January 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Governing Body				
Salaries & Wages-Council	3,500	42,000	3,500	8.33%
Employee Benefits-Medical	9,834	62,511	9,834	15.73%
Employee Benefits-Dental	469	2,179	469	21.50%
Employee Benefits-ADD Life	147	882	147	16.67%
FICA	153	2,604	153	5.88%
Medicare	36	609	36	5.88%
Employee Benefits-Retirement	338	3,811	338	8.87%
Unemployment	8	101	8	8.34%
Workers Comp Insurance	20	108	20	18.61%
Total Salaries and Benefits	<u>14,505</u>	<u>114,805</u>	<u>14,505</u>	<u>12.63%</u>
Communications	42	750	42	5.55%
Travel	-	500	-	0.00%
Dues and Fees	-	750	-	0.00%
Education and Training	-	1,500	-	0.00%
Other Expenditures	-	250	-	0.00%
General Supplies and Materials	-	250	-	0.00%
Total Operations	<u>42</u>	<u>4,000</u>	<u>42</u>	<u>1.04%</u>
City Manager				
Salaries & Wages	15,181	132,855	15,181	11.43%
Employee Benefits-Medical	1,213	7,956	1,213	15.25%
Employee Benefits-Dental	140	920	140	15.20%
Employee Benefits-ADD Life	25	147	25	16.67%
Employee Benefits-Disability	168	939	168	17.89%
FICA	940	8,237	940	11.41%
Medicare	220	1,926	220	11.41%
Employee Benefits-Retirement	1,039	12,054	1,039	8.62%
Unemployment	27	27	27	98.52%
Workers' Comp. Insurance	107	574	107	18.61%
Total Salaries and Benefits	<u>19,058</u>	<u>165,635</u>	<u>19,058</u>	<u>11.51%</u>
Communications	47	600	47	7.77%
Travel	-	500	-	0.00%
Dues and Fees	150	2,500	150	6.00%
Education and Training	-	1,000	-	0.00%
Other Expenditures	393	500	393	78.68%
General Supplies and Materials	36	1,000	36	3.56%
Total Operations	<u>626</u>	<u>6,100</u>	<u>626</u>	<u>10.26%</u>
City Clerk				
Salaries & Wages	14,868	152,218	14,868	9.77%
Employee Benefits-Medical	3,531	22,678	3,531	15.57%
Employee Benefits-Dental	228	1,297	228	17.54%
Employee Benefits-ADD Life	49	294	49	16.67%
Employee Benefits-Disability	184	934	184	19.65%
FICA	892	9,437	892	9.45%
Medicare	209	2,207	209	9.45%
Employee Benefits-Retirement	1,195	13,811	1,195	8.65%
Unemployment	38	53	38	71.60%
Workers' Comp. Insurance	79	426	79	18.61%
Total Salaries and Benefits	<u>21,272</u>	<u>203,355</u>	<u>21,272</u>	<u>10.46%</u>



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

	January 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Professional Services	-	20,000	-	0.00%
Communications	47	1,000	47	4.66%
Advertising	-	750	-	0.00%
Travel	-	2,500	-	0.00%
Dues and Fees	192	6,000	192	3.20%
Education and Training	-	1,000	-	0.00%
Other Expenditures	30	1,000	30	3.04%
General Supplies and Materials	71	5,000	71	1.41%
Software	-	5,195	-	0.00%
Total Operations	340	42,445	340	0.80%
Elections				
Advertising	-	1,500	-	0.00%
Intergovernmental - Elections	-	12,500	-	0.00%
Total Operations	-	14,000	-	0.00%
Contingency				
Contingency	-	289,500	-	0.00%
Total Operations	-	289,500	-	0.00%
Financial Administration				
Salaries & Wages	12,327	167,073	12,327	7.38%
Employee Benefits-Medical	6,330	59,750	6,330	10.59%
Employee Benefits-Dental	140	2,759	140	5.07%
Employee Benefits-ADD Life	49	441	49	11.11%
Employee Benefits-Disability	126	692	126	18.18%
FICA	696	10,359	696	6.72%
Medicare	163	2,423	163	6.72%
Employee Benefits-Retirement	1,330	15,159	1,330	8.78%
Unemployment	32	80	32	39.83%
Workers' Comp. Insurance	80	428	80	18.61%
Total Salaries and Benefits	21,272	259,164	21,272	8.21%
Professional Services	-	5,000	-	0.00%
Professional Services - Audit	-	20,000	-	0.00%
Advertising/Promotions	387	1,000	387	38.70%
Printing and Binding	-	1,000	-	0.00%
Dues and Fees-Bank Service Fees	1,312	5,250	1,312	24.99%
Education and Training	-	500	-	0.00%
Other Expenditures	-	100	-	0.00%
General Supplies and Materials	19	2,500	19	0.75%
General Supplies-Postage	385	7,500	385	5.13%
Gasoline/Diesel	-	100	-	0.00%
Small Equipment	1,091	500	1,091	218.27%
Total Operations	3,194	43,450	3,194	7.35%



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

	January 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Legal				
Professional Services - Legal	1,627	45,000	1,627	3.61%
Total Operations	<u>1,627</u>	<u>45,000</u>	<u>1,627</u>	<u>3.61%</u>
Salaries & Wages	6,221	53,881	6,221	11.55%
Employee Benefits-Medical	2,154	13,649	2,154	15.78%
Employee Benefits-Dental	140	920	140	15.20%
Employee Benefits-ADD Life	25	147	25	16.67%
Employee Benefits-Disability	75	431	75	17.50%
FICA	355	3,341	355	10.62%
Medicare	83	781	83	10.63%
Employee Benefits-Retirement	421	4,889	421	8.62%
Unemployment	17	27	17	62.44%
Workers' Comp. Insurance	26	138	26	18.61%
Total Salaries and Benefits	<u>9,516</u>	<u>78,204</u>	<u>9,516</u>	<u>12.17%</u>
Communications	47	750	47	6.22%
Dues and Fees	-	1,750	-	0.00%
Other Expenditures	-	100	-	0.00%
General Supplies and Materials	7	5,000	7	0.15%
Small Equipment	-	7,500	-	0.00%
Software	4,865	100,000	4,865	4.87%
Total Operations	<u>4,919</u>	<u>115,100</u>	<u>4,919</u>	<u>4.27%</u>
Risk Management				
Professional Services	-	10,000	-	0.00%
Liability Insurance	-	115,000	-	0.00%
Total Operations	<u>-</u>	<u>125,000</u>	<u>-</u>	<u>0.00%</u>
General Government Building				
Salaries & Wages	4,314	55,702	4,314	7.75%
Employee Benefits-Medical	1,213	7,956	1,213	15.25%
Employee Benefits-Dental	58	377	58	15.50%
Employee Benefits-ADD Life	25	147	25	16.67%
Employee Benefits-Disability	52	300	52	17.47%
FICA	266	3,453	266	7.70%
Medicare	62	808	62	7.70%
Employee Benefits-Retirement	293	3,491	293	8.39%
Unemployment	12	53	12	22.66%
Workers' Comp. Insurance	1,062	5,708	1,062	18.61%
Total Salaries and Benefits	<u>7,358</u>	<u>77,995</u>	<u>7,358</u>	<u>9.43%</u>
Disposal - Garbage	60	500	60	12.09%
Pest Control	-	3,500	-	0.00%
Repairs and Maintenance	109	15,000	109	0.73%
Repairs and Maintenance - Vehicles	55	5,000	55	1.10%
Rental of Equipment	301	5,000	301	6.02%
Communications	895	10,000	895	8.95%



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

	January 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Dues and Fees	-	500	-	0.00%
Other Expenditures	2,000	500	2,000	400.00%
General Supplies and Materials	122	15,000	122	0.81%
Water and Sewer	64	2,500	64	2.55%
Natural Gas	157	5,000	157	3.15%
Electricity	969	10,000	969	9.69%
Gasoline and Diesel	-	1,750	-	0.00%
Small Equipment	-	5,370	-	0.00%
Software	39	3,500	39	1.12%
Total Operations & Capital	4,772	83,120	4,772	5.74%
TOTAL GENERAL GOVERNMENT	\$ 108,500	\$ 1,666,873	\$ 108,500	6.51%
Municipal Court				
Salaries & Wages	18,259	143,843	18,259	12.69%
Salaries & Wages - Overtime	149	1,000	149	14.94%
Employee Benefits-Medical	4,427	27,873	4,427	15.88%
Employee Benefits-Dental	280	1,840	280	15.20%
Employee Benefits-ADD Life	49	442	49	11.09%
Employee Benefits-Disability	127	615	127	20.68%
FICA	963	8,980	963	10.73%
Medicare	225	2,100	225	10.73%
Employee Benefits-Retirement	1,020	11,927	1,020	8.55%
Unemployment	44	106	44	41.46%
Workers' Compensation	69	371	69	18.61%
Total Salaries and Benefits	25,613	199,097	25,613	12.86%
Professional Services - Public Defender	810	7,500	810	10.80%
Professional Services - Solicitor/Judge	9,750	65,000	9,750	15.00%
Repairs & Maintenance	-	2,500	-	0.00%
Rental of Equipment	140	1,750	140	8.00%
Communications	-	500	-	0.00%
Advertising	-	100	-	0.00%
Printing & Binding	-	1,000	-	0.00%
Travel	210	1,500	210	14.00%
Dues and Fees	-	750	-	0.00%
Education and Training	675	750	675	90.00%
Other Expenditures	-	1,000	-	0.00%
General Supplies and Materials	774	2,500	774	30.98%
General Supplies and Materials Postage	-	100	-	0.00%
Gasoline/Diesel	-	50	-	0.00%
Food Supplies	135	2,500	135	5.39%
Books and Periodicals-Code Books	-	250	-	0.00%
Small Equipment	406	2,500	406	16.23%
Software	1,450	25,000	1,450	5.80%
Other Supplies - Uniforms	-	250	-	0.00%
Intergovernmental - Inmate Housing	-	12,000	-	0.00%
Total Operations	14,350	127,500	14,350	11.25%
TOTAL JUDICIAL	\$ 39,963	\$ 326,597	\$ 39,963	12.24%



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

	January 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
<i>Police Administration</i>				
Salaries & Wages	51,791	444,485	51,791	11.65%
Salaries & Wages-Overtime	-	6,000	-	0.00%
Employee Benefits-Medical	9,963	71,907	9,963	13.85%
Employee Benefits-Dental	735	4,811	735	15.27%
Employee Benefits-ADD Life	159	1,029	159	15.48%
Employee Benefits-Disability	619	3,357	619	18.45%
FICA	3,135	27,930	3,135	11.23%
Medicare	733	6,532	733	11.23%
Employee Benefits-Retirement	3,503	40,873	3,503	8.57%
Unemployment	137	186	137	73.55%
Workers' Compensation	3,473	18,662	3,473	18.61%
<i>Total Salaries and Benefits</i>	74,248	625,772	74,248	11.86%
Professional Services	-	5,000	-	0.00%
Repair & Maintenance	-	1,000	-	0.00%
Repair & Maintenance-Vehicle	118	6,000	118	1.96%
Rental of Equipment	407	5,000	407	8.14%
Communications	245	4,250	245	5.77%
Advertising	-	1,000	-	0.00%
Printing and Binding	-	500	-	0.00%
Travel	656	4,000	656	16.40%
Dues and Fees	375	7,500	375	5.00%
Education and Training	650	6,000	650	10.83%
Other Expenditures	96	4,000	96	2.40%
General Supplies and Materials	214	7,500	214	2.86%
General Supplies - Postage	-	250	-	0.00%
Gasoline/Diesel	-	9,000	-	0.00%
Small Equipment	1,621	5,000	1,621	32.43%
Software	216	4,000	216	5.40%
Other Supplies - Uniforms	285	3,200	285	8.91%
<i>Total Operations and Capital</i>	4,884	73,200	4,884	6.67%
<i>Criminal Investigation Division</i>				
Salaries & Wages	26,672	227,117	26,672	11.74%
Salaries & Wages-Overtime	826	6,000	826	13.77%
Employee Benefits-Medical	8,847	55,745	8,847	15.87%
Employee Benefits-Dental	478	3,137	478	15.24%
Employee Benefits-ADD Life	89	588	89	15.21%
Employee Benefits-Disability	288	1,554	288	18.54%
FICA	1,634	14,453	1,634	11.30%
Medicare	382	3,380	382	11.30%
Employee Benefits-Retirement	1,732	21,151	1,732	8.19%
Unemployment	76	106	76	71.37%
Workers' Compensation	1,964	10,556	1,964	18.61%
<i>Total Salaries and Benefits</i>	42,988	343,787	42,988	12.50%



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

	January 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Repair & Maintenance-Vehicle	924	7,000	924	13.19%
Communications	167	2,500	167	6.66%
Printing and Binding	-	250	-	0.00%
Travel	44	1,000	44	4.41%
Dues and Fees	236	1,000	236	23.60%
Education and Training	-	2,500	-	0.00%
General Supplies and Materials	7	2,000	7	0.37%
General Supplies and Materials-Postage	-	50	-	0.00%
Gasoline and Diesel	-	6,000	-	0.00%
Small Equipment	1,908	5,500	1,908	34.69%
Software	-	2,000	-	0.00%
Other Supplies - Uniforms	601	1,000	601	60.07%
Total Operations and Capital	3,886	30,800	3,886	12.62%
Vice				
Salaries & Wages	6,247	53,089	6,247	11.77%
Salaries & Wages-Overtime	-	2,000	-	0.00%
Employee Benefits-Medical	2,218	14,722	2,218	15.06%
Employee Benefits-Dental	140	920	140	15.20%
Employee Benefits-ADD Life	25	147	25	16.67%
Employee Benefits-Disability	68	375	68	18.02%
FICA	356	3,416	356	10.43%
Medicare	83	799	83	10.43%
Employee Benefits-Retirement	406	4,998	406	8.12%
Unemployment	17	27	17	64.78%
Workers' Compensation	464	2,494	464	18.61%
Total Salaries and Benefits	10,024	82,987	10,024	12.08%
Repairs & Maintenance Vehicles				
Repairs & Maintenance Vehicles	162	2,000	162	8.08%
Communications	-	750	-	0.00%
Dues and Fees	-	150	-	0.00%
Gasoline	-	2,000	-	0.00%
Total Operations and Capital	162	4,900	162	3.30%
Patrol				
Salaries & Wages	126,945	1,249,871	126,945	10.16%
Salaries & Wages-Overtime	3,453	52,000	3,453	6.64%
Employee Benefits-Medical	45,034	317,069	45,034	14.20%
Employee Benefits-Dental	2,415	15,777	2,415	15.31%
Employee Benefits-ADD Life	563	3,822	563	14.74%
Employee Benefits-Disability	1,460	9,051	1,460	16.13%
FICA	7,841	80,716	7,841	9.71%
Medicare	1,834	18,877	1,834	9.72%
Employee Benefits-Retirement	9,669	117,113	9,669	8.26%
Unemployment	357	718	357	49.67%
Workers' Compensation	10,969	58,949	10,969	18.61%
Total Salaries and Benefits	210,540	1,923,963	210,540	10.94%



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

	January 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Professional Services	1,706	750	1,706	227.41%
Repair & Maintenance	-	3,000	-	0.00%
Repair & Maintenance-Vehicle	5,760	45,000	5,760	12.80%
Communications	1,413	19,000	1,413	7.44%
Printing and Binding	-	500	-	0.00%
Travel	-	2,000	-	0.00%
Dues and Fees	-	1,500	-	0.00%
Education & Training	313	12,000	313	2.61%
Contract Labor	-	1,000	-	0.00%
Other Expenditures	610	7,000	610	8.71%
General Supplies and Materials	361	6,000	361	6.01%
Gasoline and Diesel	-	80,000	-	0.00%
Small Equipment	4,068	10,000	4,068	40.68%
Software	-	20,000	-	0.00%
Other Supplies - Uniforms	5,613	30,000	5,613	18.71%
Total Operations and Capital	<u>19,843</u>	<u>237,750</u>	<u>19,843</u>	<u>8.35%</u>
Police Training				
Salaries & Wages	5,940	55,348	5,940	10.73%
Salaries & Wages-Overtime	-	2,000	-	0.00%
Employee Benefits-Medical	-	7,956	-	0.00%
Employee Benefits-Dental	-	377	-	0.00%
Employee Benefits-ADD Life	-	147	-	0.00%
Employee Benefits-Disability	68	375	68	18.02%
FICA	368	3,556	368	10.36%
Medicare	86	832	86	10.35%
Employee Benefits-Retirement	406	5,203	406	7.80%
Unemployment	17	27	17	61.63%
Workers' Compensation	483	2,597	483	18.61%
Total Salaries and Benefits	<u>7,368</u>	<u>78,418</u>	<u>7,368</u>	<u>9.40%</u>
Repair & Maintenance	-	2,000	-	0.00%
Repair & Maintenance-Vehicle	16	2,000	16	0.80%
Communications	42	500	42	8.33%
Travel	-	2,000	-	0.00%
Dues and Fees	-	500	-	0.00%
Education and Training	495	3,000	495	16.50%
General Supplies and Materials	6	3,000	6	0.19%
Weapons Supplies & Ammunition	11,335	65,000	11,335	17.44%
Gasoline and Diesel	-	2,000	-	0.00%
Other Supplies - Uniforms	-	300	-	0.00%
Intergovernmental	-	5,000	-	0.00%
Total Operations and Capital	<u>11,893</u>	<u>85,500</u>	<u>11,893</u>	<u>13.94%</u>



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

	January 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Police Stations and Buildings				
Disposal-Garbage/Recycle	181	1,500	181	12.09%
Pest Control	-	1,000	-	0.00%
Repairs and Maintenance	642	12,500	642	5.14%
Communications	853	9,500	853	8.98%
General Supplies and Materials	-	5,000	-	0.00%
Water/Sewer	437	5,000	437	8.73%
Electricity	929	15,000	929	6.19%
Small Equipment	149	500	149	29.86%
Software	91	3,500	91	2.61%
Total Operations	<u>3,283</u>	<u>55,500</u>	<u>3,283</u>	<u>6.14%</u>
Probation				
Salaries & Wages	5,507	46,800	5,507	11.77%
Employee Benefits-Medical	605	7,956	605	7.61%
Employee Benefits-Dental	-	377	-	0.00%
Employee Benefits-ADD Life	25	147	25	16.67%
Employee Benefits-Disability	-	354	-	0.00%
FICA	337	2,902	337	11.63%
Medicare	79	679	79	11.62%
Employee Benefits-Retirement	377	4,246	377	8.88%
Unemployment	15	27	15	56.89%
Workers' Compensation	394	2,119	394	18.61%
Total Salaries and Benefits	<u>7,339</u>	<u>65,607</u>	<u>7,339</u>	<u>11.19%</u>
Communications	42	500	42	8.33%
Travel	-	250	-	0.00%
Dues and Fees	-	300	-	0.00%
General Supplies and Materials	-	300	-	0.00%
Total Operations and Capital	<u>1,102</u>	<u>1,350</u>	<u>1,102</u>	<u>81.66%</u>
Fire Services				
Intergovernmental-Fire Services	-	1,957,356	-	0.00%
Total Fire Services	<u>-</u>	<u>1,957,356</u>	<u>-</u>	<u>0.00%</u>
TOTAL PUBLIC SAFETY	<u>\$ 397,561</u>	<u>\$ 5,564,690</u>	<u>\$ 397,561</u>	<u>7.14%</u>
Highways and Streets				
Professional Services-Engineering	1,500	7,500	1,500	20.00%
Disposal-Garbage/Recycling	189	1,250	189	15.13%
Lawn Care	43	1,000	43	4.31%
Pest Control	-	500	-	0.00%
Repairs & Maintenance	114	63,314	114	0.18%
Repairs & Maintenance-Vehicles	179	6,000	179	2.98%
Rental of Equipment	101	2,500	101	4.04%
Contract Labor	34,165	418,176	34,165	8.17%
Other Expenditures	-	250	-	0.00%
General Supplies and Materials	-	3,000	-	0.00%
Electricity	249	3,500	249	7.11%
Gasoline/Diesel	-	5,000	-	0.00%
Small Equipment	-	2,500	-	0.00%
Total Operations	<u>36,539</u>	<u>514,490</u>	<u>36,539</u>	<u>7.10%</u>



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

	January 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Street Lights				
Electricity-Street Lights	9,827	100,000	9,827	9.83%
Total Street Lights	<u>9,827</u>	<u>100,000</u>	<u>9,827</u>	<u>9.83%</u>
Traffic Lights				
Electricity-Traffic Lights	176	2,000	176	8.81%
Total Traffic Lights	<u>176</u>	<u>2,000</u>	<u>176</u>	<u>8.81%</u>
Tree Commission				
Repairs & Maintenance	-	22,000	-	0.00%
Travel	-	750	-	0.00%
Dues and Fees	-	500	-	0.00%
Education and Training	-	1,000	-	0.00%
General Supplies & Materials	-	750	-	0.00%
Books and Periodicals	-	500	-	0.00%
Total Operations	<u>-</u>	<u>25,500</u>	<u>-</u>	<u>0.00%</u>
TOTAL PUBLIC WORKS	<u>\$ 46,542</u>	<u>\$ 641,990</u>	<u>\$ 46,542</u>	<u>7.25%</u>
Culture and Recreation				
Intergovernmental-Sequoyah Regional	4,000	4,000	4,000	100.00%
TOTAL CULTURE AND RECREATION	<u>\$ 4,000</u>	<u>\$ 4,000</u>	<u>\$ 4,000</u>	<u>100.00%</u>
Building Inspections				
Salaries & Wages	22,583	198,064	22,583	11.40%
Overtime	-	1,000	-	0.00%
Employee Benefits-Medical	4,741	55,745	4,741	8.51%
Employee Benefits-Dental	315	2,594	315	12.15%
Employee Benefits-ADD Life	81	588	81	13.75%
Employee Benefits-Disability	277	1,556	277	17.82%
FICA	1,363	12,342	1,363	11.04%
Medicare	319	2,886	319	11.05%
Employee Benefits-Retirement	1,949	18,061	1,949	10.79%
Unemployment	62	106	62	58.60%
Workers' Compensation	633	3,404	633	18.61%
Total Salaries and Benefits	<u>32,324</u>	<u>296,346</u>	<u>32,324</u>	<u>10.91%</u>



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

	January 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Professional Services-Engineering	5,338	50,000	5,338	10.68%
Professional Services-Legal	360	7,500	360	4.80%
Technical Services - Planning	-	25,000	-	0.00%
Repairs & Maintenance	-	1,000	-	0.00%
Repairs & Maintenance - Vehicles	-	3,000	-	0.00%
Communications	285	5,000	285	5.70%
Advertising -Promotions	125	1,500	125	8.32%
Printing & Binding	-	250	-	0.00%
Travel	-	1,500	-	0.00%
Dues and Fees	240	7,500	240	3.20%
Education and Training	-	2,500	-	0.00%
Contract Labor	-	10,000	-	0.00%
Other Expenditures	-	750	-	0.00%
General Supplies and Materials	32	1,000	32	3.24%
General Supplies - Postage	-	100	-	0.00%
Gasoline/Diesel	-	4,000	-	0.00%
Books and Periodicals-Code Books	-	250	-	0.00%
Small Equipment	811	2,000	811	40.54%
Other Supplies - Uniforms	-	250	-	0.00%
Total Operations	7,191	123,100	7,191	5.84%
Planning and Zoning				
Salaries & Wages	14,590	115,103	14,590	12.68%
Employee Benefits-Medical	3,854	27,873	3,854	13.83%
Employee Benefits-Dental	167	920	167	18.18%
Employee Benefits-ADD Life	62	294	62	20.92%
Employee Benefits-Disability	206	872	206	23.62%
FICA	855	7,136	855	11.97%
Medicare	200	1,669	200	11.99%
Employee Benefits-Retirement	569	10,443	569	5.45%
Unemployment	48	53	48	91.11%
Workers' Compensation	618	4,558	618	13.56%
Total Salaries and Benefits	21,168	168,921	21,168	12.53%
Professional Services	-	1,000	-	0.00%
Professional Services-Legal	-	1,000	-	0.00%
Technical Services - Planning	-	5,000	-	0.00%
Repairs & Maintenance	-	500	-	0.00%
Other Services - Map Updates	-	1,000	-	0.00%
Communications	47	1,750	47	2.66%
Advertising	1,596	15,000	1,596	10.64%
Printing & Binding	-	250	-	0.00%
Travel	-	2,500	-	0.00%
Dues and Fees	-	2,500	-	0.00%
Education and Training	55	1,500	55	3.67%
Planning & Zoning Meeting Fees	196	3,000	196	6.53%
Other Expenditures	-	500	-	0.00%
General Supplies and Materials	14	1,500	14	0.93%
Gasoline & Diesel	-	500	-	0.00%
Small Equipment	127	1,500	127	8.47%
Total Operations	2,035	39,000	2,035	5.22%



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

	January 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
<i>Main Street Program</i>				
Salaries and Wages	8,140	50,665	8,140	16.07%
Overtime	-	1,000	-	0.00%
Employee Benefits - Medical	2,160	13,649	2,160	15.83%
Employee Benefits - Dental	58	377	58	15.50%
Employee Benefits - Add Life	25	147	25	16.67%
Employee Benefits - Disability	100	405	100	24.62%
FICA	489	3,203	489	15.25%
Medicare	114	749	114	15.26%
Employee Benefits - Retirement	396	4,688	396	8.44%
Unemployment	22	27	22	82.30%
Workers Comp Insurance	41	223	41	18.61%
<i>Total Salaries and Benefits</i>	<u>11,545</u>	<u>75,133</u>	<u>11,545</u>	<u>15.37%</u>
Communications	42	750	42	5.55%
Advertising	-	500	-	0.00%
Travel	-	1,000	-	0.00%
Dues and Fees	200	1,600	200	12.50%
Education and Training	-	1,000	-	0.00%
Contract Labor	710	7,500	710	9.47%
Supplies - Special Events	3,974	15,000	3,974	26.49%
Software	-	1,000	-	0.00%
Payments to Other Agencies	-	5,000	-	0.00%
<i>Total Operations</i>	<u>4,926</u>	<u>33,350</u>	<u>4,926</u>	<u>14.77%</u>
<i>Intergovernmental</i>				
Intergovernmental - COED	-	10,000	-	0.00%
Total Intergovernmental	<u>-</u>	<u>10,000</u>	<u>-</u>	<u>0.00%</u>
TOTAL HOUSING AND DEVELOPMENT	<u>\$ 79,189</u>	<u>\$ 745,850</u>	<u>\$ 79,189</u>	<u>10.62%</u>
TOTAL GENERAL FUND EXPENDITURES	<u>\$ 675,755</u>	<u>\$ 8,950,000</u>	<u>\$ 675,755</u>	<u>7.55%</u>



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

	January 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
REVENUES:				
Atlanta Regional Commission Grant	24,237	214,975	24,237	11.27%
Interest Revenue	1	25	1	4.04%
TOTAL REVENUES	\$ 24,238	\$ 215,000	\$ 24,238	11.27%
EXPENDITURES:				
Payments to Other Agencies-FOCUS	12,069	215,000	12,069	5.61%
TOTAL EXPENDITURES	\$ 12,069	\$ 215,000	\$ 12,069	5.61%



**Parks & Recreation Fund
As of January 31, 2020**

REVENUES:	January 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Alcoholic Bev Excise Tax Beer & Wine	24,730	244,000	24,730	10.14%
Alcoholic Bev Excise Tax Liquor	10,569	85,000	10,569	12.43%
Local Option Mixed Drink Tax	2,790	45,000	2,790	6.20%
Penalties and Interest	-	250	-	0.00%
Bad Check Fees	-	50	-	0.00%
Interest Revenue	6	200	6	2.92%
Rents and Royalties	1,061	15,000	1,061	7.07%
Prior Year Fund Balance	-	500	-	0.00%
TOTAL REVENUES	\$ 39,156	\$ 390,000	\$ 39,156	10.04%
EXPENDITURES:				
Disposal - Garbage Depot	51	1,000	51	5.14%
Pest Control - Depot	-	750	-	0.00%
Repairs & Maintenance - Depot	47	30,000	47	0.16%
Communications	138	1,500	138	9.19%
General Supplies - Depot	-	2,000	-	0.00%
Water/Sewer - Depot	10	750	10	1.33%
Natural Gas - Depot	161	1,500	161	10.77%
Electricity - Depot	154	5,000	154	3.07%
Small Equipment - Depot	170	1,500	170	11.33%
Disposal - Garbage Parks	51	750	51	6.85%
Lawn Care	355	9,000	355	3.95%
Pest Control - Parks	-	1,000	-	0.00%
Repairs & Maintenance - Parks	726	25,000	726	2.91%
Rental - Equipment & Land	-	1,250	-	0.00%
Dues and Fees	377	500	377	75.38%
Contract Labor	2,813	50,000	2,813	5.63%
General Supplies and Materials - Parks	237	1,500	237	15.79%
Water/Sewer - Parks	457	5,000	457	9.14%
Electricity - Parks	84	1,500	84	5.61%
Small Equipment - Parks	-	500	-	0.00%
Capital Outlay - Site Improvements	-	250,000	-	0.00%
TOTAL EXPENDITURES	\$ 5,831	\$ 390,000	\$ 5,831	1.50%



Hotel/Motel Tax Fund
As of January 31, 2020

	January 2020	2020 Annual	YTD	% of Annual
REVENUES:	Transactions	Budget	Transactions	Budget
Hotel/Motel Taxes	195	4,995	195	3.90%
Interest Revenue	0	5	0	5.80%
TOTAL REVENUES	\$ 195	\$ 5,000	\$ 195	3.90%
EXPENDITURES:				
Advertising/Promotions	-	5,000	-	0.00%
TOTAL EXPENDITURES	\$ -	\$ 5,000	\$ -	0.00%



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

	January 2020	2020 Annual	YTD	% of Annual
REVENUES:	Transactions	Budget	Transactions	Budget
Proceeds from General Long-term E	145,814	3,000,000	145,814	4.86%
TOTAL REVENUES	\$ 145,814	\$ 3,000,000	\$ 145,814	4.86%
EXPENDITURES:				
Transfer to Town Center Fund	145,814	3,000,000	145,814	4.86%
TOTAL EXPENDITURES	\$ 145,814	\$ 3,000,000	\$ 145,814	4.86%



SPLOST III Fund
As of January 31, 2020

	January 2020	2020 Annual	YTD	% of Annual
REVENUES:	Transactions	Budget	Transactions	Budget
Special Assessments - Crestmont	-	11,928	-	0.00%
Prior Year Fund Balance	-	262,622	-	0.00%
Interest Revenue	12	450	12	2.58%
TOTAL REVENUES	\$ 12	\$ 275,000	\$ 12	0.00%
EXPENDITURES:				
Capital Outlay-Infrastructure	-	275,000	-	0.00%
TOTAL EXPENDITURES	\$ -	\$ 275,000	\$ -	0.00%



SPLOST IV Fund
As of January 31, 2020

	January 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
REVENUES:				
Interest Revenue	7	150	7	4.98%
Prior Year Fund Balance	-	69,850	-	0.00%
TOTAL REVENUES	\$ 7	\$ 70,000	\$ 7	0.01%
EXPENDITURES:				
Capital Outlay-Infrastructure	-	70,000	-	0.00%
TOTAL EXPENDITURES	\$ -	\$ 70,000	\$ -	0.00%



SPLOST V Fund
As of January 31, 2020

	January 2020	2020 Annual	YTD	% of Annual
REVENUES:	Transactions	Budget	Transactions	Budget
SPLOST V Revenue	184,956	1,500,000	184,956	12.33%
Grant Revenue-LMIG	-	150,065	-	0.00%
Grant Revenue-SRTA	-	1,500,000	-	0.00%
Grant Revenue-TIP	-	1,604,167	-	0.00%
Grant Revenue-LCI Phase II	116,110	-	116,110	100.00%
Interest Revenue	-	500	-	0.00%
Prior Year Fund Balance	-	211,183	-	0.00%
Proceeds from SRTA Loan	-	3,590,450	-	0.00%
TOTAL REVENUES	\$ 301,066	\$ 8,556,365	\$ 301,066	3.52%
EXPENDITURES:				
Capital Outlay-Public Safety Equipment	1,148	200,000	1,148	0.57%
Capital Outlay-Police Cars	-	205,000	-	0.00%
Capital Outlay-Infrastructure	17,423	626,870	17,423	2.78%
Capital Outlay-Industrial Connector	-	1,925,000	-	0.00%
Capital Outlay-HS Pkwy Phase II	-	5,599,495	-	0.00%
Capital Outlay-LCI Phase II	2,293	-	2,293	100.00%
TOTAL EXPENDITURES	\$ 20,863	\$ 8,556,365	\$ 20,863	0.24%



Town Center Fund
As of January 31, 2020

Revenues	January 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Interest Revenue	20	103	20	19.73%
Prior Year Fund Balance	-	351,497	-	0.00%
Transfer from URA	145,814	3,000,000	145,814	4.86%
TOTAL REVENUES	\$ 145,834	\$ 3,351,600	\$ 145,834	4.35%
Expenditures				
Professional Services	280	350,000	280	0.08%
Capital Outlay - Sites	-	1,000,000	-	0.00%
Capital Outlay - Site Improvements	41,647	325,000	41,647	12.81%
Capital Outlay - TCP Road Network	-	1,676,600	-	0.00%
TOTAL EXPENDITURES	\$ 41,927	\$ 3,351,600	\$ 41,927	1.25%



Debt Service Fund
As of January 31, 2020

Revenues	January 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Interest	204	-	204	100.00%
Prior Year Fund Balance	-	516,319	-	0.00%
TOTAL REVENUES	\$ 204	\$ 516,319	\$ 204	0.04%
Expenditures				
Debt Service - Bond Principal HSPRA	-	311,206	-	0.00%
Debt Service - Bond Interest HSPRA	-	47,530	-	0.00%
Debt Service - Bond Interest URA	-	157,583	-	0.00%
TOTAL EXPENDITURES	\$ -	\$ 516,319	\$ -	0.00%



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

REVENUES:	January 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Stormwater Utility Fees	6,484	349,500	6,484	1.86%
Interest Revenue	37	500	37	7.35%
TOTAL REVENUES	\$ 6,521	\$ 350,000	\$ 6,521	1.86%
EXPENSES:				
Salaries & Wages	3,950	47,390	3,950	8.34%
Employee Benefits - Medical Insurance	663	7,956	663	8.33%
Employee Benefits - Dental Insurance	31	377	31	8.22%
Employee Benefits - Disability	22	261	22	8.43%
Employee Benefits - ADD Life	12	147	12	8.16%
FICA	245	2,938	245	8.34%
Medicare	57	687	57	8.30%
Employee Benefits - Retirement	358	4,300	358	8.33%
Unemployment	2	27	2	7.41%
Workers Comp Insurance	230	2,756	230	8.35%
Legal & Professional	250	4,487	250	5.57%
Regional Stormwater	-	2,500	-	0.00%
Pollution Prevention	-	1,500	-	0.00%
Watershed Planning	-	500	-	0.00%
Maintenance & Cleaning	5,746	100,000	5,746	5.75%
Structural Upgrades	11	95,000	11	0.01%
Rental of Equipment	-	5,000	-	0.00%
Communications	87	2,000	87	4.33%
Advertising	-	250	-	0.00%
Dues and Fees	-	6,500	-	0.00%
Training	-	2,000	-	0.00%
Contract Labor	-	46,500	-	0.00%
General Supplies & Materials	56	1,500	56	3.73%
Postage	-	424	-	0.00%
Water/Sewer	-	5,000	-	0.00%
Gasoline & Diesel	113	4,000	113	2.84%
Small Equipment	-	1,500	-	0.00%
Office Supplies	-	1,000	-	0.00%
Contingency	-	3,500	-	0.00%
TOTAL EXPENSES	\$ 11,833	\$ 350,000	\$ 11,833	3.38%



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

Revenues	January 2020 Transactions	2020 Annual Budget	YTD Transactions	% of Annual Budget
Business & Occupation Licenses	22,945	50,586	22,945	45.36%
Alcohol Beverage Licenses	3,000	25,000	3,000	12.00%
Alcohol Pouring Permits	310	5,000	310	6.20%
Donations From Private Sources	-	20,000	-	0.00%
Miscellaneous/Registrations/Booth Fees	-	8,825	-	0.00%
Rents and Royalties	1,165	2,500	1,165	46.60%
Interest Revenue	2	50	2	3.44%
TOTAL REVENUES	\$ 27,422	\$ 111,961	\$ 27,422	24.49%
Expenditures				
Salaries & Wages	8,140	50,163	8,140	16.23%
Overtime	-	1,000	-	0.00%
Employee Benefits - Medical	2,160	17,663	2,160	12.23%
Employee Benefits- Dental	58	377	58	15.50%
Employee Benefits-Add Life	25	147	25	16.67%
Employee Benefits-Disability	100	405	100	24.62%
FICA	489	3,172	489	15.40%
Medicare	114	742	114	15.40%
Employee Benefits-Retirement	396	4,694	396	8.43%
Unemployment	22	27	22	82.30%
Workers Comp Insurance	41	221	41	18.77%
Communications	42	750	42	5.55%
Advertising	-	500	-	0.00%
Travel	-	1,000	-	0.00%
Dues and Fees	200	1,600	200	12.50%
Education and Training	-	1,000	-	0.00%
Contract Labor	710	7,500	710	9.47%
Supplies-Special Events	3,974	15,000	3,974	26.49%
Software	-	1,000	-	0.00%
Payments to Other Agencies	-	5,000	-	0.00%
TOTAL EXPENDITURES	\$ 16,471	\$ 111,961	\$ 16,471	14.71%



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

Revenues	January 2020 Transactions	2020 Annual Budget	YTD Transactions	% Variance
Development Fees/Recompense	-	25,450.00	-	0.00%
Interest Revenue	0.03	50.00	0.03	0.06%
TOTAL REVENUES	\$ 0.03	\$ 25,500.00	\$ 0.03	0.00%
Expenditures				
Landscaping/Tree Planting & Care	-	8,000.00	-	0.00%
Tree Maintenance	-	8,000.00	-	0.00%
Tree Removal	-	6,000.00	-	0.00%
Travel	-	750.00	-	0.00%
Dues and Fees	-	500.00	-	0.00%
Education and Training	-	1,000.00	-	0.00%
Tree Seedlings	-	500.00	-	0.00%
Banners & Shirts	-	250.00	-	0.00%
Books and Periodicals	-	500.00	-	0.00%
TOTAL EXPENDITURES	\$ -	\$ 25,500.00	\$ -	0.00%

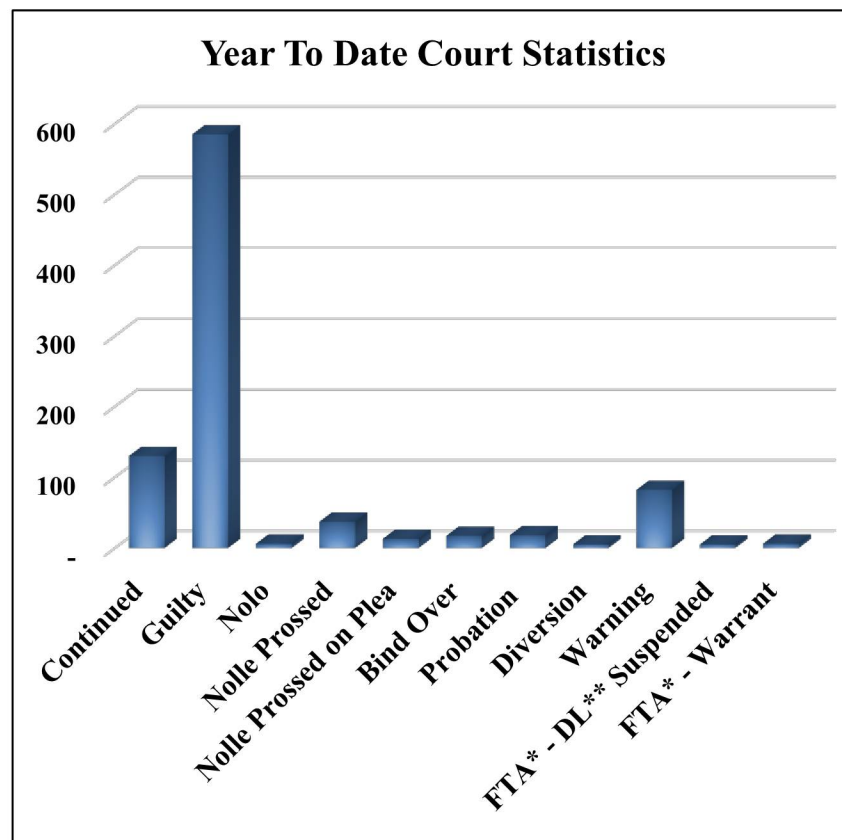


City of Holly Springs Court Statistics 2020 Year to Date

	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Continued	130	-	-	-	-	-	-	-	-	-	-	-	130
Guilty	585	-	-	-	-	-	-	-	-	-	-	-	585
Nolo	6	-	-	-	-	-	-	-	-	-	-	-	6
Nolle Prossed	37	-	-	-	-	-	-	-	-	-	-	-	37
Nolle Prossed on Plea	13	-	-	-	-	-	-	-	-	-	-	-	13
Bind Over	17	-	-	-	-	-	-	-	-	-	-	-	17
Probation	18	-	-	-	-	-	-	-	-	-	-	-	18
Diversion	5	-	-	-	-	-	-	-	-	-	-	-	5
Warning	82	-	-	-	-	-	-	-	-	-	-	-	82
FTA* - DL** Suspended	5	-	-	-	-	-	-	-	-	-	-	-	5
FTA* - Warrant	6	-	-	-	-	-	-	-	-	-	-	-	6
904	-	-	-	-	-	-	-	-	-	-	-	-	904

* Failure to Appear

** Driver's License

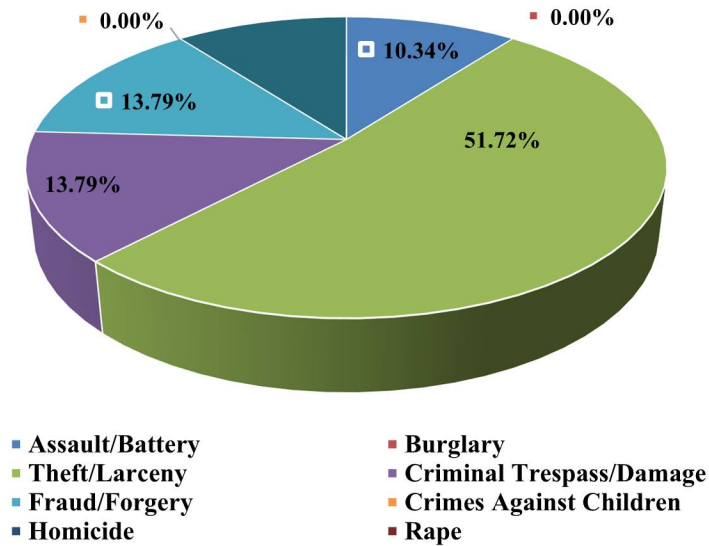




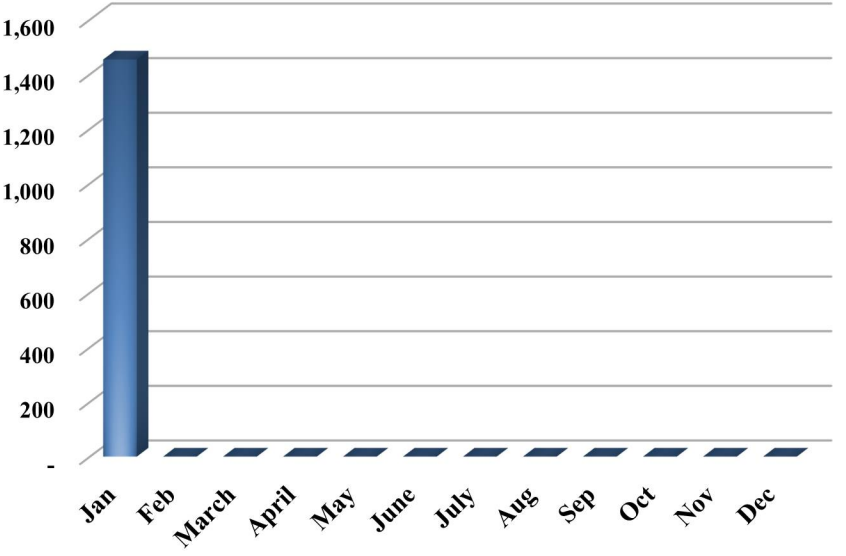
**City of Holly Springs
Police Statistics
2020 Year to Date**

	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Assault/Battery	3	-	-	-	-	-	-	-	-	-	-	-	3
Burglary	-	-	-	-	-	-	-	-	-	-	-	-	-
Theft/Larceny	15	-	-	-	-	-	-	-	-	-	-	-	15
Criminal Trespass/Damage	4	-	-	-	-	-	-	-	-	-	-	-	4
Fraud/Forgery	4	-	-	-	-	-	-	-	-	-	-	-	4
Crimes Against Children	-	-	-	-	-	-	-	-	-	-	-	-	-
Homicide	-	-	-	-	-	-	-	-	-	-	-	-	-
Rape	-	-	-	-	-	-	-	-	-	-	-	-	-
Robbery	-	-	-	-	-	-	-	-	-	-	-	-	-
Arson	-	-	-	-	-	-	-	-	-	-	-	-	-
Motor Vehicle Theft	3	-	-	-	-	-	-	-	-	-	-	-	3
Sex Crimes	-	-	-	-	-	-	-	-	-	-	-	-	-
	29	-	-	-	-	-	-	-	-	-	-	-	29
Calls for Service	1,454	-	-	-	-	-	-	-	-	-	-	-	1,454

Year To Date Police Statistics



Year To Date Calls for Service





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

Description	Jan-20
Pot Hole Repair	7
Tree Service Work	6
ROW Mowing	0
Dead Animal Pick Up	9
Street Sweeping	0
Road Salting	0
Sign Maintenance	8
Traffic Signals	1
Equipment Maintenance	3
Misc. Work Orders	19
PARKS	
J.B. Owens	16
Barrett Park	16
J.C. Mullins	14
Monthly Totals	99

Notes:

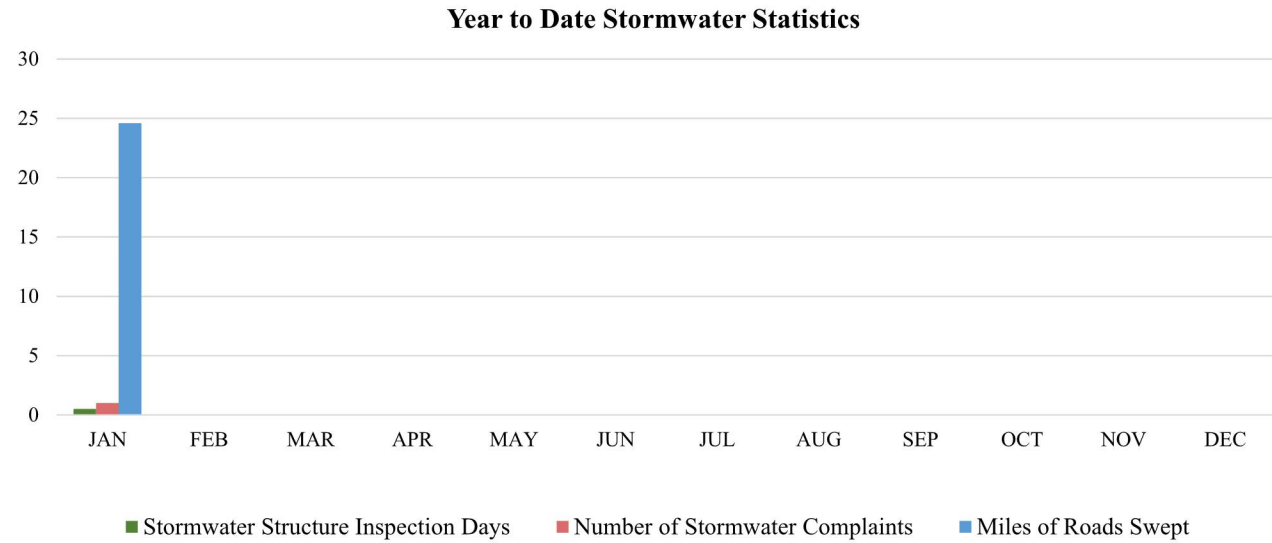
- 1)
- 2)
- 3)
- 4)
- 5)
- 6)



Stormwater Structure Inspection Days
 Number of Stormwater Complaints
 Miles of Roads Swept

**City of Holly Springs
 Stormwater Statistics
 2020 Year to Date**

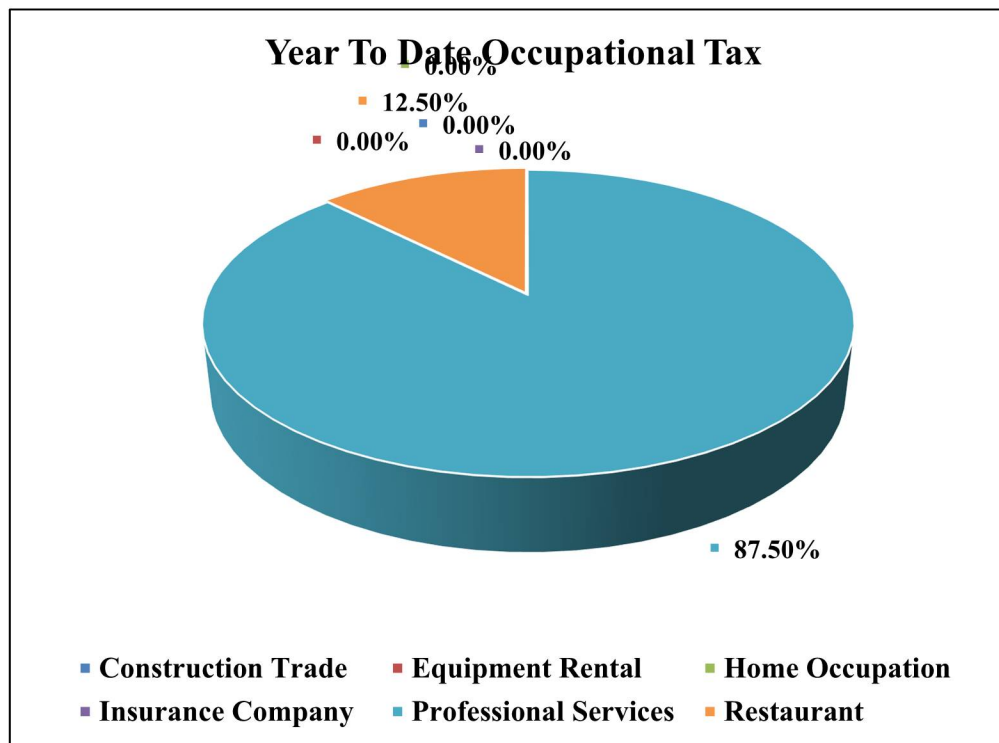
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Stormwater Structure Inspection Days		0.5											0.5
Number of Stormwater Complaints		1											1
Miles of Roads Swept		24.6											24.6





City of Holly Springs Occupational Tax Summary 2020 Year to Date

	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total
Construction Trade	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Rental	-	-	-	-	-	-	-	-	-	-	-	-	-
Home Occupation	-	-	-	-	-	-	-	-	-	-	-	-	-
Insurance Company	-	-	-	-	-	-	-	-	-	-	-	-	-
Professional Services	7	-	-	-	-	-	-	-	-	-	-	-	7
Restaurant	1	-	-	-	-	-	-	-	-	-	-	-	1
	8	-	-	-	-	-	-	-	-	-	-	-	8





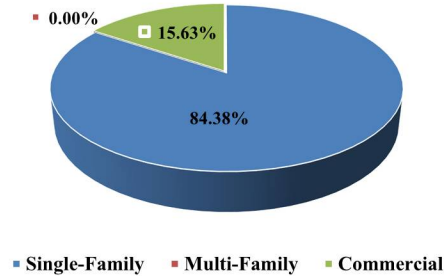
**City of Holly Springs
Building Permits and Certificates of Occupancy
2020 Year to Date**

	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Single-Family													
Houses	18												18
Accessory Structures													0
Additions													0
Basement Buildouts	1												1
Mechanical	3												3
Plumbing													0
Electrical	1												1
Miscellaneous	4												4
Certificates of Completion	1												1
Certificates of Occupancy	31												31
Multi-Family													
Townhomes													0
Apartments													0
Misc-Multi Family													0
Certificates of Occupancy	8												8
Commercial													
New Structures	1												1
Addition-C													0
Tenant Build Outs	1												1
Accessory Structures													0
Mechanical	2												2
Plumbing													0
Electrical	1												1
Misc-C													0
Certificates of Completion	4												4
Certificates of Occupancy	1												1

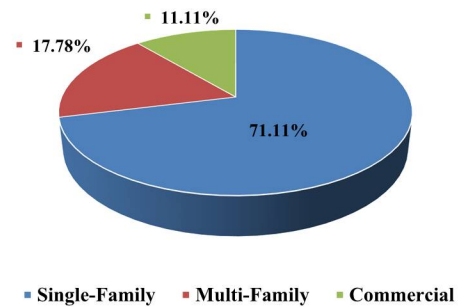
Permits		
Single-Family	27	84.38%
Multi-Family	0	0.00%
Commercial	5	15.63%
	32	100.00%

CO's		
Single-Family	32	71.11%
Multi-Family	8	17.78%
Commercial	5	11.11%
	45	100.00%

Year To Date Permits Issued



Year To Date Certificates of Occupancy Issued



Sequoyah Regional Library System



MEETING ROOM
CALENDAR & FORMS



ANNUAL REPORT 2018-19

The community's
dynamic destination
for discovery.



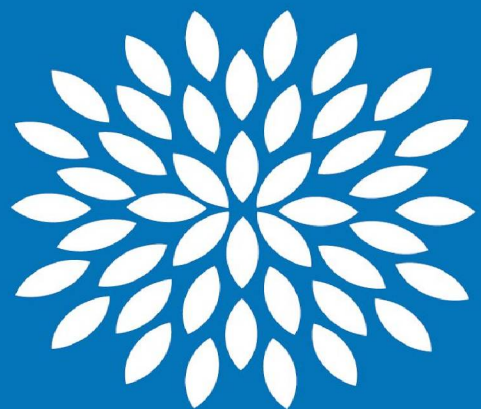
770-479-3090



sequoyahregionallibrary.org



116 Brown Industrial Parkway
Canton, GA 30114



Message from the Executive Director



We are excited to share with you what has been happening over the past year in the Sequoyah Regional Library System. As part of our updated strategic plan for 2019-2021 we have committed ourselves to providing convenient, intuitive, purposeful, and engaging library experiences for the communities we serve.

All of our efforts and resources are focused on our mission to “Connect people with ideas and opportunities to explore, learn, and create.” We fulfill this mission by providing a host of resources, both print and online, access to technology and the internet, and programs that reflect the community. Our growing “Library of Things” collection enables library cardholders to participate in a shared economy by borrowing and trying out technology or equipment without a personal financial commitment.

During the past year, we continued to plan and present highly popular programs for all ages that reflect the community’s needs and interests. We also increased our attention outside library walls through outreach activities at places like schools and nursing homes and by participating in local events. The community has responded with an increased use of our libraries, resources, and services.

Public libraries are a smart investment. The most recent data from the Georgia Public Library Service shows that an average family of four who takes advantage of library materials and resources saves more than \$1,743 per year. The return on investment for public libraries in Georgia is estimated to be at least \$6 for every \$1 spent.

Message from the Executive Director



About 84% of public library funding in Georgia comes from local sources. In the Sequoyah Regional Library System, we are funded by counties, cities, and one board of education. Funding for capital projects comes from state bonds, local SPLOST and impact fees. Our libraries also benefit greatly from the financial support of Friends of the Library and other organizations, as well as private donors.

Since 1958, the Sequoyah Regional Library System has served the citizens of Cherokee, Gilmer, and Pickens Counties. By sharing our resources, the communities served by the system capitalize on economies of scale, resulting in greater effectiveness, improved quality, and access to more services and materials.

During the coming year, we will continue to be guided by our core values of Open Access, Service Excellence, Community Engagement, and Continuous Learning in our efforts to achieve our vision of being "the community's dynamic destination for discovery."

Executive Director,

Anita Summers

SRLS **Locations**



R.T. JONES (HQ)

116 Brown Industrial Parkway
Canton, GA 30114



ROSE CREEK

4476 Towne Lake Parkway
Woodstock, GA 30189



BALL GROUND

435 Old Canton Road
Ball Ground, GA 30107



LAW LIBRARY

90 North Street, Suite 250
Canton, GA 30114

SRLS is a three-county library system with seven branches and a law library. Gilmer and Pickens each have one branch in their county. Cherokee has five branches and a law library at the courthouse.

The Sequoyah Regional Library System is governed by a Board of Trustees composed of nine members from the local county boards. Appointments to the Regional Board include five members from the Cherokee Board, two members from the Pickens Board and two members from the Gilmer Board.

The County Boards oversee the operations of the local library or libraries and report to the Regional Board.



WOODSTOCK

7735 Main Street
Woodstock, GA 30188



PICKENS

100 Library Lane
Jasper, GA 30143



GILMER

268 Calvin Jackson Drive
Elijay, GA 30540



HICKORY FLAT

2740 East Cherokee Drive
Canton, GA 30115



Over **46,796**
people
attended
2,353
programs.

WE WELCOMED
652,348

VISITORS
THROUGH
OUR DOORS.

WE SAW A
5% INCREASE
IN VISITORS
SINCE LAST
YEAR.



122,974 community members have a library card!

140,044



**QUESTIONS
ANSWERED**

107,779



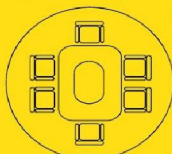
computers
accessed
and 96,863
wireless users

526,944

**YOUTH MATERIALS
BORROWED**



10,222



COMMUNITY AND
COLLABORATION
ROOM USES



1,017,445
TOTAL CHECK OUTS

Literacy Tools for All Ages

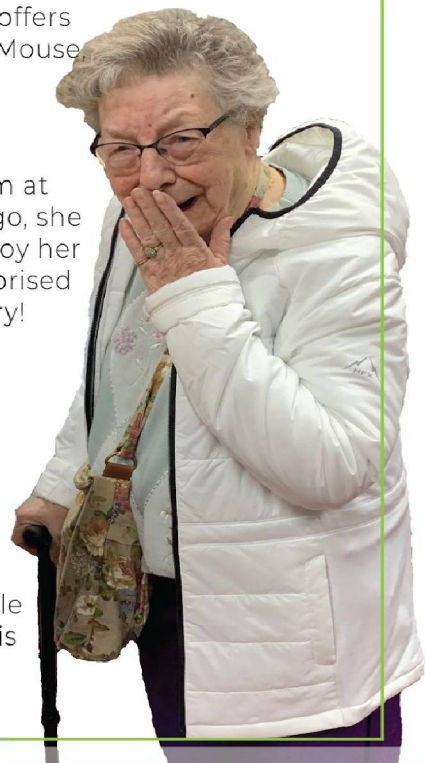
A young man in his 30's had trouble with reading and comprehension. When he was 13 he dropped out of school. A local nurse who knows him called the library sharing that his mother was looking for someone to help him improve his reading skills, so he could have an easier time finding employment. His mother called several places that could not offer any help. Staff contacted his mother to see if she would like to set up a time to meet and go over some reading materials and resources the library offers to help emergent readers. When they came to the library, they were shown our easy reader collection, ABC Mouse, and TumbleBooks. They left with their new library cards and reading materials for him to practice with.

Community Programming

Whether you're already a pro or just wanting to learn, you're welcome to join the Knitting & Crochet Program at Rose Creek. Myrtle attends this weekly knitting & crochet group. When she joined the group about a year ago, she didn't know anyone. Now she feels she has an extended family with all the people in the group who also enjoy her love of knitting and crocheting. That's what a group like this becomes - family. The group of ladies even surprised her with a cake for her 90th birthday. She shared her 90th birthday with friends that she found at the Library!

Impactful Outreach

Mary Elliot, teen coordinator for Cherokee County, spent the last year partnering with the North Georgia Angel House, a group home for young girls 12-21 years old. Guided by the American Library Association program called the Great Stories Club Grant, Mary developed an impactful relationship with several of the teens in this organization. The grant provided books and instruction on guiding conversation around the theme "What Makes A Hero? Self, Society, and Rising to the Occasion" and the content was aimed towards working with small groups. Leading her group, Mary covered some really deep and difficult topics. As the book club progressed throughout the weeks, Mary found that the girls became more willing and comfortable speaking up in this small group setting. They slowly began to empathize with one another. By the end of this series, the girls were all encouraged to rise to the occasion, not only for themselves, but also for society and future generations to come. This is a truly impactful relationship that the library hopes to continue.



Sequoyah

Accomplishments

Rebranded the library system, creating a new logo, mission, vision and strategic plan.

Fine Free Summer took place between May 26 and July 30, 2019. Items checked out during this time did not accrue any fines, which improved the patron experience.

Experience Passes offer free or reduced price admission to nine local museums, parks and other cultural institutions.

Library of Things is a collection of non-traditional library items that complement the SRLS mission to connect people with ideas and opportunities to explore, learn and create. The purpose of the Library of Things is to provide diverse opportunities for learning and engagement. Items include sewing machines, microscopes and musical instruments.

Renovated the Gilmer County Library basement adding 8,000 square feet of flexible and innovative space.

Began working with Cherokee, Pickens and Gilmer County School Districts in creating a seamless access for students.

Early Language and Literacy Mini-Grant executed objectives from the Governor's Office of student achievement in the amount of \$20,000 by increasing early literacy outreach events and tools offered in the library.

Installed credit card software at all the branches, increasing the positive customer experience.



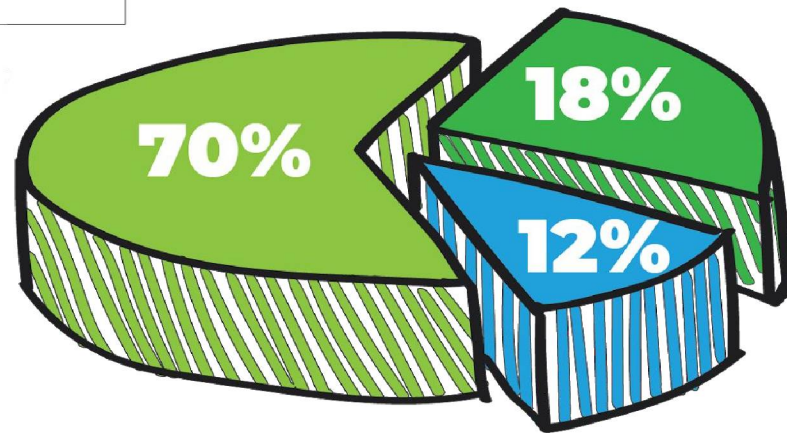
Revenues and Expenditures

GILMER COUNTY LIBRARY BASEMENT WAS RENOVATED WITH **\$483,213 IN MAJOR REPAIR AND RENOVATION (MRR) GRANTS FROM THE STATE.**



Revenues and Expenditures

TECHNOLOGY IMPROVEMENTS AND UPGRADES FOR PUBLIC LIBRARIES STATE GRANT ALLOWED SRLS TO PURCHASE
\$53,444 IN PATRON FOCUSED TECHNOLOGIES.



SRLS OPERATING FUNDS

70% Local Governments

18% State Government

12% Other Sources

(fines, fees, donations, federal grants)



- Did you borrow the latest best seller?
- Check out a DVD for your kids?
- Load an eBook to your device?
- Over time, the value of your library card adds up!

Have you ever wondered how much is saved on these services and resources?

- 526,944 youth materials borrowed is an estimated retail value of **\$6,323,328**
- 64,473 eBooks loaned out is an estimated retail value of **\$1,611,825**
- 8,668 DVDs borrowed is an estimated retail value of **\$272,673**

We appreciate all the financial support we receive and consider it a privilege to serve the community.

We are able to impact the community because of funding from:

Cherokee County Commissioners | Gilmer County Commissioners | Pickens County Commissioners
City of Canton | City of Woodstock | City of Ball Ground | City of Waleska | City of Holly Springs
City of Ellijay | City of East Ellijay | City of Jasper | Town of Talking Rock | Gilmer County Board of Education

We appreciate additional funding from:

Friends of Cherokee County Public Libraries, Inc
Friends of the Pickens Library
Friends of the Gilmer County Library
Ellijay-Gilmer Library Foundation, Inc.







clementine
creative

Branding Launch Preview

HOLLY SPRINGS TOWN CENTER

SETTING THE STAGE |



ICONIC authentic unique heartfelt
thoughtful landmark timeless strong
WELCOMING warm friendly
approachable fun engaging social
FRESH bright current crisp
invigorating refreshing colorful
appealing DYNAMIC active
thriving fun diverse passionate
exciting lively energetic



Holly Springs Town Center is

...

A Modern Destination, 114 Years in the Making

celebrating the rich history of Holly Springs
in a destination designed for the years to come

A Heart and Hub

as a new focal point for the community
to gather, enjoy and celebrate, to remember and to grow

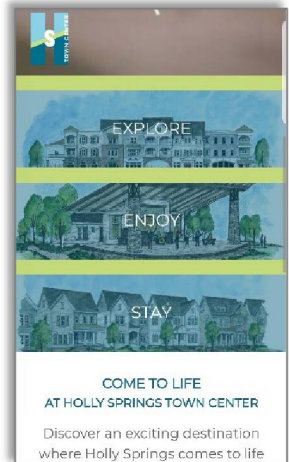
A Place to Call Home

in a vibrant, walkable setting
where visitors and residents alike can feel at home

WHAT COMES NEXT |



You're Invited
Come to Life at Town Center

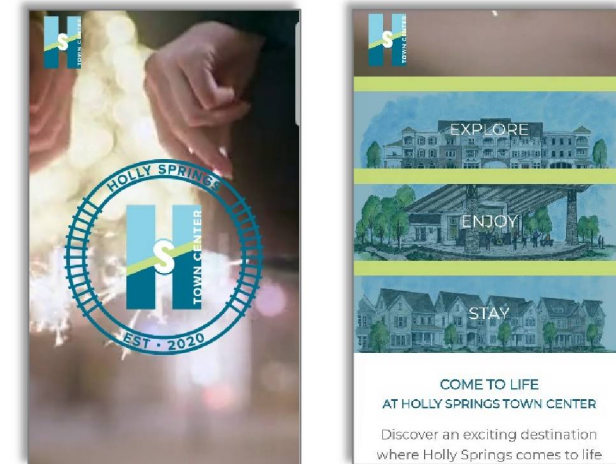


hollyspringstowncenter.com

Large focal video adds life and activity; video can change seasonally or as desired



Scroll down on home page includes more details, secondary navigation option, leasing and social links



Graphic navigation panels lead to more detail on key project vision

Fully responsive for mobile usage

hollyspringstowncenter.com

SOCIAL MEDIA |



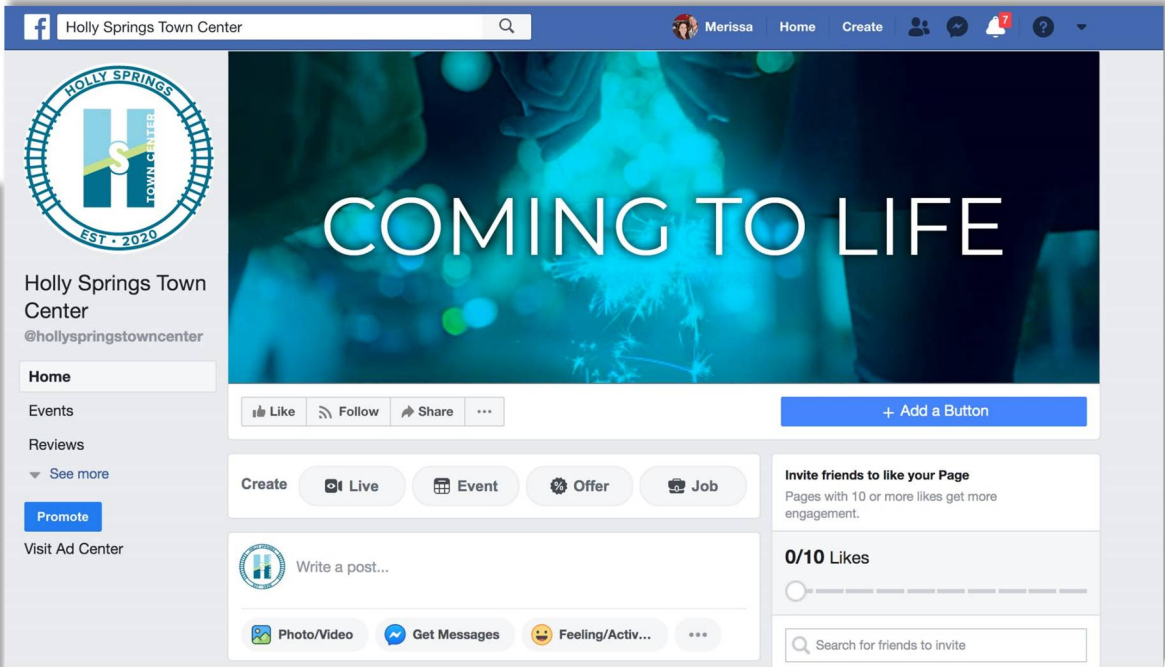
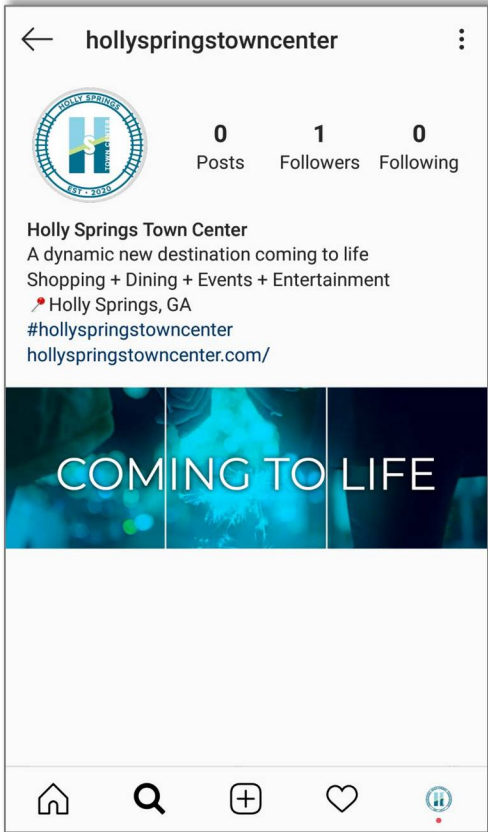
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Thoughts?
Let's discuss!

City of Holly Springs Work Session Meeting

Speaker Sign In Sheet

February 24, 2020

Meeting Date: _____

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

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

