



Agenda

1. Call to Order
2. Pledge of Allegiance
3. Invocation
4. Adjustment and approval of April 20, 2021 meeting agenda

PUBLIC COMMENT PERIOD

Note on the Public Comment Period - Each speaker may speak up to **3 minutes**, and the total comment period will be 15 minutes or less. Citizens should sign up with the Town Clerk to speak prior to the start of the meeting. Although the Council is interested in hearing your concerns, speakers should not expect Council action or deliberation on subject matter brought up during the Public Comment segment. Topics requiring further investigation will be referred to the appropriate town officials or staff and may be scheduled for a future agenda. Thank you for your consideration of the Town Council, staff, and other speakers.

REQUESTS AND COMMUNICATIONS

5. Holly Springs Salamanders Season Update

CONSENT AGENDA

6. Approve the minutes of the April 6, 2021 Business Meeting.
7. Monthly Budget Amendment Report
8. Adopt Final Resolution 21-12 - FUJIFILM Diosynth Biotechnologies Limited Obligation Bonds
9. Inspection & Evaluation of 19 Sanitary Sewer Pump Stations (TOHS 21-002)
10. Microsoft Enterprise Agreement Renewal

NEW BUSINESS

11. Oasis Church Development Plan Amendment 19-DP-08-A01 Administrative Decision & Developer Agreement
12. Fiscal Year 2020-2021 Nonprofit Grants

OTHER BUSINESS

13. Arbor Creek/Middle Creek Greenway Spur Connections

MANAGER'S REPORT

CLOSED SESSION -

ADJOURNMENT

In accordance with ADA regulations please contact the Town Clerk's office at least 48 hours before the meeting to request an auxiliary aid or service needed to participate in this meeting:

linda.mckinney@hollyspringsnc.us 919-557-3900



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 5.

Requests & Communications

Title: Holly Springs Salamanders Season Update

Strategic Priority Area: Engaged, Healthy, & Active Community

Staff Resource: LeeAnn Plumer, Parks & Recreation

Action(s):

Receive information. No action requested.

Explanation:

- Chip Hutchinson, General Manager of the Holly Springs Salamanders, will provide a brief update on the 2021 season schedule.
- Mr. Hutchinson will share information on how the Coastal Plain League and the team are adapting their operating plan to comply with state regulations due to the pandemic.

Background:

- The HS Salamanders, a franchise team in the Coastal Plain League (CPL), is a summer collegiate baseball team. Summer 2021 will be year six (6) of their ten-year license agreement with the Town to utilize Ting Stadium as their home field.
- Due to the COVID-19 pandemic, the Salamanders did not play in the 2020 season.
- The CPL and the Salamanders team are preparing for a modified season schedule in 2021 including certain protocols to ensure player and fan safety and compliance with the current regulations from the State and the Department of Health and Human Services.

Funding Source(s):

N/A

Attachment(s):

None



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 6.

Consent Agenda

Title: Approve the minutes of the April 6, 2021 Business Meeting.

Strategic Priority Area: Organizational Excellence

Staff Resource: Linda McKinney, Town Clerk

Action(s):

Approve the minutes of the Council's Business meeting held April 6, 2021.

Explanation:

- Minutes in draft form are attached for the Council's review.
- If there are any corrections, please call the Town Clerk at 919-557-3900 in advance of Tuesday night's meeting so that corrected versions of the draft minutes can be circulated for review before adoption of the Consent Agenda.

Background:

Funding Source(s):

N/A

Attachment(s):

1. 4.6.21 minutes_notes



MINUTES

The Holly Springs Town Council met in regular session on Tuesday, April 6, 2021 in person and via video conferencing. Mayor Pro Tem Berry presided, calling the meeting to order at 7 p.m. A quorum was established as five Council members were present in the Chamber as the meeting opened.

Council Members Present: Mayor Pro Tem Dan Berry, Councilmen Peter Villadsen, Shaun McGrath and Aaron Wolff, and Councilwoman Christine Kelly.

Council Members absent: Mayor Sears.

Staff Members Present in Chambers: Randy Harrington, *Town Manager*; Daniel Weeks, *Assistant Town Manager*; Scott Chase, *Assistant Town Manager*; John Schifano, *Town Attorney*; Linda McKinney, *Town Clerk* (recording the minutes); Mark Andrews, *Communication and Marketing*; Jeff Wilson, *Director, IT*; Mathew Mutter, *IT*; LeeAnn Plumer, *Director, Parks and Recreation*; Matt Beard, *Parks and Recreation*; Sean Ryan, *Development Services*; Elizabeth Goodson, *Development Services*; Melissa Sigmund, *Development Services*; Antwan Morrison, *Finance Director*; Tim Athy, *Utilities and Infrastructure*; Paul Liquorie, *Chief of Police*; Corey Petersohn, *Finance*; Kendra Parrish, *Executive Director of Utilities and Infrastructure*; Captain Patterson, *Holly Springs Police Department*.

2. and 3. The Pledge of Allegiance was recited followed by an invocation by Ernie Carpico of Holly Springs Planning Board.

4. Agenda Adjustment: The April 6, 2021 meeting agenda was adopted with changes, if any, as listed: none.

Motion: Villadsen

Second: McGrath

Vote: Unanimous

Public Comment: Public Comment was requested in writing prior to the meeting. The following number of comments was received and provided to the Council prior to the meeting: 2 comments opposed to the rezoning at Norris Crossing; one comment proposing a rerouting of the Arbor Creek Greenway Extension; 2 comments opposed to the 1317 N. Main project; 137 comments in favor of the 1317 N. Main project.

Requests and Communications

5. Transportation and Recreation and Parks Bond Projects Update

Tim Athy, Utilities and Infrastructure, said that he would give an update on the Transportation Bond Projects. He said Holly Springs Road Phase II was underway with the construction bid package. Next steps are to advertise the project for construction bids, provide Certified Construction Cost Estimates to the Local Government Commission (LGC) as part of the bond issuance process. Construction is estimated to start in the late summer of 2021. Upon NCDOT Construction Authorization, the Town will pursue redesign for a left-out vehicle turn at Holly

Ridge Middle School. This will be the largest roadway project in the history of Holly Springs, and the second largest current project, second only to I-540 in Wake County.

He said that the Town received a Federal FY 2022 LAPP grant of \$557,000 for the Holly Ridge Schools Pedestrian Safety project. This will help pay construction costs of enhanced pedestrian crossing devices and safety measures and will be incorporated into the Holly Springs Rd. Phase 2 Transportation Bond project. Funds will not be available until 2022 and staff will be seeking Council approval for funding of additional engineering.

On the Avent Ferry Road Realignment, the 25% design plans are completed. Environmental permits and studies are underway, as well as 65% design plans including roadway and public utilities and private utility design. Estimated construction start will be the fall of 2022. He showed a conceptual drawing of this neighborhood investment project.

Main Street Right Turn Lane project has completed the roadway, signal, and utility design, environmental permits have been submitted, a tree study has been completed and Duke utility relocation plans have been done. The estimated construction start is spring of 2022. This is a year later than discussed earlier, because CAMPO has awarded \$780,000 LAPP Grant funds to help cover project Right of Way and construction costs. The funds will not be available until 2022.

He said that the NC 55 Right Turn Lane project has completed the final construction plans and environmental permits have been submitted. Duke utility relocation plans are underway and the estimated construction start is spring of 2022. CAMPO awarded LAPP Grant of \$508,000 to help cover right of way and construction costs but funds will not be available until 2022. Staff will be seeking Council approval for funding of additional engineering and permitting. Next steps will be completing designs for the four initial projects, issuing initial bond allocation in summer 2021, Town Council approval of Holly Springs Rd. Phase 2 construction contractor and beginning construction of Phase 2 in summer 2021. Spring of 2022 is the anticipated start for the Main St. right turn lane, NC 55 right turn lane, and Avent Ferry Rd. Realignment.

Councilwoman Kelly said that this was exciting for the Town because they know traffic is an issue. She asked if staff could give descriptions of the projects on the Town website, or rename them so that residents could see where these projects are located. She would like the Transportation Bond website to be updated to make it easy for people to see what is going on, where it is, and when it is happening. On the realignment of Avent Ferry, she asked if staff went back to residents. Mr. Athy said that they had held a meeting and the residents left the meeting satisfied. She congratulated him for receiving the LAPP funds.

Councilman McGrath said that NCDOT was above on their LAPP funds in addition to COVID funds and asked if there was a possibility of accelerating this or getting some other funds. Mr. Athy said there was grant money staff was pursuing on the pedestrian end and they will look into other opportunities.

Matt Beard, Parks and Recreation, spoke about the Parks and Recreation bond projects. Mr. Beard said there is \$8 million remaining from the 2011 Parks and Recreation Bond Referendum. \$3.8 million will be for reimbursement for the Cass Holt Road park land purchase; \$500,000 will be partial funding for the first phase of park construction, and \$3.7 million for the Arbor Creek/Middle Creek greenway construction. The Cass Holt Road Park project will have a 7-9-month Park Master Planning process. Staff has selected a consulting firm and are in the process of negotiating the scope. Approval of a design firm contract will come before Council in May. Phase One Design and Construction Document Development will be a 9-12-month process with Phase One construction targeted for winter of 2023.

Mr. Beard showed an overview of the Arbor Creek / Middle Creek greenway project showing the regional connections that are possible, and a more detailed map showing proposed routes, trailheads, and possible Sunset Ridge North connections. He outlined the difficulties with the proposed connections, and said that the Linkland connection would be the most practical. The area has better topography but the environmental studies have not been completed. He said the Town is currently in the construction bid process. He explained the options for submittal to FEMA, including submitting as is and then submitting a map revision for the connection, or delaying two months and submitting it all at once. Randy Harrington, Town Manager asked for feedback from Council on whether speed or completion was more important to them. MPT Berry said he was in

favor of the Linksland connection, and waiting to submit everything to FEMA at once. Councilman McGrath asked how much cost savings would there be if the fifth connection to Woodcreek was removed. He agreed with waiting to submit everything at once, but wonders what the cost offset would be for removing one trailhead to Woodcreek in exchange for the connection to Sunset Ridge North. Mr. Beard said that he did not know the cost estimate, but the Woodcreek connection is much shorter and does not require a bridge, so it would not be a similar cost.

Councilman Villadsen asked if the cost of the Linksland connection incorporated the savings of not doing the Skymont connection or was it above and beyond. Mr. Beard said that by the time they got to cost estimates that connection had already been removed. Mr. Harrington said that the thought at the time was that it might have been a bid alternate, if bids had come in low enough, but as we went forward it became obvious that any additional connection would include more cost. Councilman Villadsen asked for clarification that any connection would involve more cost, this is just the cost of the Linksland one. Mr. Harrington said that was a fair statement. Mr. Beard said that this does not preclude other connections. They could be added in the future if Council wanted.

Councilwoman Kelly said we are only looking at the Linksland connection because a majority of Council did not prefer the Skymont connection. The only connection eliminated for structural reasons was Creek Vista, correct? Mr. Harrington said that early on staff did recommend that northern connection, but based on feedback from Council that was not a preferred connection. Councilwoman Kelly asked if that meant it was never priced out. She asked if it would be the same cost as Linksland. LeeAnn Plumer, Director of Parks and Recreation, said that early on there were estimates that the route around the pond was between \$500,000 - \$600,00 early estimation, but these are based on engineers' estimates. The project is out for bid so staff doesn't know the exact costs. She said they are still looking at this as a whole project, and are hoping for some price moderation. Councilwoman Kelly asked if there was any land acquisition required for Linksland. Ms. Plumer said there was, but it is Sunset Ridge North HOA land, not private property. MPT Berry asked about the Wake County grant money and Ms. Plumer said we did not receive that grant. MPT Berry asked if that was why the Holly Glen greenway was not listed as a funded project. Ms. Plumer said because we will be reimbursing the Parks and Recreation fund for the cost of the parkland, that money will be used for the Holly Glen project. She said there are other greenway grants available that staff is looking into. MPT Berry asked why the Town did not get the grant. Ms. Plumer said they were looking for construction ready projects. Apex received some funding for their Middle Creek Greenway, so there might have been some confusion because of the similar names. Councilman McGrath said the NCDOT COVID-related money he mentioned before is available. Ms. Plumer said staff is aware of that and staff is pursuing it. Councilwoman Kelly said they are still getting emails about land and asked if staff was still talking to residents. Ms. Plumer said they were and that would be discussed on an upcoming slide.

Mr. Beard said that the consultant SEPI was hired in February of 2020, and public input was received from June 2020 to February of 2021. They have been meeting with HOAs and private land owners and will continue to do so over the next few months. Next steps include LGC approval of bond funds in May, permits, easements, and continued work with area residents in the summer of 2021. Staff will be working with FEMA on floodplain revision in the summer and fall of 2021 and further study and design for connections to Sunset Ridge North neighborhood. Construction is estimated to start in the late fall of 2021.

Mr. Harrington said there was no action item for this. Staff wanted to share an update and get some feedback. If Council would like to give guidance on a preferred connection he will work it into the budget process so that the funds are there if Council wishes.

MPT Berry asked Council if there was guidance to be given. Councilman McGrath said he would like to see a cost comparison before he makes any decision. Councilman Wolff asked if Council could have preliminary cost estimates by the May or June workshop. Mr. Beard said he thought he could get the estimate from the consultant by next week. MPT Berry said Council could discuss this at one of the two remaining meetings in April. Ms. Plumer said staff will get the estimates as bids are due the 23rd of April, and they can cost it out. Councilwoman Kelly asked if staff had heard from the neighbors that they are excited about the Linksland access. Ms. Plumer said residents are very excited about having a connection, but did not give any clear preference for

where, they just want a connection. MPT Berry said he likes the idea of including the funds in the budget and exploring the connection. It can always be changed later. Consensus was for staff to get that information and move forward.

Public Hearings

6. 1317 N. Main Street (Sportsmanship Way) Rezoning 20-REZ-03 and Development Agreement

Sean Ryan, Development Services, said the purpose of this item was to continue the public hearing that was started on March 16th for the rezoning and hold a public hearing to consider the Development Agreement. He reviewed with Council the location of the land, north of Sportsmanship Way between Main Street and Highway 55. The property is approximately 20 acres, and the two proposed zonings of CB CU: Community Business Conditional Use, and R-MF-15 CU: High-Density Multifamily Residential Conditional Use. The Future Land Use plan is mixed use. The current zoning is LB Local Business Limited. Mr. Ryan outlined the differences in these zoning types.

Elizabeth Goodson, Development Services, said highlights of the Development Agreement include recommended improvements and 3 fees-in-lieu of construction for transportation impacts; a building height of up to 75 feet, with an enhanced 50-foot building setback and 30-foot undisturbed bufferyard; and allowing a meter-based fee calculation for each building for the DHIC portion of the project, as has been done previously with a similar project.

Mayor Pro Tem Berry reopened the public hearing on the rezoning, and opened the public hearing on the Development Agreement.

Michael Lattner, of Cline Design Associates, 125 N. Harrington St., Raleigh said he was the landscape architect for the applicant. He reminded Council of the conceptual design for the project. He said there was a change on the northern property line from a 30-foot planted buffer to a 30-foot undisturbed buffer which will be supplemented with plantings to make it more opaque. He said the BMP pond has changed due to the topography, and there will be a little bit of grading in a fifty-foot buffer along NC 55 because they need to get underneath the highway and there is a steep hole there that needs to be graded to be able to extend the greenway across the property.

Tucker Shade 800 Wimbledon Dr., Raleigh, spoke for My Computer Career. He outlined the headquarters for My Computer Career, the capital investment of more than \$25 million in commercial buildings, and the jobs retained and gained by keeping My Computer Career in Holly Springs. He described the Performing Arts Theater that My Computer Career wants to construct. He said that jobs that are currently here would stay here, jobs that are now in Apex would come to Holly Springs and additional jobs would be created.

Natalie Britt with DHIC, 113 S. Wilmington Street, Raleigh, described the residential portion of the project. She outlined DHIC, Inc.'s credentials to build and manage affordable housing, and said that they were hands-on and did not sell their units. She described the project as including 124 residential units, community buildings for onsite management and to house a business center for residents, and outdoor amenities. She said that there would be approximately \$25 million in total development costs for the housing portion of the development, and that it would provide affordable housing for an underserved and rapidly growing community.

Laura Holloman with McAdams thanked staff for their time and diligence for getting them to this point. She said that they made sure Council's concerns were heard. They have tried to only disturb what must be disturbed, and have gotten a lot of feedback from residents. They have tried to capitalize on tree preservation, they have heard building height and lighting concerns. They plan to continue working through the site plan with addressing residents' concerns. It is not often that you have a company so invested in the Town that they come out in force to support this.

David Blair, 421 Gooseberry, Holly Springs, said he lives across the street from the project. He wanted an exit onto NC 55 for a third entrance to this project. He thinks there is too much traffic on Main Street and this will add to that problem. He mentioned the smell from the landfill and his

concern about removing trees. He said he thinks there are too many units for the size of the parcel. He didn't know if the traffic study was done during COVID times or before. He was concerned about parking.

Frances Perkins, 109 Fountain Springs Road, Holly Springs, said she was in favor of affordable housing within Holly Springs, but has a few concerns about that piece of land. She asked that Council be careful of putting people where the landfill odor is so bad. She wants Council to take the time to research and make sure that they are doing the right thing and it does not backfire on the Town. She talked about traffic problems. She said this was the time to do the right thing and look at the long-term situation. Maybe this is not the right piece of land for affordable housing. Maybe zoning needs to change to make affordable housing more available. She spoke about working people with service jobs who cannot afford to live in Holly Springs. Affordable housing is long overdue. Please listen to people's concerns.

Councilwoman Kelly asked the development team about the neighborhood meetings. She asked what the likelihood was of Building D (office and retail) and the theater being built. Mr. Shade said the retail building is more than 50% sure, and they already have interest in it. He said the theater is a \$40-50 million dollar venture, to rival DPAC, so if money wasn't an object it would come forward immediately, but it will require some funding. Councilwoman Kelly asked what would be built there if the theater didn't happen. Mr. Shade said that spot has never been thought of for anything else. Councilwoman Kelly asked about the parking deck and shared parking. Mr. Shade said that the surface parking would be adequate for My Computer Career and the deck would be built if the theater was built. He said they were not going to use parking at Ting, the shared parking was for the theater to share parking with My Computer Career because they would operate on different schedules. Councilwoman Kelly asked if they had discussed landfill odor with Wake County or were they willing to assist the Town in dealing with that issue. Mr. Shade said they had had conversations with Wake County and with the Town and they see themselves on the same side as Holly Springs and will be working hard to correct the odor issue. Councilman McGrath asked how that was not going to fall on deaf ears. The County and Landfill management have said that the problem is development in proximity to the landfill. And this is closer than some development they have complained about. He also asked about clear cutting along the northern border and what do they think that will do regarding landfill odor. Mr. Lattner said it is not clear cut – there is a six to eight- foot pathway that they promised to extend. It is a 50-foot buffer and they will keep the grading as minimal as possible. But to keep the greenway ADA compliant they will have to pull the grade back some. But they will plant in that buffer. Will it make a big difference? He doubts that the *existing* vegetation makes a big difference. Studies for filtration of odors throughout a community, he doesn't know how strong they are. Councilman McGrath said that as part of this project Wake County did two studies, one on water and one on toxic emittance from the landfill. Council hasn't gotten copies of those studies. He asked if the development team had seen them. Mr. Lattner said he had not seen any of those studies. Ms. Britt said that the County went through an environmental review process and there were no issues that would prevent the project from receiving federal financing. She has not seen the study, but the property had a clear environmental review. Councilman McGrath said some of our residents' concerns were about access to these units from Holly Springs. For seniors in our community there won't be as much access to this facility. The property management is handed off to a management firm, is that correct? Ms. Britt said there is a third-party property management company, based in Winston Salem, that manages DHIC properties. Councilman McGrath asked if there was a separate application and a separate application fee for each of the DHIC facilities, and if there would be exclusivity for Holly Springs residents. Ms. Britt said exclusivity was not allowed under federal law. They have tried to get the word out in advance to the local community about when the application process opens, what the process is, and get all the information out to all interested people at the same time. Then they have to evaluate applications on a first come first served basis, as long as they meet the criteria.

Councilman Wolff asked how much of the \$25 million costs is coming from the County as opposed to state or federal. Ms. Britt said they requested \$5.2 million from Wake County. There will be a private first mortgage from the sale of bonds, and there is equity raised from private sources

that covers about half of the development costs. Councilman Wolff said there has been a lot of talk about how we want affordable housing, but this is not the right place. To get a 124-unit affordable housing unit without the land donating from the county is not doable. He is a neighbor of the DHIC community with his business, and they have been wonderful neighbors. He said that DHIC community has not hurt property values in Garner and has helped the community.

Councilman Villadsen said this is an imperfect project. Landfill odor issues are uncertain. But there is no way to make it perfect. It meets several of our strategic priority goals. And while the affordable housing doesn't go directly to Holly Springs residents or displaced residents, the people who move in will become Holly Springs residents and we need to keep that in mind.

MPT Berry asked about traffic improvements at Sportsmanship Way, and if signal enhancements would be provided. Jay Clapp from Ramey Kemp and Assoc. said that there were no phasing adjustments as part of the analysis. There will be widening along N. Main St. but as of now there was no change in the phasing as part of the analysis. MPT Berry asked if DHIC was tax exempt. Ms. Britt said the property will be owned by an LLC, but they are able to request a property tax exemption because the LLC is owned by a nonprofit. This is pretty standard across NC now.

Councilman McGrath said that there were other properties that might have been used inside Holly Springs' planning jurisdiction. He asked if DHIC was made aware of any other properties the County had that could be used. Council was told multiple sites were evaluated and this was the only one deemed feasible. Ms. Britt said she was unaware of other properties. DHIC responded to a Request for Proposals. They did not ask if other sites had been reviewed. Councilman McGrath said Sportsmanship Way is a thoroughfare now. What was the assessment of that 20 mph road, on which no one drives at the speed limit. Mr. Clapp said that everything was looked at. Sportsmanship Way is being used. They looked at three different scenarios: Full movement, left-over, or right-in, right-out. Based on their analysis it was determined that left-over was the preferred option from NCDOT and the Town. That pushes everything onto Sportsmanship Way. Most of the time Ting Park should primarily be off-peak compared to the office. There would not be competition on the weekends. The majority of traffic would not compete with Ting traffic. There will be a small section striped as a left turn, then it will be two lanes going to a right on 55.

MPT Berry said that given the landfill, has it been considered as a condition of zoning to require the location of the landfill to be disclosed on the application process or lease documentation to be sure prospective residents are aware. Ms. Britt said she has never included anything like that in a lease, and was not sure that was the appropriate place. She said she was not sure about doing that in a zoning condition. There are pros and cons of where anyone lives. MPT Berry said Council hears frequently from residents that they had no idea that there was a landfill there, so it is a concern of his that residents wouldn't know. Councilman Wolff said he understood the sentiment, but is Council going to require that of realtors? Councilwoman Kelly said that real estate agents are supposed to disclose the location of a landfill. Ms. Britt said that this is a little different because it is not a purchase of real estate. She said they could discuss disclosure with the property management company and decide what the appropriate way to do it would be, and what the messaging would say. There is no intention to hide it, but what is the best way to disclose it. Councilman Wolff asked if she thought the location of the landfill would be a deterrent for people wanting to move in. Ms. Britt said she couldn't speak to that. People have a lot of different things they evaluate when choosing where to live.

MPT Berry asked if the additional buffer was included in the development agreement, and did it run with the land. John Schifano said that it was and it does.

Councilman McGrath said the Town is working with the landfill on metrics and where the odor is and asked if it would be worth working with the County to have some recourse come back to the County if there is an increase in the odor. He asked if there was anything that could be put as a zoning condition to give recourse if the landfill odor did increase. Mr. Schifano said that it would be difficult to make a land use condition conditioned on a third party doing or not doing something. Wake County will not be the property owner. Development agreements are triggered when they buy, or have the property conveyed to them, and if this deal falls through after tonight, the development agreement ends.

Councilwoman Kelly said that from the information gathered so far, from 7,700 records from last year, over 30% of complaints were from 1 to 1 ½ miles out, 12% were 2 to 2 ½ miles out, and 2% were over 3 miles out. Just as proximity has been blamed, the County has mentioned wind speed and direction as causes. She said she was hopeful that there is momentum with Wake County now. We have to solve the landfill issue, period. It's all over town, not just close to the landfill. So this is a Town issue we have to address it whether this goes forward or not. The problem is all over town. It is not just proximity. This is data driven. She is optimistic that we have the ear of the County. She separates that out from the affordable housing. She asked County Commissioners how they felt about putting affordable housing near the landfill, and they said that they had to fix the issue. The landfill is far bigger than this project.

There being no further input, MPT Berry closed the public hearing on the rezoning.

There being no further input, MPT Berry closed the public hearing on the Development Agreement.

Councilman Wolff said he wanted to add on to what Councilwoman Kelly said. Through the formation of the landfill committee and the work by CM Kelly and McGrath, he would say this Council has done more advocacy work on the landfill than any other Council since Mayor Sears when it was being constructed. If this development doesn't happen, we still have Ting Park and Pine Springs Academy the same distance from the landfill. Our oldest community is the same distance from the landfill. This will be a problem whether this project gets built or not. This has been a personal priority of mine. I see 124 units as an opportunity that we cannot afford to turn down, because we're not going to get it again. We do not have the resources to do it on our own. It is not perfect, but we rarely see perfect proposals. It is an opportunity that I can't say no to. It doesn't mean the landfill is not a problem and they won't keep working on it.

Councilman Villadsen said he was guided by the strategic plan, and this hits three priorities, which is rare; economic development, pursuing partnerships, and affordable housing. He is sure we will be dealing with Sportsmanship Way traffic, as we deal with traffic elsewhere in town. But the concerns do not warrant turning this project down.

Councilman McGrath said he doesn't know why Wake County did not consider the site on Old Holly Springs Apex Road, near Carolina Springs. He asked if someone on staff had that discussion with Wake County. That is a twenty-acre property with eight acres that are just as developable as on this site. He agreed that this is a good thing to try to get these 124 units. But he doesn't think we are making the decision based on full information. He said he thinks the other property is more viable: better proximity to schools, across the street from a fire station, and proximity to economic development. He said he was confused about why Council wasn't shown that analysis. This is a rezoning, and the only reason to rezone it is for the affordable housing. My Computer Career could still go on this site without the rezoning. And if there is no financial benefit to Wake County for letting the other side go unclear cut and My Computer Career could still go there, he is not trying to deflate that economic development. What is Wake County going to do with that other property on Old Holly Springs Road. He wants to know how that assessment was made. Mr. Ryan said he did not want to speak for Wake County. They did have an evaluation process where they looked at certain metrics. He was not engaged in any conversations for other properties but the Wake County representative is present if Council wants to ask questions.

Councilwoman Kelly said that there was a document included. Her understanding was this was an RFP that started with Wake County and came to us through Economic Development. So some of the things that were done were done by other people. One of the documents that was included had an LIHTC score and it got 55 out of 60 credits. She said they could find out more about what some of those things are. Things that are important when they score a property are proximity to grocery stores, transit, schools, and that's why she thought this property was chosen. She said she has talked to businesses that have left Holly Springs because they have trouble getting employees because they can't afford to live in Holly Springs. Having this project brings our workforce closer to businesses that are looking for workers. The proximity to transportation is a plus

so that people can get to their jobs. This is a win for keeping an employer that wants to stay in Holly Springs, as well as bringing affordable housing to Holly Springs.

MPT Berry said that same criteria, one of the things they look at is for an incompatible use. There is concern about airports or swamps as incompatible uses, but not the landfill they own. He would have liked to see the study as part of this process. The next project we do with the County he would like to see this information up front. There is anecdotal evidence about the trees helping with landfill odor, but we don't have scientific evidence. He is 100% behind the strategic plan, and we have a specific goal that we would support the County's initiative on this property for affordable housing; we also have a goal that says we will be behind partnerships and he thinks we could not have a better project than DHIC. My Computer Career is an existing business looking to expand, and a lot of their employees are residents. It is a unique project to have economic development and affordable housing connected. He said he was conflicted due to the landfill odor. This County helps the County and the Town in their strategic plans. But the County has told us that we have created the odor problem by developing close to the landfill, and now they want to develop their land close to the landfill. Back to the strategic plan, there is not one dime of Holly Springs tax payer money going into this project, and that is a positive. There are a lot of pros and lot of cons. It is an imperfect project, but there are no perfect projects. He asked if they were ready to vote.

Councilman McGrath this is a rezoning. It seems disingenuous that we are getting information this late in the game. He is suspicious. My Computer Career doesn't need the rezoning, it is only for the R-MF-15. He thinks the other property would be preferable. We are talking about effective transit, but there is no plan to enhance Sportsmanship Way, the bus will add to the complexity of traffic. Nothing in this project compensates the Town for the increased traffic on Sportsmanship Way. We may not be paying for it now, but we will have to pay for it. His compromise would be no rezoning, and evaluate the property near Carolina Springs, and see what happens there. He didn't think there was such a rush that Council couldn't wait for that information. John Schifano reminded Council that the rezoning tonight is a condition in the land purchase agreement with Wake County to be able to get for free the My Computer Career property. Without fulfilling that condition, it is unlikely that the County would grant that property to the Town or My Computer Career, and My Computer Career would be forced to pay full market value to Wake County.

Action: Motion to adopt rezoning ordinance RZ21-01 to adopt statement of compatibility and to approve rezoning.

Motion by: Wolff

Second by: Kelly

Vote:

Yay: Kelly, Villadsen, Wolff, Berry

Nay: McGrath

Action: Motion to approve/deny Development Agreement.

Motion by: Villadsen

Second by: Wolff

Vote: unanimous

7. Economic Development Agreement and Limited Obligation Bond Financing related to FUJIFILM Diosynth Biotechnologies

Irena Krstanovic, Director of Economic Development, said the purpose of this item was to hold two public hearings, and to consider an economic development agreement and limited obligation bond financing related to the FUJIFILM Diosynth Biotechnologies (FDB) project. She gave some background on the company and said that FDB has four locations worldwide, in College Station, Texas, Hillerød, Denmark; Research Triangle Park, NC; and Teesside, United Kingdom. Holly Springs will be their fifth location. Ms. Krstanovic said that FDB is building the largest end-to-

end cell culture biopharmaceutical facility in North America, with a projected opening in 2025. This will bring highly-skilled well-paying jobs to Holly Springs and will broaden the Town's commercial property tax base. Economic impact estimates are \$1.6 billion dollars during construction, and \$422 million annually in on-going economic impact once operational. She outlined key terms of the Economic Development Agreement, including the following:

- Town will purchase 150 acres for \$21 million in Oakview Innovation Business Park and convey to FDB;
- FDB guarantees to pay the Town a minimum of \$46.4 million in property taxes within ten years;
- Town will upgrade Holly Springs Business Park sewer pump station, with Golden LEAF Foundation reimbursing Town for the expense;
- Town will waive legally permissible development fees;
- Town provides FDB with Industrial Water and Sewer Rate Classification;
- Town provides a Business Investment Grant of 70% for 8 consecutive years on any assessed valuation from \$1.5 billion to \$1.835 billion (Phase 1);
- Town donates right of way for southern access road to FDB property and works alongside NCDOT to ensure the road's successful completion;
- FDB creates 725 jobs with a minimum average salary of \$99,800.

Ms. Krstanovic said that there are other partners contributing to bringing FDB to Holly Springs. The State is providing \$81,871,750 in incentives, and Wake County is providing \$60,555,000 in incentives. Other partners include Golden LEAF Foundation, NC State University, Wake Technical Community College, and Duke Energy.

MPT Berry thanked Ms. Krstanovic and other staff for the work to bring this project to Holly Springs. There were hours spent, including nights and weekends, to bring this project. Councilman Wolff said that at the announcement, Wake County commissioners told him that their staff had never worked with and Economic Development team that was as easy to work with as our team. This is a community transforming project. We set a strategic goal of reaching a 70/30 tax base and we thought it was a 20-year goal. This one project achieves that goal. This means that investments will be coming more from the commercial side without tax increases on residents. Ms. Krstanovic said that when that goal was set, we thought it was pretty aggressive, but with this project we achieved it. Randy Harrington, Town Manager said he has never known an Economic Development director who was so passionate about selling Holly Springs and in the coming days we will be celebrating this, but he wants the community to know just how hard she worked to land this wonderful project.

Mayor Pro Tem Berry opened the public hearing on the Economic Development Agreement.

There being no input, Mayor Pro Tem Berry closed the public hearing.

Antwan Morrison, Director of Finance, said that this project is within the Town's means. He said that many safeguards for the Town have been put in to the agreement by Town Attorney John Schifano and others and they should be proud of their work. He said that Limited Obligation Bonds (LOBs) are publicly traded bonds authorized for use by municipalities in North Carolina. They are secured by a related asset or general revenue source other than *ad valorem* taxes. They differ from General Obligation bonds (GO) as LOBs are not backed by the full faith, credit and taxing power of authority and do not require a bond referendum. These are traded publicly, with gives the Town a better interest rate than we could get elsewhere.

Mr. Morrison said that the terms of issuance are a 20-year loan (three years interest only) with the interest rate projected at 3% or lower. Town Hall will be used for collateralization. The Local Government Commission (LGC) requires improvements be made to the collateralized asset and the Town Hall permitting area renovation will qualify for the improvement and a portion will be repaid with permitting fees.

He said that next steps are the application will be submitted to the LGC on April 7th and the final Resolution will come before Council for approval on April 20th. On April 23rd there will be rating agency calls, with S&P and Moody's, May 4th LGC approval, May 12th LOBs sale date, and May 26th LOBs closing date.

Mayor Pro Tem Berry opened the public hearing on the Limited Obligation Bond Financing.

There being no input, Mayor Pro Tem Berry closed the public hearing.

Action 1: Motion to approve Economic Development Agreement between Town and FUJIFILM Diosynth Biotechnologies.

Motion by: McGrath

Second by: Kelly

Vote: unanimous

Action 2: Motion to approve the Limited Obligation Bond financing to purchase land and convey to FUJIFILM Diosynth Biotechnologies.

Motion by: Kelly

Second by: Villadsen

Vote: unanimous

Action 3: Motion to approve Resolution 21-11 authorizing Town Manager and Finance Officer to apply to the Local Government Commission for Limited Obligation Bond Financing.

Motion by: Villadsen

Second by: Wolff

Vote: unanimous

Action 4: Motion to authorize the Town Manager to execute Land Purchase Options with Helix Ventures and Chandler Property Group.

Motion by: Wolff

Second by: Kelly

Vote: unanimous

Action 5: Motion to authorize Town Manager to execute any other necessary and required transactions consistent with prior Council approvals and terms of the Economic Development Agreement.

Motion by: McGrath

Second by: Kelly

Vote: unanimous

Councilwoman Kelly said that she was excited about the relationship with this company, who cares about the Town. They asked about ways to work with neighborhoods etc.

Consent Agenda

The Council passed a motion to approve all items on the Consent Agenda. The motion carried following a motion by Councilman Villadsen a second by Councilman McGrath and a unanimous vote. The following actions were affected:

8. Minutes – The Council approved minutes of the Council workshop meeting held March 9, 2021 and business meeting held March 16, 2021.

9. Engineering Design and Construction Standards Supplement #5 - The Council approved Supplement #5 updates to the Engineering Design and Construction Standards.

NEW BUSINESS

10. Fiscal Year 2021-2022 Strategic Plan

Corey Petersohn, Finance, said the purpose of this item was to update the Strategic Plan for FY 2021-22. He said the plan is updated annually in anticipation of the upcoming budget process, to establish Mayor and Council priorities. He reviewed the updates that Council discussed at their retreat and a workshop meeting. There are new economic development initiatives related to the Downtown Village District and connecting strategic partners; expansion of community engagement through public messaging, Town branding, and website content; increased focus on sustainability and resiliency; and new initiatives focused on public safety, to maintain our status as one of the safest communities in the state.

Councilwoman Kelly thanked Mr. Petersohn for rewording the goal around communication.

Councilman McGrath said that, related to the massive change in our town that we didn't necessarily foresee, he thinks that from an organizational excellence perspective, we need to make sure we invest in personnel and staff to make sure we have the capability to ingest all that is coming to Holly Springs

Action: Motion to adopt the FY2021-22 Strategic Plan

Motion by: McGrath

Second by: Kelly

Vote: unanimous

11. Body-Worn/In-Car Camera System Contract

Police Chief Paul Liquorie said the purpose of this item was to consider a contract with Motorola for the implementation of a police body-worn/in-car camera system. He said that Council received a presentation at their June 4, 2020 workshop on body-worn cameras (BWC). At that time Council directed staff to conduct further research, testing, and evaluation of BWC systems. Chief Liquorie said that at the January 21, 2021 workshop he updated Council on the progress of the BWC testing and evaluation process, policy development, and project implementation. Research testing and evaluation resulted in Motorola's Watchguard system being selected.

Chief Liquorie said that BWC are video recording devices that capture and record officer-citizen interactions and other police related functions. The goals for the system are to meet community expectations and modern professional best practices; to strengthen public trust and transparency with the police department; to enhance accuracy in reporting and evidence collection; to increase agency accountability; and to improve officer training and evaluation. He described the features of the Motorola Watchguard system and gave an overview of the contract and its cost over the next five years. The total cost will be \$836,801 for the five-year contract, and it is an all-inclusive package. The procurement is through the State of NC's existing Motorola contract which provided favorable terms and pricing.

MPT Berry said the Department already has in-car cameras, and asked if there was any surplus or salvage value to them. Chief Liquorie said he was unsure, but staff would look into that.

Action: Motion to approve contract with Motorola for Body-Worn/In-Car Camera System.

Motion by: Villadsen

Second by: Kelly

Vote: unanimous

12. Vehicle and Equipment Replacement Request

Corey Petersohn, Finance, said the purpose of this item was to provide updates on an opportunity to get a jump start on Town vehicle and equipment capital needs in advance of the

upcoming budget. He said that previous yearly funding of \$500,000 to \$1,000,000 was not keeping up with replacement needs. There are operational and safety risks to this, and higher fleet maintenance costs. Vehicles and equipment are often operated until they cannot be repaired instead of being replaced near the end of their useful life. There is an immediate need of \$4.2 million to replace vehicles and equipment that are over the rating threshold for replacement. A high upfront infusion of funds would provide a quicker strategy to get the replacement program on a sustainable, recurring level. Sustaining the fleet would require around \$2 million annually in ongoing funding. The Town would also receive greater surplus revenue from selling vehicles at the most efficient time. He outlined expenses of \$1,660,831 to replace Police vehicles and equipment, Fire Department equipment, facilities maintenance and COVID cleaning, Public Works vehicles, and Parks vehicles and equipment and showed that the majority share is funds from the CARES Act. Other funds would come from the Utility Fund Budget, Capital Project Savings, Powell Bill Street Funds and Parks and Recreation COVID Hold Funds.

Councilman McGrath asked if cleaning protocols were going to be changed based on new CDC protocols. Mr. Harrington said he didn't know exactly what products the day porters are using, but we are at a point where we are considering reducing the frequency of cleanings.

Action: Motion to approve the budget amendment for \$1,660,831 for vehicles and equipment and authorize the Town Manager to execute associated contracts for the purchase of appropriated vehicles and equipment.

Motion by: Wolff

Second by: Kelly

Vote: unanimous

A copy of the budget amendment is attached to these minutes.

13. Appointment of Voting Delegate from Holly Springs to the NC League of Municipalities' annual meeting.

Linda McKinney, Town Clerk, said that Council needs to appoint a voting delegate to the NC League of Municipalities' annual meeting.

Action: Motion to appoint Councilwoman Kelly as voting delegate from Holly Springs to the NC League of Municipalities' annual meeting.

Motion by: Villadsen

Second by: Wolff

Vote: unanimous

OTHER BUSINESS

Mayor Pro Tem Berry said there had been 2,491 cases of COVID-19 in our zip code, and 7 deaths. Trends overall are going in the right direction, so please continue following protocols. The Governor has lifted or raised many restrictions so that is good news. He said that vaccine appointments are opened up to all residents as of today. They are also now asking people if they have a preference for which vaccine they want. If you are eligible, and now everyone is, please sign up if you are interested. He asked Council if it was time to return to live public comment. Councilwoman Kelly asked if a hybrid approach, with both in-person and written comments was possible. Consensus was to support the hybrid approach, but to be strict about the three-minute time limit.

Councilwoman Kelly asked if the Town was considering live attendance for events like Independence Day celebrations or was staff waiting for further guidance. Mr. Harrington said staff has already started thinking and planning around the July 5th event. At a minimum we could fall back on a virtual event, but we would love to have some opportunities to have in-person events while keeping within the guidelines. Councilwoman Kelly said that the Police Department vs. Fire Department softball game is this Saturday at 8 pm and Sunday at 6 pm at Ting Park.

Councilman McGrath said that as things continue to open up, and being stuck in traffic becomes a pleasant reminder of returning to normal, it is worth taking a moment to check in with people who are having difficulty with change, returning to a different rhythm of life. Please take the time to ask people if they are having a hard time.

MANAGER'S REPORT

Randy Harrington, Town Manager, said he had two items.

1. He said there has been a lot of conversation tonight about development, and the pressure on staff. Our previous record for residential building permits was set in 2006 at 105 building permits in a month. In March we set a new record for 111 building permits issued. A lot of building activity is going on in our community. We have had conversations about what that means on the staff side, being able to review and provide adequate comments back to developers.

2. He invited Kendra Parrish, Executive Director of Utilities and Infrastructure to come forward. He said they had had conversations over the past week and a half with Congresswoman Ross. There is a lot of movement at the federal level for grants to municipalities. The Town has an opportunity to submit a requested project related to surface transportation, with a deadline of this Friday. There is about \$15 million of potential allocations to our region. In thinking about a potential request that is high need and they might be receptive to. There are two or three projects that might meet the criteria and he asked Council for feedback on what was important to them. The first project is the Avent Ferry Realignment Project. We're at 65% design, so we're far enough along that that might be attractive. A second project would be the Utley Creek Greenway. We are close to advertising for that, so we could perhaps use federal funds and reallocate the Parks and Rec funds to another project, like the connection to the Arbor Creek greenway. A third would be the Holly Springs Apex Road bridge replacement. We have been discussing with NCDOT that we want to expand to a 4-lane road when they replace the bridge. Our project has to be a project that is on the State Transportation Improvement Plan, if we were successful, it would move the project up the ladder.

Council discussed where the projects were on the STIP and how much each project was estimated to cost. The stipulations that the project serve underserved communities; be on STIP; and be approved by CAMPO were discussed in relation to each of the three possibilities, as well as the probabilities of each project being awarded funds. Consensus was for staff to submit the Avent Ferry Realignment project.

CLOSED SESSION: The Council entered into closed session, pursuant to N.C.G.S. 143-318.11(a)(4) to discuss an economic development matter.

Motion by: Villadsen

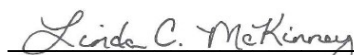
Second by: McGrath

Vote: Unanimous

Motion to leave closed session was made by Councilman McGrath, seconded by Councilwoman Kelly and passed with a unanimous vote.

Adjournment: Councilman Wolff made a motion to adjourn at 10:47 pm. It was seconded by Councilwoman Kelly and passed with a unanimous vote.

Respectfully Submitted on Tuesday, April 20, 2021.



Linda C. McKinney, Town Clerk

Addenda pages as referenced in these minutes follow and are a part of the official record.



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 7.

Consent Agenda

Title: Monthly Budget Amendment Report

Strategic Priority Area: Organizational Excellence

Staff Resource: Corey Petersohn, Finance

Action(s):

Receive Budget Amendment Report.

Explanation:

- The budget ordinance for the Town of Holly Springs authorizes the Town Manager to approve inter-department budget amendments within the same fund up to \$50,000 with notification to Town Council the following month.
- Each month, when applicable, the Finance Department will provide Council a copy of these approved budget amendments from the preceding month.

Background:

Funding Source(s):

Attachment(s):

1. Fleet Insurance Proceeds Budget Amendment
2. Utility Fund Development Review Budget Amendment
3. Sewer Easement BA

Town of Holly Springs Budget Amendment Request

BE IT ORDAINED by the Town Council of the Town of Holly Springs, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2021.

Department: Public Works Date: 3/12/2021

Reason for Budget Amendment:

Transferring insurance proceeds to fleet maintenance for repair processing.

Expense			
Account #	Account Description	Increase	Decrease
10-410-37.03	Central Services Insurance Proceeds		\$ 23,285
10-422-21-41.02	Fleet Maintenance Vehicle Repair	\$ 23,285	
Total Expense:		\$ 23,285	\$ 23,285

Revenue			
Account #	Account Description	Increase	Decrease
Total Revenue:		\$ -	\$ -

Department Head Signature (or electronic submission)

Town Manager Signature (if necessary)

Finance Director Signature (if necessary)

Council Approved/Notified (if necessary)

Town Manager is authorized to transfer within a department without prior approval of Town Council.

Town Manager is authorized to approve transfers between departments within the same fund up to \$50,000.

All inter-departmental transfers will be reported to Town Council by the following month.

Amendments that change the total budget or departmental transfers over \$50,000 require Town Council approval.

Town of Holly Springs Budget Amendment Request

BE IT ORDAINED by the Town Council of the Town of Holly Springs, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2021.

Department: Development Services

Date: 3/5/2021

Reason for Budget Amendment:

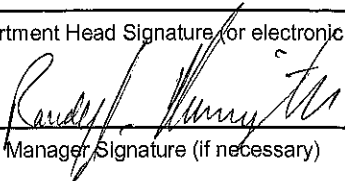
Increased development review fees due to high levels of development. This expense is reimbursed to the Town.

Expense			
Account #	Account Description	Increase	Decrease
30-432-12.09	Professional Services - Development Review	\$ 50,000	
30-95.23	Transfer to Reserves		\$ 50,000
Total Expense:		\$ 50,000	\$ 50,000

Revenue			
Account #	Account Description	Increase	Decrease
Total Revenue:		\$ -	\$ -

Department Head Signature (for electronic submission)

Finance Director Signature (if necessary)


Town Manager Signature (if necessary)

Council Approved/Notified (if necessary)

Town Manager is authorized to transfer within a department without prior approval of Town Council.

Town Manager is authorized to approve transfers between departments within the same fund up to \$50,000.

All inter-departmental transfers will be reported to Town Council by the following month.

Amendments that change the total budget or departmental transfers over \$50,000 require Town Council approval.

Town of Holly Springs Budget Amendment Request

BE IT ORDAINED by the Town Council of the Town of Holly Springs, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2021.

Department: Utilities and Infrastructure

Date: 3/18/2021

Reason for Budget Amendment:

Balance owed for condemnation settlement for small sewer easement on Graham Wood tract.

Expense			
Account #	Account Description	Increase	Decrease
30-95.24	Utility Fund Transfer to Waste Water Reserves		\$ 10,500
30-432-12.01	Professional Fees	\$ 10,500	
Total Expense:		\$ 10,500	\$ 10,500

Revenue			
Account #	Account Description	Increase	Decrease
Total Revenue:		\$ -	\$ -

Department Head Signature (or electronic submission)

Finance Director Signature (if necessary)

DocuSigned by:

3/18/2021



Town Manager Signature (if necessary)

Council Approved/Notified (if necessary)

Town Manager is authorized to transfer within a department without prior approval of Town Council.

Town Manager is authorized to approve transfers between departments within the same fund up to \$50,000.

All inter-departmental transfers will be reported to Town Council by the following month.

Amendments that change the total budget or departmental transfers over \$50,000 require Town Council approval.



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 8.

Consent Agenda

Title: Adopt Final Resolution 21-12 - FUJIFILM Diosynth Biotechnologies Limited Obligation Bonds

Strategic Priority Area: Economic Prosperity & Diversity
Organizational Excellence
Responsible & Balanced Growth

Staff Resource: Antwan Morrison, Finance

Action(s):

1. Approve the borrowing of Limited Obligation Bonds (LOB) for the purchase and conveyance of land pursuant to the Town's Economic Development Agreement with Fujifilm Diosynth Biotechnologies (FDB);
2. Approve substantially final form financing documents (including the Official Statements);
3. Authorize the Finance Director and Town Manager to complete all necessary transactions for the debt issuance.

Explanation:

- The Town is required to obtain approval from the Local Government Commission (LGC) in order to proceed with Limited Obligation Bond (LOB) financing for the purchase of the 150 acres of land in what is known as the Oakview Innovation Business Park, owned by Helix Ventures, for conveyance to FDB.
- Components of the financing include the land purchase of \$21 million, \$305,000 for improvements to the collateralized asset (Town Hall), and closing costs.
- A LOB is an approved form of municipal financing in North Carolina whereby the debt is sold to investors and the debt is secured (or collateralized) using the acquired asset or another asset of the municipality.
- A public hearing was held on April 6, 2021.
- The LGC will consider the Town's request on May 4, 2021.

Background:

- The preliminary resolution, which made a formal request to the Local Government Commission (LGC) to approve the limited obligation bonds issue, as well as providing certain "findings of fact" that the LGC staff needs to support the Town's application was approved by Town Council on April 6, 2021.

Funding Source(s):

Town Council Business Meeting
April 20, 2021

- Limited Obligation Bond financing for land purchase (upon approval of Local Government Commission) - incremental increase in FDB property tax revenues will be used for the debt payments

Attachment(s):

1. 21-12 Final approval of financing terms and documents 2021 Industrial Property Acquisition and Town Hall Renovations



THE TOWN OF

Holly Springs

Resolution No. 21-12

Date Adopted: April 20, 2021

Effective Date: April 20, 2021

Resolution providing final approval of financing terms and documents – 2021 Industrial Property Acquisition and Town Hall Renovations

WHEREAS --

The Town Council has previously determined to carry out a project to pay for the acquisition of the site for the FUJIFILM Diosynth Biotechnologies campus and renovations to Town Hall. This property acquisition is an economic development project for the Town that will increase the Town's taxable property, employment and business prospects.

The Council has made a tentative determination to carry out the financing by using an installment financing, as authorized under Section 160A-20 of the North Carolina General Statutes. In an installment financing, the Town's repayment obligation is secured by a mortgage-type interest in all or part of the property being acquired or improved, but not by any pledge of the Town's taxing power or any specific revenue stream. In this case, the Town expects to place that mortgage on Town Hall. The Town's financing plan also includes the use of limited obligation bonds, which represent interests in the installment payments to be made by the Town that can be sold to investors.

The Town staff has made available to the Council the draft documents listed on Exhibit A (the "Documents"), and a draft of an official statement designed to provide information about the Town and the financing to prospective investors in the bonds. These items relate to the Town's carrying out the financing plan.

This resolution provides the Town Council's final approval of the financing terms and the substantially final financing documents.

BE IT THEREFORE RESOLVED by the Town Council of the Town of Holly Springs, North Carolina, as follows:

1. Determination to Proceed with Financing -- The Council confirms its decision to carry out the proposed installment financing as described above.

Under the financing plan, the Town will receive funds from the sale of the limited obligation bonds to carry out the projects. The Town will repay the funds over time, with interest. The Town will secure its repayment obligation by granting a mortgage-like interest in Town Hall.

2. *Approval of Documents; Direction to Execute Documents* -- The Council approves the forms of the Documents submitted to this meeting. The Council authorizes the Mayor and the Town Manager, or either of them, to execute and deliver those Documents to which the Town is a party. The Documents in their respective final forms must be in substantially the forms presented, with changes as the Mayor or the Town Manager may approve. The execution and delivery of any Document by an authorized Town officer will be conclusive evidence of that officer's approval of any changes.

The Documents in final form, however, must provide for the principal amount of limited obligation bonds not to exceed \$22,000,000, a true interest cost of the financing not to exceed 2.94% and a financing term not to extend beyond December 31, 2041. The amount financed under the Documents may include amounts to pay financing expenses and other necessary and incidental costs.

3. *Sale of Bonds; Approval of Official Statement* – The Council appoints PNC Capital Markets LLC to underwrite a public offering of the proposed limited obligation bonds.

The Council approves the draft official statement submitted to this meeting as the form of the preliminary official statement pursuant to which the underwriter will offer the bonds for sale. The preliminary official statement as distributed to prospective investors must be in substantially the form presented, with such changes as the Finance Officer may approve. The Council directs the Finance Officer, after the sale of the bonds, to complete and otherwise prepare the preliminary official statement as an official statement in final form.

The Council authorizes the use of the preliminary official statement and the final official statement (collectively, the "Official Statement") by the underwriter in connection with the sale of the bonds.

The Council acknowledges that it is the Town's responsibility, and ultimately the Council's responsibility, to ensure that the Official Statement in its final form neither contains an untrue statement of a material fact nor omits to state a material fact required to be included therein for the purpose for which such Official Statement is to be used or necessary to make the statements therein, in light of the circumstances under which they were made, not misleading.

4. *Officers to Complete Closing* – The Council authorizes the Town Manager, the Finance Officer and all other Town officers and employees to take all proper steps to complete the financing in accordance with the terms of this resolution.

The Council authorizes the Town Manager to hold executed copies of all financing documents authorized by this resolution in escrow on the Town's behalf until the conditions for their delivery have been completed to his satisfaction, and then to release the executed documents for delivery to the appropriate persons or organizations.

Without limiting the generality of the previous paragraphs, the Council specifically authorizes the Town Manager (a) to approve and enter into, on behalf of the Town, any additional agreements appropriate to carry out the financing plan contemplated by this

resolution, and (b) to approve changes to any documents previously signed by Town officers or employees, provided that the changes do not substantially alter the intent from that expressed in the form originally signed. The Town Manager's authorization of the release of any document for delivery will constitute conclusive evidence of her approval of any changes.

In addition, the Council authorizes the Town Manager and the Finance Officer to take all appropriate steps for the efficient and convenient carrying out of the Town's on-going responsibilities with respect to the financing. This authorization includes, without limitation, contracting with third parties for reports and calculations that may be required under the Documents, this resolution or otherwise with respect to the bonds.

5. Other Financing Participants – Sanford Holshouser LLP will serve as the Town's bond counsel. DEC Associates Inc. will serve as the Town's financial adviser. U.S. Bank National Association will serve as Trustee under the Trust Agreement referenced in Exhibit A.

6. Miscellaneous Provisions – The Council authorizes all Town officers and employees to take all further action as they may consider desirable to carry out the purposes of this resolution. In particular, the Council directs the Town Clerk to apply the Town's seal to the final form Documents, and to attest to the application of the seal. The Council ratifies all prior actions of Town officers and employees to this end. Upon the unavailability or refusal to act of the Town Manager, the Mayor or the Finance Officer, any other of those officers may assume any responsibility or carry out any function assigned in this resolution. In addition, the Mayor Pro Tem or any Deputy or Assistant Clerk may carry out or exercise any rights or responsibilities assigned in this resolution to the Mayor or the Town Clerk. The Council repeals all other Council proceedings, or parts of proceedings, in conflict with this resolution, to the extent of the conflict. This resolution takes effect immediately.

Adopted by the Holly Springs Town Council on this, the 20th day of April, 2021.

Town of Holly Springs by

ATTEST:

Dick Sears, Mayor

Linda McKinney, Town Clerk

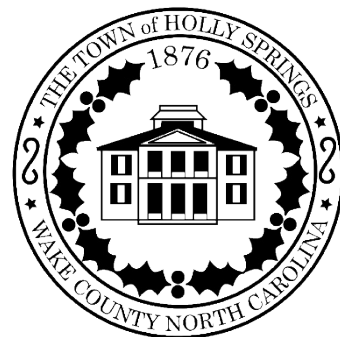


Exhibit A -- Draft Documents

- (a) A draft dated April 12, 2021, of a Trust Agreement to be dated on or about May 1, 2021 (the "Trust Agreement"), between the Town and U.S. Bank National Association (the "Trustee"), providing for the advance of funds to the Town, for the issuance of limited obligation bonds, for the Town's obligation to repay the amounts advanced, and for the Town's responsibilities for the use and care of the collateral.

- (b) A draft dated April 12, 2021, of a Deed of Trust and Security Agreement to be dated on or about May 1, 2021, from the Town to a deed of trust trustee for the Trustee's benefit, providing for a security interest in the Town Hall property to secure the Town's obligations under the Trust Agreement.

- (c) A draft of a Bond Purchase Agreement to be dated on or about May 12, 2021, providing for the underwriter's obligation to purchase the bonds. The final form of this Agreement will set out the final principal amount, principal payment schedule and interest rates for the bonds, and the other terms and conditions for the underwriter's obligation to purchase the bonds.



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 9.

Consent Agenda

Title: Inspection & Evaluation of 19 Sanitary Sewer Pump Stations (TOHS 21-002)

Strategic Priority Area: Responsible & Balanced Growth

Staff Resource: Rachel Ingham, Utilities and Infrastructure, Kendra Parrish, Utilities and Infrastructure

Action(s):

Approve a contract for \$74,754 with Hazen and Sawyer for the inspection and evaluation of nineteen (19) sanitary sewer pump stations.

Explanation:

- In February 2021, Utilities & Infrastructure Services prepared a Request For Qualifications (RFQ) seeking qualified consultants to inspect and evaluate the town's nineteen (19) sanitary sewer pump stations.
- Four firms submitted Statements of Qualification in response to the RFQ.
- Hazen and Sawyer was chosen based on their demonstrated experience completing similar studies, overall project understanding, and direct experience and familiarity with the Town's wastewater infrastructure.

Background:

- As infrastructure ages and parts wear, pump station capacity oftentimes falls below the initially permitted design rate. Field inspections can evaluate reliable pump station performance.
- This information allows the Town to plan for and prioritize repairs and upgrades needed at the pump stations to serve the growing population.

Funding Source(s):

The Inspection and Evaluation of Nineteen (19) Sanitary Sewer Pump Stations project was anticipated and budgeted for in the FY 20/21 Community Investment Plan, and is funded through account #30-432-41.11.

Attachment(s):

1. HAZEN STANDARD CONTRACT - TOHS PS AssessmentV2

**AGREEMENT
FOR PROFESSIONAL SERVICES**

Between

Town of Holly Springs

And

Hazen and Sawyer

FOR

**Inspection and Evaluation of 19
Sanitary Sewer Pump Stations**

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OWNER: [Town of Holly Springs]

PROJECT: [Inspection and Evaluation of 19 Sanitary
Sewer Pump Stations]

**AGREEMENT BETWEEN TOWN OF HOLLY SPRINGS AND HAZEN AND SAWYER
FOR PROFESSIONAL SERVICES**

This Agreement, dated the _____ day of _____, 20____ is made and entered into between

Town of Holly Springs (Owner, hereinafter "**OWNER**")

PO Box 8

Holly Springs, NC 27540

and

Hazen and Sawyer (hereinafter "**ENGINEER**")

4011 WestChase Blvd, Suite 500

Raleigh, NC 27607.

WHEREAS, **OWNER's** Project, of which **ENGINEER's** services under this Agreement are a part, is generally identified as follows:

Inspection and Evaluation of 19 Sanitary Sewer Pump Stations and drawdown testing, (hereinafter "**PROJECT**"); and

WHEREAS, **OWNER** requests **ENGINEER's** services in connection with the **PROJECT**;

NOW THEREFORE, in consideration of the mutual promises herein contained, **OWNER** and **ENGINEER** agree as follows:

Art. 1 THE AGREEMENT DOCUMENTS

- 1.1 Included Documents. The Agreement consists of: (1) this Agreement, including Schedule A, Scope of Services, and Schedule B, Compensation, attached hereto.
- 1.2 Entire Agreement. The Agreement represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral.
- 1.3 Modification. **Unless otherwise provided for herein**, no amendments, changes, alterations, or modifications of this Agreement shall be effective unless in writing and executed by **OWNER** and **ENGINEER**.

Art. 2. SCOPE OF SERVICES AND DIVISION OF RESPONSIBILITIES

2.1 OWNER Responsibilities. In addition to other responsibilities of **OWNER** as set forth in this Agreement, **OWNER** must designate its representative to fulfill the following responsibilities, at its expense, which **ENGINEER** shall rely upon:

- a) Provide **ENGINEER** with all criteria and full information as to **OWNER's** requirements for the **PROJECT**, including design objectives and constraints, flexibility, expandability, capacity and performance requirements, budgetary limitations, operating and testing data, as-built drawings, and previous reports if any. Provide **ENGINEER** with copies of all design and construction standards that **OWNER** will require to be included in the Drawings and Specifications, and provide copies of **OWNER's** standard forms, conditions, and related documents for **ENGINEER** to include in the bid documents, when applicable.
- b) Provide to **ENGINEER** any other available information pertinent to the **PROJECT** including reports and data relative to previous designs, or investigation at or adjacent to the Site.
- c) Following **ENGINEER's** assessment of initially-available **PROJECT** data and upon **ENGINEER's** request, provide or make available such additional **PROJECT** related information and data as is reasonably required to enable **ENGINEER** to complete its services. Such additional information or data includes the following:
 - 1. Property descriptions.
 - 2. Zoning, deed, and other land use restrictions.
 - 3. Property, boundary, easement, right-of-way, and other special surveys or data, including establishing relevant reference points.
 - 4. Explorations and tests of subsurface conditions at or contiguous to the Site, drawings of physical conditions relating to existing surface or subsurface structures at the Site, or hydrographic surveys, with appropriate professional interpretation thereof.
 - 5. Environmental assessments, audits, investigations, and impact statements, and other relevant environmental or cultural studies as to the **PROJECT**, the Site, and adjacent areas.
 - 6. Data or consultations as required for the **PROJECT** but not otherwise identified in the Agreement or the Exhibits thereto.
- d) Provide prompt written notice to **ENGINEER** whenever **OWNER** observes or otherwise becomes aware of the presence at the Site of any environmental concern, or of any other development that affects the scope or time of performance of **ENGINEER** services, or any defect or nonconformance in **ENGINEER** services, the Work, or in the performance of any contractor.
- e) Arrange safe access to and make all provisions for **ENGINEER** to enter upon public and private property as required for **ENGINEER** to perform services under the Agreement.

- f) Provide reviews, approvals, and permits from all governmental authorities having jurisdiction to approve all phases of the **PROJECT** designed or specified by **ENGINEER** and such reviews, approvals, and consents from others as may be necessary for completion of each phase of the **PROJECT**.

Art. 3. NOTICE TO COMMENCE WORK AND DURATION OF AGREEMENT

- 3.1 Commencement. **ENGINEER** is authorized to begin rendering services as of the effective date and issuance of Notice-to-Proceed and will terminate either: (1) upon the satisfactory completion of **ENGINEER's** scope of services set forth in Schedule A; (2) on the date specified in Schedule B, if such date is specified, as applicable; or (3) as otherwise terminated under this Agreement.
- 3.2 Time for Completion. **ENGINEER** shall complete its obligations within a reasonable time. Specific periods of time for rendering services are set forth or specific dates by which services are to be completed are provided in Schedules A and/or B. If, through no fault of **ENGINEER**, such periods of time or dates are changed, or the orderly and continuous progress of **ENGINEER's** services is impaired, or **ENGINEER's** services are delayed or suspended, then the time for completion of **ENGINEER's** services, and the rates and amounts of **ENGINEER's** compensation, shall be adjusted equitably. If **OWNER** authorizes changes in the scope, extent, or character of the **PROJECT**, then the time for completion of **ENGINEER's** services, and the rates and amounts of **ENGINEER's** compensation, shall be adjusted equitably. **OWNER** shall make decisions and carry out its other responsibilities in a timely manner so as not to delay **ENGINEER's** performance of its services.

Art. 4. PAYMENT AND BILLING

- 4.1 Payment Amount(s). As compensation for the services to be performed by **ENGINEER**, **OWNER** shall pay **ENGINEER** the amount(s) set forth in Schedule B, attached hereto. The method of compensation shall be set forth in Schedule B. **OWNER** agrees only to be liable for payment to **ENGINEER** for **ENGINEER's** proper performance of services, as provided for in Schedule B.
- 4.2 Invoicing and Documentation. **ENGINEER** shall keep accurate back-up documentation of the time expended in executing its scope of work. Payment for services performed by **ENGINEER** shall be based upon **ENGINEER's** satisfactory completion of services as properly invoiced and documented by **ENGINEER**. **ENGINEER's** invoices and documentation shall be subject to verification by **OWNER** prior to payment. Invoices submitted by **ENGINEER**, at a minimum, shall:
 - a) accurately describe the services rendered during the invoice period;
 - b) identify any other authorized expenses incurred hereunder; and
 - c) make reference to this Agreement, and otherwise identify the invoice in such manner as **OWNER** may reasonably require.

All invoices and billing documentation shall be sent to **OWNER** at the following address:

Town of Holly Springs-Sent Via Email
Attention: Debbie Abbene and Accounts Payable
debbie.abbene@hollyspringsnc.gov &
accountspayable@hollyspringsnc.gov

- 4.3 Failure to Pay. If **OWNER** fails to make any payment due to **ENGINEER** for services and expenses within 30 days after receipt of **ENGINEER's** invoice, then:
- a) amounts due to **ENGINEER** will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from the thirtieth day; and
 - b) **ENGINEER** may, after giving seven days written notice to **OWNER**, suspend services under this Agreement until **OWNER** has paid in full all amounts due for services, expenses, and other related charges. **OWNER** waives any and all claims against **ENGINEER** for any such suspension.
- 4.4 Disputed Invoices. If **OWNER** contests an invoice, **OWNER** shall promptly advise **ENGINEER** of the specific basis for doing so, may withhold only that portion so contested, and must pay the undisputed portion.
- 4.5 Legislative Actions. If after the Effective Date any governmental entity takes a legislative action that imposes taxes, fees, or charges on **ENGINEER's** services or compensation under this Agreement, then **ENGINEER** may invoice such new taxes, fees, or charges as a reimbursable expense. **OWNER** shall reimburse **ENGINEER** for the cost of such invoiced new taxes, fees, and charges; such reimbursement shall be in addition to the compensation to which **ENGINEER** is entitled under the terms of Schedule B.
- 4.6 Opinions of Probable Construction Cost. **ENGINEER's** opinions of probable construction cost are to be made on the basis of **ENGINEER's** experience and qualifications and represent **ENGINEER's** best judgment as an experienced and qualified professional generally familiar with the construction industry. However, because **ENGINEER** has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, **ENGINEER** cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction costs prepared by **ENGINEER**. If **OWNER** requires greater assurance as to probable construction cost, **OWNER** must employ an independent cost estimator.
- 4.7 Opinions of Total Project Costs. The services, if any, of **ENGINEER** with respect to total project costs shall be limited to assisting the **OWNER** in collating the various cost categories which comprise total project costs. **ENGINEER** assumes no responsibility for the accuracy of any opinions of total project costs.

Art. 5. DATA AND INFORMATION

- 5.1 All documents are instruments of services in respect to this **PROJECT** and **ENGINEER** shall retain an ownership and property interest therein (including the copyright and the right of reuse at the discretion of **ENGINEER**) whether or not the **PROJECT** is completed. **OWNER** shall not rely in any way on any document unless it is in printed form, signed or sealed by **ENGINEER** or one of its consultants.
- 5.2 **OWNER** may make and retain copies of documents for information and reference in connection with use on the **PROJECT** by **OWNER**. **ENGINEER** grants **OWNER** a limited license to use the documents on the **PROJECT**, extensions of the **PROJECT**, and for related uses of the **OWNER**, subject to receipt by **ENGINEER** of full payment for all services relating to preparation of the documents and subject to the following limitations: (1) **OWNER** acknowledges that such documents are not intended or represented to be suitable for use on the **PROJECT** unless completed by **ENGINEER**, or for use or reuse by **OWNER** or others on extensions of the **PROJECT**, on any other project, or for any other use or purpose, without written verification or adaptation by **ENGINEER**; (2) any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by **ENGINEER**, as appropriate for the specific purpose intended, will be at **OWNER's** sole risk and without liability or legal exposure to **ENGINEER** or to its officers, directors, members, partners, agents, employees, and consultants; (3) **OWNER** shall indemnify and hold harmless **ENGINEER** and its officers, directors, members, partners, agents, employees, and consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by **ENGINEER**; and (4) such limited license to **OWNER** shall not create any rights in third parties.
- 5.3 If **ENGINEER** at **OWNER's** request verifies the suitability of the documents, completes them, or adapts them for extensions of the **PROJECT** or for any other purpose, then **OWNER** shall compensate **ENGINEER** at rates or in an amount to be agreed upon by **OWNER** and **ENGINEER**.

Art. 6. SUBCONTRACTING

Performance of this Agreement shall not be subcontracted in whole or in part without the consent of **OWNER** which shall not be unreasonably withheld. In the event **OWNER** consents to such subcontract, **ENGINEER** shall remain bound by the terms of this Agreement until the satisfactory completion of all work hereunder or the termination or expiration hereof, whichever shall first occur. **ENGINEER** may employ consultants as **ENGINEER** deems necessary to assist in the performance or furnishing of the services, subject to reasonable, timely, and substantive objections by **OWNER**.

Art. 7. CONFLICTS OF INTEREST

- 7.1 Neither **ENGINEER** nor its employees shall have or hold any continuing or frequently recurring employment or contractual relationship that is substantially antagonistic or incompatible with **ENGINEER's** loyal and conscientious exercise of judgment related to its performance under this Agreement.

- 7.2 **ENGINEER** agrees that none of its officers or employees shall, during the duration of this Agreement, serve as an expert witness against **OWNER** in any legal or administrative proceeding in which he or she is not a party, unless compelled by court process, nor shall such persons give sworn testimony or issue a report or writing, as an expression of his or her expert opinion, which is adverse or prejudicial to the interests of **OWNER** for the work performed under this Agreement or in connection with any such pending or threatened legal or administrative proceeding. The limitations of this section shall not preclude such persons from representing themselves in any action or in any administrative or legal proceeding.
- 7.3 In the event **ENGINEER** is permitted to utilize subcontractors to perform any services required by this Agreement, **ENGINEER** agrees to prohibit such subcontractors, by written contract, from having any conflicts within the meaning of this Article 7.

Art. 8. **SUSPENSION OF SERVICES**

- 8.1 By OWNER. **OWNER** may suspend, delay, or interrupt the **PROJECT** for up to 60 days upon 7 days written notice to **ENGINEER**. The written notice must be in advance of the effective time and date of suspension and will fix the date on which performance of such services will be resumed. **ENGINEER** shall be entitled to an adjustment in compensation, an extension of time, or both, directly attributable to any such suspension, to the extent that such suspension was not due to any fault of **ENGINEER**.
- 8.2 By ENGINEER. **ENGINEER** may suspend, delay, or interrupt its services, or any portion thereof, for a period of 60 days upon 7 days written notice to **OWNER** for nonpayment.

Art. 9. **TERMINATION**

- 9.1 Termination for Cause by Either Party. Either party may terminate this Agreement at any time for cause by giving the other party **seven days** written notice if the other party fails to perform its obligations under this Agreement and fails to cure within such **seven day** period.
- 9.2 Termination for Cause by ENGINEER. Upon seven days written notice if **OWNER** demands that **ENGINEER** furnish or perform services contrary to **ENGINEER**' responsibilities as a licensed professional; or upon seven days written notice if **ENGINEER**'s services for the **PROJECT** are delayed or suspended for more than 60 days for reasons beyond **ENGINEER**'s control, **ENGINEER** may terminate this Agreement. **ENGINEER** shall have no liability to **OWNER** on account of such termination.
- 9.3 Termination for Convenience. **OWNER** may terminate this Agreement at any time with or without cause upon at least **fourteen days** written notice to **ENGINEER**. In the event of such a termination for convenience, **ENGINEER** will be paid for that portion of the work satisfactorily completed prior to termination.
- 9.4 Payments Upon Termination. In the event of any termination, **ENGINEER** will be entitled to invoice **OWNER** and to receive full payment for all services performed

or furnished in accordance with this Agreement and all reimbursable expenses incurred through the effective date of termination. In the event of termination by **OWNER** for convenience or by **ENGINEER** for cause, **ENGINEER** shall be entitled, in addition to invoice **OWNER** and to payment of a reasonable amount for services and expenses directly attributable to termination, both before and after the effective date of termination, such as reassignment of personnel, costs of terminating contracts with **ENGINEER's** subcontractors or consultants, and other related close-out costs.

Art. 10. CHANGES IN THE SERVICES

- 10.1 Written Change Order. **OWNER** may, by written order to **ENGINEER**, request additional services, issue revisions or direct the omission of services within the general scope of this Agreement. Any additional services shall be performed upon execution of an applicable change order regarding compensation and extensions of time. No changes will be made absent specific written direction and agreement for payment.
- 10.2 Equitable Adjustment. If such changes cause an increase or decrease in **ENGINEER's** cost of, or time required for, performance of any services under this Agreement, an equitable adjustment may be made in price and/or time of performance, provided that any claim for an adjustment must be made in strict accordance with the terms of this Agreement. **ENGINEER** shall submit such claim in writing within **30 days** of receipt of said written order.

Art. 11. NOTICES

All notices or orders provided for in this Agreement shall be in writing, addressed to the appropriate party at the address which appears below (or as modified in writing by such party) and given personally, by United States mail (return receipt requested), or by a courier service. All notices shall be effective upon the date of receipt.

OWNER if mailed by certified or registered mail, postage prepaid to:

Town of Holly Springs
Attention: Rachel Ingham
PO Box 8
128 S Main St.
Holly Springs, NC 27540;

or

ENGINEER if mailed by certified or registered mail, postage prepaid to:

Hazen and Sawyer
Attention: Brian Porter
4011 WestChase Blvd, Suite 500
Raleigh, NC 27607
.

Art. 12. CLAIMS AND DISPUTES

- 12.1 Applicable Law. This Agreement shall be interpreted and construed in accordance with the laws of the state where the **PROJECT** is located.
- 12.2 Dispute Resolution Procedure. **OWNER** and **ENGINEER** each hereby waives any rights it may have to a trial by jury of any such litigation. Further, any such claims or disputes and any action involving the enforcement or interpretation of any rights hereunder shall be submitted to the jurisdiction of the courts of the state in which the **PROJECT** is located.
- 12.3 Neither **OWNER** nor **ENGINEER** shall be liable to the other for any special, incidental, indirect or consequential damages whatsoever arising out of or relating in any way to this Agreement.

Art. 13. INSURANCE

- 13.1 ENGINEER Coverage. **ENGINEER** shall procure and maintain insurance as set forth below. **ENGINEER** shall cause **OWNER** to be listed as an additional insured on any applicable general liability insurance policy carried by **ENGINEER**.
- 13.2. Minimum Coverage of ENGINEER. **ENGINEER** shall maintain at a minimum the following insurance policies and coverage with carriers authorized to cover risks and licensed to underwrite policies and have an A.M. Best's rating of A-VII or higher:
- (a) Worker's Compensation & Disability Insurance as required by all applicable state and federal laws.
 - (b) Employer's Liability with limits of **\$500,000** each accident, **\$500,000** Disease (each employee) and **\$500,000** Disease (policy limit).
 - (c) Comprehensive General Liability with minimum limits of **\$1,000,000** per occurrence and **\$1,000,000** in the aggregate.
 - (d) Professional Liability with limits of not less than **\$1,000,000**, per claim and **\$1,000,000** in the aggregate, insuring the professional liability of **ENGINEER**.
 - (e) Business Auto Insurance for all owned, hired, non-owned and Employers' non-ownership vehicles with minimum limits of **\$1,000,000** combined single limit.
 - (f) Other Insurance Coverage Requirements: **TOHS** to be named as additional insured on certificates.
- 13.3 Certificates of Insurance. **ENGINEER** shall deliver to **OWNER** certificates of insurance evidencing the coverages indicated in Sections 13.1 and 13.2 above. Such certificates shall be furnished prior to commencement of **ENGINEER's** services and at renewals thereafter during the life of the Agreement.

- 13.4 At any time, **OWNER** may request that **ENGINEER** or its consultants, at **OWNER's** sole expense, provide additional insurance coverage, increased limits, or revised deductibles.
- 13.5 Cancellation, Renewal or Modification. Should coverage afforded under any policy be canceled, non-renewed, materially changed (materially changed defined as a reduction in the policy limit by endorsement during the policy period), or allowed to expire, **ENGINEER** shall provide **OWNER** with at least 30 days prior written notice or, in the event of non-payment, ten days prior written notice.
- 13.6 Failure to Maintain Insurance. In the event **ENGINEER** fails to maintain any of the insurance required under this Agreement, it shall constitute a material breach of this Agreement.

Art. 14. INDEMNIFICATION

- 14.1 Indemnification by ENGINEER. To the fullest extent permitted by law, **ENGINEER** shall indemnify and hold harmless **OWNER**, and its officers and employees from and against claims, damages, losses and expenses of any nature or kind including, but not limited to, reasonable attorneys' fees, arising out of, resulting from or relating in any way to negligence, recklessness, intentionally wrongful conduct or breach of contract of **ENGINEER**, its subcontractors, anyone directly employed by them or anyone for whose acts they may be liable. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity which would otherwise exist as to a party or person described in this Article 14.
- 14.2 Indemnification by OWNER. **OWNER** shall indemnify and hold harmless **ENGINEER** and its shareholders, directors, officers, agents and employees from and against claims, damages, losses and expenses of any nature or kind including, but not limited to, attorneys' fees, arising out of, resulting from or relating in any way to negligence, recklessness, intentionally wrongful conduct or breach of contract of **OWNER**, its subcontractors, anyone directly employed by them or anyone for whose acts they may be liable. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity which would otherwise exist as to a party or person described in this Article 14.
- 14.3 Environmental Indemnification. To the fullest extent permitted by law, **OWNER** shall indemnify and hold harmless **ENGINEER**, and its shareholders, directors, officers, agents and employees from and against any and all claims, costs, losses, and damages (including but not limited to all fees and charges of **ENGINEER**, architects, attorneys and other professionals, and all court, arbitration, or other dispute resolution costs) caused by, arising out of, relating to, or resulting from an environmental concern at, on, or under the site, provided that (1) any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to the injury or to destruction of tangible property (other than the work itself), including the loss of use resulting therefrom, and (2) nothing in this paragraph shall obligate **OWNER** to indemnify any individual or entity from and against the consequences of that individual's or entity's own negligence or willful misconduct.
- 14.4 Mutual Waiver. To the fullest extent permitted by law, **OWNER** and **ENGINEER** waive against each other, and the other's shareholders, directors, officers, agents

and employees, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the **PROJECT**.

- 14.5 This Article 14, Indemnification, shall survive the termination of this Agreement.
- 14.6 Both parties acknowledge and agree that the foregoing obligations are specific considerations for this Agreement and without such duties and obligations neither party would enter this Agreement.

Art. 15. PERFORMANCE STANDARDS

- 15.1 Standard of Care. **ENGINEER** shall perform all professional services with the care and skill ordinarily exercised by members of the same profession currently practicing in the United States, on projects of similar size and complexity at the time the services are performed. **ENGINEER** makes no warranties, express or implied, under this Agreement or otherwise, in connection with **ENGINEER's** services.
- 15.2 Reliance on Others. Subject to the standard of care set forth in Article 15, **ENGINEER** and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- 15.3 **ENGINEER** shall not be required to sign any documents, no matter by whom requested, that would result in **ENGINEER** having to certify, guarantee, or warrant the existence of conditions whose existence **ENGINEER** cannot ascertain. **OWNER** agrees not to make resolution of any dispute with **ENGINEER** or payment of any amount due to **ENGINEER** in any way contingent upon **ENGINEER** signing any such documents.
- 15.4 During construction, **ENGINEER** neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform the work in accordance with the contract documents.
- 15.5 During construction, **ENGINEER** shall not provide or have any responsibility for surety bonding or insurance-related advice, recommendations, counseling, or research, or enforcement of construction insurance or surety bonding requirements.
- 15.6 During construction, **ENGINEER** shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any of their agents or employees or of any other person (except **ENGINEER**; own agents, employees, and consultants) at the site or otherwise furnishing or performing any work; or for any decision made regarding the contract documents, or any application, interpretation, or clarification of the contract documents, other than those made by **ENGINEER**.

Art. 16. RECORDS

- 16.1 If the services to be performed hereunder relate to a state or federal government contract, the Comptroller General of the United States and the department or agency of the government having cognizance over this Agreement, and any of their duly authorized representatives, shall have access to and the right to examine any directly pertinent books, documents, papers and records of **OWNER** or **ENGINEER** involving transactions related to this Agreement.
- 16.2 **ENGINEER** shall grant access to such records until the expiration of **three years** after final payment under this Agreement.

Art. 17. AUDIT RIGHT AND RETENTION OF RECORDS

- 17.1 **OWNER** shall have the right to audit the books and records of **ENGINEER**. **ENGINEER** shall keep such records and accounts as may be necessary in order to record complete and correct entries related to the **PROJECT**.
- 17.2 **ENGINEER** shall preserve and make available, at reasonable times for examination and audit by **OWNER** all financial records, supporting documents, statistical records, and any other documents pertinent to this Agreement until the expiration of **three years** after final payment under this Agreement.

Art. 18. LIMITATION OF LIABILITY

To the fullest extent permitted by law, and notwithstanding any other provision of this Agreement, the total liability, in the aggregate, of **ENGINEER** and **ENGINEER's** officers, directors, members, partners, agents, employees, and Consultants, to **OWNER** and anyone claiming by, through, or under **OWNER** for any and all claims, losses, costs, or damages whatsoever arising out of, resulting from, or in any way related to the **PROJECT** or the Agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability, breach of contract, indemnity obligations, or warranty express or implied of **ENGINEER** or **ENGINEER's** officers, directors, members, partners, agents, employees, or Consultants shall not exceed the total compensation received by **ENGINEER** under this Agreement.

Art. 19. SUCCESSORS AND ASSIGNEES

This Agreement is to be binding on the heirs, successors and assignees of **OWNER** and **ENGINEER**, but is not to be assigned by either **OWNER** or **ENGINEER**, without first obtaining the written consent of the other.

Art. 20. MUTUAL WAIVER OF BREACH AND MATERIALITY

Failure by **either party** to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement. A waiver of any breach of a provision of this Agreement shall not be deemed a waiver of any subsequent breach and shall not be construed to be a modification of the terms of this Agreement. **OWNER** and **ENGINEER** agree that each requirement, duty, and obligation set forth herein is

substantial and important to the formation of this Agreement and, therefore, is a material term hereof.

Art. 21. PERMITS, LICENSES, NOTICES AND COMPLIANCE WITH LAWS

- 21.1 **ENGINEER** shall comply with federal, state and local tax laws, social security acts, unemployment compensation acts and worker's compensation acts insofar as applicable to the performance of services under this Agreement.
- 21.2 **ENGINEER** shall not unlawfully discriminate against any person in its operations and activities in its use or expenditure of the funds or any portion of the funds provided by this Agreement and shall affirmatively comply with all applicable provisions of the Americans with Disabilities Act (ADA) in the course of providing any services funded in whole or in part by **OWNER**, including Titles I and II of the ADA (regarding nondiscrimination on the basis of disability), and all applicable regulations, guidelines, and standards.
- 21.3 **ENGINEER's** decisions regarding the delivery of services under this Agreement shall be made without regard to or consideration of race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation, or any other factor which cannot be lawfully or appropriately used as a basis for service delivery.
- 21.4 **ENGINEER** shall comply with Title I of the Americans with Disabilities Act regarding nondiscrimination on the basis of disability in employment and further shall not discriminate against any employee or applicant for employment because of race, age, religion, color, gender, sexual orientation, national origin, marital status, political affiliation, or physical or mental disability. In addition, **ENGINEER** shall take affirmative steps to ensure nondiscrimination in employment against disabled persons. Such actions shall include, but not be limited to, the following: employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff, termination, rates of pay, other forms of compensation, terms and conditions of employment, training (including apprenticeship), and accessibility.
- 21.5 **ENGINEER** shall take affirmative action to ensure that applicants are employed and employees are treated without regard to race, age, religion, color, gender, sexual orientation, national origin, marital status, political affiliation, or physical or mental disability during employment. Such actions shall include, but not be limited to, the following: employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff, termination, rates of pay, other forms of compensation, terms and conditions of employment, training (including apprenticeship), and accessibility.

Art. 22. SEVERANCE

In the event this Agreement or a portion of this Agreement is found by a court of competent jurisdiction to be invalid, the remaining provisions shall continue to be effective unless **OWNER** elects to terminate this Agreement. The election to terminate this Agreement

based upon this provision shall be made within **seven days** after the finding by the court becomes final.

Art. 23. JOINT PREPARATION

Preparation of this Agreement has been a joint effort of **OWNER** and **ENGINEER** and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than any other.

Art. 24. PRIORITY OF PROVISIONS

If there is a conflict or inconsistency between any term, statement, requirement, or provision of any exhibit attached hereto, any document or events referred to herein, or any document incorporated into this Agreement by reference and a term, statement, requirement, or provision of this Agreement, the term, statement, requirement, or provision contained in the Articles of this Agreement shall prevail and be given effect.

Art. 25. PROJECT SPECIFIC TERMS

The following additional **PROJECT** specific terms and conditions are:

☐ None

Art. 26. COUNTERPARTS

This Agreement may be executed in **counterparts**, each of which shall be deemed to be an original.

Art. 27. APPROVAL

IN WITNESS THEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers and is made effective the day and year first above written.

TOWN OF HOLLY SPRINGS

HAZEN AND SAWYER

By: _____

Name: _____ Date

Title: _____

By: _____

H. Thomas Tant Date

Vice President

Witnessed By:

Name: _____ Date

Title: _____

Matthew Miles Date

Associate

SCHEDULE A
SCOPE OF SERVICES
Town of Holly Springs
Inspection and Evaluation of 19 Sanitary Sewer Pump Stations

The scope of work to be provided by **ENGINEER** includes professional services for the elements listed below.

Phase 1 : Pump Station Field Inspections – Building Components

Structural/Mechanical

ENGINEER will utilize non-destructive inspection techniques to estimate the extent of hydrogen sulfide damage to the structure and mechanical equipment. For purposes of this scope and fee ENGINEER has assumed all pump station wet well inspections will be performed via visual inspections from above, or from ground level. ENGINEER will also visually inspect on-site pump station superstructures and identify potential deficiencies or improvements that should be made. The surrounding property will be visually surveyed to see what impacts the pump stations may have on the community. This includes odor concerns, aesthetic concerns, or safety concerns.

Electrical/HVAC

ENGINEER will visually inspect onsite and accessible electrical equipment to identify improvements, repairs or replacements that are needed. This portion of work will require the assistance from OWNER's personnel to ensure that all safety precautions including items such as lock-out tag out procedures, are followed. The scope of electrical inspections will include pump motor starters, conduit conditions and pump wiring. ENGINEER will also evaluate existing onsite HVAC equipment as applicable. The scope of the HVAC inspections will be limited to observing the functionality of existing equipment, or recommending new HVAC equipment be installed at locations that will benefit OWNER's personnel or equipment.

Pump Station Cleaning Considerations/Disposal of Wastes

ENGINEER will perform a visual inspection of the pump station wet wells to gauge the extent of rags and debris present, while also soliciting feedback from OWNER personnel closely involved with pump station cleaning to delineate which pump stations accumulate the most debris, and which stations have been identified as problem areas.

For the purposes of fee development and to meet schedule requirements ENGINEER has assumed all Pump Station Field Inspections will take 3.5 days to complete.

Phase 2 : Pump Station Field Flow Analyses-Drawdown Test

Pumps/Parts & Operational Evaluation

ENGINEER will witness pump station operations to confirm that each pump is operating acceptably and that the discharge piping is not experiencing significant vibration. ENGINEER will also review operational or mechanical logs as available for the pump stations to determine if the stations are experiencing excessive starts.

Pump Station Flows/Drawdown Tests

Drawdown testing will be performed to substantiate existing pump capacity and head conditions by documenting existing flows and considering build-out flow conditions. As available by the OWNER, ENGINEER will compare original pump station design with observed capacity.

During Drawdown testing, ENGINEER will monitor real time power information including average amps, %motor load, average volts, power factor, input power, brake horsepower and water horsepower.

SCADA System

ENGINEER will solicit feedback from OWNER on what gaps currently exist for the SCADA system. ENGINEER will work with OWNER's personnel to identify areas where the telemetry signals may be intermittent, or where communication problems have existed. ENGINEER's onsite inspections will be limited to ground level only. No additional elevated work is assumed required to visually inspect telemetry systems.

For the purposes of fee development and to meet schedule requirements ENGINEER has assumed all Pump Station Field Flow Analyses will take 7 days to complete.

Phase 3: Compile Pump Station Asset Results-GAP Analysis

ENGINEER will compile all data and recommended repairs or improvements needed to regain optimum operating conditions, or improve current operations. ENGINEER will include a gap analysis for each pump station which compares the actual overall performance/condition of the pump station with the desired/potential performance of the pump station. This GAP analysis will place each pump station into one of three categories as defined below:

- Remain - No major deficiencies noted
- Rehabilitate – Recommend minor repair of pump station or components
- Replace – Recommended to replace pump station or components

Phase 4: Provide Pump Station Recommendations/Asset Recommendations

Final pump station recommendations will be assigned Low, Medium, and High priority levels. Each level will include results from our GAP analysis and provide OWNER a comprehensive document which clearly summarizes the pump stations within the collection system. ENGINEER will deliver results of the drawdown tests, as well as the comparison to original pump station design as applicable, as a Power BI dashboard. Prior to turning this document over to OWNER, ENGINEER will schedule a joint workshop to review the final deliverables. ENGINEER's final report will identify suggestions for the OWNER to update their Engineering Design and Construction Standards; this will include Pump Station preventive maintenance measures that could be implemented to slow down equipment wear and tear, along with recommendations for Pump Station cleaning and removal of wastes.

TIME OF COMPLETION

All work shall be completed by June 30th, 2021. Per discussions with OWNER the soonest that this work could be approved would be April 20th, 2021.

Assuming Notice to Proceed is issued to ENGINEER on April 21st, 2021 the proposed schedule is as follows:

Phase 1 Work: Pump Station Field Inspections: Complete by May 7th, 2021 (16 Calendar Days from NTP)

Phase 2 Work: Pump Station Field Flow Analyses: Complete by May 31st, 2021 (25 Calendar Days from Phase 1)

Phase 3 Work: Compile Pump Station Results: Complete by June 11th, 2021 (12 Calendar Days from Phase 2)

Phase 4 Work: Provide Pump Station Recommendations: Complete by June 30th, 2021 (20 Calendar Days from Phase 3)

SCHEDULE B
COMPENSATION

Town of Holly Springs

Inspection and Evaluation of 19 Sanitary Sewer Pump Stations

OWNER shall pay **ENGINEER** as full compensation for the services identified under Schedule A the amount(s) listed below. Task amounts are not limits and may be exceeded provided that the total amount is not exceeded. Compensation shall be on a not-to-exceed basis as follows.

1. Each hour of service rendered as a direct charge to this contract shall be billed according to employee classification as follows:

Title	Hourly Rate
Vice President	220
Senior Associate	206
Associate	185
Senior Principal Engineer	170
Principal Engineer	155
Assistant Engineer/Scientist	143
CAD	116
Technician	78

2. Mileage costs directly chargeable to this project shall be billed at the ENGINEERS' standard employee reimbursement rate, as established by the United State Internal Revenue Service. Other travel costs shall be billed at direct cost.

3. Work done by others on a subcontract basis shall be billed at actual cost to the ENGINEERS, plus five percent (5%), recognizing the increase in liability insurance premiums and administrative costs.
4. Any funds not utilized in one task or phase may be utilized in subsequent phases.

TASK NAME	AMOUNT
1. Field Inspections Building Components	\$22,604
2. Pump Station Drawdown Tests	\$22,868
3. Compile PS Asset Results	\$13,964
4. Pump Station Recommendations	\$15,318
5. Misc. Other Direct Costs	\$974.00
TOTAL	\$74,754



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 10.

Consent Agenda

Title: Microsoft Enterprise Agreement Renewal

Strategic Priority Area: Organizational Excellence

Staff Resource: Jeff Wilson, Director, IT

Action(s):

Award the Microsoft Enterprise Agreement renewal to SHI International Corporation for a three-year contract in the annual amount of \$98,231, starting June 1, 2021 and ending May 31, 2024.

Explanation:

- The Town uses Microsoft (MS) for all business operations related to directory services, computer operating systems, server operating systems, database software, and Office 365 e-mail and complimentary services.
- To continue Town data processing operations, every three years a renewal for the MS Enterprise Agreement (EA) is required, which the Information Technology department (IT) issues a request for quotes for this service.
- The MS EA renewal starts June 1, 2021 and will expire May 31, 2024, at which time this process will get repeated and a new agreement completed.
- IT did a request for quote and received two quotes from SHI (\$98,231) and CDWG (\$102,118) per year for the three-year renewal agreement.
- It is recommended to award the contract to SHI, which will also fall under North Carolina purchasing contract 208C.

Background:

- MS software is required for continued Town operations, including for e-mail, server operations, computer operations, user access, and database and reporting services.
- Contracts with MS are on a standard of three year renewals, which the Town is ending the third year with current vendor CDWG.

Funding Source(s):

Information Technology Operating Budget

Attachment(s):

1. Holly Springs - SHI Microsoft Enterprise Agreement and Office 365 Renewal Cover Letter
2. Microsoft EA Renewal RFQ
3. 2019 Product Selection Form (2)
4. 2020 SLG EA Enrollment (1)



April 7, 2021

The Town of Holly Springs, NC

Jeff Wilson & Brent Quick

Jeff,

Thank you for your interest in SHI and for the opportunity to participate in the Town of Holly Springs request for Quote **Microsoft Enterprise Agreement and Office O365 Renewal**. SHI values your business, and we are committed to continuing the level of service and support that you have come to know and expect from SHI.

SHI provides the highest level of customer support and service to all our customers. SHI has a proven record of success with customers of similar size and nature to the Town of Holly Springs. The SHI account team assigned to the Town of Holly Springs consists of Nick Spinarelli (nick_spinarelli@shi.com), your dedicated Account Executive and primary point of contact; Kevin Mariano (Kevin_Mariano@shi.com), Sales Manager for North and South Carolina; Gabriela Garza (Gabriela_Garza@shi.com), your Microsoft Licensing Executive; Kimberly Seber (Kimberly_Seber@shi.com), your Services Executive; and Brian Goldwater (Brian_Goldwater@shi.com), your Field Solutions Engineer.

SHI offers Net30 terms to all our customers and you have multiple ways to purchase additional licenses throughout the life of your agreement. 1. You can deploy additional licenses for immediate use through your Microsoft console at any time during the length of the agreement. Once a license is deployed you will be responsible for submitting payment to SHI at the time of your "True-up," which is up to 90 days before your anniversary date. 2. You can request a quote for additional licenses from your SHI sales team and submit a purchase order. Once the order is processed by SHI, please allow up to 72 hours for Microsoft to process the order and for the licenses to appear in your console.

If the Town of Holly Springs decides to award their Microsoft Enterprise Agreement and Office O365 renewal to SHI, you will have access to a SHI-Badged, dedicated Microsoft Licensing Executive who can help you with Microsoft license consultation. Our Pricing is based on [NCDIT Contact 208C](#), please follow the link to learn more.

Notes: QTY 15 Core CAL user licenses with SA (Part W06-00445 on lines 2, 21, and 40) has been added to maintain compliance for the additional Exchange Online Plan 1 users. W06-00445 has replaced part 3MS-00001 on original request.

I appreciate the opportunity to participate in this evaluation. If you require additional information or have any questions regarding our proposal, please contact me at 732-437-7224 or via Email at Nick_Spinarelli@shi.com. Thank you in advance for your consideration, and I look forward to hearing from you.





Item #	Manufacturer	Part #	Product	Coverage Start	Coverage End	Quantity	Retail	Discount %	Your Price	Total Note
1	Microsoft	W06-00446	CoreCAL ALNG SA MML Usr/CAL	Jun-01-2021	May-31-2022	37	\$58.00	18.10000	\$47.50	\$1,757.50 Year 1
2	Microsoft	W06-00445	CoreCAL ALNG LIC/SAPK MML Usr/CAL	Jun-01-2021	May-31-2022	15	\$116.00	18.10000	\$95.00	\$1,425.00 Year 1
3	Microsoft	6P3-00002	ExchOnPrPLAddOnGCC ShrdSvr ALNG SubsvL MML AddOn	Jun-01-2021	May-31-2022	52	\$28.80	18.10000	\$23.59	\$1,226.68 Year 1
4	Microsoft	3KS-00001	OB56GCCF3 ShrdSvr ALNG SubsvL MML PerUsr	Jun-01-2021	May-31-2022	17	\$40.80	18.10000	\$33.42	\$568.14 Year 1
5	Microsoft	AAA-12417	CoreCALBridge0365FromSA ALNG SubsvL MML Pflrm PerUsr	Jun-01-2021	May-31-2022	298	\$18.84	18.10000	\$15.43	\$4,598.14 Year 1
6	Microsoft	AAA-12416	CoreCALBridge0365FromSA ALNG SubsvL MML Pflrm PerUsr	Jun-01-2021	May-31-2022	50	\$19.92	18.10000	\$16.31	\$815.50 Year 1
7	Microsoft	AAA-11924	OB56GCC3E3lrmSA ShrdSvr ALNG SubsvL MML PerUsr	Jun-01-2021	May-31-2022	300	\$224.40	18.10000	\$183.78	\$55,134.00 Year 1
8	Microsoft	AAA-11894	OB56GCC3E3 ShrdSvr ALNG SubsvL MML PerUsr	Jun-01-2021	May-31-2022	45	\$264.00	18.10000	\$216.22	\$9,729.90 Year 1
9	Microsoft	T2N-00001	OB56GCCES ShrdSvr ALNG SubsvL MML PerUsr	Jun-01-2021	May-31-2022	3	\$457.20	18.10000	\$374.45	\$1,123.35 Year 1
10	Microsoft	KV3-00353	WINENTPerDVC ALNG SAMML Pflrm	Jun-01-2021	May-31-2022	300	\$51.00	18.10000	\$41.77	\$12,531.00 Year 1
11	Microsoft	KV3-00356	WINENTPerDVC ALNG UpgrdSAPK MML Pflrm	Jun-01-2021	May-31-2022	48	\$67.00	18.10000	\$54.87	\$2,633.76 Year 1
12	Microsoft	7MS-00001	ProjectPlan3 GCC Shared All Ling Subsv VL MML Per User	Jun-01-2021	May-31-2022	4	\$337.20	18.10000	\$276.17	\$1,104.68 Year 1
13	Microsoft	DOJ-00001	PwrBPrProGCC ShrdSvr ALNG SubsvL MML PerUsr	Jun-01-2021	May-31-2022	5	\$112.80	18.10000	\$92.38	\$461.90 Year 1
14	Microsoft	7NQ-00302	SQLSvrSAPKCore ALNG LIC/SAPK MML 2Lic CoreLic	Jun-01-2021	May-31-2022	2	\$1,642.00	18.10000	\$1,344.80	\$2,689.60 Year 1
15	Microsoft	7NQ-00292	SQLSvrSAPKCore ALNG SAMML 2Lic CoreLic	Jun-01-2021	May-31-2022	2	\$704.00	18.10000	\$576.58	\$1,153.16 Year 1
16	Microsoft	HWT-00001	VisioPlan1GCC ShrdSvr ALNG SubsvL MML PerUsr	Jun-01-2021	May-31-2022	8	\$56.40	18.10000	\$46.19	\$369.52 Year 1
17	Microsoft	D86-01253	VisioStd ALNG SAMML	Jun-01-2021	May-31-2022	2	\$62.00	18.10000	\$50.78	\$101.56 Year 1
18	Microsoft	9EM-00270	WinSvrSTDCore ALNG SAMML 2Lic CoreLic	Jun-01-2021	May-31-2022	40	\$22.00	18.10000	\$18.02	\$720.80 Year 1
19	Microsoft	LK3-00001	AudioConfGCC ShrdSvr ALNG SubsvL MML PerUsr	Jun-01-2021	May-31-2022	2	\$52.80	18.10000	\$43.24	\$86.48 Year 1
										\$98,230.67 Year 1 Total Cost
20	Microsoft	W06-00446	CoreCAL ALNG SA MML Usr/CAL	Jun-01-2022	May-31-2023	37	\$58.00	18.10000	\$47.50	\$1,757.50 Year 2
21	Microsoft	W06-00445	CoreCAL ALNG LIC/SAPK MML Usr/CAL	Jun-01-2022	May-31-2023	15	\$116.00	18.10000	\$95.00	\$1,425.00 Year 2
22	Microsoft	6P3-00002	ExchOnPrPLAddOnGCC ShrdSvr ALNG SubsvL MML AddOn	Jun-01-2022	May-31-2023	52	\$28.80	18.10000	\$23.59	\$1,226.68 Year 2
23	Microsoft	3KS-00001	OB56GCCF3 ShrdSvr ALNG SubsvL MML PerUsr	Jun-01-2022	May-31-2023	17	\$40.80	18.10000	\$33.42	\$568.14 Year 2
24	Microsoft	AAA-12417	CoreCALBridge0365FromSA ALNG SubsvL MML Pflrm PerUsr	Jun-01-2022	May-31-2023	298	\$18.84	18.10000	\$15.43	\$4,598.14 Year 2
25	Microsoft	AAA-12416	CoreCALBridge0365FromSA ALNG SubsvL MML Pflrm PerUsr	Jun-01-2022	May-31-2023	50	\$19.92	18.10000	\$16.31	\$815.50 Year 2
26	Microsoft	AAA-11924	OB56GCC3E3lrmSA ShrdSvr ALNG SubsvL MML PerUsr	Jun-01-2022	May-31-2023	300	\$224.40	18.10000	\$183.78	\$55,134.00 Year 2
27	Microsoft	AAA-11894	OB56GCC3E3 ShrdSvr ALNG SubsvL MML PerUsr	Jun-01-2022	May-31-2023	45	\$264.00	18.10000	\$216.22	\$9,729.90 Year 2
28	Microsoft	T2N-00001	OB56GCCES ShrdSvr ALNG SubsvL MML PerUsr	Jun-01-2022	May-31-2023	3	\$457.20	18.10000	\$374.45	\$1,123.35 Year 2
29	Microsoft	KV3-00353	WINENTPerDVC ALNG SAMML Pflrm	Jun-01-2022	May-31-2023	300	\$51.00	18.10000	\$41.77	\$12,531.00 Year 2
30	Microsoft	KV3-00356	WINENTPerDVC ALNG UpgrdSAPK MML Pflrm	Jun-01-2022	May-31-2023	48	\$67.00	18.10000	\$54.87	\$2,633.76 Year 2
31	Microsoft	7MS-00001	ProjectPlan3 GCC Shared All Ling Subsv VL MML Per User	Jun-01-2022	May-31-2023	4	\$337.20	18.10000	\$276.17	\$1,104.68 Year 2
32	Microsoft	DOJ-00001	PwrBPrProGCC ShrdSvr ALNG SubsvL MML PerUsr	Jun-01-2022	May-31-2023	5	\$112.80	18.10000	\$92.38	\$461.90 Year 2
33	Microsoft	7NQ-00302	SQLSvrSAPKCore ALNG LIC/SAPK MML 2Lic CoreLic	Jun-01-2022	May-31-2023	2	\$1,642.00	18.10000	\$1,344.80	\$2,689.60 Year 2
34	Microsoft	7NQ-00292	SQLSvrSAPKCore ALNG SAMML 2Lic CoreLic	Jun-01-2022	May-31-2023	2	\$704.00	18.10000	\$576.58	\$1,153.16 Year 2
35	Microsoft	HWT-00001	VisioPlan1GCC ShrdSvr ALNG SubsvL MML PerUsr	Jun-01-2022	May-31-2023	8	\$56.40	18.10000	\$46.19	\$369.52 Year 2
36	Microsoft	D86-01253	VisioStd ALNG SAMML	Jun-01-2022	May-31-2023	2	\$62.00	18.10000	\$50.78	\$101.56 Year 2
37	Microsoft	9EM-00270	WinSvrSTDCore ALNG SAMML 2Lic CoreLic	Jun-01-2022	May-31-2023	40	\$22.00	18.10000	\$18.02	\$720.80 Year 2
38	Microsoft	LK3-00001	AudioConfGCC ShrdSvr ALNG SubsvL MML PerUsr	Jun-01-2022	May-31-2023	2	\$52.80	18.10000	\$43.24	\$86.48 Year 2
										\$98,230.67 Year 2 Total Cost
39	Microsoft	W06-00446	CoreCAL ALNG SA MML Usr/CAL	Jun-01-2023	May-31-2024	37	\$58.00	18.10000	\$47.50	\$1,757.50 Year 3
40	Microsoft	W06-00445	CoreCAL ALNG LIC/SAPK MML Usr/CAL	Jun-01-2023	May-31-2024	15	\$116.00	18.10000	\$95.00	\$1,425.00 Year 3
41	Microsoft	6P3-00002	ExchOnPrPLAddOnGCC ShrdSvr ALNG SubsvL MML AddOn	Jun-01-2023	May-31-2024	52	\$28.80	18.10000	\$23.59	\$1,226.68 Year 3
42	Microsoft	3KS-00001	OB56GCCF3 ShrdSvr ALNG SubsvL MML PerUsr	Jun-01-2023	May-31-2024	17	\$40.80	18.10000	\$33.42	\$568.14 Year 3
43	Microsoft	AAA-12417	CoreCALBridge0365FromSA ALNG SubsvL MML Pflrm PerUsr	Jun-01-2023	May-31-2024	298	\$18.84	18.10000	\$15.43	\$4,598.14 Year 3
44	Microsoft	AAA-12416	CoreCALBridge0365FromSA ALNG SubsvL MML Pflrm PerUsr	Jun-01-2023	May-31-2024	50	\$19.92	18.10000	\$16.31	\$815.50 Year 3
45	Microsoft	AAA-11924	OB56GCC3E3lrmSA ShrdSvr ALNG SubsvL MML PerUsr	Jun-01-2023	May-31-2024	300	\$224.40	18.10000	\$183.78	\$55,134.00 Year 3
46	Microsoft	AAA-11894	OB56GCC3E3 ShrdSvr ALNG SubsvL MML PerUsr	Jun-01-2023	May-31-2024	45	\$264.00	18.10000	\$216.22	\$9,729.90 Year 3
47	Microsoft	T2N-00001	OB56GCCES ShrdSvr ALNG SubsvL MML PerUsr	Jun-01-2023	May-31-2024	3	\$457.20	18.10000	\$374.45	\$1,123.35 Year 3
48	Microsoft	KV3-00353	WINENTPerDVC ALNG SAMML Pflrm	Jun-01-2023	May-31-2024	300	\$51.00	18.10000	\$41.77	\$12,531.00 Year 3
49	Microsoft	KV3-00356	WINENTPerDVC ALNG UpgrdSAPK MML Pflrm	Jun-01-2023	May-31-2024	48	\$67.00	18.10000	\$54.87	\$2,633.76 Year 3
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54	Microsoft	HWT-00001	VisioPlan1GCC ShrdSvr ALNG SubsvL MML PerUsr	Jun-01-2023	May-31-2024	8	\$56.40	18.10000	\$46.19	\$369.52 Year 3
55	Microsoft	D86-01253	VisioStd ALNG SAMML	Jun-01-2023	May-31-2024	2	\$62.00	18.10000	\$50.78	\$101.56 Year 3
56	Microsoft	9EM-00270	WinSvrSTDCore ALNG SAMML 2Lic CoreLic	Jun-01-2023	May-31-2024	40	\$22.00	18.10000	\$18.02	\$720.80 Year 3
57	Microsoft	LK3-00001	AudioConfGCC ShrdSvr ALNG SubsvL MML PerUsr	Jun-01-2023	May-31-2024	2	\$52.80	18.10000	\$43.24	\$86.48 Year 3
										\$98,230.67 Year 3 Total Cost
										*Tax \$21,365.17 *Tax is estimated. Invoice will include the full and final tax due.
										Total \$316,057.18





Town of Holly Springs Request for Quote Microsoft Enterprise Agreement and Office 365 Renewal

Release Date: 3/31/2021

Proposals Due: 4/7/2021

Enterprise Agreement: 6160945

Standard Enrollment: 5391527

The Town of Holly Springs contracts with a Microsoft partner every three years for renewal of its government software and licensing agreement between Microsoft and the Town. This Request for Quote (RFQ) is for the three-year renewal of this agreement, beginning June 1, 2021.

The requested renewal license counts are:

Microsoft Part #	Description	Level	Quantity
LK3-00001-12-SLG	Audio Conferencing GCC	D	2
W06-01072-SLG	CoreCAL ALNG SA MVL Pltfrm UstrCAL	D	37
6P3-00002-12-SLG	Exchange Online Plan 1 Add On to User Exchange Std/Core CAL	D	37
3KS-00001-12-SLG	Office 365 GCC F3	D	17
AAA-12417-12-SLG	CoreCALBridgeO365FromSA ALNG SubsVL MVL Pltfrm PerUstr	D	298
AAA-12415-12-SLG	CoreCALBridgeO365 ALNG SubsVL MVL Pltfrm PerUstr	D	50
AAA-11924-12-SLG	Office 365 GCC E3 from SA	D	300
AAA-11894-12-SLG	O365GCCCE3 ShrdSvr ALNG SubsVL MVL PerUstr	D	45
T2N-00001-12-SLG	Office 365 GCC E5	D	3
KV3-00353-SLG	WINENTperDVC ALNG SA MVL Pltfrm	D	300
KV3-00356-SLG	WINENTperDVC ALNG UpgrdSAPk MVL Pltfrm	D	48
7MS-00001-12-SLG	Project Plan 3 GCC	D	4
DDJ-00001-12-SLG	Power Bi Pro GCC	D	5
7NQ-00302-SLG	SQLSvrStdCore ALNG LicSAPk MVL 2Lic CoreLic	D	2
7NQ-00292-SLG	SQLSvrStdCore ALNG SA MVL 2Lic CoreLic	D	2
HWT-00001-12-SLG	Visio Online Plan 1 GCC	D	8
D86-01253-SLG	VisioStd ALNG SA MVL	D	2
9EM-00267-SLG	WinSvrSTDCore ALNG SA MVL 16Lic CoreLic	D	40
3MS-00001	ExchgOnlnP1GCC ShrdSvr ALNG SubsVL MVL PerUstr	D	15

Award for a new agreement will be to the vendor with the lowest overall price, satisfactory answers to questions, and meets the terms revolving around the response to this request.

The Town reserves the right to validate all proposals between the responding vendors if proposed license counts do not match between vendors. Validation will not involve pricing, but rather license counts to ensure any agreements the Town enters with a vendor meets all Microsoft licensing standards and requirements related to legality and terms and conditions.

The Town reserves the right to not accept any of the proposals and perform the RFQ process again.

The Town reserves the right to not accept the lowest proposal if terms of that proposal are not in the best interest of the Town.

All proposals will be submitted by e-mail, addressed to:

Brent Quick, Purchasing Manager
brent.quick@hollyspringsnc.gov

with CC to:

Jeff Wilson, CIO
jeff.wilson@hollyspringsnc.gov

Proposals shall include:

- A cover sheet indicating the account team assigned to the Town, including contact information and any convenience contracts applied to the proposal.
- A statement on the process for purchasing additional licensing during the contract period and the typical timeline for new licensing to be applied to the Town's account. Statement must include agreement that the Town will have access to a licensing expert for future purchasing consultation and an annual evaluation with Town staff of account status and licensing projections.
- A spreadsheet in PDF format that lists annual itemized pricing for each license, a line item total, and a total for each year.

Enterprise and Enterprise Subscription Enrollment Product Selection Form

Enrollment Number
Microsoft to complete for initial term.
Reseller or Software Advisor to
complete for renewal or with prior
qualifying Enrollment/Agreement

Step 1. Enter all fields in the table below (Required).

Profile	Qualified Devices	Qualified Users	Enterprise Product Platform	Licensing Model
Enterprise			Choose One	Choose One
Device Profile (e.g. Call Center)			Choose One	Choose One

Step 2. Select the Products and Quantities Enrolled Affiliate is ordering on its initial Enrollment Order. Quantity may not include any Licenses which Enrolled Affiliate has selected for optional future use, or to which it is stepping-up within Enrollment term.

Products	Enterprise Quantity	Device Profile (e.g. Call Center)
Microsoft 365		
Microsoft 365 E3 USL		
Microsoft 365 E3 Add-on		
Microsoft 365 E5 USL		
Microsoft 365 E5 Add-on		
Office Professional Plus		
Office Professional Plus		
Office 365 ProPlus		
Office 365 Plans		
Office 365 Plan E1 USL		
Office 365 Plan E3 USL		
Office 365 Plan E5 USL		
Office 365 Plan E1 Add-on		
Office 365 Plan E3 Add-on		
Office 365 Plan E5 Add-on		
Office 365 Plan E3 without ProPlus Add-on		
Client Access License (CAL)		
Choose Core CAL or Enterprise CAL:	<Choose One>	<Choose One>
Core CAL or Enterprise CAL		
Bridge for Office 365		
Bridge for Enterprise Mobility Suite		

Products	Enterprise Quantity	Device Profile (e.g. Call Center)
Windows Desktop		
Windows 10 Enterprise E3 and LTSB Upgrade per Device		
Windows 10 Enterprise E5 per Device SL		
Windows 10 Enterprise E3 per User SL		
Windows 10 Enterprise E3 per User Add-on SL		
Windows 10 Enterprise E5 per User SL		
Windows 10 Enterprise E5 per User Add-on SL		
Windows 10 Enterprise E5 per Device Add-on SL		
Windows VDA		
Windows VDA per User SL		
Enterprise Mobility + Security		
Enterprise Mobility + Security E3 USL		
Enterprise Mobility + Security E3 Add-on		
Enterprise Mobility + Security E5 USL		
Enterprise Mobility + Security E5 Add-on		

Step 3. Establish the Enrolled Affiliate's price level. Unless otherwise indicated in the associated contract documents, the price level for each Product offering/pool is set based upon the quantity to price level mapping. *DO NOT INCLUDE BRIDGE CALs OR ADD-ONS.*

Price Group	1	2	3	4
Enterprise Products	Office Professional Plus + Office 365 ProPlus + Office 365 (Plans E3 and E5) + Microsoft 365 USL	Client Access License + Office 365 (Plans E1, E3, and E5) + Microsoft 365 USL	Client Access License + Enterprise Mobility and Security USL + Microsoft 365 USL	Windows Enterprise E3 and LTSB Upgrade+ Windows Enterprise E5 + Win E3/E5 USL + Win E3/E5 per Device + Windows VDA + Windows Enterprise E3 per User SL + Windows Enterprise E5 per User SL + Windows VDA per User USL + Microsoft 365 USL
Quantity				

Product Offering / Pool	Price Level
Enterprise Products and Enterprise Online Services USLs: Unless otherwise indicated in associated contract documents, Price Level is set using the highest quantity from Groups 1 through 4.	
Additional Product Application Pool: Unless otherwise indicated in associated contract documents, Price Level is set using quantity from Group 1.	
Additional Product Server Pool: Unless otherwise indicated in associated contract documents, Price Level is set using the highest quantity from Group 2 or 3.	
Additional Product Systems Pool: Unless otherwise indicated in associated contract documents, Price Level is set using quantity from Group 4.	

Quantity of Licenses and Software Assurance to Price Level Mapping:

Quantity of Licenses and Software Assurance	Price Level
2,399 and below	A
2,400 to 5,999	B
6,000 to 14,999	C
15,000 and above	D

Notes:

1. Enterprise Online Services may not be available in all locations. Please see the Product Terms for a list of locations where these may be purchased.
2. If Enrolled Affiliate does not order an Enterprise Product or Enterprise Online Service associated with an applicable Product pool, the price level for Additional Products in the same pool will be price level "A" throughout the term of the Enrollment.
3. Unless otherwise indicated in the associated Agreement documents, the CAL selection must be the same across the Enterprise for each Profile.

This form must be attached to a signature form to be valid.



Enterprise Enrollment

State and Local

Enterprise Enrollment number
(Microsoft to complete)

Framework ID
(if applicable)

--

Previous Enrollment number
(Reseller to complete)

This Enrollment must be attached to a signature form to be valid.

This Microsoft Enterprise Enrollment is entered into between the entities as identified in the signature form as of the effective date. Enrolled Affiliate represents and warrants it is the same Customer, or an Affiliate of the Customer, that entered into the Enterprise Agreement identified on the program signature form.

This Enrollment consists of: (1) these terms and conditions, (2) the terms of the Enterprise Agreement identified on the signature form, (3) the Product Selection Form, (4) the Product Terms, (5) the Online Services Terms, (6) any Supplemental Contact Information Form, Previous Agreement/Enrollment form, and other forms that may be required, and (7) any order submitted under this Enrollment. This Enrollment may only be entered into under a 2011 or later Enterprise Agreement. By entering into this Enrollment, Enrolled Affiliate agrees to be bound by the terms and conditions of the Enterprise Agreement.

All terms used but not defined are located at <http://www.microsoft.com/licensing/contracts>. In the event of any conflict the terms of this Agreement control.

Effective date. If Enrolled Affiliate is renewing Software Assurance or Subscription Licenses from one or more previous Enrollments or agreements, then the effective date will be the day after the first prior Enrollment or agreement expires or terminates. If this Enrollment is renewed, the effective date of the renewal term will be the day after the Expiration Date of the initial term. Otherwise, the effective date will be the date this Enrollment is accepted by Microsoft. Any reference to “anniversary date” refers to the anniversary of the effective date of the applicable initial or renewal term for each year this Enrollment is in effect.

Term. The initial term of this Enrollment will expire on the last day of the month, 36 full calendar months from the effective date of the initial term. The renewal term will expire 36 full calendar months after the effective date of the renewal term.

Terms and Conditions

1. Definitions.

Terms used but not defined in this Enrollment will have the definition in the Enterprise Agreement. The following definitions are used in this Enrollment:

“Additional Product” means any Product identified as such in the Product Terms and chosen by Enrolled Affiliate under this Enrollment.

“Community” means the community consisting of one or more of the following: (1) a Government, (2) an Enrolled Affiliate using eligible Government Community Cloud Services to provide solutions to a Government or a qualified member of the Community, or (3) a Customer with Customer Data that is subject to Government regulations for which Customer determines and Microsoft agrees that the use of Government Community Cloud Services is appropriate to meet Customer’s regulatory requirements.

Membership in the Community is ultimately at Microsoft's discretion, which may vary by Government Community Cloud Service.

"Enterprise Online Service" means any Online Service designated as an Enterprise Online Service in the Product Terms and chosen by Enrolled Affiliate under this Enrollment. Enterprise Online Services are treated as Online Services, except as noted.

"Enterprise Product" means any Desktop Platform Product that Microsoft designates as an Enterprise Product in the Product Terms and chosen by Enrolled Affiliate under this Enrollment. Enterprise Products must be licensed for all Qualified Devices and Qualified Users on an Enterprise-wide basis under this program.

"Expiration Date" means the date upon which the Enrollment expires.

"Federal Agency" means a bureau, office, agency, department or other entity of the United States Government.

"Government" means a Federal Agency, State/Local Entity, or Tribal Entity acting in its governmental capacity.

"Government Community Cloud Services" means Microsoft Online Services that are provisioned in Microsoft's multi-tenant data centers for exclusive use by or for the Community and offered in accordance with the National Institute of Standards and Technology (NIST) Special Publication 800-145. Microsoft Online Services that are Government Community Cloud Services are designated as such in the Use Rights and Product Terms.

"Industry Device" (also known as line of business device) means any device that: (1) is not useable in its deployed configuration as a general purpose personal computing device (such as a personal computer), a multi-function server, or a commercially viable substitute for one of these systems; and (2) only employs an industry or task-specific software program (e.g. a computer-aided design program used by an architect or a point of sale program) ("Industry Program"). The device may include features and functions derived from Microsoft software or third-party software. If the device performs desktop functions (such as email, word processing, spreadsheets, database, network or Internet browsing, or scheduling, or personal finance), then the desktop functions: (1) may only be used for the purpose of supporting the Industry Program functionality; and (2) must be technically integrated with the Industry Program or employ technically enforced policies or architecture to operate only when used with the Industry Program functionality.

"Managed Device" means any device on which any Affiliate in the Enterprise directly or indirectly controls one or more operating system environments. Examples of Managed Devices can be found in the Product Terms.

"Qualified Device" means any device that is used by or for the benefit of Enrolled Affiliate's Enterprise and is: (1) a personal desktop computer, portable computer, workstation, or similar device capable of running Windows Pro locally (in a physical or virtual operating system environment), or (2) a device used to access a virtual desktop infrastructure ("VDI"). Qualified Devices do not include any device that is: (1) designated as a server and not used as a personal computer, (2) an Industry Device, or (3) not a Managed Device. At its option, the Enrolled Affiliate may designate any device excluded above (e.g., Industry Device) that is used by or for the benefit of the Enrolled Affiliate's Enterprise as a Qualified Device for all or a subset of Enterprise Products or Online Services the Enrolled Affiliate has selected.

"Qualified User" means a person (e.g., employee, consultant, contingent staff) who: (1) is a user of a Qualified Device, or (2) accesses any server software requiring an Enterprise Product Client Access License or any Enterprise Online Service. It does not include a person who accesses server software or an Online Service solely under a License identified in the Qualified User exemptions in the Product Terms.

"Reseller" means an entity authorized by Microsoft to resell Licenses under this program and engaged by an Enrolled Affiliate to provide pre- and post-transaction assistance related to this agreement;

"Reserved License" means for an Online Service identified as eligible for true-ups in the Product Terms, the License reserved by Enrolled Affiliate prior to use and for which Microsoft will make the Online Service available for activation.

"State/Local Entity" means (1) any agency of a state or local government in the United States, or (2) any United States county, borough, commonwealth, city, municipality, town, township, special purpose district, or other similar type of governmental instrumentality established by the laws of Customer's state and located within Customer's state's jurisdiction and geographic boundaries.

"Tribal Entity" means a federally recognized tribal entity performing tribal governmental functions and eligible for funding and services from the U.S. Department of Interior by virtue of its status as an Indian tribe.

"Use Rights" means, with respect to any licensing program, the use rights or terms of service for each Product and version published for that licensing program at the Volume Licensing Site and updated from time to time. The Use Rights include the Product-Specific License Terms, the License Model terms, the Universal License Terms, the Data Protection Terms, and the Other Legal Terms. The Use Rights supersede the terms of any end user license agreement (on-screen or otherwise) that accompanies a Product.

"Volume Licensing Site" means <http://www.microsoft.com/licensing/contracts> or a successor site.

2. Order requirements.

- a. Minimum order requirements.** Enrolled Affiliate's Enterprise must have a minimum of 250 Qualified Users or Qualified Devices. The initial order must include at least 250 Licenses for Enterprise Products or Enterprise Online Services.
 - (i) Enterprise commitment.** Enrolled Affiliate must order enough Licenses to cover all Qualified Users or Qualified Devices, depending on the License Type, with one or more Enterprise Products or a mix of Enterprise Products and the corresponding Enterprise Online Services (as long as all Qualified Devices not covered by a License are only used by users covered with a user License).
 - (ii) Enterprise Online Services only.** If no Enterprise Product is ordered, then Enrolled Affiliate need only maintain at least 250 Subscription Licenses for Enterprise Online Services.
- b. Additional Products.** Upon satisfying the minimum order requirements above, Enrolled Affiliate may order Additional Products.
- c. Use Rights for Enterprise Products.** For Enterprise Products, if a new Product version has more restrictive use rights than the version that is current at the start of the applicable initial or renewal term of the Enrollment, those more restrictive use rights will not apply to Enrolled Affiliate's use of that Product during that term.
- d. Country of usage.** Enrolled Affiliate must specify the countries where Licenses will be used on its initial order and on any additional orders.
- e. Resellers.** Enrolled Affiliate must choose and maintain a Reseller authorized in the United States. Enrolled Affiliate will acquire its Licenses through its chosen Reseller. Orders must be submitted to the Reseller who will transmit the order to Microsoft. The Reseller and Enrolled Affiliate determine pricing and payment terms as between them, and Microsoft will invoice the Reseller based on those terms. Throughout this Agreement the term "price" refers to reference price. Resellers and other third parties do not have authority to bind or impose any obligation or liability on Microsoft.
- f. Adding Products.**
 - (i) Adding new Products not previously ordered.** New Enterprise Products or Enterprise Online Services may be added at any time by contacting a Microsoft Account Manager or Reseller. New Additional Products, other than Online Services, may be used if an order is placed in the month the Product is first used. For Additional Products that are Online Services, an initial order for the Online Service is required prior to use.

- (ii) **Adding Licenses for previously ordered Products.** Additional Licenses for previously ordered Products other than Online Services may be added at any time but must be included in the next true-up order. Additional Licenses for Online Services must be ordered prior to use, unless the Online Services are (1) identified as eligible for true-up in the Product Terms or (2) included as part of other Licenses.
- g. **True-up requirements.** Enrolled Affiliate must submit an annual true-up order that accounts for any changes since the initial order or last order. If there are no changes, then an update statement must be submitted instead of a true-up order.
- (i) **Enterprise Products.** For Enterprise Products, Enrolled Affiliate must determine the number of Qualified Devices and Qualified Users (if ordering user-based Licenses) at the time the true-up order is placed and must order additional Licenses for all Qualified Devices and Qualified Users that are not already covered by existing Licenses, including any Enterprise Online Services.
- (ii) **Additional Products.** For Additional Products that have been previously ordered under this Enrollment, Enrolled Affiliate must determine the maximum number of Additional Products used since the latter of the initial order, the last true-up order, or the prior anniversary date and submit a true-up order that accounts for any increase.
- (iii) **Online Services.** For Online Services identified as eligible for true-up in the Product Terms, Enrolled Affiliate may place a reservation order for the additional Licenses prior to use and payment may be deferred until the next true-up order. Microsoft will provide a report of Reserved Licenses ordered but not yet invoiced to Enrolled Affiliate and its Reseller. Reserved Licenses will be invoiced retrospectively to the month in which they were ordered.
- (iv) **Subscription License reductions.** Enrolled Affiliate may reduce the quantity of Subscription Licenses at the Enrollment anniversary date on a prospective basis if permitted in the Product Terms, as follows:
- 1) For Subscription Licenses that are part of an Enterprise-wide purchase, Licenses may be reduced if the total quantity of Licenses and Software Assurance for an applicable group meets or exceeds the quantity of Qualified Devices and Qualified Users (if ordering user-based Licenses) identified on the Product Selection Form, and includes any additional Qualified Devices and Qualified Users added in any prior true-up orders. Step-up Licenses do not count towards this total count.
 - 2) For Enterprise Online Services that are not a part of an Enterprise-wide purchase, Licenses can be reduced as long as the initial order minimum requirements are maintained.
 - 3) For Additional Products available as Subscription Licenses, Enrolled Affiliate may reduce the Licenses. If the License count is reduced to zero, then Enrolled Affiliate's use of the applicable Subscription License will be cancelled.
- Invoices will be adjusted to reflect any reductions in Subscription Licenses at the true-up order Enrollment anniversary date and effective as of such date.
- (v) **Update statement.** An update statement must be submitted instead of a true-up order if, since the initial order or last true-up order, Enrolled Affiliate's Enterprise: (1) has not changed the number of Qualified Devices and Qualified Users licensed with Enterprise Products or Enterprise Online Services; and (2) has not increased its usage of Additional Products. This update statement must be signed by Enrolled Affiliate's authorized representative.
- (vi) **True-up order period.** The true-up order or update statement must be received by Microsoft between 60 and 30 days prior to each Enrollment anniversary date. The third-year true-up order or update statement is due within 30 days prior to the Expiration Date, and any license reservations within this 30 day period will not be accepted. Enrolled Affiliate

may submit true-up orders more often to account for increases in Product usage, but an annual true-up order or update statement must still be submitted during the annual order period.

- (vii) **Late true-up order.** If the true-up order or update statement is not received when due, Microsoft will invoice Reseller for all Reserved Licenses not previously invoiced and Subscription License reductions cannot be reported until the following Enrollment anniversary date (or at Enrollment renewal, as applicable).
- h. **Step-up Licenses.** For Licenses eligible for a step-up under this Enrollment, Enrolled Affiliate may step-up to a higher edition or suite as follows:
- (i) For step-up Licenses included on an initial order, Enrolled Affiliate may order according to the true-up process.
 - (ii) If step-up Licenses are not included on an initial order, Enrolled Affiliate may step-up initially by following the process described in the Section titled "Adding new Products not previously ordered," then for additional step-up Licenses, by following the true-up order process.
- i. **Clerical errors.** Microsoft may correct clerical errors in this Enrollment, and any documents submitted with or under this Enrollment, by providing notice by email and a reasonable opportunity for Enrolled Affiliate to object to the correction. Clerical errors include minor mistakes, unintentional additions and omissions. This provision does not apply to material terms, such as the identity, quantity or price of a Product ordered.
- j. **Verifying compliance.** Microsoft may, in its discretion and at its expense, verify compliance with this Enrollment as set forth in the Enterprise Agreement.

3. **Pricing.**

- a. **Price Levels.** For both the initial and any renewal term Enrolled Affiliate's Price Level for all Products ordered under this Enrollment will be Level "D" throughout the term of the Enrollment.
- b. **Setting Prices.** Enrolled Affiliate's prices for each Product or Service will be established by its Reseller. Except for Online Services designated in the Product Terms as being exempt from fixed pricing, As long as Enrolled Affiliate continues to qualify for the same price level, Microsoft's prices for Resellers for each Product or Service ordered will be fixed throughout the applicable initial or renewal Enrollment term. Microsoft's prices to Resellers are reestablished at the beginning of the renewal term.

4. **Payment terms.**

For the initial or renewal order, Microsoft will invoice Enrolled Affiliate's Reseller in three equal annual installments. The first installment will be invoiced upon Microsoft's acceptance of this Enrollment and remaining installments will be invoiced on each subsequent Enrollment anniversary date. Subsequent orders are invoiced upon acceptance of the order and Enrolled Affiliate may elect to pay annually or upfront for Online Services and upfront for all other Licenses.

5. **End of Enrollment term and termination.**

- a. **General.** At the Expiration Date, Enrolled Affiliate must immediately order and pay for Licenses for Products it has used but has not previously submitted an order, except as otherwise provided in this Enrollment.
- b. **Renewal option.** At the Expiration Date of the initial term, Enrolled Affiliate can renew Products by renewing this Enrollment for one additional 36-month term or by signing a new Enrollment. Microsoft must receive a Renewal Form, Product Selection Form, and renewal order prior to or at the Expiration Date. Microsoft will not unreasonably reject any renewal.

Microsoft may make changes to this program that will make it necessary for Customer and its Enrolled Affiliates to enter into new agreements and Enrollments at renewal.

c. If Enrolled Affiliate elects not to renew.

(i) Software Assurance. If Enrolled Affiliate elects not to renew Software Assurance for any Product under its Enrollment, then Enrolled Affiliate will not be permitted to order Software Assurance later without first acquiring a new License with Software Assurance.

(ii) Online Services eligible for an Extended Term. For Online Services identified as eligible for an Extended Term in the Product Terms, the following options are available at the end of the Enrollment initial or renewal term.

1) Extended Term. Licenses for Online Services will automatically expire in accordance with the terms of the Enrollment. An extended term feature that allows Online Services to continue month-to-month ("Extended Term") is available. During the Extended Term, Online Services will be invoiced monthly at the then-current published price as of the Expiration Date plus a 3% administrative fee for up to one year. If Enrolled Affiliate wants an Extended Term, Enrolled Affiliate must submit a request to Microsoft at least 30 days prior to the Expiration Date.

2) Cancellation during Extended Term. At any time during the first year of the Extended Term, Enrolled Affiliate may terminate the Extended Term by submitting a notice of cancellation to Microsoft for each Online Service. Thereafter, either party may terminate the Extended Term by providing the other with a notice of cancellation for each Online Service. Cancellation will be effective at the end of the month following 30 days after Microsoft has received or issued the notice.

(iii) Subscription Licenses and Online Services not eligible for an Extended Term. If Enrolled Affiliate elects not to renew, the Licenses will be cancelled and will terminate as of the Expiration Date. Any associated media must be uninstalled and destroyed and Enrolled Affiliate's Enterprise must discontinue use. Microsoft may request written certification to verify compliance.

d. Termination for cause. Any termination for cause of this Enrollment will be subject to the "Termination for cause" section of the Agreement. In addition, it shall be a breach of this Enrollment if Enrolled Affiliate or any Affiliate in the Enterprise that uses Government Community Cloud Services fails to meet and maintain the conditions of membership in the definition of Community.

e. Early termination. Any early termination of this Enrollment will be subject to the "Early Termination" Section of the Enterprise Agreement.

For Subscription Licenses, in the event of a breach by Microsoft, or if Microsoft terminates an Online Service for regulatory reasons, Microsoft will issue Reseller a credit for any amount paid in advance for the period after termination.

6. Government Community Cloud.

a. Community requirements. If Enrolled Affiliate purchases Government Community Cloud Services, Enrolled Affiliate certifies that it is a member of the Community and agrees to use Government Community Cloud Services solely in its capacity as a member of the Community and, for eligible Government Community Cloud Services, for the benefit of end users that are members of the Community. Use of Government Community Cloud Services by an entity that is not a member of the Community or to provide services to non-Community members is strictly prohibited and could result in termination of Enrolled Affiliate's license(s) for Government Community Cloud Services without notice. Enrolled Affiliate acknowledges that only Community members may use Government Community Cloud Services.

b. All terms and conditions applicable to non-Government Community Cloud Services also apply

to their corresponding Government Community Cloud Services, except as otherwise noted in the Use Rights, Product Terms, and this Enrollment.

- c. Enrolled Affiliate may not deploy or use Government Community Cloud Services and corresponding non-Government Community Cloud Services in the same domain.
- d. **Use Rights for Government Community Cloud Services.** For Government Community Cloud Services, notwithstanding anything to the contrary in the Use Rights:
 - (i) Government Community Cloud Services will be offered only within the United States.
 - (ii) Additional European Terms, as set forth in the Use Rights, will not apply.
 - (iii) References to geographic areas in the Use Rights with respect to the location of Customer Data at rest, as set forth in the Use Rights, refer only to the United States.



Enrollment Details

1. Enrolled Affiliate's Enterprise.

- a. Identify which Agency Affiliates are included in the Enterprise. (Required) Enrolled Affiliate's Enterprise must consist of entire offices, bureaus, agencies, departments or other entities of Enrolled Affiliate, not partial offices, bureaus, agencies, or departments, or other partial entities. Check only one box in this section. If no boxes are checked, Microsoft will deem the Enterprise to include the Enrolled Affiliate only. If more than one box is checked, Microsoft will deem the Enterprise to include the largest number of Affiliates:

☐ Enrolled Affiliate only

☐ Enrolled Affiliate and all Affiliates

☐ Enrolled Affiliate and the following Affiliate(s) (Only identify specific affiliates to be included if fewer than all Affiliates are to be included in the Enterprise):

☐ Enrolled Affiliate and all Affiliates, with following Affiliate(s) excluded:

- b. Please indicate whether the Enrolled Affiliate's Enterprise will include all new Affiliates acquired after the start of this Enrollment: <Choose One>

2. Contact information.

Each party will notify the other in writing if any of the information in the following contact information page(s) changes. The asterisks (*) indicate required fields. By providing contact information, Enrolled Affiliate consents to its use for purposes of administering this Enrollment by Microsoft, its Affiliates, and other parties that help administer this Enrollment. The personal information provided in connection with this Enrollment will be used and protected in accordance with the privacy statement available at <https://www.microsoft.com/licensing/servicecenter>.

- a. **Primary contact.** This contact is the primary contact for the Enrollment from within Enrolled Affiliate's Enterprise. This contact is also an Online Administrator for the Volume Licensing Service Center and may grant online access to others. The primary contact will be the default contact for all purposes unless separate contacts are identified for specific purposes

Name of entity (must be legal entity name)*

Contact name* First Last

Contact email address*

Street address*

City*

State*
Postal code* -
(Please provide the zip + 4, e.g. xxxxx-xxxx)
Country*
Phone*
Tax ID

** indicates required fields*

- b. Notices contact and Online Administrator.** This contact (1) receives the contractual notices, (2) is the Online Administrator for the Volume Licensing Service Center and may grant online access to others, and (3) is authorized to order Reserved Licenses for eligible Online Services, including adding or reassigning Licenses and stepping-up prior to a true-up order.

☐ Same as primary contact (default if no information is provided below, even if the box is not checked).

Contact name* First Last
Contact email address*
Street address*
City*
State*
Postal code* -
(Please provide the zip + 4, e.g. xxxxx-xxxx)
Country*
Phone*

Language preference. Choose the language for notices. English

☐ This contact is a third party (not the Enrolled Affiliate). Warning: This contact receives personally identifiable information of the Customer and its Affiliates.

** indicates required fields*

- c. Online Services Manager.** This contact is authorized to manage the Online Services ordered under the Enrollment and (for applicable Online Services) to add or reassign Licenses and step-up prior to a true-up order.

☐ Same as notices contact and Online Administrator (default if no information is provided below, even if box is not checked)

Contact name*: First Last
Contact email address*
Phone*

☐ This contact is from a third party organization (not the entity). Warning: This contact receives personally identifiable information of the entity.

** indicates required fields*

- d. Reseller information.** Reseller contact for this Enrollment is:

Reseller company name*
Street address (PO boxes will not be accepted)*
City*
State*
Postal code*
Country*
Contact name*
Phone*
Contact email address*

** indicates required fields*

By signing below, the Reseller identified above confirms that all information provided in this Enrollment is correct.

Signature* _____ Printed name* Printed title* Date*
--

** indicates required fields*

Changing a Reseller. If Microsoft or the Reseller chooses to discontinue doing business with each other, Enrolled Affiliate must choose a replacement Reseller. If Enrolled Affiliate or the Reseller intends to terminate their relationship, the initiating party must notify Microsoft and the other party using a form provided by Microsoft at least 90 days prior to the date on which the change is to take effect.

- e. If Enrolled Affiliate requires a separate contact for any of the following, attach the Supplemental Contact Information form. *Otherwise, the notices contact and Online Administrator remains the default.*
- (i) Additional notices contact
 - (ii) Software Assurance manager
 - (iii) Subscriptions manager
 - (iv) Customer Support Manager (CSM) contact

3. *Financing elections.*

Is a purchase under this Enrollment being financed through MS Financing? ☐ Yes, ☒ No.

If a purchase under this Enrollment is financed through MS Financing, and Enrolled Affiliate chooses not to finance any associated taxes, it must pay these taxes directly to Microsoft.



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 11.

New Business

Title: Oasis Church Development Plan Amendment 19-DP-08-A01 Administrative Decision & Developer Agreement

Strategic Priority Area: Responsible & Balanced Growth

Staff Resource: Melissa Sigmund, Development Services

Action(s):

1. Approve #19-DP-08-A01 for Oasis Church with conditions as modified.

Conditions as modified for Town Council:

- All previous approval conditions for Oasis Church Development Plan and Special Exception Use will apply to this plan as well.
- Prior to construction drawing approval and/or issuance of a land disturbance permit, the following must be addressed:
 - All environmental permits must be obtained for the entire project.
 - Prior to plat approval, the following must be addressed:
 - The Deed of Vehicular & Pedestrian Access Easement must be finalized between the two property owners; Oasis Church and adjacent Lightbridge Academy, for the cross access shown on this development plan prior to plat approval.
 - The following are outlined in more detail as part of the Development Agreement
- Prior to the 1st construction drawing submittal for the roadway infrastructure improvements, the following must be addressed:
 - Submit detailed design and cost estimate for the completion of Ralph Stephens Rd widening/taper to the eastern property line for staff review and documentation.
- Prior to construction drawing approval of the roadway infrastructure improvements, the following must be addressed:
 - Fee-in-lieu payment for the design and construction of the remaining road widening/taper on Ralph Stephens Rd to the eastern property line.

2. Approve / Deny Developer Agreement

Explanation:

The Conditions of Approval have been modified to account for the Developer Agreement associated with this Development Plan Amendment. The developer agreement would allow a delay in thoroughfare road widening along frontage of Ralph Stephens Rd and Castaway Ct for up to 2 years (from TC approval) with a one-time administrative extension of 6 months if substantial work to complete the improvements is in progress. Required temporary measures

Town Council Business Meeting
April 20, 2021

until completion of the full, required improvements include:

- A completion bond for work not completed is provided.
- A traffic management plan is provided for church peak operations until improvements are in place.
- Provide left turn restriction at the access on Ralph Stephens Road through drive channelization and/or temporary delimiters/bollards on Ralph Stephens Road.

Background:

In February 2020, Town Council approved the Development Plan and Special Exception Use for Oasis Church. The applicant is requesting to amend the Development Plan, including revisions to the configuration of the building, phasing of the development, architectural elevations, parking, and access drives.

Planning Board 3/16/21:

The Board discussed the timing of the development and phasing. The applicant indicated that they are confident that they can complete phase 1 and do not intend to proceed with construction until they can complete this phase.

Recommendation of approval (9-0)

Funding Source(s):

N/A

Attachment(s):

1. PB report & attachments
2. Oasis Church Developer Agreement_Town Council Version



**Town of Holly Springs
Staff Report to the Planning Board**

**REQUEST FOR SPECIAL EXCEPTION USE AND DEVELOPMENT PLAN
Oasis Church
19-DP-08-A01**

APPLICANT(S):
The Spaulding Group

DEVELOPER(S):
Todd Davis
Oasis Church

OWNER(S):
Same as Developer

ARCHITECT(S):
Joe Smith
Smith Engineering & Design, PA

LANDSCAPE ARCHITECT(S):
Pam Porter
TMTLA

DESIGN PROFESSIONAL(S):
Brian Duncan
The Spaulding Group

LOCATION:



☒ [X] Within Corporate Limits of Holly Springs ☐ [] Within Holly Springs ETJ ☐ [] Annexation Pending

ANTICIPATED REVIEW SCHEDULE:

Planning Board: 2/23//2021
Town Council Action: 3/16/2021

STAFF CONTACTS: Melissa Sigmund, Current Planning Manager
Bronwyn Bishop, Development Review Engineer

ATTACHMENTS:

Site Plans

PARCEL INFORMATION			
OWNER	PARCEL #	ZONING	AREA
International Church of the Foursquare Gospel	0648757407	R-30: Residential	8.29 acres
Clayton Properties Group, Inc	0648754827	R-MF-8 CU: Conditional Use Multifamily	0.23 acres
TOTAL			8.52 ac

ADJACENT PROPERTY SITE DATA		
	ZONING	EXISTING LAND USE
Subject Property	R-30 Residential and R-MF-8 CU: Conditional Use Multifamily	Single Family home
North	R-MF-8 CU: Conditional Use Multifamily	Single Family home, but approved for Townhomes (Stephens Tract, project # 18-DP-13)
South	R-8 Residential	Single Family and Vacant (Brayton Park homes and Open Space lot)
East	CB Community Business	Lightbridge Academy Daycare (under construction)

PROPERTY HISTORY
Project Number: 19-DP-01/19-SEU-05/19-VARTC-01
Description: Development plan/Special Exception Use and buffer yard/setback Variance for church
Approved by Town Council on: February 18, 2020

STAFF ANALYSIS

PROJECT OVERVIEW

Part 1: Development Plan

The Development Plan proposes a 28,942 square foot church accessed from both Ralph Stephens Rd and Castaway Ct. The proposal includes a phase 1 development of 11,716 square feet of floor area with 298 seats in the sanctuary as well as office and day nursery uses. The phase 2 development would add 17,226 square feet of floor areas, including an additional 300 seats in the sanctuary and additional day nursery/classroom space. This Plan Amendment include changes to the configuration of the building, phasing of the development, architectural elevations, parking, and access drives.

PLANNING & ZONING

Vision Holly Springs Comprehensive Plan -Land Use & Character Plan (Adopted October 2019)

The Land Use & Character Plan has this property designated as Neighborhood Center. Small scale, Neighborhood Centers provide goods and services to surrounding neighborhoods. Their proximity to neighborhoods requires that operations be low-intensity, unobtrusive, and at a scale and design compatible with nearby residential development. The design of Neighborhood Centers transitions effectively between residential and nonresidential uses, and includes safe and convenient pedestrian

and bicycle access for nearby residents. While this is primarily a commercial category, some Neighborhood Centers may include upper story residential or office. Sites also effectively minimize the impact of cut-through traffic on nearby neighborhood streets by orienting vehicle access and circulation away from adjacent neighborhoods.

Development Standards

Lots:

Existing Lots – 2
Proposed Lots – 1

Minimum Yards/Interior Yards:

Perimeter yards around the project area are provided as follows:

Ralph Stephens Road

Required – 50-foot type A-50

Proposed – 20-foot Type A-50 **Variance 19-VARTC-01*

Castaway Court – 20-foot type C-75

Side Yard (south) – 20-foot type C-75

Side Yard (east) – 5-foot type A-20

Building Setbacks:

Perimeter building setbacks

Along Ralph Stephens Road

Required – 50 feet

Proposed – 20 feet **Variance 19-VARTC-01 submitted*

Castaway Court – 20 feet

Side Yard (south) – 10 feet

Side Yard (east) – 10 feet

Building Height:

Maximum allowed – 45 feet and 3 stories

Proposed – 35 feet and 1 story

Parking

	Required	Provided
Phase I	108	117
Phase 2	112	124
Total	220 + 1 bike rack	241 +3 bike racks

Loading:

Required: none

Provided: none

Landscape Requirements:

Perimeter Yard/Bufferyard

Ralph Stephens Road – 20-foot Type A-50 Open Yard

Plant Species: Hedge Maple, Crape Myrtle, River Birch, Lacebark Elm, Emily Bruner Holly and Loropetalum.

Castaway Court – 20-foot type C-75 Opaque yard

Plant Species: Eastern Redcedar, Tea Olive, Loropetalum, Willow Oak, Scarlet Oak, Carolina Laurel Cherry, Chinese Pistache, Chindo Viburnum and Chinese Holly.

Side Yard (south) – 20-foot type C-75 Opaque yard

Plant Species: Existing vegetation (S1-S6), Wax Myrtles, Eastern Redcedar, Crape Myrtle and Leyland Cypress.

Foundation Landscaping

Foundation landscaping has been provided around the main building as well as the dumpster enclosure, as required by the UDO. Some foundation landscaping has been relocated through an Alternate Landscape Plan adjacent areas.

Interior Parking Lot Islands

Required: 23 islands containing 1 tree and 4 shrubs

Provided: 38 islands with 1 tree and 4 shrubs

Parking Area Screening

Parking screening has been provided along all parking spaces that face adjacent right-of-ways and residential zoned properties.

Tree Preservation

The required minimum ten percent (10%) tree preservation area is met through preservation of a 1.03 acre area, accounting for 12.4% of the site area. The Tree Preservation Area is located adjacent to the southern perimeter yard and is partially located within the 50' Neuse River Buffer area. Four sample area surveys were performed within the Tree Preservation Area showing a mix of mature canopy and understory hardwood species.

Developed Recreational Open Space Requirements (UDO Section 2.06, B.; 2.07, B.):

Open space (such as plazas, public art, seating areas, etc.) in an amount not less than 2 percent of the project area, or 1,856 square feet for this project, is required. An open space area totaling 1,926 square feet has been proposed with an outdoor seating/gathering area just north of the parking lot and east of Castaway Court.

Architectural and Site Design Requirements

Building Materials, Colors, Textures, Architecture, Roof Treatment, and Façade Modulation:

All buildings are required to meet UDO Section 3.08, Architectural and Site Design Requirements.

Building Materials

Building materials include brick and stone with metal cap, awnings and decorative panels.

Colors

Building colors include various shades of grey with a silver storefront, aluminum accent panels and grey awnings.

Building Massing

Base, Body and Cap have been provided on all façades.

Building Bay

Proposed building bays do not exceed the maximum 30 foot bay width.

Human Scale Elements

Human scale elements include brick soldier course and watertable.

Roof Treatment

Rooflines modulate on all facades do not exceed the 50 foot maximum

Animating Features

Glass windows and doors, as well as ACM accent panels have been used to meet the glazing standard on both the north and south sides of the building.

Lighting:

A point-by-point photometric plan for all site lighting (not including public right-of-way street and pedestrian lights) in conformance with lighting levels specified in UDO Section 7.02 shall be submitted to and approved by the Department of Planning & Zoning.

Pedestrian Circulation and Vehicular Area Design (UDO Section 7.09)

Walkways or Pedestrian/Bikeway System Design:

Sidewalks connections are provided from the building and parking areas to sidewalk on Ralph Stephens Rd and Castaway Court as well as to the phase 2 cross access location with Lightbridge Academy to the east.

ENGINEERING

Utilities

No significant changes to public utilities have been made with this amendment.

Transportation

With this amendment, a public access easement has been shown extending through the parking lot and tying to Castaway Ct, Ralph Stephens Rd, and the Lightbridge Academy cross-access connection.

This project is not able to complete full taper as part of the road widening across its frontage along Ralph Stephens Rd., due to the lack of widening and right-of-way dedication along the eastern, adjacent Lightbridge Academy (part of the Southern Crossroads Master Plan) property. The Oasis roadway design proposes a taper that terminates just short of the property line and then ties into the existing road. A fee-in-lieu of construction of the remaining piece of taper along the property frontage will be required.

The originally approved Development Plan did not meet the thresholds for a Traffic Assessment Report (TAR) or Traffic Impact Analysis (TIA).

This project complies with all other transportation related Town ordinances and standards.

Please be aware that the conditions of approval stated below are subject to change prior to Town Council as the Town and Developer are finalizing discussions related to a Developer Agreement associated with the infrastructure improvements

Environmental Issues

This project will be required to meet the Town of Holly Springs NPDES Ph. II Post Construction Stormwater Ordinance and is located in the Bass Lake Basin and will be subject to all applicable requirements of that basin.

STAFF RECOMMENDATION TO THE PLANNING BOARD

ACTION #1: DEVELOPMENT PLAN

Staff recommends that the Planning Board recommend approval/denial of #19-DP-08-A01 for Oasis Church as submitted by The Spaulding Group, Project Number 926-18, dated Revised 3/9/21 with the following conditions:

1. All previous approval conditions for *Oasis Church Development Plan and Special Exception Use* will apply to this plan as well.
2. Prior to construction drawing approval and/or issuance of a land disturbance permit, the following must be addressed:
 - a. Submit detailed design and cost estimate for the completion of Ralph Stephens Rd widening/taper to the eastern property line for staff review and documentation.
 - b. Fee-in-lieu payment for the design and construction of the remaining road widening/taper on Ralph Stephens Rd to the eastern property line.
 - c. The Deed of Vehicular & Pedestrian Access Easement must be finalized between the two property owners; Oasis Church and adjacent Lightbridge Academy, for the cross access shown on this development plan prior to plat approval.
 - d. All environmental permits must be obtained for the entire project.
3. The above conditions of approval are subject to change prior to Town Council as the Town and Developer are finalizing discussions related to a Developer Agreement associated with the infrastructure improvements.

DEVELOPMENT PETITION

The current Filing Fees can be found on-line in the Town of Holly Springs Fee Schedule:
<http://www.hollyspringsnc.us/planning>



Petition Type:

☐ Master Plan

- ☐ New Detailed ☐ New Schematic
☒ Major Amendment ☐ Minor Amendment*

**Major Amendment to
previously approved Special
Exception Use #19-DP-08**

☐ Preliminary Plan- Major Subdivision

- ☐ New ☐ Major Amendment ☐ Minor Amendment*

☐ Development Plan (check all that apply)

- ☐ New ☐ Major Amendment ☐ Minor Amendment*
☐ Gateway Non-Residential/Mixed Use Gross Building Floor Area _____
☐ Non-Gateway Non-Residential/Mixed Use Gross Building Floor Area _____
☐ Multifamily
☐ Residential Development Options or Infill Development Options

☐ Special Exception Use

- ☐ New ☐ Family Child Care Home

* Specify purpose of amendment on Certificate of Plan Revisions

For DPZ Use only

Project # _____

Fees Paid: \$ _____

Date Received: _____

☐ Initial ☐ Revised ☐ Final

Project Information:

Project Name: Oasis Church of Holly Springs

If this project is part of a previously approved plan, please specify:

PUD/Master Plan/Subdivision N/A Shopping Center/Lot# _____

Project Location: Intersection of Piney Grove Wilbon Road and Ralph Stephens Road

Use street address. If none, use the closest intersection

☒ Within Corporate Limits ☐ Within Holly Springs ETJ ☐ Pending Annexation

PIN: 0648757407 Real Estate ID: 0204665

Project Acreage (rounded to nearest tenth): 8.53 Partial Parcel: ☒ No ☐ Yes (additional fee)

Current Zoning: R-30: Residential Proposed Use (see UDO Primary Use List): Religious Use

Open Space [See UDO Section 7.06(F)(4)]: ☐ Dedication ☐ Fee-in-lieu ☐ Combination ☐ N/A

Waivers Requested: ☒ No ☐ Yes- Specify UDO Section Number(s): _____

If yes, complete and attach appropriate Waiver Petition(s) from Waiver Packet

Scoping Meeting Date: _____ Concept Meeting Date: 3/26/2019

If the Concept Meeting Date is not within 8 weeks of the submittal date, another Concept Meeting is required prior to submittal.

Petition Contact Information: (complete each contact in its entirety- please print or type)

Project Applicant/Contact

(check one) ☐ Owner ☐ Owner's Agent ☐ Design Professional ☐ Developer ☒ Other Project Planning Tech

Name Anne B. Oakley Company The Spaulding Group, PA

Mailing Address 1611 Jones Franklin Road, Suite 101

City Raleigh State NC Zip 27606

Telephone # (919) 854-7990 E-Mail anne@spaulding-group.com

How would you like to receive staff review comments? ☒ E-Mail ☐ US Mail

How would you like to receive Official Action Notices? ☒ E-Mail ☐ US Mail- Certified

Design Professional if different than Applicant/Contact

Name Brian Duncan Company The Spaulding Group, PA

Mailing Address 1611 Jones Franklin Road, Suite 101

City Raleigh State NC Zip 27606

Telephone # (919) 854-7990 E-Mail brian@spaulding-group.com

How would you like to receive staff review comments? ☒ E-Mail ☐ US Mail

How would you like to receive Official Action Notices? ☒ E-Mail ☐ US Mail- Certified

Developer

Name Todd Davis Company Oasis Church
Mailing Address 1828 Ralph Stephens Road
City Holly Springs State NC Zip 27540
Telephone # (919) 946-2135 E-Mail todd.davis@oasischurch.com
How would you like to receive staff review comments? ☒ E-Mail ☐ US Mail
How would you like to receive Official Action Notices? ☒ E-Mail ☐ US Mail- Certified

Architect

Name _____ Company _____
Mailing Address _____
City _____ State _____ Zip _____
Telephone # () _____ E-Mail _____
How would you like to receive staff review comments? ☐ E-Mail ☐ US Mail
How would you like to receive Official Action Notices? ☐ E-Mail ☐ US Mail- Certified

Landscape Architect

Name Pam Porter Company TMTLA
Mailing Address 5011 Southpark Dr. Suite 200
City Durham State NC Zip 27713
Telephone # (919) 484-8880 E-Mail pam@tmtla.com
How would you like to receive staff review comments? ☒ E-Mail ☐ US Mail
How would you like to receive Official Action Notices? ☒ E-Mail ☐ US Mail- Certified

Other: _____ (any other contact that should receive comments and correspondence for this project)

Name _____ Company _____
Mailing Address _____
City _____ State _____ Zip _____
Telephone # () _____ Alternate Telephone # () _____
Fax # () _____ E-Mail _____
How would you like to receive staff review comments? ☐ Fax ☐ E-Mail ☐ US Mail
How would you like to receive Official Action Notices? ☐ Fax ☐ E-Mail ☐ US Mail- Certified

Property Owner - Required

Name Todd Davis Company International Church of the Four Square Gospel
Mailing Address 1828 Ralph Stephen Road
City Holly Springs State NC Zip 27540
Telephone # (919) 946-2135 E-Mail todd.davis@oasischurchnc.com
How would you like to receive staff review comments? ☒ E-Mail ☐ US Mail
How would you like to receive Official Action Notices? ☒ E-Mail ☐ US Mail- Certified

Certificate of Submittal Completion

I, Anne B. Oakley, certify that the information provided on this petition, plans and checklist are complete and accurate to the best of my knowledge.

Signature: Anne B. Oakley Date: 10/09/2020

PLAN REQUIREMENTS & DATA CHECKLIST



Mark each item as applicable (A) or not applicable (NA) by placing an "X" in the appropriate box.

Note: This checklist is a general list of requirements. More specific requirements are available upon request.

A	NA	
I. EACH SHEET MUST CONTAIN THE FOLLOWING ITEMS		
X		A. Name, address, telephone number, and fax number of the Engineer, Architect, Landscape Architect, and/or Surveyor responsible for the plans
X		B. Date of drawing preparation and all revision dates
X		C. Sheet Number and Title
X		D. North Arrow
X		E. The scale of the drawings listed in feet per inch in both graphic and numeric scale. Use Engineering scale no larger than 1" = 200'.
X		F. Seal and signature of Registered Design Professional
	X	G. Name of the proposed development plus the name of Master Plan or PUD, if applicable.
X		H. For Plan Amendments Only: Cloud all individual changes that were made to the plans and place a numbered delta next to each clouded area that corresponds with the numbered revisions on the coversheet.
X		I. For Site Plan, Landscape, Utilities, and Grading Plans: show all overhead and underground utilities. If overhead utilities exist, developer/engineer must contact Duke Energy and/or other overhead utility providers and provide documentation regarding the relocation of such underground.
II. COVER SHEET INFORMATION		
X		A. Parcel Identification Number (PIN)/Real Estate Identification Number and location (including township, county, and state) for all parcels involved
X		B. Vicinity map at 1" = 500' with project boundary clearly marked. There must be sufficient detail and legibility in order to locate the project in reference to nearby roads and property lines
X		C. Note the dates of any previously approved Waivers, Variances, Master Plans, or PUDS
X		D. Owner/Applicant/Developer/Engineer/Architect/Landscape Architect(s) name, address, and telephone number
X		E. Zoning designation of the property to be developed (and list of conditions, if applicable)
X		F. Provide statement "Plan is subject to revisions during Construction Drawing Approval Process"
X		G. Provide 10" X 8" blank space in upper right corner for Town use.
X		H. Total Acreage of Tract(s) to be developed and number lots
X		I. Clearly identify survey benchmark used for project on the cover or overall project sheet. Project should be tied to local monuments established by G.P.S. for Town of Holly Springs with identification of the monument that was used, if such monument is in proximity to the project. This requirement shall not supersede any requirement to tie to NCGS monumentation.
X		J. List type of development: Development Plan, Preliminary Plan, Master Plan (Detailed or Schematic), Special Exception Use, Development Option Plan etc.
X		K. Provide proposed sewer flow for the project including how calculation was determined.
X		L. For Plan Amendments Only: Provide a dated table listing all amendments made to plan since last Town approval.
III. BASE DATA/SITE PLAN SHEET / LOT LAYOUT INFORMATION		
X		A. Show boundaries of tract(s) proposed for development. If there is more than one tract involved and a recombination is to occur, place the note "to be recombined". All adjoining property lines of tracts adjoining the property should include zoning designation and property owner information for adjacent properties

For DPZ Use only

Project # _____

Date Received: _____

A	NA	
	X	B. Show all historic resources identified within the project area (<i>Refer to Vision Holly Springs: The Town of Holly Springs Comprehensive Plan, Section 1: Future Land Use & Community Character</i>). Provide information on the preservation, rehabilitation, or reuse of the historic resource.
X		C. Show and label proposed and existing streets, right-of-way, sidewalks and greenway, including all dimensions. Provide existing street names and required road improvements
X		D. Show proposed Pedestrian and Vehicular Circulation as specified in UDO Section 7.09
X		E. Show any existing structures, underground storage tanks, utilities (specify overhead or underground and indicate where overhead lines will be relocated underground), drives, roads, and natural features on and within 200' of the subject property and label them as such. (<i>If a structure on the subject property is to be removed, label it "to be removed".</i>)
X		F. Show, dimension, and label required landscape buffer areas as specified in UDO Section 7.06, D. Provide information on the future maintenance of the buffer area
X		G. List minimum yard, building, and driveway setbacks and indicate on plan the setback from each side of the building to the corresponding property line.
X		H. Show proposed building layout; including square footage, FFE's and building footprint if applicable
X		I. Show the location of all HVAC units, Mailbox Kiosks, exterior CO canisters and similar equipment, and Trash Enclosures with the trash truck turning radii template. Note: Trash or recycling containers of any size must be enclosed. All ground mounted equipment, including HVAC units, exterior CO canisters, and similar equipment must be screened from view.
X		J. List the average lot size, minimum lot width, minimum lot depth, maximum building height, and the gross density of the development
X		K. Show and label required riparian buffers, FEMA and local floodplain areas within the boundaries of the site
X		L. Design Engineering data for all roadway radii and curves
	X	M. Provide lot size(s)
X		N. Show and label all easements
X		O. Show proposed parking lot layout and list the required number of spaces and the number of spaces provided. Provide dimensions of spaces and aisles. [See UDO Table 7.04-D]
X		P. Show the proposed location and list the required number of bicycle racks and the number of bicycle racks being provided (see UDO Table 7.04-D)
X		Q. Show required off-street loading areas and off-street loading spaces. (See UDO Table 7.05-A)
	X	R. Show all required greenways. [See UDO Section 7.06, C.]
	X	S. Indicate areas for all proposed outdoor operations including outdoor seating, display/sales of merchandise, outdoor storage, and business vehicle parking.
IV. GRADING AND DRAINAGE PLAN		
X		A. Show existing and proposed grading plan which includes all lot lines, building footprints if applicable, proposed structures
X		B. Provide preliminary drainage calculations
X		C. Provide preliminary drainage designs, including structure, swales, preliminary pipe sizes, and easements
X		D. Clearly label restricted stream buffers
X		E. Draft Stormwater Management Plan – provide draft sizing calculations for all BMP's. Also provide drainage area map for BMP's and the site.
X		F. Draft Flood Study – Demonstrate site will be able to accommodate any required detention facilities, provide draft supporting calculations.
V. LANDSCAPE PLAN		
X		A. Location and size of proposed plant material including live vegetation ground cover and species selection. This includes perimeter yard and/ or buffer yard and/or foundation planting and/or parking area screening and/or interior parking lot planting. Include site distance triangles at all intersections. Do not label perimeter yards as "buffer" unless it is a designated buffer area as specified in 7.06 D or a bufferyard as defined in the UDO.
X		B. Indicate locations, size, and species of proposed street trees, [See UDO section 7.01, K.]
X		C. Show fencing details [See UDO Section 7.01, L.]
	X	D. Show the location of berms, if there are any, and provide detail information on the berm [See UDO Section 7.01, L.]

A	NA	
x		E. Show utility and drainage easements and any drainage devices (BMP, temporary erosion control devices, swales or structures)
x		F. Show location of ground level utility boxes, HVAC equipment, RPZ, overhead (if allowed to remain overhead) and underground utility lines, etc.
x		G. Provide landscape tables listing the plant species to be used. Note: No single species shall constitute more than twenty-five percent (25%) of the plant material of its type. [See UDO Section 7.01, M.] Verify species are not listed on the <i>Invasive Species List</i> (See DPM Section 12.01).
x		H. Provide plant unit value calculations for perimeter yards, foundation landscaping (for both primary and accessory structures) and parking areas if required. [See UDO Section 7.01, M.]
x		I. Specify the limits of live vegetation, ground cover and mulch. [See UDO Section 7.01J]
x		J. Note who will be responsible for the maintenance of the Landscaping and include the following notes: <i>Example: Owner shall be responsible for:</i> <i>"The maintenance of all required landscaping by keeping lawns mowed, all plants maintained as disease free, all planting beds groomed and kept weed free (except in areas of preserved existing natural vegetation (i.e., thickets), and kept free from trash, debris and other objectionable materials;</i> <i>"The replacement of any required planting, which is removed or dies after the date of planting. Such replacement shall occur during the next planting season; and, the replacement of any tree in a Tree Save Area, which is removed or dies after the date of approval of a Preservation Landscape Plan. Such replacement shall occur during the next planting season."</i>
x		K. If an alternate Landscape Plan is being proposed, see UDO Section 7.01, P. and include a letter to the Director of Planning & Zoning regarding why this is being requested.
x		L. If using existing vegetation you must provide a tree survey, 20' X 20' sq. ft. tree sample areas every 100' linear feet along the perimeter buffer. [See UDO Section 7.01, K.]
x		M. Indicate the location of all tree protection fencing
x		N. Show all tree preservation areas.
x		O. Landscape Plans shall be sealed by a Registered Landscape Architect.

VI. TREE PRESERVATION PLAN

x		A. The latest available aerial photograph of the project area.
x		B. An Existing Vegetation Plan depicting the location, area, predominant species, general health, estimated number of trees, and average <i>Diameter at Breast Height</i> (or DBH) of stands of trees.
x		C. When Sample Area Surveys are used in place of a full site-survey, Survey Area shall include a detailed survey of all trees and other vegetation existing in a twenty foot by twenty-foot (20' X 20') representative sample area to be preserved and the location of the sample area. [See UDO Section 7.01, K.]
x		D. Provide area calculations for Tree Preservation Areas within and outside of Environmental features (Wetlands, Stream Buffers, etc.).
x		E. Provide calculations for overall Tree Preservation Area, specifying which methods (Specimen Tree, Significant Tree Stands, Supplemental Undisturbed Perimeter Landscape Yards or Significant Natural Resource Areas) were used to meet Tree Preservation Area requirements.
x		F. Tree Preservation Plan must be prepared by a Certified Arborist, Registered Forester, or Registered Landscape Architect or other qualified professional approved by Director of Planning & Zoning.

VI. UTILITY LAYOUTS

x		A. Provide base site plan information including, but not limited to all structures, utilities, drives, roads and natural features on the property and within 200' beyond property lines.
x		B. Show any proposed irrigation or sprinkler, and sewer line information and associated backflow prevention devices
x		C. Show, label and dimension all existing and proposed Town utility lines (potable water, sanitary sewer, and reclaimed water). Also show both underground and overhead dry utilities on and off site to serve site (example: electric, telephone, and cable)
x		D. Provide street lighting plan for interior and/or adjacent roadways

VII. DETAILS SHEET

X		A. Provide EDCS Detail HS-816 and HS-817 for street tree and root guard installation
	X	B. Provide EDCS Detail HS-359, HS-360, or HS-361 for appropriate street blade poles and traffic control signage
	X	C. For projects within the Village District: Provide EDCS Detail HS-009 for benches

VII. INFORMATION REQUIRED FOR DEVELOPMENT PLAN

X		A. Alternate Architectural Compliance and Site Design Waivers can only be requested if submitted at the time of the filing of the Development Plan Petition. Request must comply with the findings listed in either UDO Section 2.06, 2.07, 3.03, 3.08, 4.05, 7.03, 7.04, 7.05, 7.06, 7.07, 7.08 and/or 7.09.; whichever is applicable. See Waiver Packet for more information.
	X	B. Indicate the type of outdoor light fixtures that will be used (Parking lot lighting, architectural lighting, building lights, safety lights, and landscaping lights), including but not limited to, the manufacturers or electric utility catalog specifications sheets, drawings, or photometric reports, color of pole, type of light source [See UDO Section 7.02] 1. The maximum light level permitted within the parcel shall not exceed fifteen (15) horizontal foot candles. 2. The maximum light level permitted on the lot line shall not exceed (0.2) horizontal foot candles.
X		C. Provide details for all proposed dumpster enclosures, mailbox kiosks, accessory structures, and fences on either the elevation or detail sheet with material and color call outs.
X		D. Provide color, scalable elevations with building material and color callouts, and dimension stringers indicating building height. Provide square footage and % of façade area for the following materials: masonry (excluding: windows; display window; doors; roofing; fascia or soffit materials), glass, other materials. Also include an explanation of how the architectural design elements that are being used satisfy the applicable Architectural and Site Design Requirements in the UDO. [See Section 3.03, 3.08, 4.05] Show all roof mounted mechanical equipment and screening. [Section 3.08 and 4.05] Provide a materials board indicating all colors and materials proposed for the project.
X		

VIII. INFORMATION REQUIRED FOR SPECIAL EXCEPTION USE

X		A. Special Exception Use petitions are required to submit a written narrative response which provides a detailed statement regarding the proposed use in addition to the required Findings of Fact Form.
	X	B. A petition for a Special Exception Use may contain a request to waive Development Standards of the district determined to be inappropriate for the individual Special Exception Use if such waiver is specifically requested in said petition and specifically approved by the Town Council [UDO Section 9.10.]

IX. INFORMATION REQUIRED FOR RESIDENTIAL SUBDIVISIONS (PLEASE INCLUDE ON SITE PLAN)

	X	A. Show and label all passive and active open space, and reference applicable greenway and park requirements as specified in the Comprehensive Plan [See UDO Section 7.06, C & F]
	X	B. Indicate the amount of land dedicated to Open Space and the entity responsible for maintenance [See UDO Section 7.06, F]
	X	C. Provide the maximum and minimum lot sizes [Note: Buffer areas are not permitted to be a part of the minimum lot area in residential districts. See UDO Section 7.06, D]
	X	D. If subdivision is utilizing Development Options note which waivers are being used and which design features will be used. [See UDO Section 2.09, C.]

X. INFORMATION REQUIRED FOR MASTER PLANS – SCHEMATIC (PLEASE INCLUDE ON SITE PLAN)		
	X	A. Include the max number of lots, minimum lot area, access easements to all lots
	X	B. Show schematic layout of major road connections (including curb cuts to existing roads and general internal road connectivity), layout of major utility connections (including where the utilities will be tied to and how adjacent properties will be stubbed).
XI. INFORMATION REQUIRED FOR MASTER PLANS – DETAILED (PLEASE INCLUDE ON SITE PLAN)		
	X	A. Include the max number of lots, minimum lot area, access easements to all lots
	X	B. Show road configurations, utility layout as needed to serve each phase or lots.

This checklist serves as a list of basic information required with a Preliminary Plan, Development Plan, Master Plan or Special Exception Use. There may be additional information needed that is considered by the Town Staff members, the Planning Board, Town Council or Technical Review Committee as being pertinent to the review of the project being submitted.

I, Anne B. Oakley, certify that the information provided on this petition, plans and checklist are complete and accurate to the best of my knowledge.

Anne B. Oakley 10/09/2020



Oct 9th, 2020

Gina M. Clapp
Planning Director - Town of Holly Springs Planning Department
PO Box 8
Holly Springs, NC 27540

RE: Oasis Church Site Plan

Dear Ms. Clapp,

We are requesting an alternate landscape approval for Oasis Church to include minor relocation of foundation landscaping.

See below description below for relocation of required plants. Adjusted plants are denoted by an (*) asterisk on the plan.

Along the west foundation elevation, plants have been moved just to the outside of the drive lane and at wall.

Along the south foundation elevation, plants are provided in the islands and 2 (TO), 5 (IHO), 6 (IHO), 4 (GLH) are provided across the drive lane to the south and west.

Along the east foundation elevation, 2 (CB) and 5 (CA) are provided just across the sidewalk.

Along east perimeter, 4 (WM) and 1 (RB) from E7 are relocated a few feet to the interior of E7.

Along west perimeter at W2, 2 (JV), 2 (NS) and 1 (CM) are moved to the interior of W2.

Along west perimeter at W3, 2 (OF) moved to W2 and 3 (OF) moved to W4.

Along north perimeter at N6, 2 (UP), 3 (EBH) and 1 (CM) are adjusted south of the utility easement.

At the parking lot south of the building, 5 (GLH), 7 (LCF), 13 (GLH) and 5 (GLH) are moved south of the utility easement.

Thank you for your consideration. Please let us know should you have any questions regarding this request.

Sincerely,
Garrett Baker, PLA
garrett@tmtla.com
919-484-8880
TMTLA Associates

THE SPAULDING GROUP, PA

planning • civil engineering

TRANSMITTAL

To:
Town of Holly Springs
Development Services

Date: 03/09/2021
Attention: Kathy Carlile
Job Number: 926-18
Re: Oasis Church – Major
Amendment 4th Submittal

Sending:

- | | | | |
|--|--|---|--|
| ☒ Attached | ☐ Under Separate Cover via: | | |
| ☐ Shop Drawings | ☐ Prints | ☒ Plans | ☒ Other: |
| ☐ Copy of Letter | ☐ Change Order | ☐ Samples | See below |
| ☐ Total Quantity | ☐ Reproducible | ☐ Specification | |

Copies	Date	Description
1	12/18/2020	Revised preliminary plans
1	12/18/2020	Comments and Responses (via email)
1	12/18/2020	Plan Certification
1	12/18/2020	Town of Holly Springs Fee Sheet - 4th Review (additional review)Fee

Transmitted for:

- | | | |
|--|---|--|
| ☒ Your use | ☐ Approved as Submitted | ☐ Copies for Approval |
| ☐ As Requested | ☐ Approved as Noted | ☐ Distribution Copies |
| ☐ Review and Comment | ☐ Returned for Corrections | ☐ Corrected Prints |

Comments:

Copy to:

Brian Duncan

1611 Jones Franklin Road Suite 101
Raleigh, NC 27606



CERTIFICATION OF PLAN REVISIONS

NOTE: THIS FORM REQUIRES THE SIGNATURE AND SEAL OF THE PROFESSIONAL ENGINEER,
DESIGN PROFESSIONAL, OR LAND SURVEYOR PREPARING THE AMENDED/REVISED PLAN

I, Thomas J. Spaulding, CERTIFY THAT THE ONLY CHANGES MADE TO THE
PROJECT NUMBER 19 - DP - 08-A01 PROJECT NAME Oasis Church PLAN
THAT WAS SUBMITTED TO THE TOWN OF HOLLY SPRINGS
FOR ☐ FIRST ☐ SECOND 4th REVIEW (PLAN DATED 03/09/2021)

ARE AS NOTED BELOW:

☒ CHANGES REQUESTED BY THE TOWN, VIA THE WRITTEN TOWN PLAN REVIEW PROCESS, TO
ADDRESS COMMENTS;

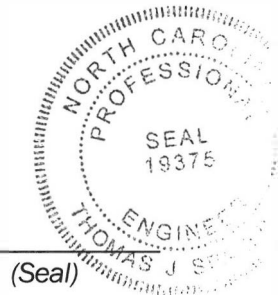
☒ FURTHER CHANGES, AS NOTED BELOW:

- *Modified parking lot phasing location to just before stream crossing.
- *Deleted southern land bridge.

03/09/2021

Date

[Signature]
Signature



(Seal)

REVISION DETAILS

06/28/2019 PER TOHS COMMENTS
08/02/2019 PER TOHS COMMENTS
08/23/2019 PER TOHS COMMENTS
09/06/2019 PER TOHS COMMENTS
01/03/2020 PER TOHS COMMENTS
10/09/2020 MAJOR AMENDMENT TO THE SPECIAL EXCEPTION USE SITE PLAN
11/13/2020 REVISIONS PER TOHS COMMENTS
12/18/2020 REVISIONS PER TOHS COMMENTS
03/09/2021 PARKING LOT PHASING REVISION, REVISION PER TOHS COMMENTS

OWNER/ DEVELOPER:
INTERNATIONAL CHURCH OF THE FOURSQUARE GOSPEL
1828 RALPH STEPHENS ROAD
HOLLY SPRINGS, NC 27540
PHONE: (919) 945-2135
CONTACT: TODD DAVIS, email: todd.davis@oasischurchnc.com

ENGINEER:
THE SPAULDING GROUP, PA
1611 JONES FRANKLIN ROAD, STE. 101
RALEIGH, NORTH CAROLINA 27606
PHONE: (919) 854-7990
FAX: (919) 854-7925
CONTACT: THOMAS J. SPAULDING, P.E. email: tom@spauldingnorris.com

LANDSCAPE ARCHITECT:
TONY M. TATE LANDSCAPE ARCHITECTURE, PA
5011 SOUTHPARK DRIVE, SUITE 200
DURHAM, NC 27713
PHONE: (919) 484-8880
FAX: (919) 484-8881
CONTACT: PAMELA PORTER, RLA, LEED AP, email: pam@tmata.com

SURVEY:
KCI ASSOCIATES OF NC
4505 FALLS OF THE NEUSE ROAD, FLOOR 4
RALEIGH, NORTH CAROLINA 27607
PHONE: (919) 783-9214
CONTACT: ROB BAUMGARDNER

ARCHITECT:
BOBBITT A & E
600 GERMANTOWN ROAD
RALEIGH, NC 27607
PHONE: (919) 277-0232
CONTACT: JERRY FINK, AIA

ENVIRONMENTAL:
SAGE ECOLOGICAL SERVICES, INC
3707 SWIFT DRIVE
RALEIGH, NC 27606
PHONE: (919) 559-1537
CONTACT: SEAN CLARK, email: sclark@sageecological.com

SITE DATA

PROJECT ADDRESS: 1828 RALPH STEPHENS ROAD TOWNSHIP: HOLLY SPRINGS
TOWN OF HOLLY SPRINGS PIN: 0648-75-7407
TOTAL PARCEL AREA: 8.29 AC DB: 017183 PG 00121 COUNTY: WAKE
ZONING: R-30 REID: 0204665 STATE: NORTH CAROLINA

PIN: 0648-75-4827
TOTAL PARCEL AREA: 0.23 AC DB: 017388 PG 01134
REID: 0466267
TOTAL PROJECT AREA: 8.52 AC (8.29 AC+0.23 AC)

BUILDING
PROPOSED BUILDING USE: RELIGIOUS
PROPOSED BUILDING FOOTPRINT: PHASE 1 = 11,716 SF
PHASE 2 = 28,942 SF
MAXIMUM BUILDING HEIGHT = 45' (3 STORIES)
PROPOSED BUILDING HEIGHT = 35' (1 STORY)

IMPERVIOUS SURFACE: 2.47 AC (PHASE 1)
1.41 AC (PHASE 2)

PARKING CALCULATIONS:

PHASE 1
RELIGIOUS USE: 1 SPACE/4 PERMANENT SEATS IN SANCTUARY = 62 SPACES (250 SEATS/4)
OFFICE: 3.5 SPACES/1,000 SF = 1 SPACE (116 SF/1,000)
DAY NURSERY: 1 SPACE/8 PUPILS + 1 SPACE/2 EMPLOYEES = 31 SPACES ((126 PUPILS/8) + (30 EMPLOYEES/2))

PHASE 1 PARKING REQUIRED: 94 SPACES
PHASE 1 PARKING PROVIDED: 98 SPACES

PHASE 1 HANDICAP REQUIRED: 4 SPACES
PHASE 1 HANDICAP PROVIDED: 7 SPACES (INCL. 1 VAN HC SP)

PHASE 1 BICYCLE RACK REQUIRED: 1 RACK
PHASE 1 BICYCLE RACKS PROVIDED: 3 RACKS

PHASE 2
RELIGIOUS USE: 1 SPACE/4 PERMANENT SEATS IN SANCTUARY = 75 SPACES (300 ADD SEATS/4)
OFFICE: 3.5 SPACES/1,000 SF = 5 SPACES (1,384 ADDITIONAL SF/1,000)
DAY NURSERY: 1 SPACE/8 PUPILS + 1 SPACE/2 EMPLOYEES = 32 SPACES ((125 ADDITIONAL PUPILS/8) + (32 ADDITIONAL EMPLOYEES/2))

PHASE 2 PARKING REQUIRED: 112 SPACES
PHASE 2 PARKING PROVIDED: 124 SPACES

PHASE 2 HANDICAP REQUIRED: 3 SPACES
PHASE 2 HANDICAP PROVIDED: (SEE PHASE 1 HANDICAP PROVIDED ABOVE)

PHASE 1 BICYCLE RACK REQUIRED: (SEE PHASE 1 BICYCLE RACK REQUIRED ABOVE)
PHASE 1 BICYCLE RACK PROVIDED: (SEE PHASE 1 BICYCLE RACK PROVIDED ABOVE)

*TOTAL PARKING REQUIRED: 220 SPACES
*TOTAL PARKING PROVIDED: 241 SPACES (UP TO 10% ADJUSTMENT ALLOWED PER UDO SECTION 7.04.E.5)

TOTAL HC PARKING PROVIDED: 7 SPS (INCL. 2 HC VAN SPS) PER (201-300) TOTAL PARKING REQ
TOTAL BICYCLE RACKS PROVIDED: 1 RACK

OPEN SPACE REQUIRED: 1,855.66 SF
0.5% PER TOTAL PROJECT AREA = 0.5% * 37,113.12 SF (8.52 AC)

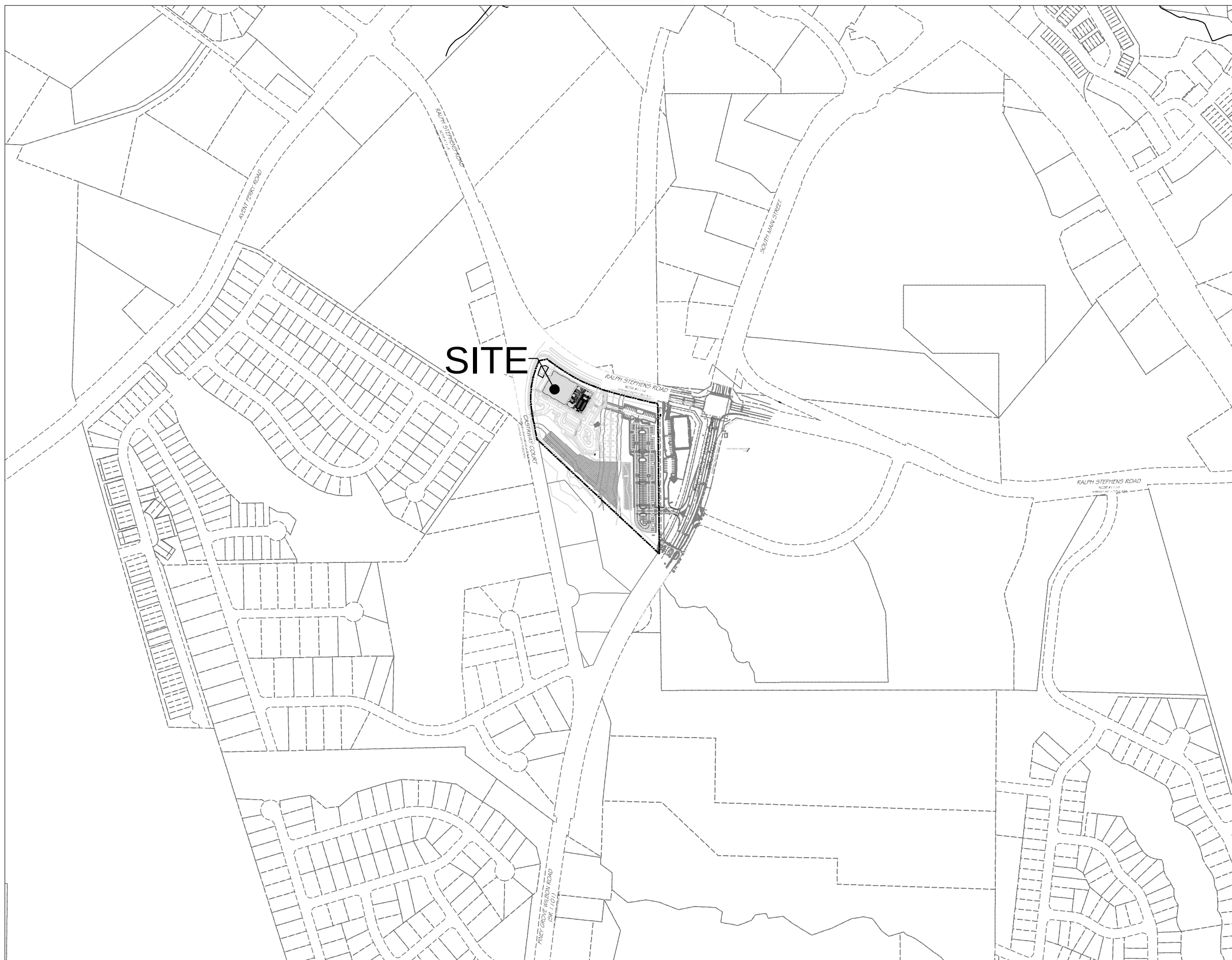
OPEN SPACE PROVIDED: 1,926 SF

PRELIMINARY DEVELOPMENT PLANS FOR:

OASIS CHURCH

HOLLY SPRINGS, WAKE COUNTY, NORTH CAROLINA

PROJECT # 19-DP-08-A01



VICINITY MAP

SCALE: 1" = 500'

GENERAL NOTES

- THE CONTRACTOR SHALL CONTACT "NORTH CAROLINA ONE CALL" AT 800-632-4849 FOR ASSISTANCE IN LOCATING EXISTING UTILITIES. CALL AT LEAST 48 HOURS PRIOR TO ANY DIGGING.
- EXISTING CONDITIONS AND UTILITIES SHOWN ARE BASED ON INFORMATION PROVIDED BY KCI ASSOCIATES OF NC. THE CONTRACTOR SHALL FIELD VERIFY CONDITIONS PRIOR TO STARTING CONSTRUCTION AND NOTIFY THE ENGINEER OF ANY DISCREPANCIES. CONFLICTS INVOLVING PUBLIC WATER, SANITARY SEWER, AND STORM DRAINAGE CONSTRUCTION SHALL BE RESOLVED TO THE SATISFACTION OF THE TOWN OF HOLLY SPRINGS.
- ALL CONSTRUCTION AND MATERIALS SHALL BE IN ACCORDANCE WITH THE TOWN OF HOLLY SPRINGS STANDARDS AND SPECIFICATIONS.
- BUILDING FOOTPRINT PROVIDED BY SMITH ENGINEERING & DESIGN, PA.
- H/C RAMPS AND PARKING SPACES SHALL BE CONSTRUCTED IN ACCORDANCE WITH ADA STANDARDS.
- THE CONTRACTOR IS RESPONSIBLE FOR INVESTIGATING SOIL CONDITIONS ON SITE. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY OF ANY UNSUITABLE MATERIAL UPON FIRST CONTACT.
- ALL POWER LINES SHALL BE PLACED UNDERGROUND OR RELOCATED IN COORDINATION WITH DUKE ENERGY. IF RELOCATION OF OVERHEAD POWER LINES UNDERGROUND IS DEEMED NOT FEASIBLE BY THE TOWN AND/OR UTILITY COMPANY, A FEE-IN-LIEU WILL BE REQUIRED FOR THIS PROJECT. THE FEE-IN-LIEU SHALL BE COLLECTED PRIOR TO THE 2ND PHASE OF BUILDING/SITE CONSTRUCTION.
- ZONE NRBI OF THE BUFFER MUST BE LEFT COMPLETELY UNDISTURBED.
- NO FILL MATERIAL IS TO BE BROUGHT INTO THE NRBI BUFFERS.
- NO BUILDING STRUCTURES ARE ALLOWED WITHIN ANY OF THE BUFFER AREAS.

NOTES:

- ALL CONSTRUCTION SHALL CONFORM TO TOWN OF HOLLY SPRINGS ENGINEERING DESIGN AND CONSTRUCTION STANDARDS.
- CONSTRUCTION DRAWING APPROVAL IS REQUIRED BEFORE CONSTRUCTION ON THE PROJECT MAY BEGIN. DEVELOPMENT FEES ARE DUE BEFORE CONSTRUCTION DRAWING APPROVAL.

TOWN OF HOLLY SPRINGS GEODETIC MONUMENT USED AS BENCHMARK FOR DESIGN ELEVATIONS:

Station: WOODS
NAD 83 => LATITUDE = 35 37 52.66907 N LONGITUDE = 078 49 34.05057 W
SPC 83 => NORTHING = 694736.19 sft EASTING = 2051667.14 sft
ELEVATION (NGVD 88) = 445.76 sft (BM)

UTILITY FLOWS

WATER
PHASE 1 (0.09 GPM/1000 SF) x 11,716 1,054 GPM
PHASE 2 (0.09 GPM/1000 SF) x 17,226 1,550 GPM
TOTAL 2,604 GPM (3,750 GPD)

SEWER
PHASE 1 298 SEATS @ (5 GPD/SEAT) 1,490 GPD
PHASE 2 300 SEATS @ (5 GPD/SEAT) 1,500 GPD
TOTAL 598 SEATS 2,990 GPD

INDEX TO PLANS

- C-0.0 COVER SHEET
- C-0.1 EXISTING CONDITIONS PLAN
- C-1.0 SITE PLAN - PHASE 1
- C-1.1 SITE PLAN - PHASE 2
- C-2.0 UTILITY PLAN
- C-3.0 STORM MANAGEMENT & GRADING PLAN
- L-1.0 LANDSCAPING PLAN
- L-2.0 LANDSCAPE PLAN DETAILS
- L-3.0 TREE PRESERVATION PLAN
- D-1.0 SITE DETAILS
- A1.1 PHASE 1 FLOORPLAN
- SP-1 PHASE 1 BUILDING ELEVATIONS
- A2.1 PHASE 2 FLOORPLAN
- SP-2 PHASE 2 BUILDING ELEVATIONS

FOR REVIEW ONLY -
NOT FOR CONSTRUCTION

PLAN IS SUBJECT TO REVISIONS DURING
THE CONSTRUCTION APPROVAL PROCESS

THIS DRAWING IS THE PROPERTY OF:

The Spaulding Group, PA

and is not to be reproduced or copied in whole or in part without
permission from The Spaulding Group, PA. This drawing is not
to be used on any other project and is to be returned to The
Spaulding Group, PA, upon request.

THE SPAULDING GROUP, PA
Planning - civil engineering
1611 Jones Franklin Road Suite 101 Raleigh, NC 27606
Phone (919) 854-7990 Fax (919) 854-7925

PREPARED FOR: INTERNATIONAL CHURCH OF THE FOURSQUARE GOSPEL
DATE: 04-10-2019
SANITARY CERTIFICATION # C-1875
PROJECT ENGINEER: THOMAS J. SPAULDING
PROJECT CAD DESIGNER: IRIS A. MITCHELL
PROJECT SURVEYOR: KCI ASSOCIATES OF NC, PA

OASIS CHURCH
HOLLY SPRINGS, WAKE COUNTY, NORTH CAROLINA
PRELIMINARY DEVELOPMENT PLANS
COVER SHEET

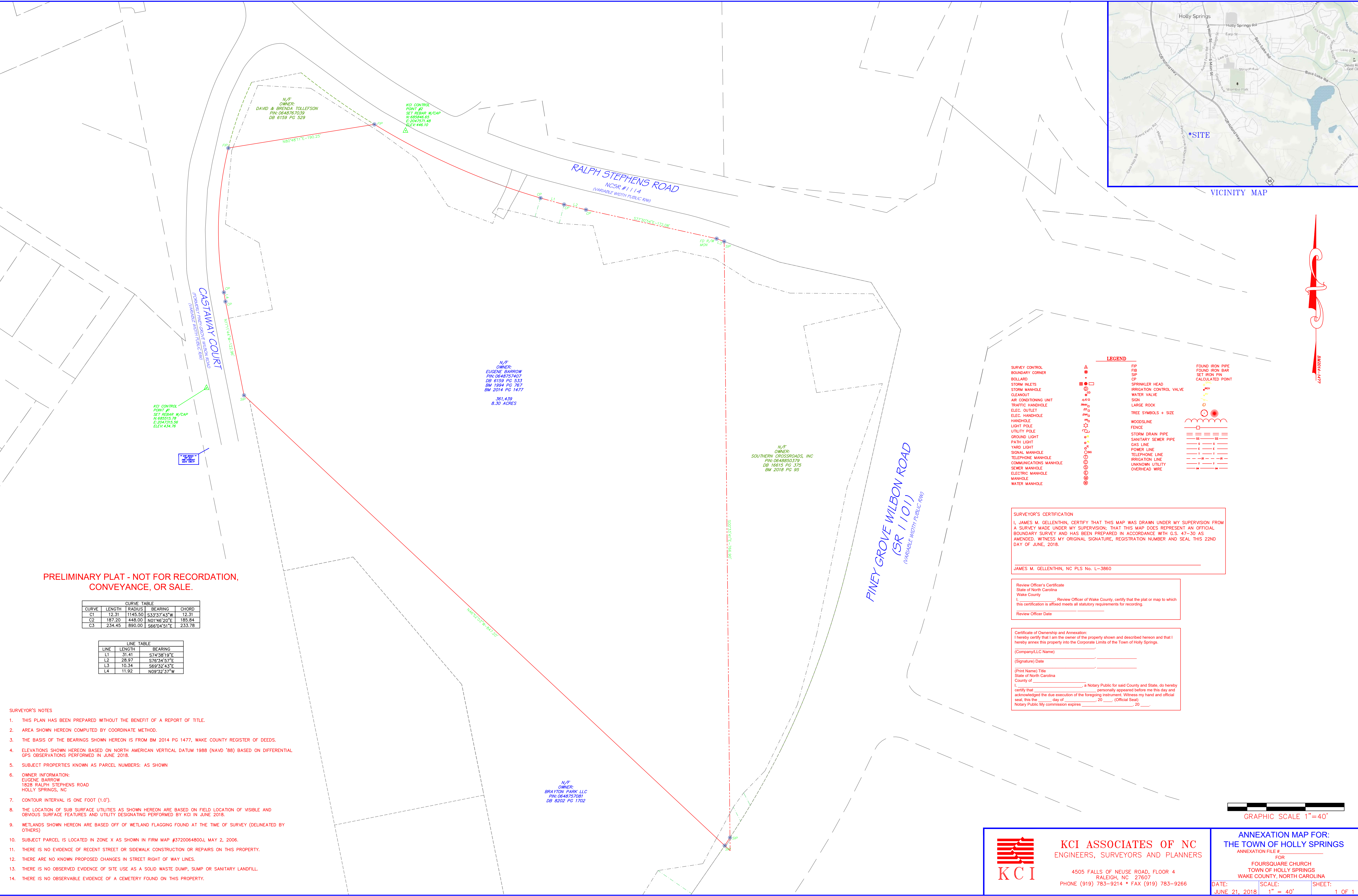
DRAWING
SHEET

C-0.0

PROJECT NUMBER
926-18

NO.	REVISION	DATE
1.	PER TOHS COMMENTS	06/28/2019
2.	PER TOHS COMMENTS	08/02/2019
3.	PER TOHS COMMENTS	08/23/2019
4.	PER TOHS COMMENTS	09/06/2019
5.	PER TOHS COMMENTS	01/03/2020
6.	PER TOHS COMMENTS	02/03/2020
7.	MAJOR AMENDMENT	10/09/2020
8.	PER TOHS COMMENTS	11/13/2020
9.	PER TOHS COMMENTS	12/18/2020
10.	PER TOHS COMMENTS	01/14/2021
11.	PHASING AMENDMENT	03/07/2021





PRELIMINARY PLAT - NOT FOR RECORDATION,
CONVEYANCE, OR SALE.

CURVE TABLE				
CURVE	LENGTH	RADIUS	BEARING	CHORD
C1	12.31	1145.50	S33°37'43"W	12.31
C2	187.20	448.00	N01°46'20"E	185.84
C3	234.45	890.00	S66°04'51"E	233.78

LINE TABLE		
LINE	LENGTH	BEARING
L1	31.41	S74°38'19"E
L2	28.97	S76°34'57"E
L3	10.34	S69°32'43"E
L4	11.92	N09°32'37"W

SURVEYOR'S NOTES

1. THIS PLAN HAS BEEN PREPARED WITHOUT THE BENEFIT OF A REPORT OF TITLE.
2. AREA SHOWN HEREON COMPUTED BY COORDINATE METHOD.
3. THE BASIS OF THE BEARINGS SHOWN HEREON IS FROM BM 2014 PG 1477, WAKE COUNTY REGISTER OF DEEDS.
4. ELEVATIONS SHOWN HEREON BASED ON NORTH AMERICAN VERTICAL DATUM 1988 (NAVD '88) BASED ON DIFFERENTIAL GPS OBSERVATIONS PERFORMED IN JUNE 2018.
5. SUBJECT PROPERTIES KNOWN AS PARCEL NUMBERS: AS SHOWN
6. OWNER INFORMATION:
EUGENE BARROW
1828 RALPH STEPHENS ROAD
HOLLY SPRINGS, NC
7. CONTOUR INTERVAL IS ONE FOOT (1.0').
8. THE LOCATION OF SUB SURFACE UTILITIES AS SHOWN HEREON ARE BASED ON FIELD LOCATION OF VISIBLE AND OBVIOUS SURFACE FEATURES AND UTILITY DESIGNATING PERFORMED BY KCI IN JUNE 2018.
9. WETLANDS SHOWN HEREON ARE BASED OFF OF WETLAND FLAGGING FOUND AT THE TIME OF SURVEY (DELINEATED BY OTHERS)
10. SUBJECT PARCEL IS LOCATED IN ZONE X AS SHOWN IN FIRM MAP #3720064800J, MAY 2, 2006.
11. THERE IS NO EVIDENCE OF RECENT STREET OR SIDEWALK CONSTRUCTION OR REPAIRS ON THIS PROPERTY.
12. THERE ARE NO KNOWN PROPOSED CHANGES IN STREET RIGHT OF WAY LINES.
13. THERE IS NO OBSERVED EVIDENCE OF SITE USE AS A SOLID WASTE DUMP, SUMP OR SANITARY LANDFILL.
14. THERE IS NO OBSERVABLE EVIDENCE OF A CEMETERY FOUND ON THIS PROPERTY.

LEGEND	
SURVEY CONTROL	▲
BOUNDARY CORNER	●
BOLLARD	■
STORM INLETS	□
STORM MANHOLE	○
CLEANOUT	○
AIR CONDITIONING UNIT	4x6
TRAFFIC HANDHOLE	4x6
ELEC. OUTLET	4x6
ELEC. HANDHOLE	4x6
HANDHOLE	4x6
LIGHT POLE	4x6
UTILITY POLE	4x6
GROUND LIGHT	4x6
PATH LIGHT	4x6
YARD LIGHT	4x6
SIGNAL MANHOLE	4x6
TELEPHONE MANHOLE	4x6
COMMUNICATIONS MANHOLE	4x6
SEWER MANHOLE	4x6
ELECTRIC MANHOLE	4x6
MANHOLE	4x6
WATER MANHOLE	4x6
FIP	▲
FIB	●
SP	○
CP	○
SPRINKLER HEAD	○
IRRIGATION CONTROL VALVE	○
WATER VALVE	○
LARGE ROCK	○
SIGN	○
TREE SYMBOLS + SIZE	○
WOODSLINE	○
FENCE	○
STORM DRAIN PIPE	○
SANITARY SEWER PIPE	○
GAS LINE	○
POWER LINE	○
TELEPHONE LINE	○
IRRIGATION LINE	○
UNKNOWN UTILITY	○
OVERHEAD WIRE	○
FOUND IRON PIPE	○
FOUND IRON BAR	○
SET IRON PIN	○
CALCULATED POINT	○

SURVEYOR'S CERTIFICATION
I, JAMES M. GELLENTHIN, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM A SURVEY MADE UNDER MY SUPERVISION; THAT THIS MAP DOES REPRESENT AN OFFICIAL BOUNDARY SURVEY AND HAS BEEN PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS 22ND DAY OF JUNE, 2018.

JAMES M. GELLENTHIN, NC PLS No. L-3860

Review Officer's Certificate
State of North Carolina
Wake County
I, _____ Review Officer of Wake County, certify that the plat or map to which this certification is affixed meets all statutory requirements for recording.
Review Officer Date _____

Certificate of Ownership and Annexation:
I hereby certify that I am the owner of the property shown and described hereon and that I hereby annex this property into the Corporate Limits of the Town of Holly Springs.
(Company/LLC Name) _____
(Signature) Date _____
(Print Name) Title _____
State of North Carolina
County of _____
I, _____, a Notary Public for said County and State, do hereby certify that _____ personally appeared before me this day and acknowledged the due execution of the foregoing instrument. Witness my hand and official seal, this the _____ day of _____, 20____. (Official Seal)
Notary Public My commission expires _____, 20____.

GRAPHIC SCALE 1"=40'



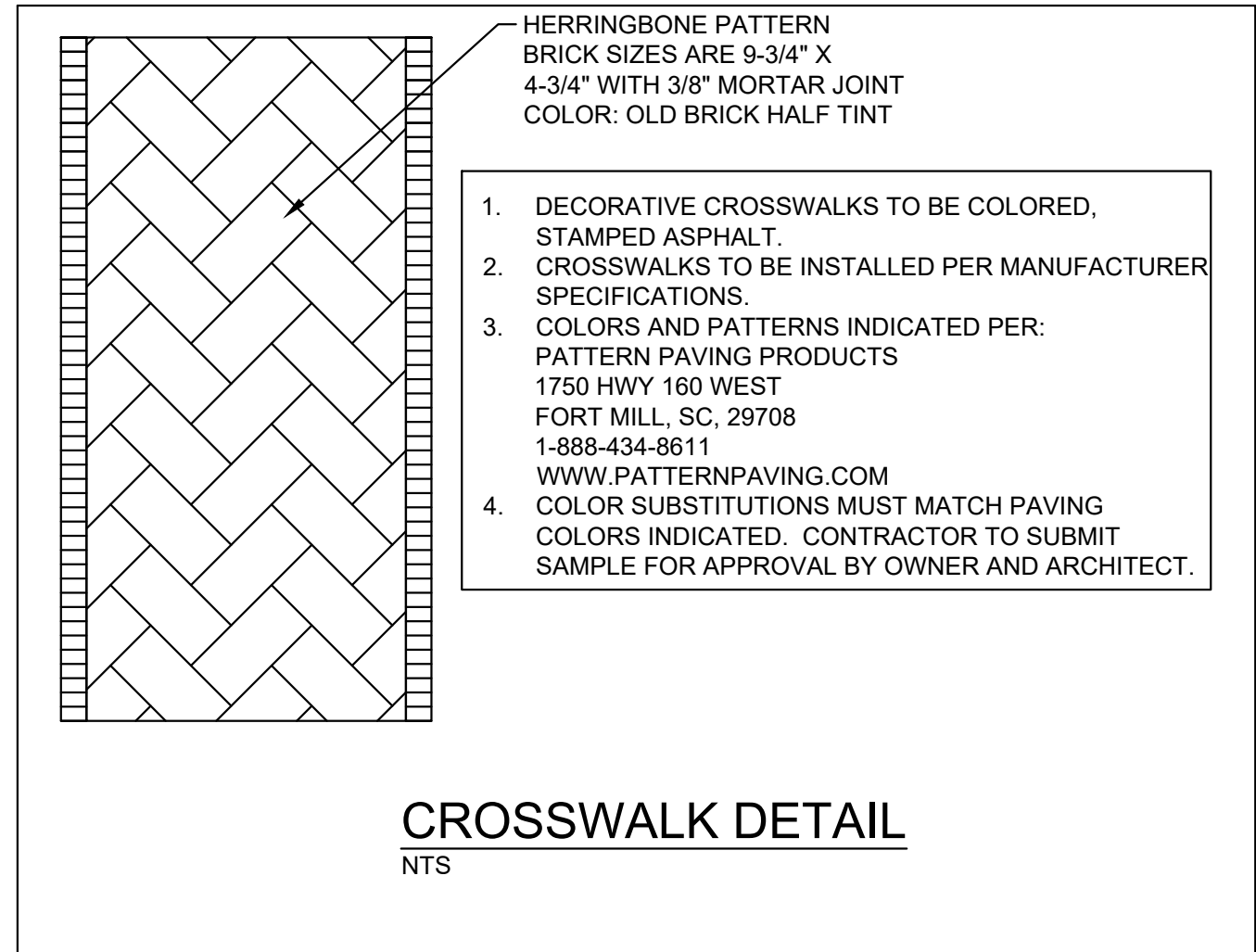
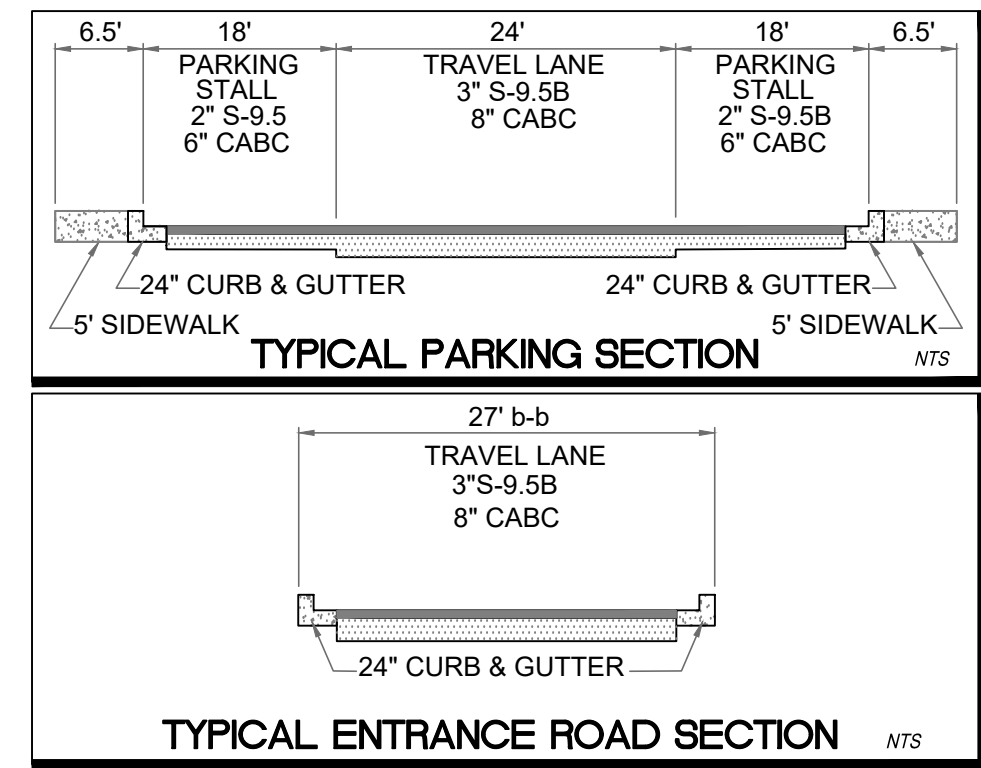
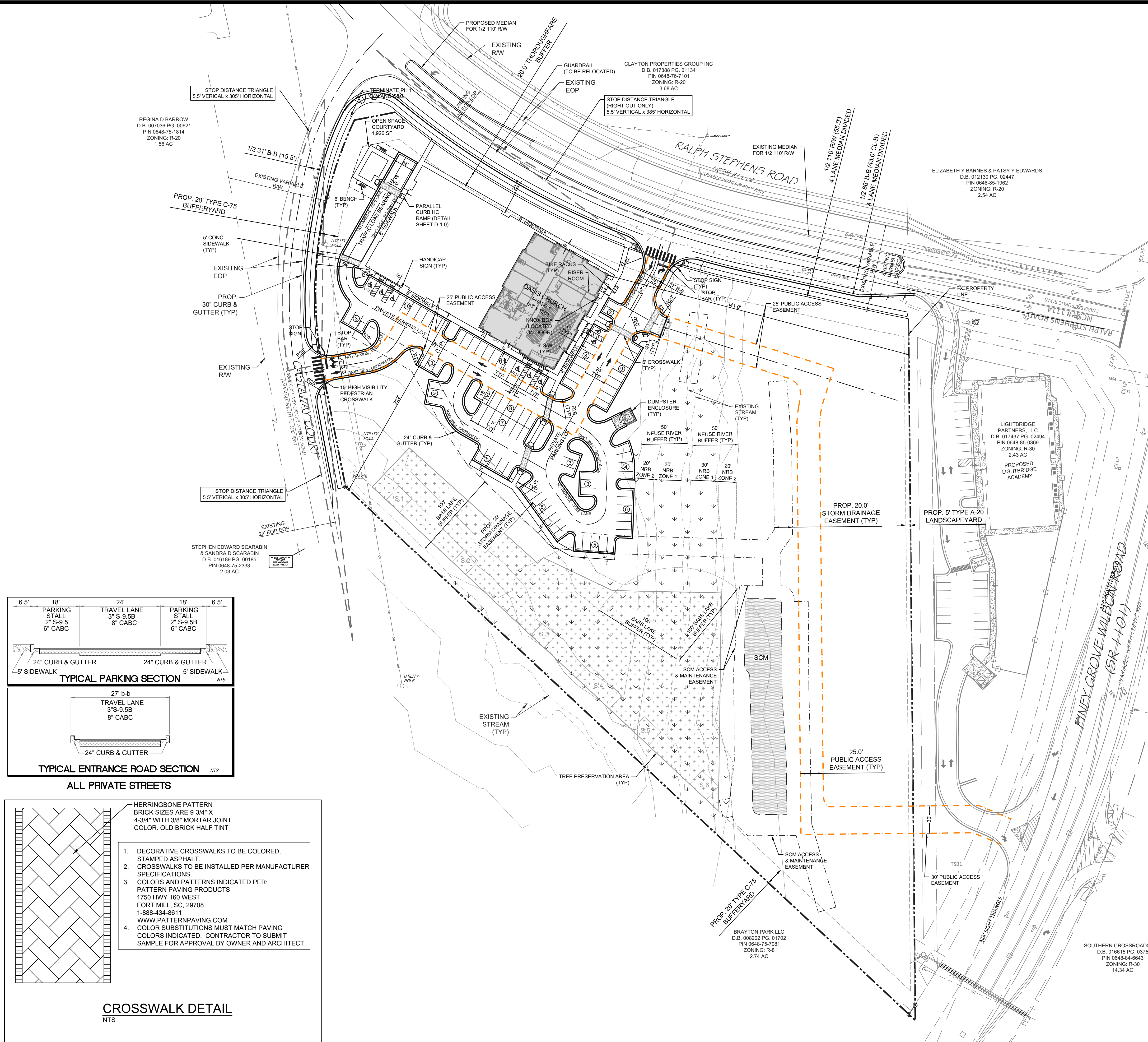
KCI ASSOCIATES OF NC
ENGINEERS, SURVEYORS AND PLANNERS

4505 FALLS OF NEUSE ROAD, FLOOR 4
RALEIGH, NC 27607
PHONE (919) 783-9214 • FAX (919) 783-9266

ANNEXATION MAP FOR:
THE TOWN OF HOLLY SPRINGS

ANNEXATION FILE # _____
FOR
FOURSQUARE CHURCH
TOWN OF HOLLY SPRINGS
WAKE COUNTY, NORTH CAROLINA

DATE: JUNE 21, 2018 SCALE: 1" = 40' SHEET: 1 OF 1



GENERAL NOTES

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TOWN OF HOLLY SPRINGS
TOTAL PARCEL AREA: 8.29 AC
ZONING: R-30

PIN: 0648-75-7407
DB: 017130 PG. 00121
REID: 0204665

TOWNSHIP: HOLLY SPRINGS
COUNTY: WAKE
STATE: NORTH CAROLINA

PIN: 0648-75-4827
DB: 017388 PG. 01134
REID: 0466267

TOTAL PARCEL AREA: 0.23 AC
TOTAL PROJECT AREA: 8.52 AC (8.29 AC+0.23 AC)

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RELIGIOUS USE: 1 SPACE/4 PERMANENT SEATS IN SANCTUARY = 75 SPACES (300 ADD SEATS/4)
OFFICE: 3.5 SPACES/1,000 SF = 5 SPACES (1,384 ADDITIONAL SF/1,000)
DAY NURSERY: 1 SPACE/8 PUPILS + 1 SPACE/2 EMPLOYEES = 32 SPACES ((125 ADDITIONAL PUPILS/8) + (32 ADDITIONAL EMPLOYEES/2))

PHASE 2 PARKING REQUIRED: 112 SPACES
PHASE 2 PARKING PROVIDED: 124 SPACES

PHASE 2 HANDICAP REQUIRED: 3 SPACES
PHASE 2 HANDICAP PROVIDED: (SEE PHASE 1 HANDICAP PROVIDED ABOVE)

PHASE 1 BICYCLE RACK REQUIRED: (SEE PHASE 1 BICYCLE RACK REQUIRED ABOVE)
PHASE 1 BICYCLE RACK PROVIDED: (SEE PHASE 1 BICYCLE RACK PROVIDED ABOVE)

***TOTAL PARKING REQUIRED: 220 SPACES**
***TOTAL PARKING PROVIDED: 241 SPACES (UP TO 10% ADJUSTMENT ALLOWED PER UDO SECTION 7.04.E.5)**

TOTAL HC PARKING PROVIDED: 7 SPS (INCL. 2 HC VAN SPS) PER (201-300) TOTAL PARKING REQ
TOTAL BICYCLE RACKS PROVIDED: 1 RACK

OPEN SPACE REQUIRED: 1,855.66 SF
0.5% PER TOTAL PROJECT AREA = 0.5% * 37,113.12 SF (8.52 AC)

OPEN SPACE PROVIDED: 1,926 SF

LEGEND

PROJECT BOUNDARY
EXISTING PROPERTY LINE
ADJOINER PROPERTY LINE
STREAM CENTERLINE
100-YEAR FLOOD PLAIN
30' NEUSE RIVER BUFFER
WETLAND EDGE
PROPOSED BUFFER

WETLANDS
PROPOSED PAVEMENT
PROPOSED SIDEWALK

GRAPHIC SCALE

50 0 25 50 100 200
(IN FEET)
1 inch = 50 ft.

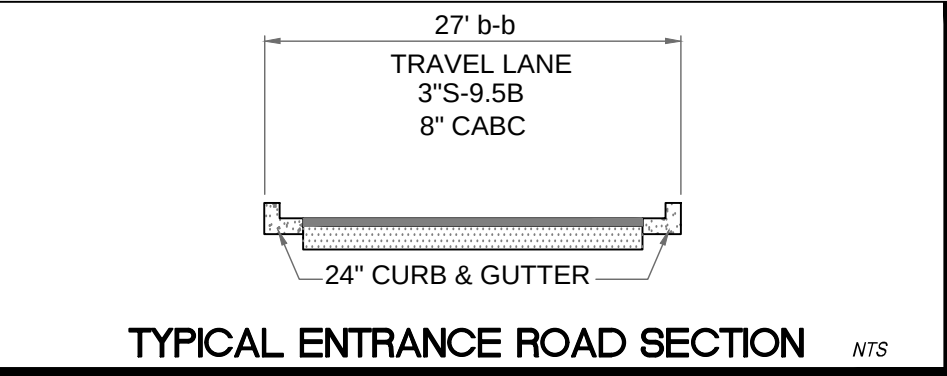
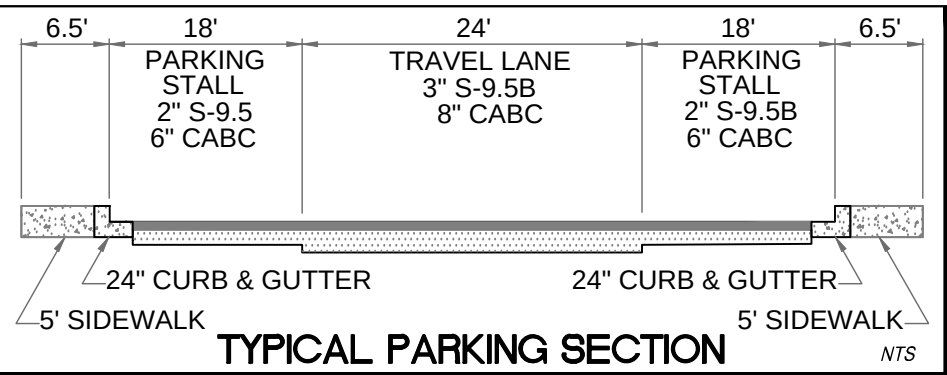
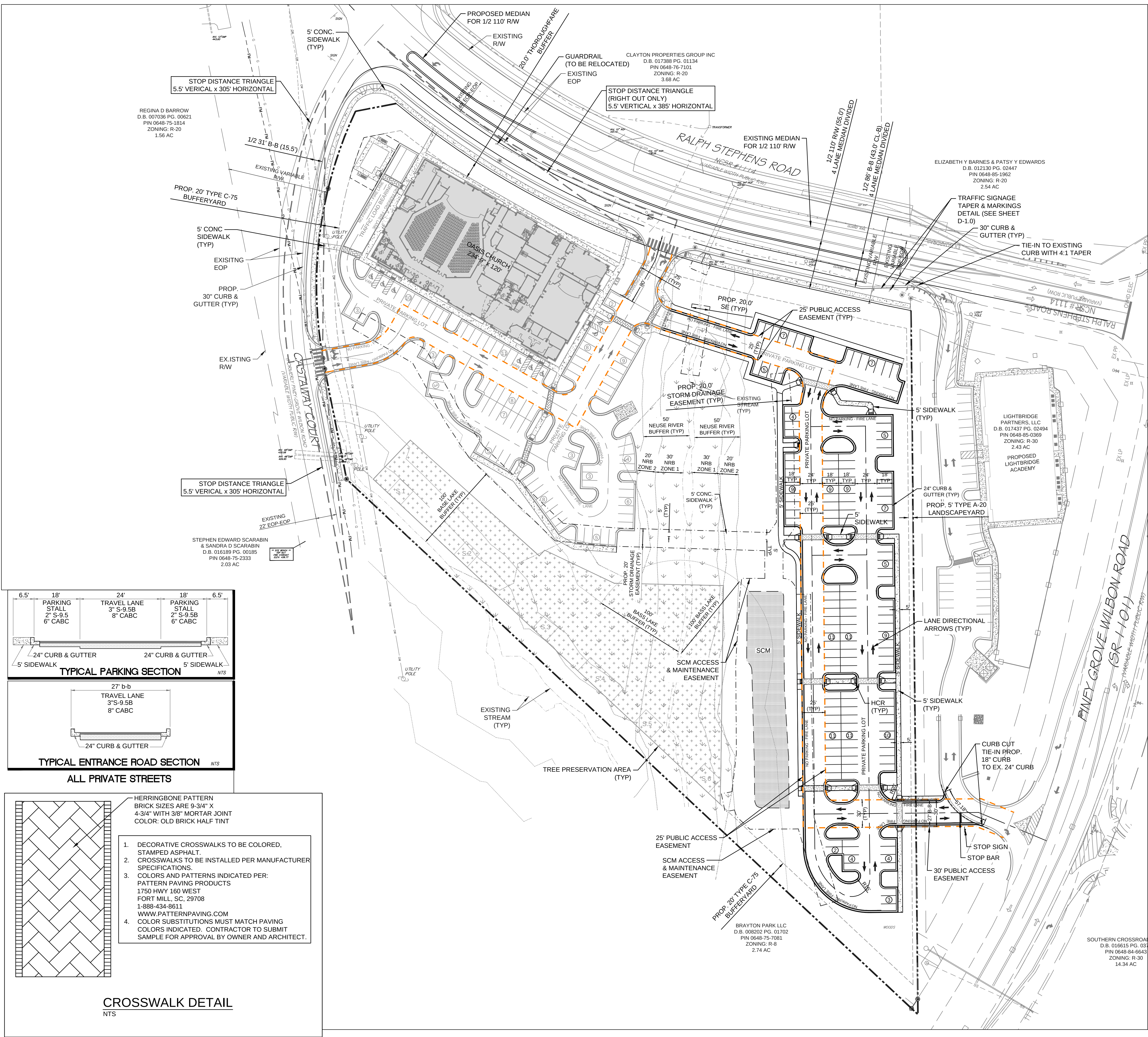
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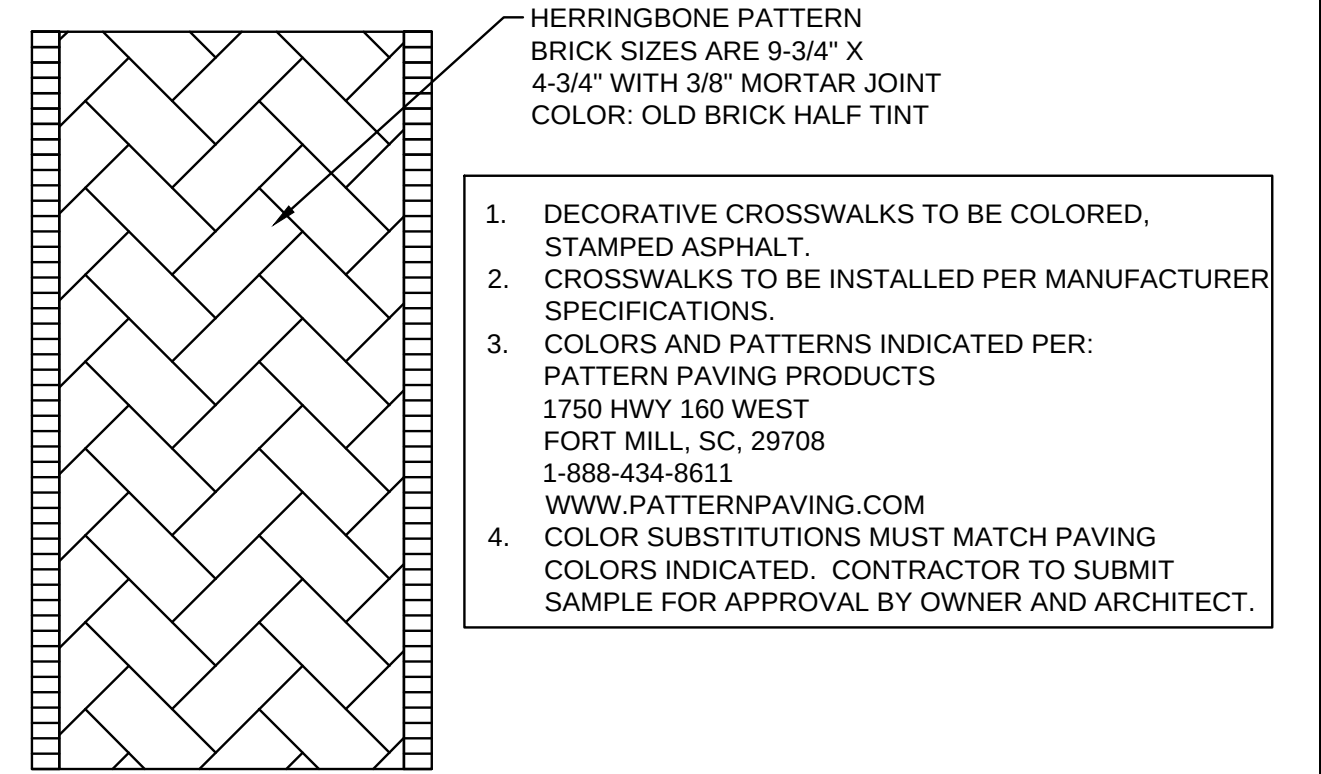
THE SPAULDING GROUP, PA
planning - civil engineering
1611 Jones Franklin Road Suite 101 Raleigh, NC 27606
Phone (919) 854-7990 Fax (919) 854-7995

OASIS CHURCH
HOLLY SPRINGS, WAKE COUNTY, NORTH CAROLINA
PRELIMINARY DEVELOPMENT PLANS
SITE PLAN - PHASE 1

DRAWING SHEET
C-1.0
PROJECT NUMBER
926-18



ALL PRIVATE STREETS



CROSSWALK DETAIL
NTS

1. DECORATIVE CROSSWALKS TO BE COLORED, STAMPED ASPHALT.
2. CROSSWALKS TO BE INSTALLED PER MANUFACTURER SPECIFICATIONS.
3. COLORS AND PATTERNS INDICATED PER: PATTERN PAVING PRODUCTS
1750 HWY 160 WEST
FORT MILL, SC, 29708
1-888-434-8611
WWW.PATTERNPAVING.COM
4. COLOR SUBSTITUTIONS MUST MATCH PAVING COLORS INDICATED. CONTRACTOR TO SUBMIT SAMPLE FOR APPROVAL BY OWNER AND ARCHITECT.

GENERAL NOTES	
1.	THE CONTRACTOR SHALL CONTACT "NORTH CAROLINA ONE CALL" AT 800-632-4949 FOR ASSISTANCE IN LOCATING EXISTING UTILITIES. CALL AT LEAST 48 HOURS PRIOR TO ANY DIGGING.
2.	EXISTING CONDITIONS AND UTILITIES SHOWN ARE BASED ON INFORMATION PROVIDED BY KCI ASSOCIATES OF NC. THE CONTRACTOR SHALL FIELD VERIFY CONDITIONS PRIOR TO STARTING CONSTRUCTION AND NOTIFY THE ENGINEER OF ANY DISCREPANCIES. CONFLICTS INVOLVING PUBLIC WATER, SANITARY SEWER, AND STORM DRAINAGE CONSTRUCTION SHALL BE RESOLVED TO THE SATISFACTION OF THE TOWN OF HOLLY SPRINGS.
3.	ALL CONSTRUCTION AND MATERIALS SHALL BE IN ACCORDANCE WITH THE TOWN OF HOLLY SPRINGS STANDARDS AND SPECIFICATIONS.
4.	BUILDING FOOTPRINT PROVIDED BY SMITH ENGINEERING & DESIGN, PA.
5.	HIC RAMP AND PARKING SPACES SHALL BE CONSTRUCTED IN ACCORDANCE WITH ADA STANDARDS.
6.	THE CONTRACTOR IS RESPONSIBLE FOR INVESTIGATING SOIL CONDITIONS ON SITE. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY OF ANY UNSUITABLE MATERIAL UPON FIRST CONTACT.
7.	ALL POWER LINES SHALL BE PLACED UNDERGROUND OR RELOCATED IN COORDINATION WITH DUKE ENERGY. IF RELOCATION OF OVERHEAD POWER LINES UNDERGROUND IS DEEMED NOT FEASIBLE BY THE TOWN AND/OR UTILITY COMPANY, A FEE-IN-LIEU WILL BE REQUIRED FOR THIS PROJECT. THE FEE-IN-LIEU SHALL BE COLLECTED PRIOR TO THE 2ND PHASE OF BUILDING/SITE CONSTRUCTION.
8.	ZONE NRBI OF THE BUFFER MUST BE LEFT COMPLETELY UNDISTURBED.
9.	NO FILL MATERIAL IS TO BE BROUGHT INTO THE NRBI BUFFERS.
10.	NO BUILDING STRUCTURES ARE ALLOWED WITHIN ANY OF THE BUFFER AREAS.

SITE DATA	
PROJECT ADDRESS: 1828 RALPH STEPHENS ROAD	TOWNSHIP: HOLLY SPRINGS
TOWN OF HOLLY SPRINGS	COUNTY: WAKE
TOTAL PARCEL AREA: 8.29 AC	REID: 020465
ZONING: R-30	STATE: NORTH CAROLINA
TOTAL PARCEL AREA: 0.23 AC	PIN: 0648-75-4827
TOTAL PROJECT AREA: 8.52 AC (8.29 AC+0.23 AC)	DB: 017388 PG. 01134
	REID: 0466267
BUILDING	
PROPOSED BUILDING USE: RELIGIOUS	
PROPOSED BUILDING FOOTPRINT: PHASE 1 = 11,716 SF	
PHASE 2 = 28,942 SF	
MAXIMUM BUILDING HEIGHT = 45' (3 STORIES)	
PROPOSED BUILDING HEIGHT = 35' (1 STORY)	
IMPERVIOUS SURFACE:	
2.47 AC (PHASE 1)	
1.41 AC (PHASE 2)	
PARKING CALCULATIONS:	
PHASE 1	
RELIGIOUS USE: 1 SPACE/4 PERMANENT SEATS IN SANCTUARY = 62 SPACES (250 SEATS/4)	
OFFICE: 3.5 SPACES/1,000 SF = 1 SPACE (116 SF/1,000)	
DAY NURSERY: 1 SPACE/8 PUPILS + 1 SPACE/2 EMPLOYEES = 31 SPACES ((126 PUPILS/8) + (30 EMPLOYEES/2))	
PHASE 1 PARKING REQUIRED: 94 SPACES	
PHASE 1 HANDICAP REQUIRED: 4 SPACES	
PHASE 1 HANDICAP PROVIDED: 7 SPACES (INCL. 1 VAN HC SP)	
PHASE 1 BICYCLE RACK REQUIRED: 1 RACK	
PHASE 1 BICYCLE RACKS PROVIDED: 3 RACKS	
PHASE 2	
RELIGIOUS USE: 1 SPACE/4 PERMANENT SEATS IN SANCTUARY = 75 SPACES (300 ADD SEATS/4)	
OFFICE: 3.5 SPACES/1,000 SF = 5 SPACES (1,384 ADDITIONAL SF/1,000)	
DAY NURSERY: 1 SPACE/8 PUPILS + 1 SPACE/2 EMPLOYEES = 32 SPACES ((125 ADDITIONAL PUPILS/8) + (32 ADDITIONAL EMPLOYEES/2))	
PHASE 2 PARKING REQUIRED: 112 SPACES	
PHASE 2 HANDICAP PROVIDED: 124 SPACES	
PHASE 2 HANDICAP REQUIRED: 3 SPACES	
PHASE 2 HANDICAP PROVIDED: (SEE PHASE 1 HANDICAP PROVIDED ABOVE)	
PHASE 1 BICYCLE RACK REQUIRED: (SEE PHASE 1 BICYCLE RACK PROVIDED ABOVE)	
PHASE 1 BICYCLE RACK PROVIDED: (SEE PHASE 1 BICYCLE RACK PROVIDED ABOVE)	
*TOTAL PARKING REQUIRED: 220 SPACES	
*TOTAL PARKING PROVIDED: 241 SPACES (UP TO 10% ADJUSTMENT ALLOWED PER UDO SECTION 7.04.E.5)	
TOTAL HC PARKING PROVIDED: 7 SPS (INCL. 2 HC VAN SPS) PER (201-300) TOTAL PARKING REQ	
TOTAL BICYCLE RACKS PROVIDED: 1 RACK	
OPEN SPACE REQUIRED: 1,855.66 SF	
0.5% PER TOTAL PROJECT AREA = 0.5% * 37,113.12 SF (8.52 AC)	
OPEN SPACE PROVIDED: 1,926 SF	

LEGEND	
	PROJECT BOUNDARY
	EXISTING PROPERTY LINE
	ADJOINER PROPERTY LINE
	STREAM CENTERLINE
	100-YEAR FLOOD PLAIN
	30' NEUSE RIVER BUFFER
	WETLAND EDGE
	PROPOSED BUFFER
	WETLANDS
	PROPOSED PAVEMENT
	PROPOSED SIDEWALK

GRAPHIC SCALE

50 0 25 50 100 200

(IN FEET)

1 inch = 50 ft.

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DATE: 06/25/2019

REVISION: 1. PER TONS COMMENTS

NO. 1. PER TONS COMMENTS

2. PER TONS COMMENTS

3. PER TONS COMMENTS

4. PER TONS COMMENTS

5. PER TONS COMMENTS

6. PER TONS COMMENTS

7. PER TONS COMMENTS

8. PER TONS COMMENTS

9. PER TONS COMMENTS

10. PER TONS COMMENTS

11. PHASING AMENDMENT

SEAL: CAROLIM HUNTER

THE SPAULDING GROUP, PA

Planning - civil engineering

1611 Jones Franklin Road Suite 101 Raleigh, NC 27606

Phone (919) 854-7990 Fax (919) 854-7995

PREPARED FOR: OASIS CHURCH

FOUR SQUARE GOSPEL

DATE: 04-10-2019

SAN FIRM CERTIFICATION # C-1875

PROJECT ENGINEER: IRIS A. MITCHELL

PROJECT CAD: DESIGNER: IRIS A. MITCHELL

PROJECT SURVEYOR: KCI ASSOCIATES OF NC, PA

OASIS CHURCH

HOLLY SPRINGS, WAKE COUNTY, NORTH CAROLINA

PRELIMINARY DEVELOPMENT PLANS

SITE PLAN - PHASE 2

DRAWING SHEET

C-1.1

PROJECT NUMBER

926-18

REGINA D BARROW
D.B. 07038 PG. 00621
PIN 0648-75-1814
ZONING: R-20
1.56 AC

EXISTING EOP
PROP. 20' TYPE C-75
BUFFERYARD
EXISTING R/W
EXISTING EOP
PROP. 30' CURB &
GUTTER (TYP)

STEPHEN EDWARD SCARABIN
& SANDRA D SCARABIN
D.B. 016189 PG. 00185
PIN 0648-75-2333
2.03 AC

CLAYTON PROPERTIES GROUP INC
D.B. 017388 PG. 01134
PIN 0648-75-7101
ZONING: R-20
3.68 AC

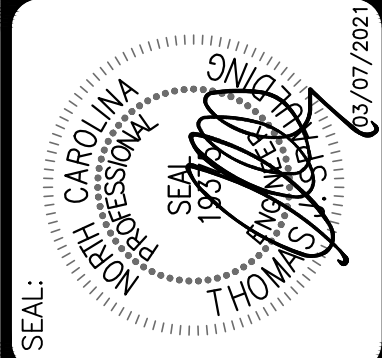
ELIZABETH Y BARNES & PATSY Y EDWARDS
D.B. 012130 PG. 02447
PIN 0648-85-1982
ZONING: R-20
2.54 AC

LIGHTBRIDGE
PARTNERS, LLC
D.B. 017437 PG. 02494
PIN 0648-85-0369
ZONING: R-30
2.43 AC

BRAYTON PARK LLC
D.B. 008202 PG. 01702
PIN 0648-75-7081
ZONING: R-8
2.74 AC

SOUTHERN CROSSROADS
D.B. 016615 PG. 031
PIN 0648-84-6643
ZONING: R-30
14.34 AC

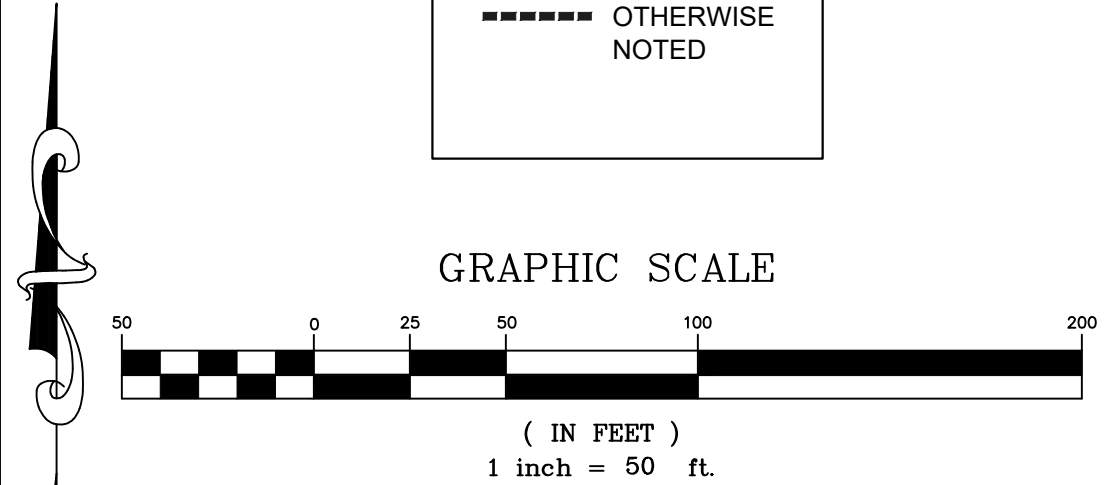
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- LEGEND**
- PROJECT BOUNDARY
 - EXISTING PROPERTY LINE
 - ADJOINER PROPERTY LINE
 - EXISTING 5' CONTOUR
 - EXISTING 1' CONTOUR
 - PROPOSED 5' CONTOUR
 - PROPOSED 1' CONTOUR
 - STREAM CENTERLINE
 - 100-YEAR FLOOD PLAIN
 - 30' NEUSE RIVER BUFFER
 - WETLAND EDGE
 - PROPOSED BUFFER
 - WETLANDS

- STORM DRAIN LEGEND**
- CATCH BASIN
 - FLARED END SECTION
 - STORM MH/ JUNCTION BOX
 - RCP UNLESS OTHERWISE NOTED



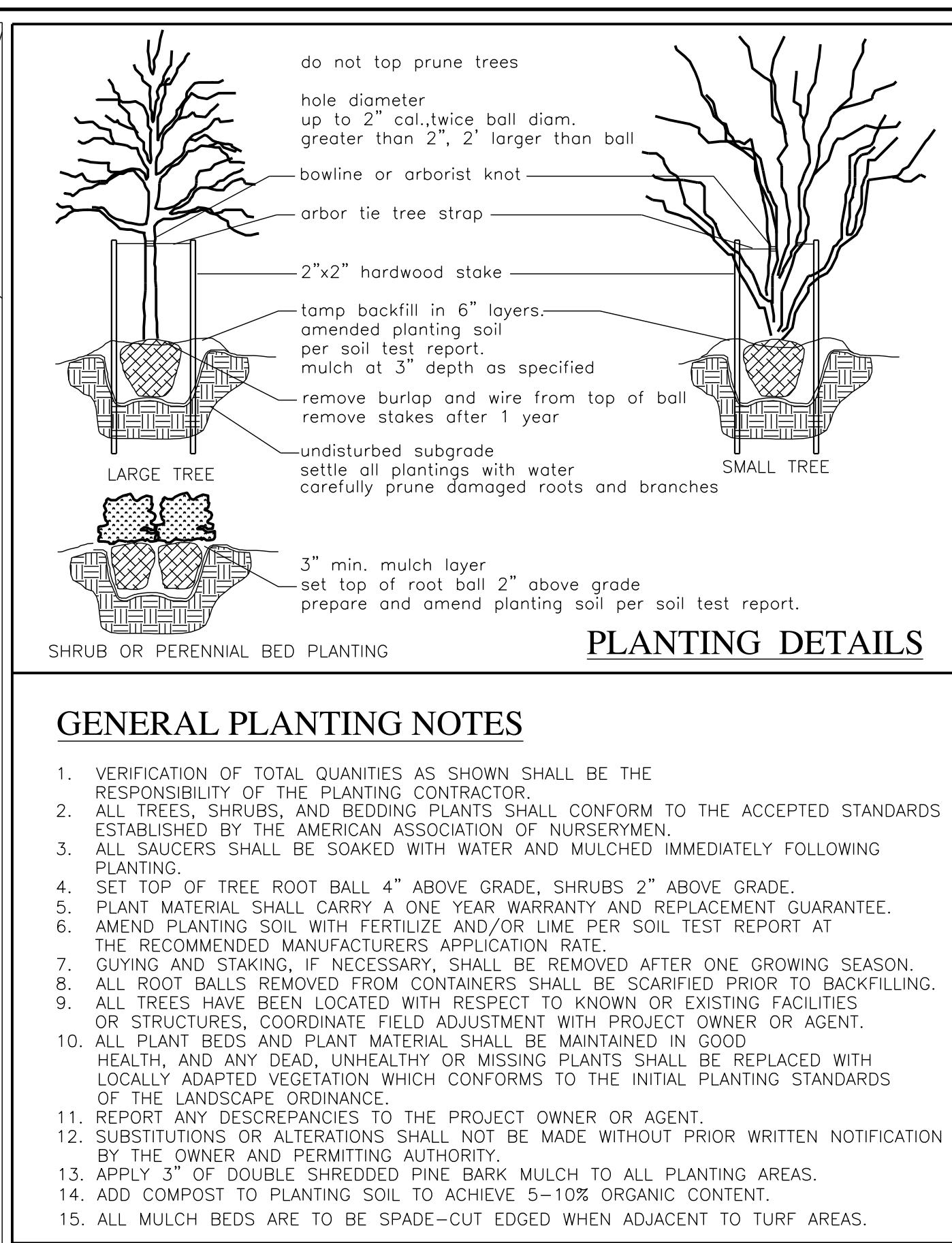
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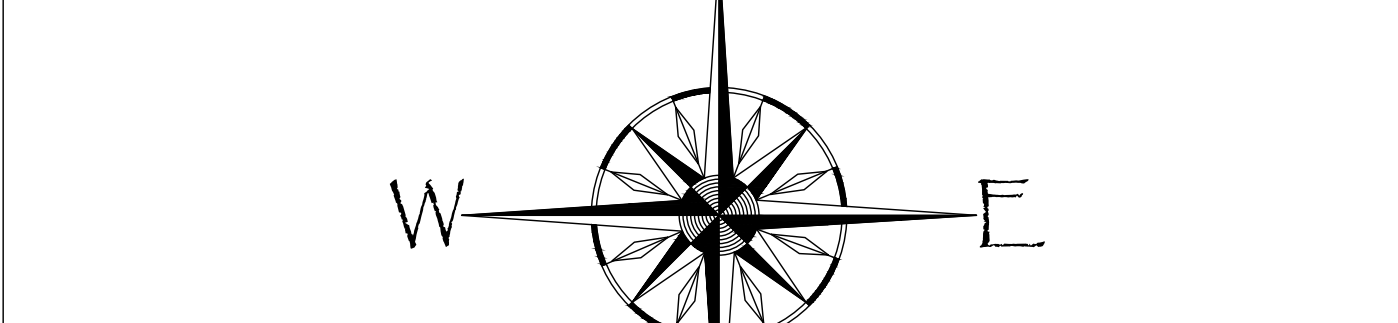
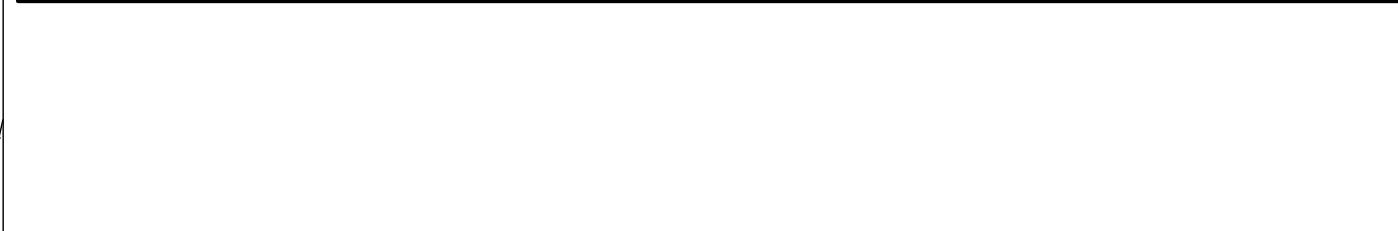
PREPARED FOR: OASIS CHURCH OF THE
FOUR SQUARE GOSPEL
DATE: 04-10-2019
SANITARY ENGINEER:
PROJECT ENGINEER:
PROJECT CAD: DESIGNER:
PROJECT SURVEYOR:
KCI ASSOCIATES OF NC, PA

OASIS CHURCH
HOLLY SPRINGS, WAKE COUNTY, NORTH CAROLINA
PRELIMINARY DEVELOPMENT PLANS
STORM MANAGEMENT & GRADING PLAN

DRAWING
SHEET
C-3.0
PROJECT NUMBER
926-18



- ## GENERAL PLANTING NOTES
1. VERIFICATION OF TOTAL QUANTITIES AS SHOWN SHALL BE THE RESPONSIBILITY OF THE PLANTING CONTRACTOR.
 2. ALL TREES, SHRUBS, AND BEDDING PLANTS SHALL CONFORM TO THE ACCEPTED STANDARDS ESTABLISHED BY THE AMERICAN NURSERYMEN'S ASSOCIATION.
 3. ALL SAUCERS SHALL BE SOAKED WITH WATER AND MULCHED IMMEDIATELY FOLLOWING PLANTING.
 4. SET TOP OF TREE ROOT BALL 4" ABOVE GRADE, SHRUBS 2" ABOVE GRADE.
 5. PLANT MATERIAL SHALL CARRY A ONE YEAR WARRANTY AND REPLACEMENT GUARANTEE.
 6. AMEND PLANTING SOIL WITH FERTILIZE AND/OR LIME PER SOIL TEST REPORT AT THE RECOMMENDED MANUFACTURERS APPLICATION RATE.
 7. DIVING AND STAKING SHALL BE REMOVED AFTER ONE GROWING SEASON.
 8. ALL ROOT BALLS REMOVED FROM CONTAINERS SHALL BE SCARIFIED PRIOR TO BACKFILLING.
 9. ALL TREES HAVE BEEN LOCATED WITH RESPECT TO KNOWN OR EXISTING FACILITIES OR STRUCTURES, COORDINATE FIELD ADJUSTMENT WITH PROJECT OWNER OR AGENT.
 10. ALL PLANT BEDS AND PLANT MATERIAL SHALL BE MAINTAINED IN GOOD HEALTH, AND ANY DEAD, UNHEALTHY OR MISSING PLANTS SHALL BE REPLACED WITH LOCALLY ADAPTED VEGETATION WHICH CONFORMS TO THE INITIAL PLANTING STANDARDS OF THE LANDSCAPE ORDINANCE.
 11. REPORT ANY DISCREPANCIES TO THE PROJECT OWNER OR AGENT.
 12. SUBSTITUTIONS OR ALTERATIONS SHALL NOT BE MADE WITHOUT PRIOR WRITTEN NOTIFICATION FROM THE OWNER OR PERMITTING AUTHORITY.
 13. APPLY 3" OF DOUBLY SHREDDED BARK MULCH TO ALL PLANTING AREAS.
 14. ADD COMPOST TO PLANTING SOIL TO ACHIEVE 5-10% ORGANIC CONTENT.
 15. ALL MULCH BEDS ARE TO BE SPADE-CUT EDGED WHEN ADJACENT TO TURF AREAS.



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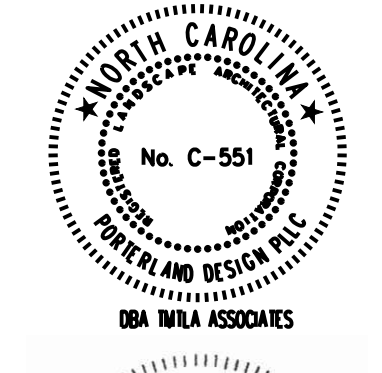
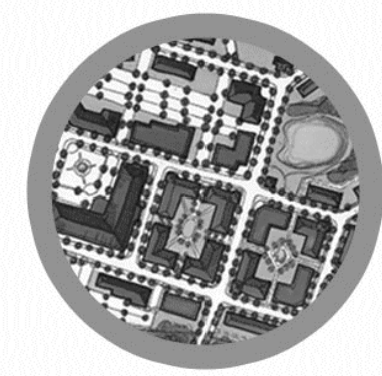
GRAPHIC SCALE

(IN FEET)
1 inch = 50 ft.

SEE SHEET L-2

FOR PLANT LIST

AND CALCULATIONS



REVISIONS:

10-09-2020	11-11-2020
1-3-2020	3-9-2021

9-30-19 Comments Re

8-20-19 Comments Re

8-2-19 Comments Rev

6-28-19 Comments Re

LANDSCAPE PLAN
OASIS CHURCH
HOLLY SPRINGS, NC

SCALE:
1" = 50'

DRAWN BY:
JGB

PROJECT #
19037

DATE:
5/22/2019

SHEET
L-1
OF

PLANT LIST										
KEY	BOTANICAL NAME	COMMON NAME	SIZE	ROOT	QTY.	PUV	PUV Total	%	LOCATION	COMMENTS
DECIDUOUS TREES										
HM	Acer campestre	Hedge Maple	2 1/2"	B&B	19	8	152	23.64%	Buffer and Parking	
RB	Betula nigra	River Birch	2 1/2"	B&B	18	8	144	22.40%		
Z	Zelkova serrata 'Village Green'	Village Green Zelkova	2 1/2"	B&B	9	8	72	11.20%	Buffer and Parking	
CB	Carpinus betulus	European Hornbeam	2 1/2"	B&B	6	8	48	7.47%	Foundation	
UP	Ulmus parvifolia 'Lacebark'	Lacebark Elm	2 1/2"	B&B	19	8	152	23.64%	Buffer and Parking	1" per stem; 3 stem min.
CM	Lagerstroemia indica 'Natchez'	Crape Myrtle	1 1/2"	B&B	15	5	75	11.66%	Buffer	
TOTAL						643				
EVERGREEN TREES										
TO	Thuja occidentalis 'Emerald Green'	Emerald Arborvitae	10' HT.	B&B	4	8	32	7.69%	Foundation	2 1/2" Eqv
LC	Cupressus x leylandii	Leyland Cypress	12' HT.	B&B	2	8	16	3.85%	Buffer	
JV	Juniperus virginiana	Eastern Redcedar	12' HT.	B&B	11	8	88	21.15%	Buffer	
PV	Viburnum x 'Pragense'	Prague Viburnum	6' HT.	B&B	18	5	90	21.63%	Buffer	
VA	Viburnum awabuki 'Chindo'	Chindo Viburnum	6' HT.	B&B	16	5	80	19.23%	Buffer	
OF	Osmanthus fragrans	Tea Olive	6' HT.	B&B	10	5	50	12.02%	Buffer	
NS	Ilex x 'Nellie R. Stevens'	Nellie Stevens Holly	6' HT.	B&B	12	5	60	14.42%	Buffer and Screen	
TOTAL						416				
SHRUBS										
EBH	Ilex x 'Emily Bruner'	Emily Bruner Holly	36" HT.	Cont.	32	1	32	9.91%	Buffer	
CA	Camellia japonica 'Kramer's Supreme'	Camellia	36" HT.	Cont.	25	1	25	7.74%	Foundation	
CH	Ilex cornuta 'Fine Line'	Chinese Holly	36" HT.	Cont.	27	1	27	8.36%	Buffer	
BX	Buxus sempervirens 'Fastigiata'	Fastigiata Boxwood	36" HT.	Cont.	10	1	10	3.10%	Foundation	
WM	Myrica cerifera	Wax Myrtle	36" HT.	Cont.	27	1	27	8.36%	Buffer	
LOR	Loropetalum chinensis v. 'Pizzazz'	Pizzazz Loropetalum	36" HT.	Cont.	74	1	74	22.91%	Foundation	
CHH	Ilex cornuta 'Carissa'	Carissa Holly	24" HT.	Cont.	57	0.5	28.5	8.82%	Parking Area	
LCF	Loropetalum chinensis v. 'Chang's Ruby'	Chang's Ruby Loropetalum	24" HT.	Cont.	54	0.5	27	8.36%	Parking Area Screen	
GLH	Ilex crenata 'Green Luster'	Green Luster Holly	24" HT.	Cont.	85	0.5	42.5	13.16%	Parking Area Screen	
IHO	Rhaphiolepis indica 'Olivia'	Indian Hawthorne	24" HT.	Cont.	60	0.5	30	9.29%	Parking Area	
TOTAL						323				

FOUNDATION LANDSCAPING - OASIS CHURCH			
NORTH ELEVATION			
REQUIRED AREA	230 L.F. X 2 = 460 S.F.		
PROVIDED AREA	1822 S.F.		
PUV REQUIRED	230 L.F. X 20 POINTS PER 100 FEET =	46	
PUV PROVIDED	2 LG. EVE. TREE AT 2 1/2" CAL. (8.0 POINT)	16	
PUV PROVIDED	30 MEDIUM SHRUBS AT 36" HT. (1 POINT)	30	
TOTAL PUV PROVIDED		46	
SOUTH ELEVATION			
REQUIRED AREA	230 L.F. X 2 = 460 S.F.		
PROVIDED AREA	560 S.F.		
PUV REQUIRED	230 L.F. X 20 POINTS PER 100 FEET =	46	
PUV PROVIDED	2 LG. DEC. TREE AT 2 1/2" CAL. (8.0 POINT)	16	
PUV PROVIDED	2 LG. EVE. TREE AT 2 1/2" CAL. (8.0 POINT)	16	
PUV PROVIDED	28 SMALL SHRUBS AT 24" HT. (0.5 POINT)	14	
TOTAL PUV PROVIDED		46	
EAST ELEVATION			
REQUIRED AREA	120 L.F. X 2 = 240 S.F.		
PROVIDED AREA	850 S.F.		
PUV REQUIRED	120 L.F. X 20 POINTS PER 100 FEET =	24	
PUV PROVIDED	2 LG. DEC. TREE AT 2 1/2" CAL. (8.0 POINT)	16	
PUV PROVIDED	8 MEDIUM SHRUBS AT 36" HT. (1 POINT)	5	
PUV PROVIDED	7 SMALL SHRUBS AT 24" HT. (0.5 POINT)	3.5	
TOTAL PUV PROVIDED		25	
WEST ELEVATION			
REQUIRED AREA	120 L.F. X 2 = 240 S.F.		
PROVIDED AREA	256 S.F.		
PUV REQUIRED	120 L.F. X 20 POINTS PER 100 FEET =	24	
PUV PROVIDED	2 LG. DEC. TREE AT 2 1/2" CAL. (8.0 POINT)	16	
PUV PROVIDED	8 MEDIUM SHRUBS AT 36" HT. (1 POINT)	8	
TOTAL PUV PROVIDED		24	
FOUNDATION LANDSCAPING INCLUDES BOTH PHASE 1 AND 2 OF THE BUILDING			

INTERIOR PARKING LANDSCAPING - PHASE ONE	
TOTAL PARKING SPACES	= 112
INTERIOR PARKING ISLANDS REQUIRED	= 11
INTERIOR LANDSCAPE ISLANDS PROVIDED	= 20
INTERIOR LARGE DECIDUOUS TREES REQUIRED	= 11
INTERIOR LARGE DECIDUOUS TREES PROVIDED	= 13
INTERIOR EVERGREEN SHRUBS REQUIRED	= 44
INTERIOR EVERGREEN SHRUBS PROVIDED	= 44

INTERIOR PARKING LANDSCAPING - PHASE TWO	
TOTAL PARKING SPACES	= 124
INTERIOR PARKING ISLANDS REQUIRED	= 12
INTERIOR LANDSCAPE ISLANDS PROVIDED	= 18
INTERIOR LARGE DECIDUOUS TREES REQUIRED	= 13
INTERIOR LARGE DECIDUOUS TREES PROVIDED	= 13
INTERIOR EVERGREEN SHRUBS REQUIRED	= 52
INTERIOR EVERGREEN SHRUBS PROVIDED	= 52

Sample Plot for \$1.56 Buffer				
S.1 (20'x20')	Species	Size (inches)	PUV value	
	maple	20	9	6
	maple	2	3	3
	maple	4	3	3
	maple	4	3	3
	maple	4	3	3
	maple	4	3	3
	gum	22	9	0
	gum	1	0	0
	gum	1	0	0
	gum	1	0	0
	Total		33	18
Segment Total PUV			165	90
S.2 (20'x20')	maple	6	6	3
	maple	16	9	0
	gum	4	3	3
	gum	20	0	0
	gum	1	0	0
	gum	1	0	0
	Total		18	9
Segment Total PUV			90	135
S.3 (20'x20')	maple	22	9	3
	maple	24	9	3
	pine	20	9	3
	Total		27	9
Segment Total PUV			135	135
S.4 (20'x50')	maple	4	3	3
	maple	7	9	3
	maple	2	3	3
	maple	2	3	3
	maple	8	9	3
	maple	4	3	3
	maple	6	3	3
	gum	12	9	9
	Total		42	24
	Segment Total PUV		96	5
S.6 (20'x25')	maple	5	6	3
	maple	4	3	3
	maple	2	3	3
	maple	4	3	3
	maple	3	3	3
	pine	10	9	9
	pine	18	9	9
	gum	4	3	3
	Total		42	24
	Segment Total PUV		168	168

PERIMETER YARD LANDSCAPING					
A 50					
INCREMENT	LANDSCAPE MATERIAL	PUV OF MATERIAL	TOTAL PUV PROVIDED	% OF PUV	PUV REQUIRED
N1 68'	3 Large Deciduous Trees at 2 1/2" Cal. 8 Points each	24	34	71%	Type A-50 34 REQUIRED
	1 Small Deciduous Trees at 1 1/2" Cal. 5 Points each	5		15%	
	5 Large/Medium Shrubs at 36" Ht. 1 Points each	5		15%	
INCREMENT	LANDSCAPE MATERIAL	PUV OF MATERIAL	TOTAL PUV PROVIDED	% OF PUV	PUV REQUIRED
N2 92'	4 Large Deciduous Trees at 2 1/2" Cal. 8 Points each	32	46	70%	Type A-50 46 REQUIRED
	2 Small Deciduous Trees at 1 1/2" Cal. 5 Points each	10		22%	
	4 Large/Medium Shrubs at 36" Ht. 1 Points each	4		9%	
INCREMENT	LANDSCAPE MATERIAL	PUV OF MATERIAL	TOTAL PUV PROVIDED	% OF PUV	PUV REQUIRED
N3 and N4 100'	4 Large Deciduous Trees at 2 1/2" Cal. 8 Points each	32	50	64%	Type A-50 50 REQUIRED
	2 Small Deciduous Trees at 1 1/2" Cal. 5 Points each	10		20%	
	8 Large/Medium Shrubs at 36" Ht. 1 Points each	8		16%	
INCREMENT	LANDSCAPE MATERIAL	PUV OF MATERIAL	TOTAL PUV PROVIDED	% OF PUV	PUV REQUIRED
N5 62'	3 Large Deciduous Trees at 2 1/2" Cal. 8 Points each	24	32	75%	Type A-50 32 REQUIRED
	8 Large/Medium Shrubs at 36" Ht. 1 Points each	8		25%	
INCREMENT	LANDSCAPE MATERIAL	PUV OF MATERIAL	TOTAL PUV PROVIDED	% OF PUV	PUV REQUIRED
N6 100'	4 Large Deciduous Trees at 2 1/2" Cal. 8 Points each	32	50	64%	Type A-50 50 REQUIRED
	2 Small Deciduous Trees at 1 1/2" Cal. 5 Points each	10		20%	
	8 Large/Medium Shrubs at 36" Ht. 1 Points each	8		16%	
INCREMENT	LANDSCAPE MATERIAL	PUV OF MATERIAL	TOTAL PUV PROVIDED	% OF PUV	PUV REQUIRED
N7 92'	4 Large Deciduous Trees at 2 1/2" Cal. 8 Points each	32	46	70%	Type A-50 46 REQUIRED
	2 Small Deciduous Trees at 1 1/2" Cal. 5 Points each	10		22%	
	4 Large/Medium Shrubs at 36" Ht. 1 Points each	4		9%	

PERIMETER YARD LANDSCAPING					
C 75					
INCREMENT	LANDSCAPE MATERIAL	PUV OF MATERIAL	TOTAL PUV PROVIDED	% OF PUV	PUV REQUIRED
W1 70'	2 Small evergreen trees at 12' Ht. 8 Points each	16	53	30%	Type C-75 53 POINTS REQ'D
	5 Small evergreen trees at 6' Ht. 5 Points each	25		47%	
	12 Large/Medium Shrubs at 36" Ht. 1 Points each	12		23%	
INCREMENT	LANDSCAPE MATERIAL	PUV OF MATERIAL	TOTAL PUV PROVIDED	% OF PUV	PUV REQUIRED
W2 100'	3 Large evergreen trees at 12' Ht. 8 Points each	24	75	32%	Type C-75
	7 Small evergreen trees at 6' Ht. 5 Points each	35		47%	
	1 Small Deciduous Trees at 1 1/2" Cal. 5 Points each	5		7%	
	11 Large/Medium Shrubs at 36" Ht. 1 Points each	11		15%	
INCREMENT	LANDSCAPE MATERIAL	PUV OF MATERIAL	TOTAL PUV PROVIDED	% OF PUV	PUV REQUIRED
W3 78'	9 Small evergreen trees at 6' Ht. 5 Points each	45	59	76%	Type C-75 59 POINTS REQ'D
	14 Large/Medium Shrubs at 36" Ht. 1 Points each	14		24%	
INCREMENT	LANDSCAPE MATERIAL	PUV OF MATERIAL	TOTAL PUV PROVIDED	% OF PUV	PUV REQUIRED
W4 68'	8 Small evergreen trees at 6' Ht. 5 Points each	40	51	78%	Type C-75 51 POINTS REQ'D
	11 Large/Medium Shrubs at 36" Ht. 1 Points each	11		22%	
INCREMENT	LANDSCAPE MATERIAL	PUV OF MATERIAL	TOTAL PUV PROVIDED	% OF PUV	PUV REQUIRED
W5 50'	6 Small evergreen trees at 6' Ht. 5 Points each	30	38	79%	Type C-75 38 POINTS REQ'D
	8 Large/Medium Shrubs at 36" Ht. 1 Points each	8		21%	

PERIMETER YARD LANDSCAPING			C 75				
INCREMENT	LANDSCAPE MATERIAL	PUV OF MATERIAL	TOTAL PUV PROVIDED	% OF PUV	PUV REQUIRED		
S1 100'	6 Large/Medium Shrubs at 36" Ht. 1 Points each	6	6	100%	Type C-75		
	Existing trees meet PUV requirement. 6 WM are added to supplement the open area under the power line.						
INCREMENT	LANDSCAPE MATERIAL	PUV OF MATERIAL	TOTAL PUV PROVIDED	% OF PUV	PUV REQUIRED		
S2-S6 100'	Existing trees meet PUV requirement. See plot sample inventory and calculations			100%	Type C-75		
INCREMENT	LANDSCAPE MATERIAL	PUV OF MATERIAL	TOTAL PUV PROVIDED	% OF PUV	PUV REQUIRED		
S7 100'	3 Large evergreen trees at 12' Ht. 8 Points each	24	75	32%	Type C-75		
	7 Small evergreen trees at 6' Ht. 5 Points each	35		47%			
	2 Small Deciduous Trees at 1 1/2" Cal. 5 Points each	10		13%			
	6 Large/Medium Shrubs at 36" Ht. 1 Points each	6		8%			
INCREMENT	LANDSCAPE MATERIAL	PUV OF MATERIAL	TOTAL PUV PROVIDED	% OF PUV	PUV REQUIRED		
S8 100'	3 Large evergreen trees at 12' Ht. 8 Points each	24	75	32%	Type C-75		
	7 Small evergreen trees at 6' Ht. 5 Points each	35		47%			
	2 Small Deciduous Trees at 1 1/2" Cal. 5 Points each	10		13%			
	6 Large/Medium Shrubs at 36" Ht. 1 Points each	6		8%			
INCREMENT	LANDSCAPE MATERIAL	PUV OF MATERIAL	TOTAL PUV PROVIDED	% OF PUV	PUV REQUIRED		
S9 41'	2 Large evergreen trees at 12' Ht. 8 Points each	16	31	52%	Type C-75 31 PTS. REQUIRED		
	2 Small evergreen trees at 6' Ht. 5 Points each	10		32%			
	5 Large/Medium Shrubs at 36" Ht. 1 Points each	5		16%			



AVERAGE DBH FOR ALL TREES	4.3
PERCENT HARDWOODS	95

SCALE:
1" = 50'

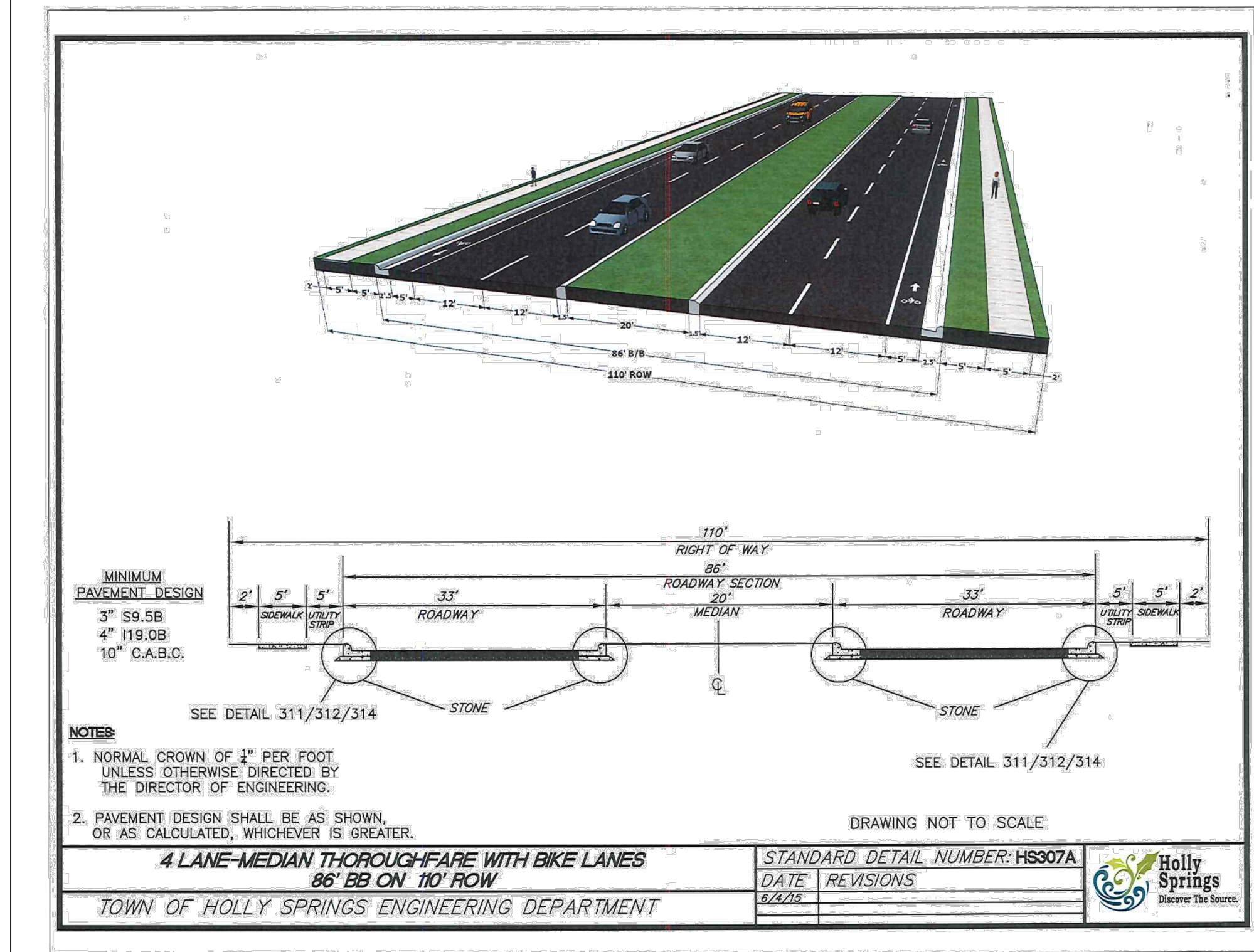
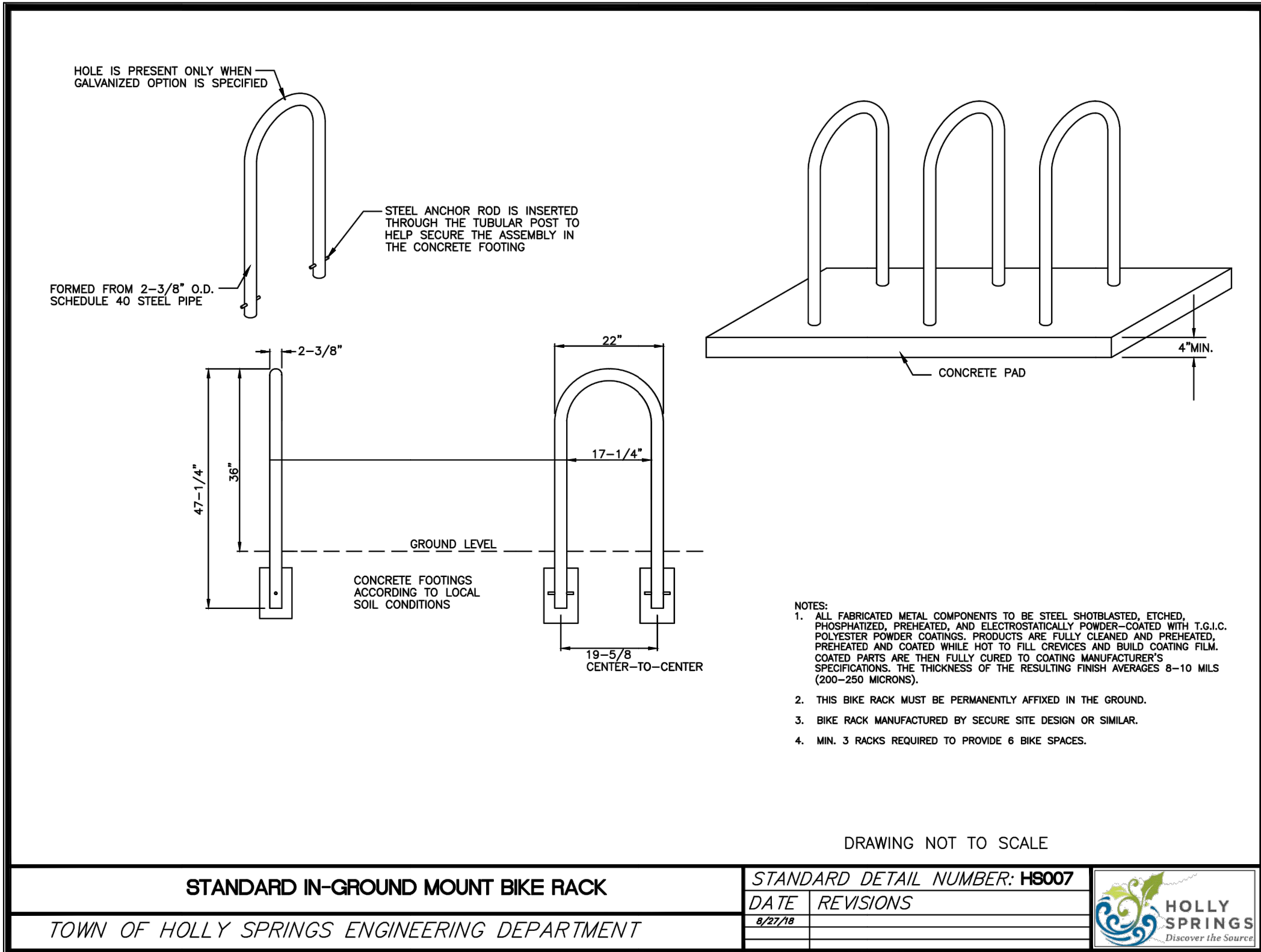
DRAWN BY:
JGB

PROJECT #
19037

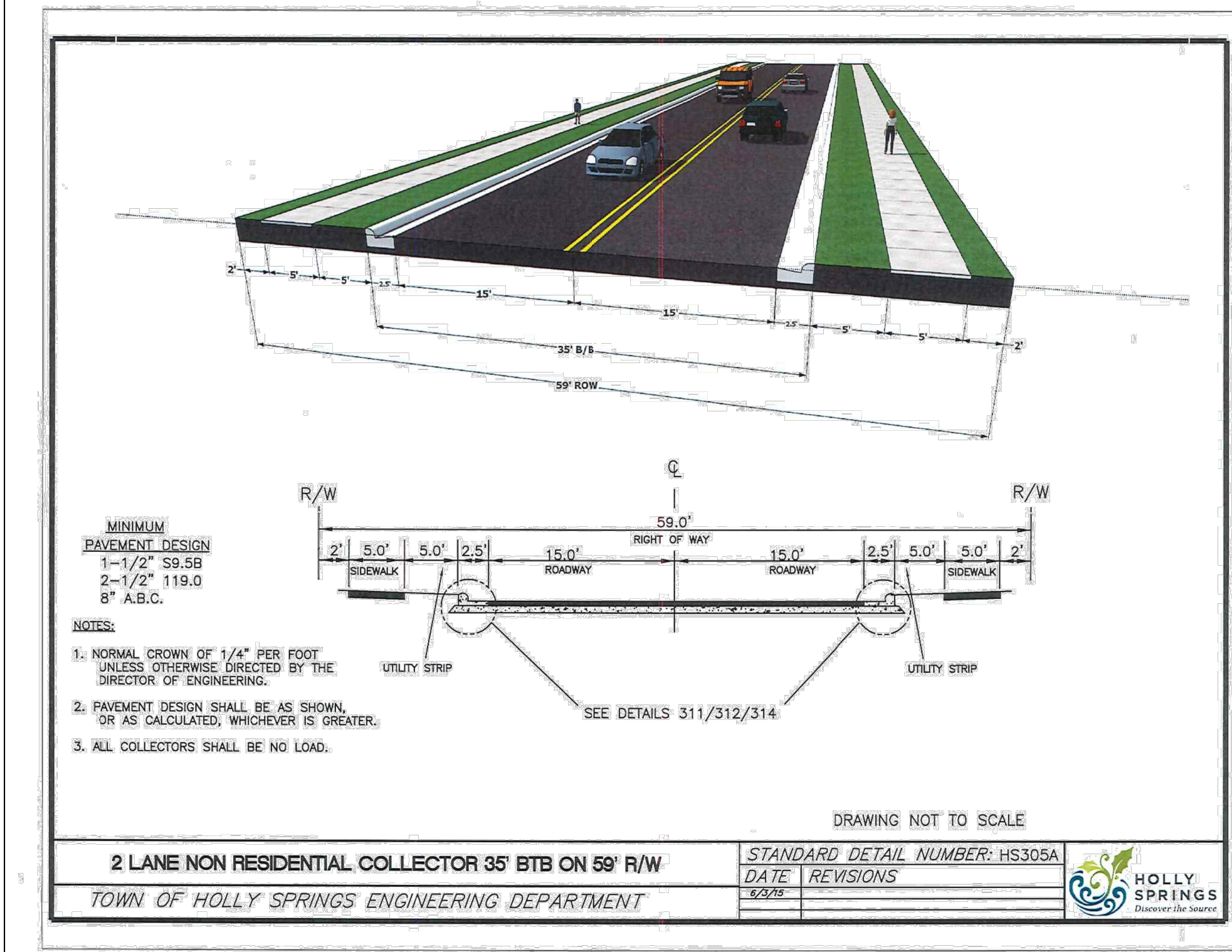
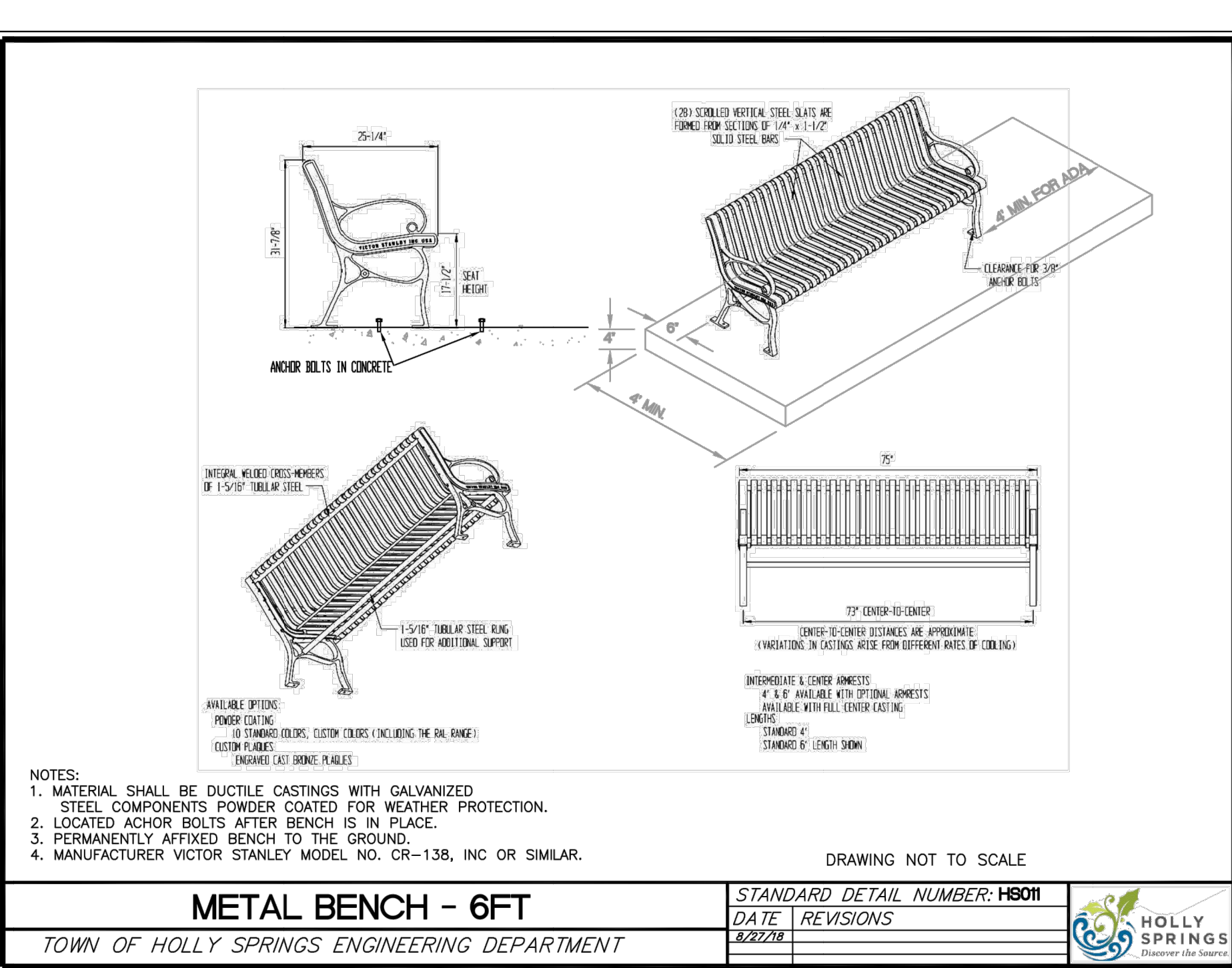
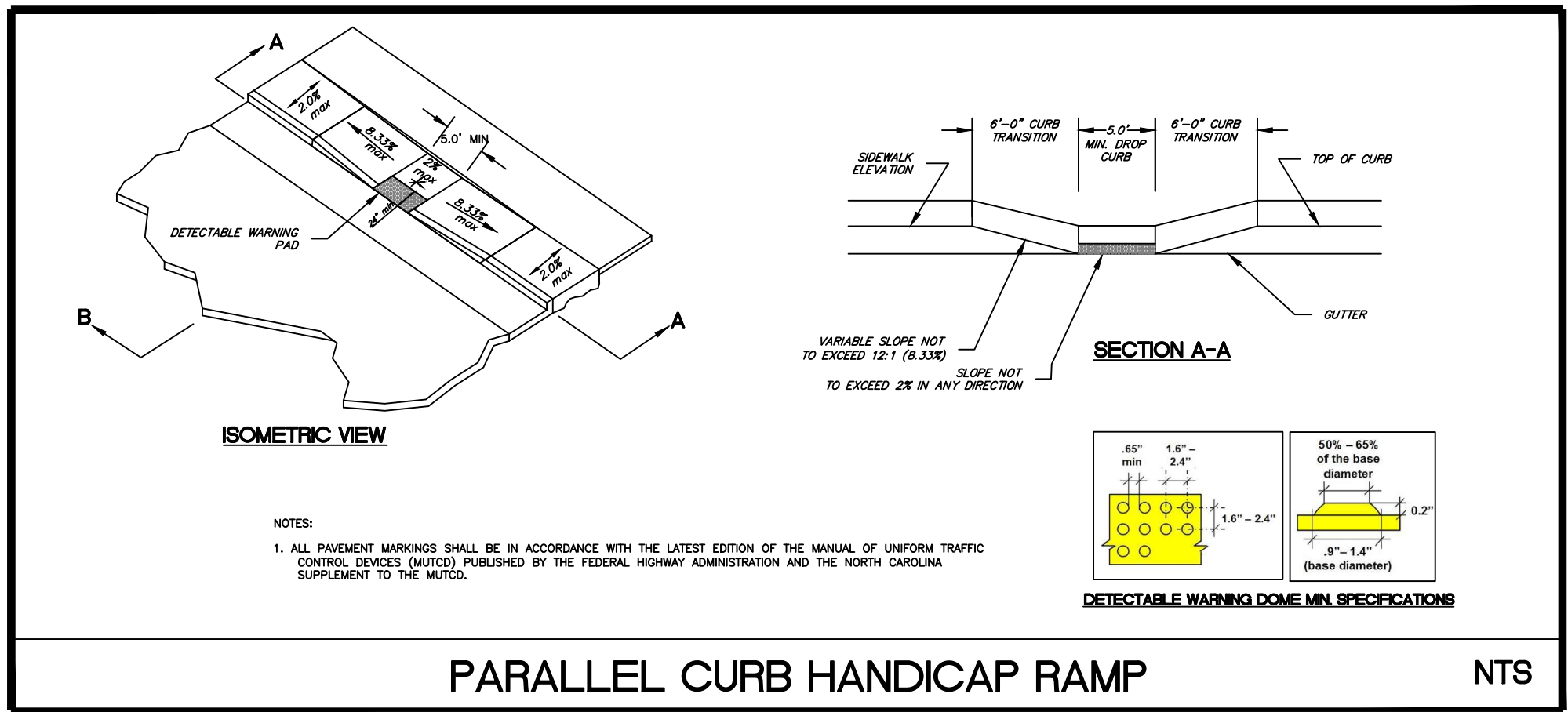
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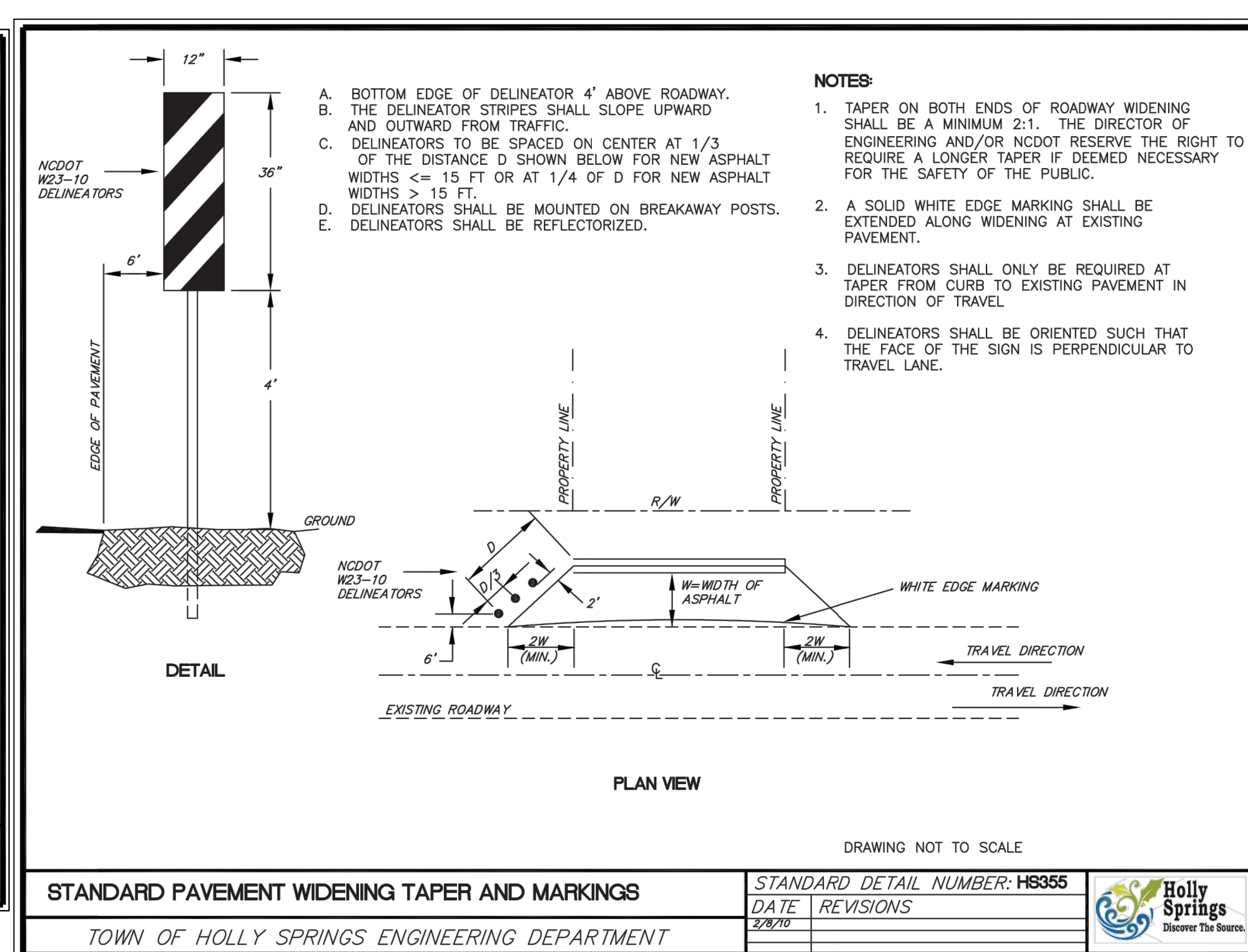
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 -3-2020
 -30-19 Comments Revision
 -20-19 Comments Revision
 -2-19 Comments Revision
 -28-19 Comments Revision



RALPH STEPHENS ROAD
SECTION
(DEVELOPMENT RESPONSIBLE FOR 1/2)



CASTAWAY COURT
SECTION
(DEVELOPMENT RESPONSIBLE FOR 1/2)



FOR REVIEW ONLY-
NOT FOR CONSTRUCTION

PLAN IS SUBJECT TO REVISIONS DURING
THE CONSTRUCTION APPROVAL PROCESS

DATE	REVISION	NO.
08/28/2019	1. PER TONS COMMENTS	1.
08/28/2019	2. PER TONS COMMENTS	2.
08/28/2019	3. PER TONS COMMENTS	3.
08/28/2019	4. PER TONS COMMENTS	4.
08/28/2019	5. PER TONS COMMENTS	5.
08/28/2019	6. PER TONS COMMENTS	6.
08/28/2019	7. PER TONS COMMENTS	7.
08/28/2019	8. PER TONS COMMENTS	8.
08/28/2019	9. PER TONS COMMENTS	9.
08/28/2019	10. PER TONS COMMENTS	10.
08/28/2019	11. PHASING AMENDMENT	11.

THE SPAULDING GROUP, PA
planning - civil engineering
1611 Jona Franklin Road Suite 101 Raleigh, NC 27606
Phone (919) 854-7990 Fax (919) 854-7995

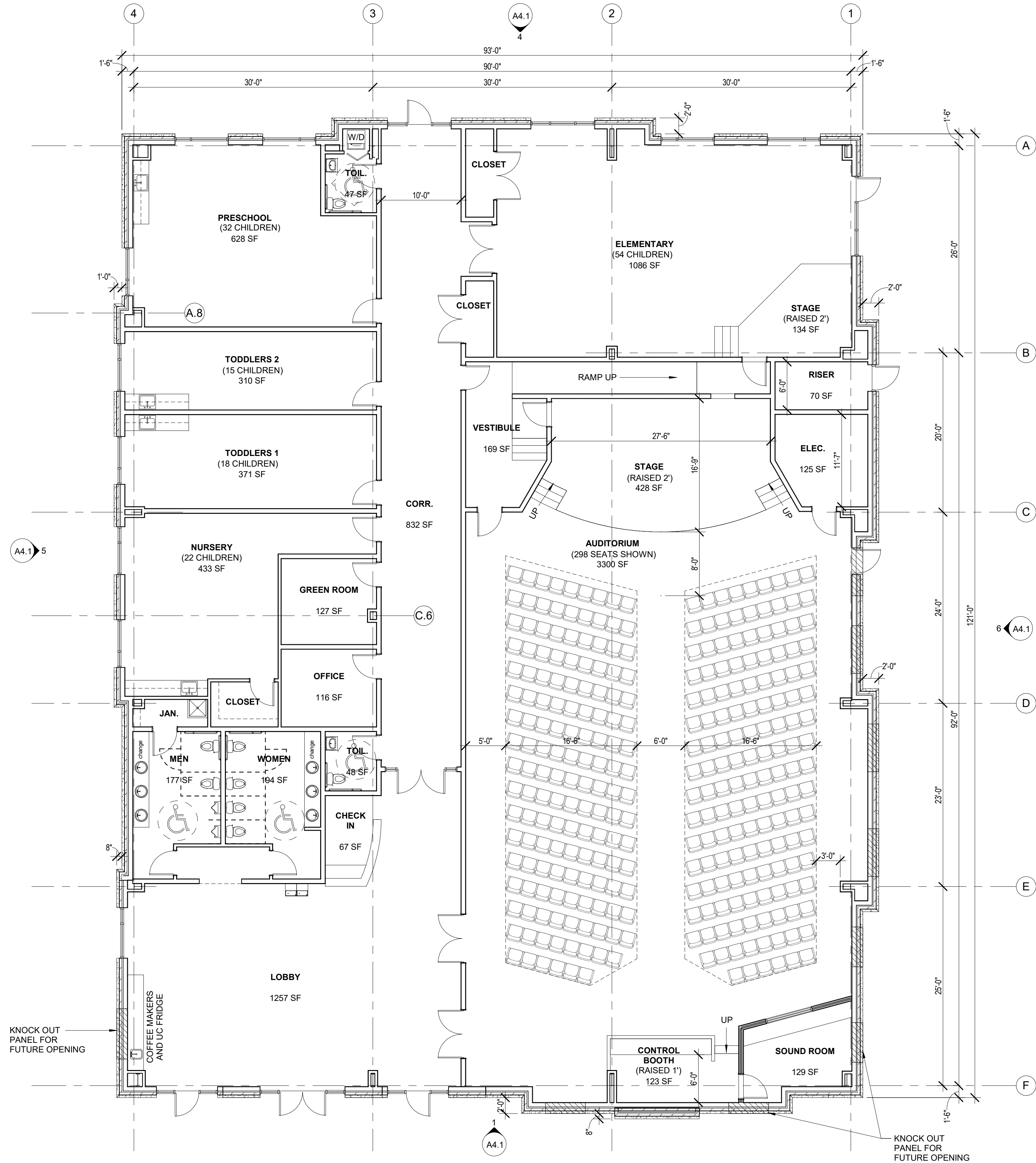
PREPARED FOR: CHURCH OF THE FOUR SQUARE GOSPEL	DATE: 04-10-2019	SAN FIRM CERTIFICATION # C-1875
PROJECT ENGINEER: IRIS A. MITCHELL	PROJECT CHECK DESIGNER: IRIS A. MITCHELL	PROJECT SURVEYOR: KCI ASSOCIATES OF NC, PA

OASIS CHURCH
HOLLY SPRINGS, WAKE COUNTY, NORTH CAROLINA
PRELIMINARY DEVELOPMENT PLANS
CONSTRUCTION DETAILS

DRAWING
SHEET
D-1.0
PROJECT NUMBER
926-18

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1/11/2020 7:26:10 AM

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1 PHASE I FLOOR PLAN
1/8" = 1'-0"

CONCEPTUAL
NOT FOR CONSTRUCTION

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APPROVAL:
DATE:

BOBBITT A&E, PLLC
600 Germantown Road
Raleigh, North Carolina 27607

BOBBITT
DESIGN-BUILD
600 Germantown Road | Raleigh, North Carolina 27607
Phone (919) 551-1862
design@bobbitt.com

COORDINATOR:
JDF

DRAWN BY:
LA

CHK BY:

OASIS CHURCH
1828 RALPH STEVENS ROAD
HOLLY SPRINGS, NC

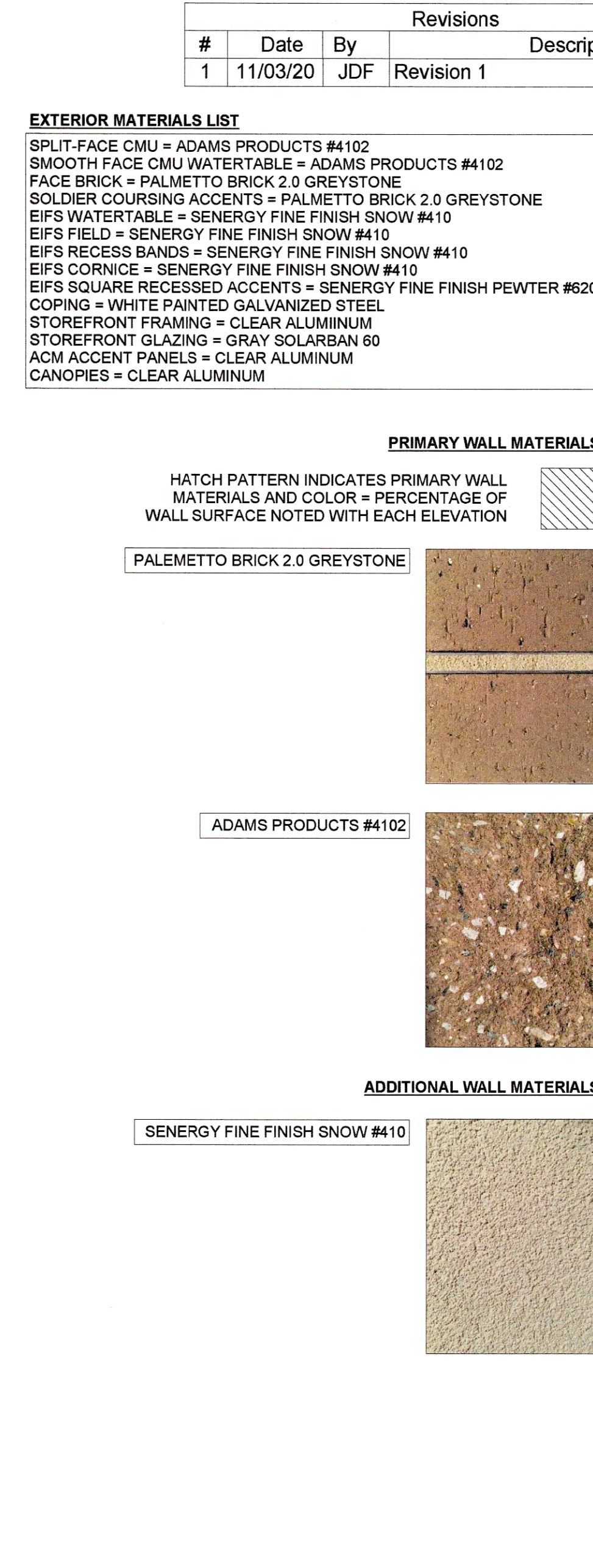
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1/8" = 1'-0"

09/10/20

20-0219

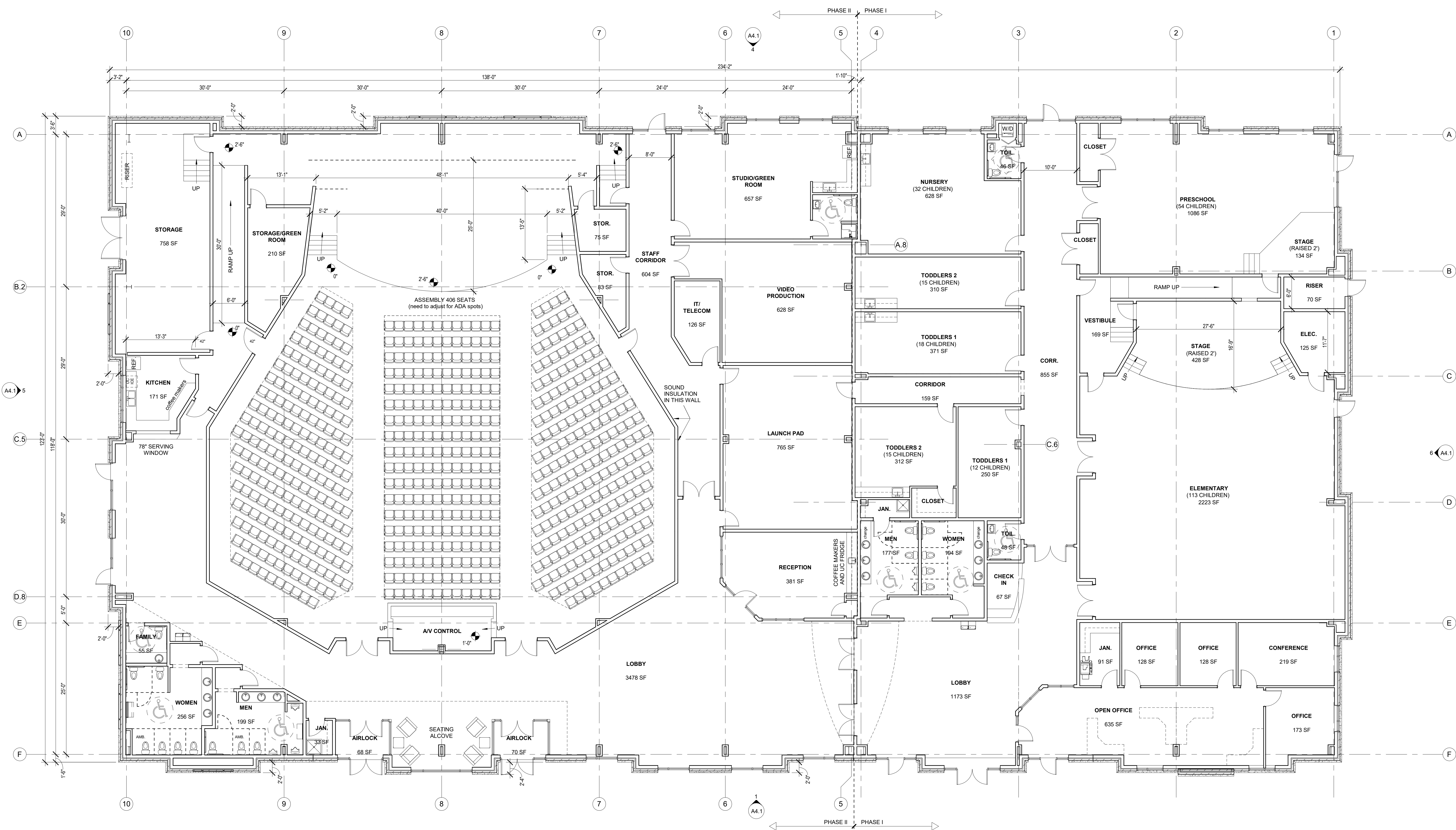
PHASE I
FLOOR PLAN

A1.1
OF 2



**CONCEPTUAL
NOT FOR CONSTRUCTION**

APPROVAL: DATE:	 BOBBITT A&E, PLLC 800 Germantown Road Raleigh, North Carolina 27601 Ph (919) 851-1980 Fx (919) 851-1982
COPYRIGHT © 2020 BOBBITT DESIGN BUILD, INC. ALL RIGHTS RESERVED. 	
COORDINATOR: JDF DRAWN BY: JDF CHK BY:	
OASIS CHURCH 1828 RALPH STEPHENS ROAD HOLLY SPRINGS, NC 30 x 42 As indicated 10/8/20 20-0219 PHASE II ELEVATIONS SP 2 OF 2	



① PHASE II FLOOR PLAN
1/8" = 1'-0"

**STATE OF NORTH CAROLINA
COUNTY OF WAKE**

**AGREEMENT REGARDING ROAD IMPROVEMENTS
CONSTRUCTION AND DEFERRAL**

BY AND BETWEEN

OASIS CHURCH, INC.

&

THE TOWN OF HOLLY SPRINGS, NORTH CAROLINA

THIS AGREEMENT (“Agreement”), made and entered into this _____ day of _____, 2021, by and between the **TOWN OF HOLLY SPRINGS**, a North Carolina Municipal corporation, hereafter referred to as the “Town” and **OASIS CHURCH, INC.**, hereafter referred to as the “Developer.”

WITNESSETH:

WHEREAS, the Developer is the fee simple owner of a of land described in the Deed Book 17183 , Page 121 and Book 18109, Page 166, Wake County Registry; and,

WHEREAS, the Developer wishes to develop the tracts for the purpose of constructing a church (hereinafter “Church Project”) as shown on a plan submitted to the Holly Springs Department of Development Services and to be approved by the Town Council (hereinafter, “Development;”) on April 20, 2021; and,

WHEREAS, it is beneficial to both the Town and Developer to construct certain Road Improvements; and,

WHEREAS, the Town and the Developer have determined that the infrastructure with respect to Road Improvements required to serve the above described tract for the above purpose should be increased in order to properly provide for ingress and egress traffic flow from the Church; and,

WHEREAS, the Town has enacted an ordinance, pursuant to N.C.G.S. §160A-372 which provides for the orderly control of growth and development in the Town in general and on the Developer’s parcel; and,

WHEREAS, the Town is authorized to enter into this contract pursuant to N.C.G.S. § 160A-16, and may contract with the Developer to carry out the public purposes set forth herein pursuant to N.C.G.S. §160A-20.1 and the Town Council of Holly Springs has determined that it is in the best interests of its citizens to do so.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, which are incorporated by reference as if set forth below, the Town and the Developer agree as follows:

ARTICLE I

1. **General:** All terms of this Agreement shall become enforceable upon signing of this Agreement by the Developer and ratification of this Agreement and approval of the Development by the Town Council. In the event that the subject parcels are not currently annexed into the corporate limits of the Town, the Holly Springs Town Council shall in its sole legislative discretion make the determination after holding a public hearing on the matter as to whether the tract shall be annexed into the corporate limits of the Town. Further, the Town Council shall vote as to a zoning designation for the parcel in its sole legislative discretion, and the Developer understands that no covenant contained herein shall influence or limit the Town Council's discretion with regard to annexation and zoning.

2. **Definitions:**

- a. **Applicable Parcels:** The covenants contained in this Agreement shall apply to the following parcels:
 - 1. Those parcels as shown on "Exhibit A" incorporated herein by reference.
- b. **"Construction Drawings":** The drawings submitted to the Town for approval of the Development
- c. **"Lot:"** The building lot for the Church Project as shown on any plans submitted for the Project, whether or not such lot is actually platted or conveyed.
- d. **"Road Improvements:"** The road infrastructure improvements required by the Town as shown on the Construction Drawings in order to provide for an orderly means of ingress and egress traffic from the Lot. For purposes of clarity, these are described as: 1) a thoroughfare widening to include the installation of half a median and sidewalk, along Ralph Stephens Road; 2) a thoroughfare widening to include the installation of a sidewalk, along Castaway Court; and 3) channelization and restriction of left turn movements at the Ralph Stephens entrance drive.

ARTICLE II DEVELOPER'S DUTIES

- 1. Developer shall construct the Road Improvements in a manner consistent with reasonable and customary practices and according to plans and specifications approved by the Town and in accord with the Town's development standards.

2. The Developer shall procure and provide to the Town a completion bond for the Road Improvements until such time as the Road Improvements are complete.
3. The Developer shall implement left turn restrictions on Ralph Stephens Road through drive channelization and/or temporary delimiters/bollards until such time as a median has been constructed preventing left turn access.

ARTICLE III ROAD IMPROVEMENTS DEFERRED

1. The Developer shall be allowed a delay in the construction of certain Road Improvements for a period of 24 months from the date the Church Project is approved by Town Council, with an additional one time administrative extension of 6 months if work on the Church Project is progressing. The Road Improvements that are subject to this delay provision are those described in Article I(2)(d)(1) & (2). In consideration of the foregoing, the Developer shall post a completion bond prior to the issuance of a building permit, in an amount to be determined by a sealed engineer's estimate by a licensed professional engineer and reviewed and approved by the Town.

2. The Developer shall implement a traffic management plan, to be reviewed and approved by the Town prior to construction drawing approval, to provide for the orderly flow of ingress and egress traffic from the Lot during peak church operations until such time as the Road Improvements are completed.

ARTICLE IV OTHER

1. The Developer shall be responsible for the complete design and construction of the Road Improvements, including all surveying, design, permitting, plat preparation and recordation, testing, engineering, bidding, construction, inspection, acceptance, easement maps and documents, construction management, construction administration, and all other necessary functions to insure complete-in-place, fully functional Road Improvements built and operational in accordance with Town and State standards and approved plans for the project. The costs of all of these items shall be borne by the Developer and shall not be subject to reimbursement or participation by the Town, except as specifically described herein.

2. The Town agrees that it shall act consistent with its rules, regulations, and common practices on any application for permits associated with the development of the Property.

3. In the course of installing the Road Improvements or any other work on easements obtained by the Town and under the Town's ownership, the Developer shall operate under permission to encroach onto a Town easement and rights of way and shall hold the Town harmless. The Developer agrees to protect, defend, indemnify and hold the Town of Holly Springs and its officers, employees and agents free and harmless from and against any and all

losses, penalties, damages, settlements, costs, charges, professional fees, or other expenses or liabilities of every kind in character and arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings, or causes of actions of every kind and character in connection with or arising directly out of the entry onto and performance of work on the easements and rights of way of the Town. The Developer further agrees to investigate, handle, provide defense for and respond to, any such claims at its sole expense and agrees to bear all other costs and expenses related thereto, even if such claims are groundless, false, or fraudulent.

4. All projects shall be subject to the Town's policies and procedures regarding Town acceptance on infrastructure.

5. It shall be the responsibility of the Developer to insure that all regulatory approvals for each project are in place before beginning construction.

6. The Developer agrees to protect, defend, indemnify and hold the Town of Holly Springs and its officers, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees, or other expenses or liabilities of every kind in character and arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings, or causes of actions of every kind and character in connection with or arising directly or indirectly out of this Agreement and/or the performance hereof. The Developer further agrees to investigate, handle, provide defense for and respond to, any such claims at its sole expense and agrees to bear all other costs and expenses related thereto, even if such claims are groundless, false, or fraudulent.

7. All notices, reports, and other communications given pursuant to this Agreement shall be in writing and shall either be mailed by first class mail, postage prepaid, certified or registered with return receipt requested, or delivered in person to the intended addressee. Notice sent by certified or registered mail shall be effective upon the date of delivery indicated on the return receipt. Notice given in any other manner shall be effective upon actual receipt by the addressee.

8. Notices under this agreement shall be to the following:

FOR THE TOWN:

Randy J. Harrington
Town Manager
PO Box 8
Holly Springs, NC 27540
Reference: OASIS CHURCH

FOR THE DEVELOPER:

Todd Davis, Pastor
Oasis Church, Inc.

9. This agreement shall be governed by and construed in accordance with the laws of the State of North Carolina. The parties consent to the jurisdiction of Wake County.

10. This Agreement is not assignable by the Developer.

11. The section and subsection headings in this Agreement have been included for convenience only, and are not part of the Agreement and shall not be taken as an interpretation of any provision of this Agreement.

12. A ruling by any court that one or more of the provisions contained in this Agreement is invalid, illegal, or unenforceable in any respect shall not affect any other provision of this Agreement so long as the economic or legal substance of the transactions contemplated hereby is not affected in any manner materially adverse to any party. Thereafter, this Agreement shall be construed as if the invalid, illegal, or unenforceable provision had been amended to the extent necessary to be enforceable within the jurisdiction of the court making the ruling and to preserve the transactions contemplated by this Agreement to the greatest extent possible.

13. This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof, and there are no representations, warranties, covenants or obligations except as set forth in this Agreement. This Agreement supersedes all prior and contemporaneous agreements, understandings, negotiations and discussions relating to the subject matter hereof, written or oral, of the parties.

14. It is anticipated that upon completion, following any necessary holding periods, the roadway improvements constructed pursuant to this Agreement shall be dedicated to the Town (or such other applicable government entity), and upon dedication, conveyance or assignment of such easements/improvements to the proper governmental entity, the obligations of the Developer with respect thereto shall terminate, and such applicable governmental entity shall have the continuing and ongoing obligation to maintain and repair the same.

15. This Agreement does not guarantee any specific approvals of any proposed development plan, provided, however, that all approvals granted prior to the date of this Agreement shall continue to be valid and in full force and effect.

16. Exhibit List: The following exhibits are hereby incorporated by reference:

EXHIBIT A: Legal Description of Parcels

[Signatures Appear on Following Page]

IN WITNESS WHEREOF, the parties have executed this Agreement the day and year first above written.

(Town Seal)

TOWN OF HOLLY SPRINGS

BY: _____
Randy J. Harrington, Town Manager

ATTEST:

[] Linda McKinney, Town Clerk
[] Kathryn White, Deputy Town Clerk

This document is sufficient as to form.

John P. Schifano, Town Attorney

This instrument has been pre-audited in the manner proscribed by the Local Government Finance Act.

Antwan Morrison
Finance Director

OASIS CHURCH, INC.

By: _____
Title: _____

TOWN'S ACKNOWLEDGMENT

NORTH CAROLINA
WAKE COUNTY

I, a Notary Public of the County and State aforesaid, certify that _____ I personally came before me this day and acknowledged that she is the Town Clerk/Deputy Town Clerk of the Town of Holly Springs, and that the seal affixed to the foregoing instrument in writing is the corporate seal of said Town, and that said writing was signed and sealed by her in behalf of said corporation by its authority duly given and the said person acknowledged this writing to be the act a deed of said corporation.

WITNESS my hand and official stamp (or seal), this the ____ day of _____, 2021.

Notary Public
My Commission Expires: _____

CHURCH ACKNOWLEDGMENT

STATE OF _____
COUNTY OF _____

I, a Notary Public of the County and State aforesaid, certify that _____, of the OASIS CHURCH, INC., personally came before me this day and acknowledged the due execution of the foregoing instrument in the capacity indicated.

WITNESS my hand and official stamp (or seal), this the ____ day of _____, 2021.

Notary Public
My Commission Expires: _____

EXHIBIT A

Parcels

Parcel 1:

All that parcel identified as “Tract 2, 0.234 Acres, 10,177 Sq. Feet.” as shown on maps recorded in Book of Maps 2019, Page 432, Wake County Registry, and more particularly described as follows:

BEGINNING AT AN IRON PIPE ON THE SOUTHERN RIGHT OF WAY OF RALPH STEPHENS RD, SAID IRON PIPE BEING THE FOLLOWING SIX CALLS FROM NCGS SURVEY MONUMENT “EYSTER,” SAID MONUMENT HAVING NC GRID COORDINATES (NAD 83-2011) N=691,869.02’, E=2,049,454.43’, THENCE SOUTH 13°37’39” WEST 6,257.29 FEET (GRID DISTANCE), THENCE ALONG THE NORTHERN RIGHT OF WAY OF RALPH STEPHENS ROAD NORTH 77°30’45” WEST 163.17 FEET TO A NEW IRON PIPE, THENCE ALONG A CURVE TO THE RIGHT HAVING A RADIUS OF 810.00 FEET, AN ARC LENGTH OF 69.10 FEET, AND A CHORD BEARING AND DISTANCE OF NORTH 75°04’06” WEST, 69.08 FEET TO A NEW IRON PIPE, THENCE NORTH 09°12’22” WEST 49.30 FEET TO A NEW IRON PIPE, THENCE SOUTH 80°47’38” WEST 85.17 FEET TO A PK NAIL SET IN DRIVEWAY, THENCE SOUTH 80°47’38” WEST 132.48’ TO A NEW IRON PIPE THE POINT OF BEGINNING THENCE SOUTH 80°47’38” WEST 190.35 FEET TO A NEW IRON PIPE, THENCE ALONG A CURVE TO THE RIGHT HAVING A RADIUS OF 448.00 FEET, AN ARC LENGTH OF 89.83 FEET, AND TO A CHORD BEARING AND DISTANCE OF NORTH 19°28’36” EAST, 89.68 FEET TO A NEW IRON PIPE, THENCE NORTH 79°04’32” EAST 64.96 FEET TO A NEW IRON PIPE, THENCE ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 890.00 FEET, AN ARCH LENGTH OF 115.35 FEET, AND A CHORD BEARING AND DISTANCE OF SOUTH 54°49’28” EAST, 115.27 FEET THE POINT AND PLACE OF BEGINNING CONTAINING 10,177 SQ. FT., 0.234 ACRES MORE OR LESS.

Parcel 2:

BEING all of Tract 2 as shown on that survey by Benton Dewar & Associates, RLS, dated May 25, 1994, recorded in Book of Maps 1994, Page 767, Wake County Registry.

LESS AND EXCEPT the Right of Way conveyed to the Town of Holly Springs in Book 15760, Page 1656 together with the Temporary Construction Easements and Permanent Drainage Easement set forth therein and as further described on the plats entitled “Right-of-Way Acquisition & Easement Map for Main Street Extension” recorded in Book of Maps 2014, Pages 1484, 1486, 1488, and 1492, Wake County Registry.

LESS AND EXCEPT the property conveyed by Deed of Easement in fee simple to the Town of Holly Springs for Duke Energy Progress Utility easement in Book 15896, Page 1933, Wake County Registry.



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 12.

New Business

Title: Fiscal Year 2020-2021 Nonprofit Grants

Strategic Priority Area: Economic Prosperity & Diversity

Engaged, Healthy, & Active Community

Organizational Excellence

Safe & Friendly

Staff Resource: Linda McKinney, Town Clerk

Action(s):

1. Award grants to the following nonprofits in the following amounts as recommended by Council's Grant Committee:

Holly Springs	\$2,000
Community Band	
Holly Springs Food Cupboard	\$2,500
Holly Springs High School Band	\$2,500
Holly Springs High School PTSA	\$2,500
InterAct	\$2,000
LaunchHOLLYSPRINGS	\$1,000
South Wake Conservationists	\$1,000
Love is a Parable	\$500
Oak City Sound	\$500
Fuquay-Varina Food Shelf	\$2,500
Western Wake Crisis Ministry	\$5,000
Western Regional Food Security Group	\$2,500
Holly Springs MLK Committee	\$500

2. Award the following funds from the NCGA Grant from former Senator Barringer in the following amounts:

Holly Grove Elementary School	\$1,183.83
Holly Ridge	\$1,183.83

Elementary School	
Holly Springs	\$1,183.83
Elementary School	
Oakview	\$1,183.83
Elementary School	
Buckhorn Creek	\$1,183.83
Elementary School	
Pine Springs	\$1,183.83
Elementary School	
Holly Grove Middle	\$2367.67
School	
Holly Ridge Middle	\$2367.67
School	
Apex Friendship	\$2367.67
Middle School	
Holly Springs High	\$3,367.67
School	
Apex Friendship	
High School	\$2,867.67
Middle Creek High	
School	\$2,867.67

Explanation:

- On March 31, 2021 the two-member Council Grant Committee met to evaluate the applications for the Civic Nonprofit Grants for fiscal year 2020-21.
- The Committee instructed the Clerk to reach out to four nonprofits who provide food and other assistance to those in need who had not filled out an application and request a letter of request from those organizations.
- In 2018 the Town received a \$50,000 grant for purposes of anti-bullying initiatives, school safety and supplies, and the Mayor's Youth Advisory Board.
- On April 16, 2019 Council appropriated \$27,000 of the funds.
- In March, 2021 Council appropriated \$5,000 of the funds, leaving a balance of \$23,309 to appropriate to WCPSS Schools for school safety programs and supplies, including PPE and COVID precautions.
- These grants will close out the balance of that State grant.

Background:

- The 2020-2021 Budget includes \$25,000 in grant money for allocation to local civic nonprofit organizations. In January, the applications were posted to the Town web site and distributed to all groups who requested an application.
- Eight organizations applied, requesting a total of \$13,000.
- Five additional nonprofits submitted letters of request .

Funding Source(s):

Town Clerk Operating Budget (#10.412.14 82.01)

Attachment(s):

1. 2021 Grant Applications
2. Requested letters of request
3. HS MLK Committee
4. 2021 Grants Committee worksheet final



TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: Holly Springs Community Band

Mailing address: PO Box 1164, Holly Spring , NC 27540

Current Presiding Officer: Debbie Dunn-Smoot

Mailing address: 4200 Banks Stone Dr., Raleigh, NC 27603

Telephone: 984-242-4549 Fax: _____ E-Mail: dunsmoot@aol.com

(Check one)

Legal Status: ☐ Private non-profit corporation ☐ Unincorporated civic group ☒ Other (Please describe below)
A public Charity 170 (b)(1)(A)(vi)

Date Organization Formed or Chartered: 12.19.2006

Agency 501 C-3 Number: _____ Or, Federal Tax ID Number: 20-5486357

Amount and Type of Town funds requested: \$ 2,000.00 for (check below all that apply)

- ☐ Capital Costs (construction, large specific purchase)
☒ Operating Costs
☐ Project / Event Costs

1. Please give a brief description of the proposed program or project for which you are applying to the Town of Holly Springs Local Civic Organization Grant Program. **(Please limit your response using only the space provided below)**

The COVID-19 pandemic has created many issues for performing arts groups. No one can predict with certainty when vaccines will be widely available, when restrictions will be lifted to allow for full rehearsals, when audiences of any size can attend concerts, or even if a majority of our band members will feel comfortable participating in a group activity that by its very nature involves the spread of aerosol particles through wind instruments. To help address these problems, music publishers are offering special "flexible" or "flex" concert band arrangements that can be played by any number or combination of instruments and still sound pleasing and complete to an audience. These arrangements typically cost around \$50-\$75 each. We hope to use funds provided by the town's grant to purchase enough flex arrangements to enable the Holly Springs Community Band to rehearse and perform once more for the residents of Holly Springs. Even after the worst of the pandemic issues are hopefully behind us, the flex arrangements can be used by smaller ensembles within the band into the future.

2. Identify specifically what you seek to accomplish with the requested funds, including how this will help achieve your organizational goals and how the Town of Holly Springs will benefit.
(Please limit your response using only the space provided below)

Community concert bands exist to give their adult members an opportunity to keep up their musical skills, as well as to continue to develop and grow as musicians. These bands also bring enjoyment to the members of their communities at large by performing at formal concerts and participating in community events. Given the current realities of the COVID-19 situation, there is no sure answer about when the Holly Spring Community Band can rehearse as a whole—or even what percentage of our members are willing or able to return. For that reason, the purchase of “flex” band arrangements is essential so the band, or smaller ensembles from within the band, can begin to once more offer performances to the community and provide access to live musical entertainment that has been missing from peoples’ lives over the past year.

3. Describe the impact on your program if funds are reduced or not provided.
(Please limit your response using only the space provided below)

The Holly Springs Community Band is very aware that funding from the town may be reduced due to the realities of the COVID-19 pandemic. With that in mind, we are hoping to receive the full amount of the \$2,000 grant in order to purchase as many “flex” music arrangements as possible, but the band will gratefully accept a reduced amount if the town’s funds are needed more urgently by another nonprofit community organization at this time. Although we hope to resume rehearsals and performances (at least on a limited basis) at some point in 2021, it is hard to predict at this time how active the band will be this year given the COVID-19 realities and restrictions.

4. **FINANCIAL INFORMATION**

A. List your agency’s principal source(s) of funding and corresponding percentages of your budget from each:

☒ Town of Holly Springs	\$ <u>2000</u> Amount	<u>90</u> % of Annual Budget
☐ United Way	\$ _____ Amount	_____ % of Annual Budget
☐ Wake County	\$ _____ Amount	_____ % of Annual Budget
☐ Foundations	\$ _____ Amount	_____ % of Annual Budget
☐ Federal	\$ _____ Amount	_____ % of Annual Budget
☐ Grants	\$ _____ Amount	_____ % of Annual Budget
☐ State of N.C.	\$ _____ Amount	_____ % of Annual Budget
☒ Other Private Funding	\$ <u>125</u> Amount	<u>5</u> % of Annual Budget
☒ Fundraisers	\$ <u>125</u> Amount	<u>5</u> % of Annual Budget

- B. If your organization received funding from the Town of Holly Springs last year, please describe below how those funds were used, accounting specifically for the dollars received from the Town.

The Holly Springs Community Band received funding from the Town of Holly Springs last year. Unfortunately, due to the COVID-19 pandemic and the resulting proclamations issued by Governor Cooper, the band had no choice but to cancel all rehearsals and performances until further notice as of mid-March 2020. Due to these unprecedented circumstances, the band did not have an opportunity to make use of the grant funds as we would have in a normal year.

- C. If applying for more than \$500, include a copy of your agency's budget for the current year as **ATTACHMENT 1.**
- D. If applying for more than \$500, include a copy of your agency's most recent independent audit report as **ATTACHMENT 2.**

5. CERTIFICATION

As the chief executive officer of this agency, or, as the individual applying for grant funding, I certify that the above information is true and complete to the best of my knowledge and belief.

I further agree that any funds received in response to this grant will be used for the purposes stated and that the recipient organization will comply with all state and local laws set forth for the expenditure of public funds. I/We understand that any donated funds not used for the specified purposes must be returned to the Town of Holly Springs.

Signature of Executive or Applicant

Date

Return completed application and all attachments by _____ to:

Town of Holly Springs

ATTN: Town Clerk

P.O. Box 8

Holly Springs, NC 27540

E = Linda.McKinney@hollyspringsnc.us

Applicant Checklist:

- ☒ **Completed application**
- ☐ **Attachment 1** - Copy of current year budget, if applying for more than \$500
- ☐ **Attachment 2** - Copy of most recent independent audit, if applying for more than \$500
(If you do not have an independent audit, please write "n/a" in the space to the left.)
- ☐ **Attachment 3** - Excel spreadsheet financial statement for your organization. (As you fill in the Schedules 1, 2, 3 and 4 worksheet tabs, the information populates on the Net Worth worksheet tab and financial statement automatically.)

[Please See Next Page for One More Form!]

For Organizations that NEVER have received a check from the Town of Holly Springs prior to this application. (If you have received a check from the Town in the past and your contact information remains the same, you do not have to fill out this form.)



**Town of Holly Springs
Vendor/Supplier/Payee Information Form
And Substitute W-9 Request
for Taxpayer Identification Number and Certification**



The Town of Holly Springs requires that you provide a taxpayer identification number in order to register in the town vendor/payee database. Your taxpayer ID number is the number that you file tax returns under in the name of your business or organization. It may be either an employer identification number (EIN) issued by the IRS, or your social security number. If you do not wish to provide your social security number, you may obtain an employer identification number (EIN) from the IRS and use that instead. For information on obtaining an EIN, go to <http://www.irs.ustreas.gov/businesses/small>.

Organization Name: _____

OR

Last: _____ First: _____ Middle: _____

Accounts Payable (Make Payable and Remit To):

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone #: _____ Fax: _____ Email: _____

Physical Location Address:

City: _____ State: _____ Zip Code: _____

Telephone #: _____ Fax: _____ Email: _____

Do you accept payments via ACH (automatic deposit)? ☐ Yes ☐ No

I certify that the information on this form is correct:

Name: _____ Title: _____

Date: _____

If you have questions about this form, please contact the Town of Holly Springs Finance Department at 919-557-3918 or by fax at 919-557-7407.

SEE NEXT PAGE FOR IMPORTANT PART OF THIS FORM, PLEASE

The information on this page of this form does not constitute a public record of the vendor and will be redacted by the Town of Holly Springs on any public information request. This information is being supplied to the Town of Holly Springs for 1099 reporting purposes under the United States Internal Revenue Code.

Information Required for Payment:

Social Security Number: _____ - _____ - _____
OR

Federal Tax ID Number: _____

- ☐ Individual
- ☐ Sole Proprietorship
- ☐ Partnership
- ☐ Estate / Trust
- ☐ Corporation
- ☐ Sub S Corp
- ☐ Tax Exempt Organization

Holly Springs Community Band

January through August 21, 2019

Treasurers's Report as of 12.31.20						
				Proposed Budget 2021	Treasurer's Report 12/31/2020	
BALANCE SHEET						
	Starting Balance			\$ 9,615.84	\$ 10,094.22	
	Reserve Account			\$ (1,000.00)	\$ (1,000.00)	
	Available Starting Balance			\$ 8,615.84	\$ 9,094.22	
	Income			\$ 2,940.00	\$ 2,099.00	
	Expenses			\$ 2,520.00	\$ 153.05	
	NET Income			\$ 420.00	\$ 1,945.95	
	Available Ending Balance			\$ 9,035.84	\$ 12,040.17	
INCOME / EXPENSES						
	Income					
	Income-Direct					
	Corporate Contributions			\$ 2,100.00	\$ 2,000.00	HS Town Grant
	Donation Box			\$ 20.00	\$ -	
	Donations - Members			\$ 500.00	\$ -	
	Donations - Non-Members			\$ 200.00	\$ -	
	Sale of Equipment			\$ -	\$ -	
	Total Income-Direct			\$ 2,820.00	\$ 2,000.00	
	Income - Indirect					
	Amazon, Benevity, Other			\$ 60.00	\$ 99.00	Amazon
	Shirt Purchases-Members			\$ 60.00		
	Total Income - Indirect			\$ 120.00	\$ 99.00	
	Total Income			\$ 2,940.00	\$ 2,099.00	
	Gross Profit			\$ 2,940.00	\$ 2,099.00	
	Expense					
	Bank / Paypal Fees					
	Dues & Licenses			\$ 400.00		
	Equipment-Maintenance			\$ 100.00	\$ -	

Holly Springs Community Band

January through August 21, 2019

				Treasurers's Report as of 12.31.20					
					Proposed Budget 2021	Treasurer's Report 12/31/2020			
				Equipment -Purchase	\$ 600.00				
				Equipment-Transportation *1	\$ 500.00				
				Gifts,Donations & Awards	\$ 200.00	\$ 53.96	Conductor Gift		
				Music Purchases	\$ 500.00	\$ 99.09	Music Purchases		
				Shirt Purchase	\$ 100.00	\$ -			
				Supplies	\$ 100.00				
				Website & Internet	\$ 20.00	\$ -			
				Total Expense	\$ 2,520.00	\$ 153.05			
				Net Income	\$ 420.00	\$ 1,945.95			
				Highlighted items are expense categories that may need to be adjusted for any modifications needed in 2021 to adjust for small group music, percussion equipment repair, and website / internet modifications, etc.					

Page 3 of 4
Page 120 of 241

Page 4 of 4
Page 121 of 241

2018 and 2019 Financial Audit for Holly Springs Community Band, May 2020

Financial Statements

Copies of a Treasurers Report were available for each board meeting held during 2019. Five Board meetings were held for each year. Minutes were available for review. This was a combined review for both 2018 & 2019 due to personnel transitions.

Bank statements for December 2017 were included with 2019 Bank Statements and beginning / ending balances were verified as a match against the financial statements.

Cash Receipts

Several random deposits were verified against the bank statement, the financial statement and deposit slips.

Donation Records

For 2018 – There were 2 (non-member) donations recorded, five (5) member donations and one (1) Corporation.

For 2019 - There were 3 (non-member) donations recorded, and one member donation. We did not have a member donation request in 2019. The donations were checked against and bank statements, and QuickBooks financial report and confirmed.

Disbursements

In 2018 - a total of eleven (11) checks were written, and in 2019 – nine (9) checks were written. Since the audit was done remotely, Copies of all receipts were presented to the auditors and samples were picked and compared to the to the bank statements. Two electronic disbursements to Go-Daddy for web hosting were confirmed against the receipts as well.

Reconciliations

Bank reconciliations were done monthly & attached to each statement.

Accounts Payable

There were no outstanding payables.

Federal Reporting Obligations

Form 990-N was filed with IRS for year 2018 and 2019. Copy is attached.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the business-type activities of the Holly Springs Community Band, as of December 31, 2019, and the financial position and its cash flow followed the accounting principles generally accepted in the United States of America

Jennifer Fogarty _____

Roberta Clayton _____

2018 and 2019 Financial Audit for Holly Springs Community Band, May 2020

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Jennifer Fogarty _____

Roberta Clayton

Roberta L. Clayton

2018 and 2019 Financial Audit for Holly Springs Community Band, May 2020

Financial Statements

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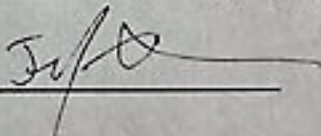
Federal Reporting Obligations

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Opinion

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Jennifer Fogarty



Roberta Clayton



Open to Public Inspection

A For the 2018 Calendar year, or tax year beginning 2018-01-01 and ending 2018-12-31

B Check if available	C Name of Organization: HOLLY SPRINGS COMMUNITY BAND	D Employee Identification
☐ Terminated for Business	INC	Number 20-5486357
☒ Gross receipts are normally \$50,000 or less	PO Box 54, Holly Springs, NC, US, 27540	

E Website:	F Name of Principal Officer: Barbara Kirkpatrick
www.hollyspringsband.org	1913 Little Beaverdam, Holly Springs, NC, US, 27540

Privacy Act and Paperwork Reduction Act Notice: We ask for the information on this form to carry out the Internal Revenue laws of the United States. You are required to give us the information. We need it to ensure that you are complying with these laws.

The organization is not required to provide information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. The rules governing the confidentiality of the Form 990-N is covered in code section 6104.

The time needed to complete and file this form and related schedules will vary depending on the individual circumstances. The estimated average times is 15 minutes.

Note: This image is provided for your records only. Do Not mail this page to the IRS. The IRS will not accept this filing via paper. You must file your Form 990-N (e-Postcard) electronically.

Department of the Treasury
Internal Revenue Service

for Tax-Exempt Organization not Required to File Form 990 or 990-EZ

2019

Open to Public Inspection

A For the **2019** Calendar year, or tax year beginning **2019-01-01** and ending **2019-12-31****B** Check if available☐ Terminated for Business☒ Gross receipts are normally \$50,000 or less**C** Name of Organization: **HOLLY SPRINGS COMMUNITY BAND**
INC**PO Box 1164, Holly Springs,**
NC, US, 27540**D** Employee Identification
Number **20-5486357****E** Website:**www.hollyspringsband.org****F** Name of Principal Officer: **Barbara Kirkpatrick****1913 Little Beaverdam Ct,**
Holly Springs, NC, US, 27540

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Holly Springs Community Band
PO Box 1164
Holly Springs, NC 27540
www.hollyspringsband.com

March 1, 2021

Ref: Audit Report for Holly Springs Community Band (HSCB)

To whom it may concern:

The Executive Board of HSCB is in the process of scheduling our formal treasury audit for the calendar year of 2020 and will forward the report to you upon completion.

At this time, I am also attaching the audit statement for 2018/2019, since that wasn't completed at the time of the grant application last year.

Thank you !

Barbara Kirkpatrick
Treasurer of Holly Springs Community Band

1913 Little Beaverdam Ct
Holly Springs, NC 27540
215-644-7460
bkirkpatrick@ddmnovastar.com

12:07 PM

03/03/21

Cash Basis

Holly Springs Community Band

Balance Sheet

As of December 31, 2020

	Dec 31, 20
ASSETS	
Current Assets	
Checking/Savings	
Four Oaks Bank	12,040.17
Total Checking/Savings	12,040.17
Total Current Assets	12,040.17
TOTAL ASSETS	12,040.17
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	7,726.59
Unrestricted Net Assets	2,367.63
Net Income	1,945.95
Total Equity	12,040.17
TOTAL LIABILITIES & EQUITY	12,040.17

Town of Holly Springs Grant Program
Basic Financial Statement Information

ASSETS	Value		LIABILITIES AND NET WORTH	Loan Balance
Deposits in banks and other financial institutions	\$12,040		Balance of loans on vehicles and equipment	\$0
Value of marketable stocks and bonds	\$0		Balance of loans on real estate	\$0
Value of vehicles & equipment	\$0		Balance of other loans	\$0
Value of real estate	\$0		Cost of other liabilities (itemize)	\$0
Value of other assets	0			
			TOTAL LIABILITIES	\$0
TOTAL ASSETS	\$12,040		NET WORTH	\$12,040

11:53 AM

03/03/21

Accrual Basis

Holly Springs Community Band

Profit & Loss Detail

January through December 2020

Type	Date	Num	Name	Memo	Clr	Split	Amount
Ordinary Income/Expense							
Income							
Income-Direct							
Corporate Contributions							
Deposit	07/09/2020		HS Town Grant	Annual Grant		Four Oaks Bank	2,000.00
Total Corporate Contributions							2,000.00
Total Income-Direct							2,000.00
Income - Indirect							
Amazon, Benevity, Other							
Deposit	02/20/2020	EFT	Amazon	Deposit		Four Oaks Bank	32.65
Deposit	05/21/2020		Amazon	Deposit		Four Oaks Bank	20.69
Deposit	08/24/2020		Amazon	Deposit		Four Oaks Bank	29.11
Deposit	11/12/2020		Amazon	Deposit		Four Oaks Bank	16.55
Total Amazon, Benevity, Other							99.00
Total Income - Indirect							99.00
Total Income							2,099.00
Gross Profit							2,099.00
Expense							
Gifts, Donations & Awards							
Check	01/22/2020	1300	D Dunn-Smoot	Conductor Gift		Four Oaks Bank	53.96
Total Gifts, Donations & Awards							53.96
Music Purchases							
Check	08/17/2020	1301	Kathy Gloden			Four Oaks Bank	99.09
Total Music Purchases							99.09
Total Expense							153.05
Net Ordinary Income							1,945.95
Net Income							1,945.95

11:53 AM

03/03/21

Accrual Basis

Holly Springs Community Band

Profit & Loss Detail

January through December 2020

<u>Balance</u>
2,000.00
2,000.00
2,000.00
32.65
53.34
82.45
99.00
99.00
99.00
2,099.00
2,099.00
53.96
53.96
99.09
99.09
153.05
1,945.95
1,945.95

Holly Springs Community Band
Profit & Loss
January through December 2020

	Jan - Dec 20
Ordinary Income/Expense	
Income	
Income-Direct	
Corporate Contributions	2,000.00
Total Income-Direct	2,000.00
Income - Indirect	
Amazon, Benevity, Other	99.00
Total Income - Indirect	99.00
Total Income	2,099.00
Gross Profit	2,099.00
Expense	
Gifts, Donations & Awards	53.96
Music Purchases	99.09
Total Expense	153.05
Net Ordinary Income	1,945.95
Net Income	1,945.95



TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: Holly Springs High School PTSA

Mailing address: 5325 Cass Holt Road, Holly Springs NC 27540

Current Presiding Officer: Tonya Johnson (President)

Mailing address: _____

Telephone: 919-577-1444

Fax: 919-670-4381

E-Mail: tjohnson405@yahoo.com

(Check one)

Legal Status: ☒ Private non-profit corporation

☐ Unincorporated civic group

☐ Other (Please describe below)

Date Organization Formed or Chartered: 2011

Agency 501 C-3 Number: _____ Or, Federal Tax ID Number: 20-5068089

Amount and Type of Town funds requested: \$ 2500.00 for (check below all that apply)

☐ Capital Costs (construction, large specific purchase)

☐ Operating Costs

☒ Project / Event Costs

1. Please give a brief description of the proposed program or project for which you are applying to the Town of Holly Springs Local Civic Organization Grant Program. *(Please limit your response using only the space provided below)*

Each year the Holly Springs High School is able to offer teacher scholarship opportunities. This scholarship helps to offset some of the cost associated with supplies needed for the classrooms.

2. Identify specifically what you seek to accomplish with the requested funds, including how this will help achieve your organizational goals and how the Town of Holly Springs will benefit.
(Please limit your response using only the space provided below)

Our goal is to continue to support our Teachers as they maneuver during these different times. As usual we will continue to provide opportunities to help our teachers achieve academic excellence. In the event we are awarded 2500.00....we would continue to offer teacher scholarships (2000.00 plus our 2000.00, to offer a total of 4000.00 grant opportunity. In addition, if awarded 2500.00... we have considered either using the entire amount towards teacher grants or taking the 500.00 plus 500.00 match.....\$1000.00 and use towards the safety of the classrooms and school, assisting with the new normal with cleaning supplies, ppe or the new extra screening needs and protection.

3. Describe the impact on your program if funds are reduced or not provided.
(Please limit your response using only the space provided below)

While in this new normal things have changed but the need to support our teachers has remained constant. The definition of classroom supplies has completely change along with the way teacher are now teaching. It is my hope that the teacher grant will continue to supply the teachers with monies for additional resources and supplies needed for a safe and successful classroom.

4. **FINANCIAL INFORMATION**

A. List your agency's principal source(s) of funding and corresponding percentages of your budget from each:		
☒ Town of Holly Springs	\$ _____ Amount	20 % of Annual Budget
☐ United Way	\$ _____ Amount	_____ % of Annual Budget
☐ Wake County	\$ _____ Amount	_____ % of Annual Budget
☐ Foundations	\$ _____ Amount	_____ % of Annual Budget
☐ Federal	\$ _____ Amount	_____ % of Annual Budget
☐ Grants	\$ _____ Amount	_____ % of Annual Budget
☐ State of N.C.	\$ _____ Amount	_____ % of Annual Budget
☒ Other Private Funding	\$ _____ Amount	40 % of Annual Budget
☒ Fundraisers	\$ _____ Amount	40 % of Annual Budget

- B. If your organization received funding from the Town of Holly Springs last year, please describe below how those funds were used, accounting specifically for the dollars received from the Town.

Forensic Science Field Kit 220.00
Special Sensory Program 241.26
Outdoor Classroom Revitalization 471.00
ECS Language Arts/Reading Development 438.00
Equity Team Grant 410.00
ESL Reading Project 155.00 =1935.00

- C. If applying for more than \$500, include a copy of your agency's budget for the current year as **ATTACHMENT 1.**
- D. If applying for more than \$500, include a copy of your agency's most recent independent audit report as **ATTACHMENT 2.**

5. **CERTIFICATION**

As the chief executive officer of this agency, or, as the individual applying for grant funding, I certify that the above information is true and complete to the best of my knowledge and belief.

I further agree that any funds received in response to this grant will be used for the purposes stated and that the recipient organization will comply with all state and local laws set forth for the expenditure of public funds. I/We understand that any donated funds not used for the specified purposes must be returned to the Town of Holly Springs.


Signature of Executive or Applicant

March 16, 2021

Date

Reconciliation Report for:

26-Feb-21

United Community Bank, Checking Account, HSHS PTSA

Beginning Balance	<u>\$14,413.13</u>	Ending Balance	<u>\$ 14,140.23</u>
Cleared Deposits	\$ 1,121.35	Total Outstanding Items	
Cleared Checks	\$ 1,394.25	Register Balance	<u>\$ 14,140.23</u>
Cleared Balance	<u>\$14,140.23</u>		

Cleared Items

Date	Check #	Description	Budget Category	Amount
Deposits:				
02/05/21	online x	Payout	Memberhub	4.50
02/19/21	online x	Payout	Memberhub	432.00
02/22/21	online x	Payout	Amazon	114.43
02/26/21	online x	Payout	Memberhub	198.50
02/26/21	Check # x	membership rewards	Loew's Foods	371.92
				<u>1,121.35</u>

Checks:

02/15/21	online x	NCPTA	Memberhub Fees	0.00
02/17/21	1566 x	The Sign Shop of the Triangle		1394.25
				<u>1,394.25</u>

Outstanding Items

Date	Check #	Description	Budget Category	Amount
				<u>0.00</u>



Holly Springs High School
Golden Hawks Band

February 19, 2021

Ms. Linda McKinnery
Town of Holly Springs
128 S. Main Street
Holly Springs, NC 27540

Dear Ms. McKinnery,

Attached, please find our 2021 Local Civic Nonprofit Grant Application for the Town of Holly Springs. We hope we have included all necessary information to apply for this grant. If any items are missing or if you should have any questions, please do not hesitate to contact me.

Thank you Linda. We look forward to hearing from you!

Sincerely,

A handwritten signature in black ink that reads "Susan W Powers". The signature is written in a cursive, flowing style.

Susan Powers
HSHS Band Boosters, President
540-239-8787
swp918@yahoo.com



TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: Holly Springs High School Band Boosters

Mailing address: 5329 Cass Holt Road, Holly Springs, NC 27540

Current Presiding Officer: Susan Powers, President

Mailing address: Same as above

Telephone: 540-239-8787

Fax: _____

E-Mail: swp918@yahoo.com

(Check one)

Legal Status: ☒ Private non-profit corporation

☐ Unincorporated civic group

☐ Other (Please describe below)

Date Organization Formed or Chartered: 2006

Agency 501 C-3 Number: _____ Or, Federal Tax ID Number: 11-3787117

Amount and Type of Town funds requested: \$ 2,500.00 for (check below all that apply)

☐ Capital Costs (construction, large specific purchase)

☒ Operating Costs

☒ Project / Event Costs

1. Please give a brief description of the proposed program or project for which you are applying to the Town of Holly Springs Local Civic Organization Grant Program. (Please limit your response using only the space provided below)

The Holly Springs High School Band programs consist of Marching, Jazz, Concert, Symphonic and Wind Ensembles, as well as our winter programs, such as Indoor Winter Guard and Indoor Percussion. The purpose of the HSHS Band programs is to educate our students through music, performance and leadership opportunities. Participating in our band programs facilitates our students to grow as musicians and performers, but most importantly, to mature as people of our community. Our comprehensive program encompasses four years of study, with focusing on development of character, self esteem, teamwork and group accomplishments.

Funding for the HSHS Band is necessary in order to enhance and grow our programs, while keeping our costs low to our families, so that students of all economic backgrounds can participate.

2. Identify specifically what you seek to accomplish with the requested funds, including how this will help achieve your organizational goals and how the Town of Holly Springs will benefit.
(Please limit your response using only the space provided below)

As with all businesses in Holly Springs, COVID-19 has really put a financial strain on our band program. We have not been able to fundraise like we typically do, thus, leaving us with less funds to cover some of our day to day operational expenses. With COVID-19 lingering into the future, we would like to purchase three air purifiers for the band room. An air purifier will assist to remove contaminants from the air and improve air quality, thus, keeping our students safe once they return to the classroom. The cost for three units is approximately \$1500. The remaining \$1,000 would be used towards the purchase of other miscellaneous items needed that are COVID-19 related, such as instrument sleeves, wipes, masks, sanitizer, etc. It is important to us to make sure our students feel safe and to provide them with a stress-free environment. Success in our schools and programs offered increases the desirability of families to move to our community from other areas of the state and country to participate. When population increases in communities, services and businesses follow, providing our community with growth and opportunities for our residents.

3. Describe the impact on your program if funds are reduced or not provided.
(Please limit your response using only the space provided below)

Funding for new equipment will enable us to enhance and grow our programs while keeping costs low to our families so students of all economic backgrounds can participate. Our Fair Share dues currently range from \$60-\$720 per year, per student, depending on the level of involvement with each student. This helps cover music costs, travel, instrument repair, clinicians, competition fees, costumes and props. If funds are not provided, then we would need to increase our Fair Share dues to help cover expenditures, thus, putting an additional strain on our band families.

4. **FINANCIAL INFORMATION**

A. List your agency's principal source(s) of funding and corresponding percentages of your budget from each:

☐ Town of Holly Springs	\$ _____	Amount	_____ % of Annual Budget
☐ United Way	\$ _____	Amount	_____ % of Annual Budget
☐ Wake County	\$ _____	Amount	_____ % of Annual Budget
☐ Foundations	\$ _____	Amount	_____ % of Annual Budget
☐ Federal	\$ _____	Amount	_____ % of Annual Budget
☒ Grants	\$ <u>1,000</u>	Amount	<u>1</u> % of Annual Budget
☐ State of N.C.	\$ _____	Amount	_____ % of Annual Budget
☒ Other Private Funding	\$ <u>74,500</u>	Amount	<u>86</u> % of Annual Budget
☒ Fundraisers	\$ <u>10,900</u>	Amount	<u>13</u> % of Annual Budget

- B. If your organization received funding from the Town of Holly Springs last year, please describe below how those funds were used, accounting specifically for the dollars received from the Town.

For the 2019-2020 school year, HSHS Band received \$2,000 from the Town of Holly Springs. With the money received, we were able to purchase a bass trombone for our students.

- C. If applying for more than \$500, include a copy of your agency's budget for the current year as **ATTACHMENT 1.**
- D. If applying for more than \$500, include a copy of your agency's most recent independent audit report as **ATTACHMENT 2.**

5. **CERTIFICATION**

As the chief executive officer of this agency, or, as the individual applying for grant funding, I certify that the above information is true and complete to the best of my knowledge and belief.

I further agree that any funds received in response to this grant will be used for the purposes stated and that the recipient organization will comply with all state and local laws set forth for the expenditure of public funds. I/We understand that any donated funds not used for the specified purposes must be returned to the Town of Holly Springs.

Susan W. Powers

Signature of Executive or Applicant

2/19/2021

Date

BUDGET AS APPROVED AT BEGINNING OF 2020/2021

ATTACHMENT 1A

Holly Springs High School Band HSHS Band Boosters Budget Summary

For School Year 2020-2021

Prepared 1/20/2021 1:02 PM

			<u>Actual Amt</u>	
	<u>Description</u>	<u>Budget Amt</u>	<u>As of 02/2021</u>	<u>Variance</u>
Income	Credit Card Rewards	0	1250	1250
	Grants	1000	2000	1000
	Corporate Sponsor	0	0	0
	Music Sponsorship	0	921	789
	Donations	0	7400	7400
	Fair Share-Marching	66240	4970	-61270
	Fair Share-Classroom	8310	0	-8310
	Performance Income	300	0	-300
	Fundraiser: Stadium Seats	0	0	0
	Fundraiser: Amazon Smile	100	163	63
	Fundraiser: HT VIC Card	175	283	108
	Fundraiser: Go Play Save Book	1400	615	-785
	Fundraiser: Pancake Breakfast	600	0	-600
	Fundraiser: Spirit Items	200	0	-200
	Fundraiser: Car Wash	400	0	-400
	Fundraiser: Spirit Night	500	155	-345
	Fundraiser: PNC	1500	1115	-385
	Fundraiser: SNAP	5000	0	-5000
	Fundraiser: Ornaments	200	580	370
	Fundraiser: Poinsettias	800	2990	2190
	Tri M money in	0	50	50
	All District Money In	0	15	10
	Guard Package Money IN	0	400	400
	Student Purchases Money In	0	934	912
	Payments for prior year	0	1011	1012
	Instrument repair - money in	0	1100	1100
	Banquet Money In	0	0	0
	Transaction fee money in	0	187	176
	Income Totals	86725	26139	-60765
Expenses	Cost of Goods - Go Play Save	0	0	0
	Cost of Goods - Ornaments	0	0	0
	Cost of Goods - Poinsettias	0	1522	-1522
	Cost of Goods - Stadium Seats	0	0	0
	Instruments:Percussion Supplies	400	0	400
	Student Awards and Gifts	2400	1490	910
	Financial Aid	1200	0	1200
	Student Scholarships	1000	1000	0
	Student Leadership Camp and Registrat	600	0	600

	Bad Debts	100	0	100
	Accounting Expense	500	505	-5
	Bank Charges and Business Expense	1200	467	733
	Instruction:Clinicians	15000	5491	9509
	Directors Expense	800	75	725
	Concert Expense	200	0	200
	All District/All State	300	360	-60
	Mailing and Office Supplies	200	256	-57
	Music/Show/Drill-Marching	13000	0	13000
	Music/Class and Concert	1500	168	1332
	Instruments: Instrument Supplies	200	0	200
	Band Room Expense	150	0	150
	Meals: Band Banquet	800	0	800
	Meals: Parent Preview and Football	3000	0	3000
	GHR:Theme T Shirts	1400	1538	-138
	GHR - New Marcher Package	0	0	0
	GHR Student Purchases	0	634	-635
	GHR Guard Package	0	427	-428
	GHR Visual Package	11000	0	11000
	Color Guard Equip and Uniforms	0	0	0
	Uniform Alterations	500	0	500
	Band Camp:Food	6500	0	6500
	Instrument Repair Exp	300	0	300
	Equipment Expense	500	0	500
	Field Maintenance and Lights	400	0	400
	Truck and Workmen Expenses	600	31	569
	Travel: Truck Rental	2200	0	2200
	Travel: Bus Driver Charges	5400	0	5400
	Contest and Competition Fees	1500	0	1500
	Practice T shirts	0	0	0
	Tri M money out	0	100	-100
	Salamander tickets - money out	0	0	0
	BOA Trip	1400	0	1400
	Virtual Learning	0	9418	-9418
	To Transfer	0	0	0
	Expense Totals	74250	23482	50766
	Budget Totals	12475	2035	-10440

ADJUSTED BUDGET AS YEAR PROGRESSED

ATTACHMENT 1B

Holly Springs High School Band HSHS Band Boosters Budget Summary				
For School Year 2020-2021				
02/05/21				
	Description	Budget Amt	Actual Amt As of 02/2021	Variance
Income				
	Credit Card Rewards	0	1,250	1,250
	Grants	2,000	2,000	0
	Music Sponsorship		921	921
	Donations	0	7,400	7,400
	Fair Share-Marching	8,300	4,970	-3,330
	Fair Share-Classroom	0	0	0
	Performance Income	300	0	-300
	Fundraiser: Amazon Smile	100	163	63
	Fundraiser: HT VIC Card	280	283	3
	Fundraiser: Go Play Save Book	1,000	615	-385
	Fundraiser: Spirit Items	100	0	-100
	Fundraiser: Car Wash	200	0	-200
	Fundraiser: Spirit Night	200	155	-45
	Fundraiser: SNAP	5,000	0	-5,000
	Fundraiser: Ornaments	200	580	380
	Fundraiser: Poinsettias	800	2,990	2,190
	Fundraiser: PNC	0	1,115	1,115
	TriM Money In	0	50	50
	All District Money In	0	15	15
	Guard Package Money IN	0	400	400
	Student Purchases Money In	0	934	934
	Payments for Prior Year	0	1,011	1,011
	Instrument repair - money in	0	1,100	1,100
	Transaction fee money in	0	187	187
			0	0
	Income Totals	18,480	26,139	7,659
Expenses				
	Cost of Goods - Poinsettias	0	1,522	-1,522
	Instruments:Percussion Supplies	400	0	400
	Student Awards and Gifts	2,400	1,490	910
	Financial Aid	1,200	0	1,200
	Student Scholarships	1,000	1,000	0
	Bad Debts	100	0	100
	Accounting Expense	500	505	-5
	Bank Charges and Business Expense	1,200	467	733
	Instruction:Clinicians	15,000	5,491	9,509
	Directors Expense	800	75	725
	Concert Expense	200	0	200
	All District/All State	300	360	-60
	Mailing and Office Supplies	200	256	-56
	Music/Class and Concert	1,500	168	1,332
	Instruments: Instrument Supplies	200	0	200
	Band Room Expense	150	0	150
	GHR:Theme T Shirts	1,400	1,538	-138
	GHR Student Purchases	0	634	-634
	GHR Guard Package	0	427	-427
	Instrument Repair Exp	300	0	300
	Truck and Workmen Expenses	600	31	569
	TriM Money Out	0	100	-100
	Virtual Learning	0	9,418	-9,418
			0	0
	Expense Totals	27,450	23,482	3,968
	Budget Totals	-8,970	2,657	11,627

Town of Holly Springs Grant Program
Basic Financial Statement Information

ASSETS	Value		LIABILITIES AND NET WORTH	Loan Balance
Deposits in banks and other financial institutions	\$125,095		Balance of loans on vehicles and equipment	
Value of marketable stocks and bonds			Balance of loans on real estate	
Value of vehicles & equipment			Balance of other loans	
Value of real estate			Cost of other liabilities (itemize)	
Value of other assets	\$22,172		(Deferred Revenue)	\$9,698
			TOTAL LIABILITIES	\$0
TOTAL ASSETS	\$147,267		NET WORTH	\$147,267



TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: The Family Violence Prevention Center, Inc., DBA InterAct

Mailing address: 1012 Oberlin Road, Suite 100, Raleigh, NC 27605

Current Presiding Officer: Allison Strickland, Interim Co-Executive Director & Chief Development Officer

Mailing address: 1012 Oberlin Road, Suite 100, Raleigh, NC 27605

Telephone: 919-274-3589 Fax: 919-828-8304 E-Mail: grantsmanager@interactofwake.org

(Check one)

Legal Status: ☒ Private non-profit corporation ☐ Unincorporated civic group ☐ Other (Please describe below)

Date Organization Formed or Chartered: 02-24-1978

Agency 501 C-3 Number: _____ Or, Federal Tax ID Number: 58-1320613

Amount and Type of Town funds requested: \$ 1,000.00 for (check below all that apply)

☐ Capital Costs (construction, large specific purchase)

☒ Operating Costs

☐ Project / Event Costs

1. Please give a brief description of the proposed program or project for which you are applying to the Town of Holly Springs Local Civic Organization Grant Program. **(Please limit your response using only the space provided below)**

Dedicated to ending the cycle of domestic and sexual violence in Wake County, InterAct saves lives, rebuilds lives, and secures safer futures for victims and survivors and their families. Victims and survivors and their children experiencing violence connect with us to access a full array of coordinated services from community partners, allowing them to build safe and stable lives. InterAct provides three 24-hour crisis lines, group and individual counseling, case management, court and hospital advocacy, personal economic empowerment services, facilitated access to legal and mental health services, children's programming, emergency shelter, and NC's first community-based sexual assault forensic examination center Solace Center. By expanding choices and opportunities, and providing a safe environment, our crisis intervention and counseling advocates we work to lessen the likelihood that victims will return to abusive situations.

In FY 2019-2020 InterAct served a total of 6,807 unduplicated clients in Wake County and reached at least an additional 22,644 through community engagement and outreach activities. Between July 1, 2019 and June 30, 2020 InterAct served at least 86 direct victims who reported living in Holly Springs. This figure is likely to significantly underestimate the number served from this community because many clients do not disclose personal information due to safety concerns. An additional 39 victims were referred by Holly Springs Police with our Lethality Assessment Program. Next year we expect to serve at least 125 individuals in crisis who report residence in Holly Springs.

InterAct's services are available for any victim and/or survivor of domestic violence and/or rape/sexual assault in Wake County, NC (all municipalities and those residents who live in unincorporated communities within Wake County). Our services are provided to men, women, adults and children who represent all racial and socioeconomic backgrounds. Due to the economic abuse and denial of access to financial resources that many victims of domestic violence experience, roughly 73% of those served fall within low to moderate income levels, with all shelter residents (adults and children) meeting the federal criteria for homelessness. InterAct will always provide services to every victim regardless of age, race, ethnicity, immigration status, disability, religious affiliation, gender identity or expression, or national origin. For more information please visit <http://interactofwake.org>.

2. Identify specifically what you seek to accomplish with the requested funds, including how this will help achieve your organizational goals and how the Town of Holly Springs will benefit.
(Please limit your response using only the space provided below)

Funding from the Town of Holly Springs will be used for our Crisis Intervention services and Client Assistance fund to assist victims and their family members with life-saving crisis counseling and support for those seeking safety who need financial assistance at their point of crisis for food, supplies, transportation, or temporary lodging. Many fleeing abusive situations may seek shelter with family and friends in other areas of the state or country, and we offer this critical practical assistance along with safety planning counseling to support their safe transition. Some victims and their children who are in imminent danger and have limited resources stay as guests in our emergency shelter as space allows.

According to the CDC, 1 in 4 women and 1 in 10 men will be a victim of domestic violence, sexual assault, or stalking at some point in their lifetime, and domestic violence is the single greatest cause of injury to women ages 15 to 44. InterAct improves the lives of Town of Apex residents in many ways by reaching victims and survivors before lives are lost and supports their access to resources for rebuilding healthy and violence-free lives. Individuals and families struggling with abuse connect to InterAct for services by contacting InterAct's 24/7 crisis lines via digitally secure phone or webchat to access crisis counseling, safety planning, health and legal advocacy, emergency shelter, and referrals to many community partners who collaborate with our agency to improve access and systems response for victims and survivors. Our approach is to empower individuals in immediate crisis to make informed decisions about their situations, and to offer resources so that they may reach their goals. By expanding choices and opportunities for victims and survivors of domestic violence, we lessen the likelihood that they will return to abusive situations that perpetuate violence in their home and impacting the community as a whole.

3. Describe the impact on your program if funds are reduced or not provided.
(Please limit your response using only the space provided below)

InterAct will always be ready to serve clients from Apex and throughout Wake County in their time of need, and our current financial standing remains strong. We respectfully request your sustained investment in our programming because community partnerships make it possible for us to grow and evolve our life-changing work that seeks to maintain the quality of life for so many Town of Holly Springs and Wake County residents and their families. We simply cannot do this work successfully without everyone's participation. Thank you.

4. **FINANCIAL INFORMATION**

A. List your agency's principal source(s) of funding and corresponding percentages of your budget from each:

☒ Town of Holly Springs	\$ 1,000	Amount	.01 % of Annual Budget
☒ United Way	\$ 23,690.00	Amount	.35 % of Annual Budget
☒ Wake County	\$ 250,000.00	Amount	3.66 % of Annual Budget
☒ Foundations	\$ 154,500.00	Amount	2.26 % of Annual Budget
☒ Federal	\$ 3,343,031.54	Amount	48.96 % of Annual Budget
☒ Grants	\$ 875,500.00	Amount	12.8 % of Annual Budget
☒ State of N.C.	\$ 453,992.00	Amount	6.65 % of Annual Budget
☒ Other Private Funding	\$ 1,674,671.02	Amount	24.53 % of Annual Budget
☒ Fundraisers	\$ 51,500.00	Amount	.75 % of Annual Budget

- B. If your organization received funding from the Town of Holly Springs last year, please describe below how those funds were used, accounting specifically for the dollars received from the Town.

InterAct is truly grateful for the support in the amount of \$1,000 from the Town of Holly Springs during the past year. The Town's investment supported victims of domestic and sexual violence and their children by helping us to provided clients with financial assistance to help them with transportation, lodging, or emergency basic needs (food, clothing) to support them as they flee to a more safe location and stabilize their living situation.

- C. If applying for more than \$500, include a copy of your agency's budget for the current year as **ATTACHMENT 1.**
- D. If applying for more than \$500, include a copy of your agency's most recent independent audit report as **ATTACHMENT 2.**

5. CERTIFICATION

As the chief executive officer of this agency, or, as the individual applying for grant funding, I certify that the above information is true and complete to the best of my knowledge and belief.

I further agree that any funds received in response to this grant will be used for the purposes stated and that the recipient organization will comply with all state and local laws set forth for the expenditure of public funds. I/We understand that any donated funds not used for the specified purposes must be returned to the Town of Holly Springs.



Mar 01 2021

Signature of Executive or Applicant

Date

Return completed application and all attachments by 03-01-2021 **to:**

Town of Holly Springs

ATTN: Town Clerk

P.O. Box 8

Holly Springs, NC 27540

E = Linda.McKinney@hollyspringsnc.us

Applicant Checklist:

- ☒ **Completed application**
- ☒ **Attachment 1** - Copy of current year budget, if applying for more than \$500
- ☒ **Attachment 2** - Copy of most recent independent audit, if applying for more than \$500
(If you do not have an independent audit, please write "n/a" in the space to the left.)
- ☒ **Attachment 3** - Excel spreadsheet financial statement for your organization. (As you fill in the Schedules 1, 2, 3 and 4 worksheet tabs, the information populates on the Net Worth worksheet tab and financial statement automatically.)

[Please See Next Page for One More Form!]

For Organizations that NEVER have received a check from the Town of Holly Springs prior to this application. (If you have received a check from the Town in the past and your contact information remains the same, you do not have to fill out this form.)



**Town of Holly Springs
Vendor/Supplier/Payee Information Form
And Substitute W-9 Request
for Taxpayer Identification Number and Certification**



The Town of Holly Springs requires that you provide a taxpayer identification number in order to register in the town vendor/payee database. Your taxpayer ID number is the number that you file tax returns under in the name of your business or organization. It may be either an employer identification number (EIN) issued by the IRS, or your social security number. If you do not wish to provide your social security number, you may obtain an employer identification number (EIN) from the IRS and use that instead. For information on obtaining an EIN, go to <http://www.irs.ustreas.gov/businesses/small>.

Organization Name: completed last year -The Family Violence Prevention Center, dba InterAct
Please send a request to grantsmanager@interactofwake.org if this needs to be resubmitted
OR

Last: _____ First: _____ Middle: _____

Accounts Payable (Make Payable and Remit To):

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone #: _____ Fax: _____ Email: _____

Physical Location Address:

City: _____ State: _____ Zip Code: _____

Telephone #: _____ Fax: _____ Email: _____

Do you accept payments via ACH (automatic deposit)? ☐ Yes ☐ No

I certify that the information on this form is correct:

Name: _____ Title: _____

Date: _____

If you have questions about this form, please contact the Town of Holly Springs Finance Department at 919-557-3918 or by fax at 919-557-7407.

SEE NEXT PAGE FOR IMPORTANT PART OF THIS FORM, PLEASE

The information on this page of this form does not constitute a public record of the vendor and will be redacted by the Town of Holly Springs on any public information request. This information is being supplied to the Town of Holly Springs for 1099 reporting purposes under the United States Internal Revenue Code.

Information Required for Payment:

Social Security Number: _____ - _____ - _____
OR

Federal Tax ID Number: _____

- ☐ Individual
- ☐ Sole Proprietorship
- ☐ Partnership
- ☐ Estate / Trust
- ☐ Corporation
- ☐ Sub S Corp
- ☐ Tax Exempt Organization

Document Details

Title	draft Town of Holly Springs Grant application 2021.pdf
File Name	draft Town of Holly Springs Grant application 2021.pdf
Document ID	83ce7c2f9dcc4c48b5c6f57c42203fbe
Fingerprint	1fbd82f00d040e50c915db1bb9f7473e
Status	Completed

Document History

Document Created	Document Created Fingerprint: 1fbd82f00d040e50c915db1bb9f7473e	Feb 28 2021 07:58PM America/New_York
Document Sent	Document Sent to Allison Strickland (allisons@interactofwake.org)	Feb 28 2021 07:58PM America/New_York
Document Viewed	Document Viewed by Allison Strickland (allisons@interactofwake.org) IP: 45.37.228.108	Mar 01 2021 07:03AM America/New_York
Document Viewed	Document Viewed by Allison Strickland (allisons@interactofwake.org) IP: 35.168.173.12	Mar 01 2021 07:03AM America/New_York
Document Signed	Document Signed by Allison Strickland (allisons@interactofwake.org) IP: 45.37.228.108	Mar 01 2021 07:03AM America/New_York
Document Completed	This document has been completed. Fingerprint: 64e56e753b2e1479c219f6121090c779	Mar 01 2021 07:03AM America/New_York

The Family Violence Prevention Center, Inc. dba InterAct
2020-2020 Estimated Operating Budget

Support and Revenue

Individual & Individual Foundations	\$	1,007,340
Private Foundations	\$	215,785
Corporate & Corporate Foundations	\$	748,810
Community Groups/Events	\$	87,550
Government Grants & Contracts	\$	2,954,627
Contracted Services Revenue	\$	10,300
United Way of the Greater Triangle-Allocation	\$	-
United Way-Designated	\$	21,630
Collaborative Partners Leases	\$	184,395
	\$	196,730
Thrift Store Sales	\$	313,120
Other Revenue	\$	91,876
Total Support and Revenue	\$	5,832,163

Expenses

Salaries	\$	2,985,338
Payroll Taxes	\$	219,221
Employee Benefits	\$	401,193
Employee Travel	\$	43,775
Professional Fees	\$	358,028
Contracted Partners	\$	298,324
Business Related Insurance	\$	38,110
Conferences, Meeting & Trainings	\$	16,480
Occupancy Expenses	\$	438,780
IT	\$	178,211
Agency Vehicle Expenses	\$	3,296
Equipment Expenses	\$	14,626
Supplies	\$	14,420
Printing	\$	12,875
Staff, Volunteer and Donor Appreciation	\$	2,060
Postage	\$	2,060
Publications and Subscriptions	\$	361
Event, Advertising And Promotion Expense	\$	47,380
Client Assistance	\$	50,470
Interest	\$	130,295
Non-Operating Expenses	\$	53,354
In-Kind Expenses	\$	119,616
Depreciation & Amortization Expenses	\$	352,775
Total Expenses	\$	5,781,047

Increase(Decrease) in Net Assets	\$	51,116
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**THE FAMILY VIOLENCE PREVENTION CENTER, INC.
dba INTERACT**

FINANCIAL STATEMENTS

for the year ended June 30, 2020

THE FAMILY VIOLENCE PREVENTION CENTER, INC.
dba INTERACT

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Langdon & Company LLP
Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of
The Family Violence Prevention Center, Inc. dba Interact

Report on the Financial Statements

We have audited the accompanying financial statements of The Family Violence Prevention Center, Inc. dba Interact (a nonprofit organization), which comprise of the statement of financial position as of June 30, 2020, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of The Family Violence Prevention Center, Inc. dba Interact as of June 30, 2020, and the changes in its net assets and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

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Change in Accounting Principle

As described in Note 1 to the financial statements, the Agency adopted ASU 2018-08, *Not-for-Profit Entities* (Topic 958) – *Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made*. Our opinion is not modified with respect to that matter.

Other Matters

Other Information

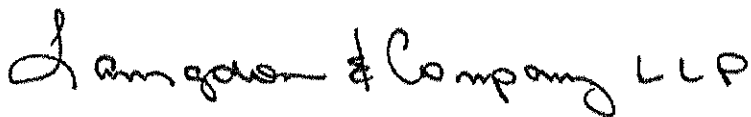
Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal and State awards, as required by Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Report on Summarized Comparative Information

We have previously audited The Family Violence Prevention Center, Inc. dba Interact's 2019 financial statements and we expressed an unmodified opinion on those audited financial statements in our report dated December 9, 2019. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2019 is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 8, 2020, on our consideration of The Family Violence Prevention Center, Inc. dba Interact's internal control over financial reporting and on our tests of their compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering The Family Violence Prevention Center, Inc. dba Interact's internal control over financial reporting and compliance.



Garner, North Carolina
December 8, 2020

THE FAMILY VIOLENCE PREVENTION CENTER, INC.
dba INTERACT

STATEMENT OF FINANCIAL POSITION

June 30, 2020
with comparative totals as of June 30, 2019

ASSETS		2020	2019	LIABILITIES AND NET ASSETS		2020	2019
Current assets:				Current liabilities:			
Cash and cash equivalents		\$ 2,102,739	\$ 2,089,181	Accounts payable and accrued liabilities		\$ 390,976	\$ 344,783
Grants and contracts receivable		635,571	624,277	Security deposits		12,668	12,668
Contributions receivable (less allowance for doubtful accounts of \$72,266 and \$44,073 at June 30, 2020 and 2019, respectively)		526,143	248,557	Deferred revenue		11,739	13,739
Inventory		11,289	21,542	Current maturities of obligation under capital lease		19,189	20,261
Prepaid and other assets		61,254	59,583	Current maturities of long term debt		237,098	260,003
Total current assets		3,336,996	3,043,141	Refundable advance - Paycheck Protection Program (PPP) loan		270,733	-
				Total current liabilities		942,423	651,454
Property and equipment:				Long-term liabilities:			
Land		1,741,736	1,741,736	Obligation under capital lease, less current maturities		111,073	57,627
Building and building improvements		7,685,749	7,685,749	Long-term debt, less current maturities and unamortized debt issuance costs		2,967,476	3,161,264
Furniture and equipment		1,182,588	1,017,842	Total long-term liabilities		3,078,549	3,218,891
Software		128,437	131,437				
Vehicles		45,048	45,048	Total liabilities		4,020,972	3,870,345
Less accumulated depreciation		10,783,558	10,621,812				
		3,018,874	2,866,560	Net assets:			
		7,764,684	7,755,252	Without donor restrictions:			
				Undesignated		4,500,674	4,206,216
				Designated by the board for operating reserve		2,000,000	2,000,000
						6,500,674	6,206,216
Other assets:				With donor restrictions:			
Contributions receivable in one to five years		528,550	383,955	Purpose restricted		269,865	371,249
Total other assets		528,550	383,955	Time restricted		838,719	734,338
						1,108,584	1,105,787
				Total net assets		7,609,258	7,312,003
Total assets		\$ 11,650,230	\$ 11,182,348	Total liabilities and net assets		\$ 11,650,230	\$ 11,182,348

The accompanying notes are an integral part of the financial statements.

THE FAMILY VIOLENCE PREVENTION CENTER, INC.
dba INTERACT

STATEMENT OF ACTIVITIES
for the year ended June 30, 2020
with comparative totals for June 30, 2019

	2020			2019
	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>Total</u>	<u>Total</u>
Public support and revenue:				
Public support:				
Grants	\$ 156,206	\$ 2,744,985	\$ 2,901,191	\$ 2,363,393
Contributions	1,144,035	517,480	1,661,515	1,218,042
Fund raising event:				
Fund raising event revenue	4,100	-	4,100	99,630
Less: direct expenses	-	-	-	(6,485)
In-kind contributions	275,158	-	275,158	205,129
Total public support	<u>1,579,499</u>	<u>3,262,465</u>	<u>4,841,964</u>	<u>3,879,709</u>
Revenue:				
Program services income	68,342	-	68,342	80,909
Pass It On	233,996	-	233,996	294,799
Rental income	179,024	-	179,024	177,312
Total revenue	<u>481,362</u>	<u>-</u>	<u>481,362</u>	<u>553,020</u>
Net assets released from restrictions	<u>3,259,668</u>	<u>(3,259,668)</u>	<u>-</u>	<u>-</u>
Total public support and revenue	<u>5,320,529</u>	<u>2,797</u>	<u>5,323,326</u>	<u>4,432,729</u>
Expenses:				
Program services:				
Shelter	938,808	-	938,808	788,329
Crisis intervention	816,617	-	816,617	776,539
Solace center	479,835	-	479,835	377,886
Community education	528,557	-	528,557	379,064
Personal and economic empowerment	1,473,951	-	1,473,951	1,368,568
Total program services	<u>4,237,768</u>	<u>-</u>	<u>4,237,768</u>	<u>3,690,386</u>
Supporting services:				
Collaborative partners	36,035	-	36,035	29,765
Development	313,777	-	313,777	230,350
Pass It On	13,630	-	13,630	11,973
Management and general	424,861	-	424,861	299,872
Total supporting services	<u>788,303</u>	<u>-</u>	<u>788,303</u>	<u>571,960</u>
Total expenses	<u>5,026,071</u>	<u>-</u>	<u>5,026,071</u>	<u>4,262,346</u>
Change in net assets	294,458	2,797	297,255	170,383
Net assets at the beginning of the year	<u>6,206,216</u>	<u>1,105,787</u>	<u>7,312,003</u>	<u>7,141,620</u>
Net assets at the end of the year	<u>\$ 6,500,674</u>	<u>\$ 1,108,584</u>	<u>\$ 7,609,258</u>	<u>\$ 7,312,003</u>

*The accompanying notes are an integral
part of the financial statements.*

THE FAMILY VIOLENCE PREVENTION CENTER, INC.
dba INTERACT

STATEMENT OF FUNCTIONAL EXPENSES

for the year ended June 30, 2020
with comparative totals for 2019

	2020										2019									
	Program Services										Supporting Services									
	Shelter	Crisis Intervention	Solace Center	Community Education	Economic Empowerment	Collaborative Partners	Development	Pass It On	Management and General	Total	Grand Total	Grand Total	Grand Total	Grand Total	Grand Total	Grand Total	Grand Total	Grand Total	Grand Total	Grand Total
Salaries	\$ 468,719	\$ 369,541	\$ 205,765	\$ 280,782	\$ 746,816	\$ -	\$ -	\$ 6,783	\$ 207,446	\$ 352,525	\$ 2,424,148	\$ 1,918,465	\$ 1,918,465	\$ 1,918,465	\$ 1,918,465	\$ 1,918,465	\$ 1,918,465	\$ 1,918,465	\$ 1,918,465	\$ 1,918,465
Employee benefits	50,611	69,157	21,793	35,413	91,832	-	17,821	762	26,731	45,314	314,140	215,422	215,422	215,422	215,422	215,422	215,422	215,422	215,422	215,422
Payroll taxes	35,612	27,377	16,309	20,906	54,107	-	11,324	523	16,986	28,833	183,144	141,068	141,068	141,068	141,068	141,068	141,068	141,068	141,068	141,068
Professional fees	39,777	28,676	36,016	24,022	37,643	-	64,637	1,185	60,956	126,778	292,912	303,772	303,772	303,772	303,772	303,772	303,772	303,772	303,772	303,772
Contracted client services	-	57,858	-	-	204,470	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Supplies	10,248	4,168	7,845	3,786	5,446	384	659	96	988	2,127	262,328	281,539	281,539	281,539	281,539	281,539	281,539	281,539	281,539	281,539
Communications	4,137	15,352	1,427	1,718	9,481	135	572	110	859	1,676	33,620	18,778	18,778	18,778	18,778	18,778	18,778	18,778	18,778	18,778
Insurance	18,344	1,450	799	1,097	6,744	-	586	26	879	1,491	53,791	50,518	50,518	50,518	50,518	50,518	50,518	50,518	50,518	50,518
Occupancy	102,272	65,250	50,538	45,493	36,256	13,068	8,114	1,777	12,170	35,129	384,938	360,700	360,700	360,700	360,700	360,700	360,700	360,700	360,700	360,700
Maintenance, equipment rental and minor equipment	36,873	32,326	13,239	17,263	52,760	1,471	7,762	350	11,642	21,225	173,686	115,601	115,601	115,601	115,601	115,601	115,601	115,601	115,601	115,601
Printing and publications	6,308	4,551	3,499	6,822	10,182	-	13,604	83	10,601	24,288	55,650	49,079	49,079	49,079	49,079	49,079	49,079	49,079	49,079	49,079
Travel	1,146	4,290	234	2,872	3,036	-	2,465	39	3,698	6,202	17,780	20,670	20,670	20,670	20,670	20,670	20,670	20,670	20,670	20,670
In-kind expense	29,535	23,646	15,250	18,375	46,044	-	8,758	805	13,137	22,700	155,550	119,865	119,865	119,865	119,865	119,865	119,865	119,865	119,865	119,865
Specific assistance to clients	39,265	35,365	44,005	-	500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest	19,204	16,723	12,624	14,502	26,161	4,216	3,691	166	5,536	13,609	102,823	89,175	89,175	89,175	89,175	89,175	89,175	89,175	89,175	89,175
Miscellaneous	14,495	5,480	6,409	6,236	10,970	-	25,292	465	37,938	63,695	107,285	137,063	137,063	137,063	137,063	137,063	137,063	137,063	137,063	137,063
Depreciation and amortization expense	62,262	55,407	44,083	49,270	81,483	16,761	10,196	460	37,938	107,285	335,216	302,992	302,992	302,992	302,992	302,992	302,992	302,992	302,992	302,992
Total expenses	\$ 938,808	\$ 816,617	\$ 479,835	\$ 528,557	\$ 1,473,951	\$ 36,035	\$ 313,777	\$ 13,630	\$ 424,861	\$ 788,303	\$ 5,036,071	\$ 4,262,346	\$ 4,262,346	\$ 4,262,346	\$ 4,262,346	\$ 4,262,346	\$ 4,262,346	\$ 4,262,346	\$ 4,262,346	\$ 4,262,346

The accompanying notes are an integral part of the financial statements.

THE FAMILY VIOLENCE PREVENTION CENTER, INC.
dba INTERACT

STATEMENT OF CASH FLOWS

for the year ended June 30, 2020
with comparative totals for June 30, 2019

	<u>2020</u>	<u>2019</u>
Cash flows from operating activities:		
Cash received from grantors and contributors	\$ 3,925,872	\$ 5,426,500
Cash received from program services and other operations	487,327	711,557
Cash paid to suppliers and employees	(4,455,589)	(3,623,682)
Proceeds from PPP refundable advance	480,500	-
Interest paid	(109,589)	(124,180)
Net cash provided by operating activities	<u>328,521</u>	<u>2,390,195</u>
Cash flows from investing activities:		
Purchase of property and equipment	(80,261)	(165,861)
Net cash used in investing activities	<u>(80,261)</u>	<u>(165,861)</u>
Cash flows from financing activities:		
Principal payments of capital lease obligation	(18,004)	(18,437)
Proceeds from debt issuance	50,000	-
Principal payments of long-term debt	(266,698)	(246,399)
Net cash used in financing activities	<u>(234,702)</u>	<u>(264,836)</u>
Net increase in cash	13,558	1,959,498
Cash at beginning of year	<u>2,089,181</u>	<u>129,683</u>
Cash at end of year	<u>\$ 2,102,739</u>	<u>\$ 2,089,181</u>
Supplemental disclosure of noncash investing and financing activities:		
In kind donations of property and equipment	\$ 122,643	\$ 67,160
Acquisition of equipment under capital lease	134,972	-
Forgiveness of capital lease obligation	64,594	-
	<u>\$ 322,209</u>	<u>\$ 67,160</u>

*The accompanying notes are an integral
part of the financial statements.*

THE FAMILY VIOLENCE PREVENTION CENTER, INC.
dba INTERACT

NOTES TO FINANCIAL STATEMENTS

1. OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization

The Family Violence Prevention Center, Inc. dba Interact (the "Agency") is a charitable organization located in and serving Wake County, Raleigh, North Carolina. It was incorporated in 1978. The Agency provides safety, support, and awareness to survivors, victims, and families of domestic violence and sexual assault/rape by providing services including residential shelter, counseling, crisis responders, court advocacy, 24-hour crisis hot lines, youth education, and training. The Agency also operates two thrift shops, Pass It On and Pass It On Too, which generate income to support the Agency.

Basis of Presentation

The accompanying financial statements are presented in accordance with the accrual basis of accounting whereby revenue is recognized when earned and expenses are recognized when incurred.

Cash and Cash Equivalents

For purposes of the statement of cash flows, the Agency considers cash in the bank and all cash held on hand and highly liquid short-term investments with an original maturity of three months or less to be cash and cash equivalents. The Agency maintains its cash accounts with various financial institutions, which at times, exceed federally insured limits. The Agency has not experienced any losses in such accounts.

Pledges, Contributions and Grants Receivable

Pledges, contributions and grants receivable consist of unconditional promises to give and are stated at their unpaid balances, less an allowance for doubtful accounts. The allowance is based on prior experience, donor history and management's best estimate, which may affect the ability to collect. It is the Agency's policy to charge off uncollectible accounts receivable when management determines the receivable will not be collected.

Inventory

The Agency values its inventory at fair market value, using the first-in, first-out method. Inventory consists primarily of used clothing.

Property and Equipment

Purchased and donated property and equipment are stated at cost and estimated fair market value, respectively, and are depreciated on the straight-line basis over the estimated useful lives and/or lease term of the various assets. The estimated useful lives of the building and building improvements and furniture and equipment, vehicles and software are summarized as follows:

Building and building improvements	10 to 40 years
Furniture and equipment	4 to 15 years
Vehicle	7 years
Software	3 years

THE FAMILY VIOLENCE PREVENTION CENTER, INC.
dba INTERACT

NOTES TO FINANCIAL STATEMENTS

1. OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Paycheck Protection Program (“PPP”)

Funds received pursuant to PPP under Division A, Title I of the CARES Act, enacted March 27, 2020 have been recorded as a conditional contribution. Under the terms of the PPP, the Agency will initially recognize the funds as a refundable advance and as conditions for forgiveness are met recognize contribution revenue.

Net Assets

Net assets, revenues, gains and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

Net Assets Without Donor Restrictions – Net assets available for use in general operations and not subject to donor restrictions.

Net Assets With Donor Restrictions – Net assets subject to donor-imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both.

Revenue Recognition

Contributions, grants, and Federal and State awards received by the Agency are recorded as support with donor restrictions or support without donor restrictions, depending on the existence and/or nature of any donor/grantor restrictions. Contributions that are restricted by the donor are reported as increases in net assets with donor restrictions.

Conditional promises to give are recognized when the conditions on which they depend are substantially met. Unconditional promises to give due in the next year are recorded at their net realizable value. Unconditional promises to give due in subsequent years are reported at the present value of their net realizable value using a risk adjusted discount rate. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions. For the year ended June 30, 2020, the Agency received 70% of its funding through the U.S. Department of Justice. A significant reduction in the level of this support may have an adverse effect on the Agency’s programs and activities. As of June 30, 2020, the Agency’s grant commitments that are conditional upon incurring allowable expenditures in the agreement are approximately \$2,148,727.

Donated materials and equipment are recorded at their estimated fair market values at date of receipt and are reflected as contributions in the accompanying financial statements. The Agency does not imply time restrictions on gifts of long-lived assets. The Agency received various donated services and assets of \$275,158 and \$205,129 for the years ended June 30, 2020 and June 30, 2019, respectively. The Agency recognizes the fair value of contributed services received if such services a) create or enhance a nonfinancial asset or b) require specialized skills that are provided by individuals possessing those skills and would typically need to be purchased if not contributed.

Numerous other contributed services are performed for the Agency by volunteers. These services are significant and form an integral part of the efforts of the Agency but do not meet the criteria for recognition as contributed services.

**THE FAMILY VIOLENCE PREVENTION CENTER, INC.
dba INTERACT**

NOTES TO FINANCIAL STATEMENTS

1. OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Functional Classification of Expenses

The costs of program and supporting services activities have been summarized on a functional basis in the Statement of Activities. The Statement of Functional Expenses presents the natural classification detail of expenses by function. The financial statements report certain categories of expenses that are attributed to more than one program or supporting function. Therefore, expenses require allocation on a reasonable basis that is consistently applied.

Most expenses are directly coded to programs using specific identification. Allocated expenses include professional fees, insurance, occupancy, printing and publications, in-kind and interest, which are allocated on time spent or relative benefit.

Income Taxes

The Agency is exempt from income taxes under Internal Revenue Code Section 501(c)(3) on its exempt function income and is classified by the IRS as a publicly supported organization. There was no unrelated business income tax liability for the years ended June 30, 2020 and 2019.

The Agency evaluates any uncertain tax positions. Accordingly, the Agency's policy is to record a liability for any tax position taken that is beneficial to the Agency, including any related interest and penalties, when it is more likely than not the position of management with respect to a transaction or class of transactions will be overturned by a taxing authority upon examination. Management believes there are no such positions as of June 30, 2020 or 2019.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reported period. Accordingly, actual results could differ from those estimates.

Debt Issuance Costs

Deferred loan costs are amortized over the terms of the related financing using the effective interest method and are presented as a reduction of the carrying amount of the debt. Amortization of the debt issuance costs is reported in the statement of functional expenses as interest expense.

Schedule of Expenditures of Federal and State Awards

The accompanying Schedule of Expenditures of Federal and State Awards includes the federal and State grant activity of the Agency and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements. The Agency has elected not to use the 10 percent de minimus indirect cost rate allowed under the Uniform Guidance.

THE FAMILY VIOLENCE PREVENTION CENTER, INC.
dba INTERACT

NOTES TO FINANCIAL STATEMENTS

1. OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Comparative Totals

The financial statements include certain prior year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with generally accepted accounting principles. Accordingly, such information should be read in conjunction with the Agency's financial statements for the year ended June 30, 2019, from which the summarized information was derived.

Change in Accounting Principle

In June 2018, FASB issued Accounting Standards Update (ASU) 2018-08, Not-for-Profit Entities (Topic 958) – *Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made*. The ASU clarifies and improves guidance related to two accounting issues: (1) how to distinguish reciprocal (exchange) transactions from nonreciprocal (contributions) transactions, and (2) how to determine whether a contribution is conditional or unconditional. The change in accounting principle was adopted retrospectively in 2020. The amendment is effective for annual financial statements beginning after December 15, 2018. The Agency adopted the guidance for the year ended June 30, 2020 and have adjusted the presentation in the financial statements accordingly.

Reclassifications

Certain items included in the 2019 financial statements have been reclassified to conform to the 2020 presentation. Change in net assets of the Agency previously reported for 2019 was not affected by those reclassifications.

2. LIQUIDITY AND AVAILABILITY

The Agency's working capital and cash flows vary throughout the year due to timing of cash receipts for fees for services provided and grants. The Agency is supported by significant restricted contributions and grants. Because a donor's restriction requires resources to be used in a particular manner or in a future period, the Agency must maintain sufficient resources to meet those responsibilities to its donors. Thus, financial assets may not be available for general expenditure within one year. As part of the Agency's liquidity management, it has a policy to structure its financial assets to be available as its general expenditures, liabilities and other obligations come due. The board designates a portion of any operating surplus to its operating reserve, which was \$2,000,000 as of June 30, 2020 and 2019. This is a fund established by the governing board that may be drawn upon in the event of an immediate liquidity need.

The Agency manages its liquidity and reserves following three guiding principles: operating within a prudent range of financial soundness and stability, maintaining adequate liquid assets to fund near-term operating needs and maintaining sufficient reserves to provide reasonable assurance that long-term obligations will be discharged. In addition, to help manage unanticipated liquidity needs and as discussed in more detail in Note 5, the Agency maintains a \$175,000 line of credit, of which \$175,000 remained available on June 30, 2020 and 2019.

The following reflects the Agency's financial assets as of the statement of financial position date, reduced by amounts not available for general use because of contractual or donor-imposed restrictions within one year of the statement of financial position date. Amounts not available include amounts with donor restrictions for time or purpose as well as the board designated operating reserve that could be drawn upon if the governing board approves that action.

THE FAMILY VIOLENCE PREVENTION CENTER, INC.
dba INTERACT

NOTES TO FINANCIAL STATEMENTS

2. LIQUIDITY AND AVAILABILITY (Continued)

	<u>2020</u>	<u>2019</u>
Financial assets at year-end:		
Cash and cash equivalents	\$2,102,739	\$2,089,181
Grants and contracts receivable	635,571	624,277
Contributions receivable	526,143	248,557
	<u>3,264,453</u>	<u>2,962,015</u>
Less amounts not available to be used within one year:		
Donor-restricted for time	(312,576)	(350,583)
Donor-restricted for purpose	(269,865)	(371,249)
Designated by the Board for the operating reserve	(2,000,000)	(2,000,000)
	<u>(2,582,441)</u>	<u>(2,721,832)</u>
Financial assets available to meet general expenditures within one year	<u>\$ 682,012</u>	<u>\$ 240,183</u>

3. GRANTS AND CONTRIBUTIONS RECEIVABLE

Grants, contracts, and contributions receivable at June 30, 2020 and 2019 are summarized as follows:13

	<u>2020</u>	<u>2019</u>
Receivables in less than one year:		
Grants and contracts receivable in less than one year	\$ 635,571	\$ 624,277
Contributions receivable in less than one year	526,143	248,557
Total receivables in less than one year	<u>\$ 1,161,714</u>	<u>\$ 872,834</u>
Receivables in one to five years:		
Contributions receivable in greater than one year	\$ 538,347	\$ 393,752
Less discounts to net present value (average discount rate of 2.53% and 2.72% for the years ended June 30, 2020 and 2019, respectively)	9,797	9,797
Total receivables in one to five years	<u>\$ 528,550</u>	<u>\$ 383,955</u>

Approximately 70% and 47% of grants and contracts receivable was due from one grantor for the years ended June 30, 2020 and 2019, respectively.

THE FAMILY VIOLENCE PREVENTION CENTER, INC.
dba INTERACT

NOTES TO FINANCIAL STATEMENTS

4. LEASING TRANSACTIONS

As Lessee:

The Agency leases equipment under a capital lease agreement with payments extending through 2025. The assets and liabilities under capital leases are recorded at the lower of the present value of the minimum lease payments or the fair value of the assets. The assets are amortized over the lesser of the related lease term or the estimated useful life. Amortization of the assets under capital lease was \$24,276 and \$18,355 for the years ended June 30, 2020 and 2019, respectively. Equipment held under the capital leases and the related accumulated amortization at June 30, 2020 and 2019 is as follows:

	<u>2020</u>	<u>2019</u>
Equipment	\$ 134,972	\$ 110,129
Less accumulated amortization	<u>2,250</u>	<u>40,381</u>
	<u>\$ 132,722</u>	<u>\$ 69,748</u>

The Agency leases space for one of its thrift stores on a month to month basis. In addition to the monthly rental payment, the Agency is responsible for certain utilities. Lease payments amounted to \$30,000 for each of the years ended June 30, 2020 and 2019.

The present values of future minimum capital lease payments relating to the equipment are as follows:

<u>Year ending June 30,</u>	
2021	\$ 37,980
2022	37,980
2023	37,980
2024	37,980
2025	<u>34,819</u>
Total minimum lease payments	186,739
Less amount representing interest	<u>56,477</u>
Present value of net minimum capital lease payments	130,262
Less current maturities	<u>19,189</u>
Obligation under capital lease less current maturities	<u>\$ 111,073</u>

As Lessor:

The Agency leases space to collaborative partners. Terms of the lease agreement include base rental plus a proportionate share of certain other expenses, including utilities, taxes, and certain maintenance expenses.

At June 30, 2020, minimum future rentals to be received are as follows:

<u>Year ending June 30,</u>	
2020	\$ 166,968
2021	167,268
2022	<u>6,600</u>
	<u>\$ 340,836</u>

THE FAMILY VIOLENCE PREVENTION CENTER, INC.
dba INTERACT

NOTES TO FINANCIAL STATEMENTS

4. LEASING TRANSACTIONS (Continued)

The rental property assets, which are included in property and equipment in the accompanying statement of financial position, are summarized as follows:

	<u>2020</u>	<u>2019</u>
Land	\$ 1,741,736	\$ 1,741,736
Building and improvements	<u>7,832,302</u>	<u>7,685,748</u>
	9,574,038	9,427,484
Less accumulated depreciation	<u>2,351,328</u>	<u>2,112,634</u>
	<u>\$ 7,222,710</u>	<u>\$ 7,314,850</u>

5. LINE OF CREDIT

At June 30, 2020, the Agency has available a working capital line of credit in the amount of \$175,000. The line is secured by a deed of trust on land and real property, security agreement and assignment of rents and leases. Interest is payable monthly on all outstanding balances at a rate of One-Month LIBOR plus 2.5% (2.68% and 4.93% at June 30, 2020 and 2019, respectively). Principal and accrued interest is due on October 21, 2023. (See Note 12) There was no outstanding balance at June 30, 2020 and 2019, respectively.

6. PAYCHECK PROTECTION PROGRAM (PPP)

In April 2020, the Agency was granted \$480,500, pursuant to the Paycheck Protection Program (the "PPP") under Division A, Title I of the CARES Act, which was enacted March, 27, 2020.

The refundable advance, which was in the form of a note dated April 27, 2020, matures on April 27, 2022 and bears interests at a rate of 1.00% per annum, with a deferral of payments for 10 months after then end of the covered period. The Agency intends to use PPP loan proceeds for purposes consistent with the PPP and apply for forgiveness within 10 months of the end of the covered period. Funds from the refundable advance may only be used for payroll costs, cost used to continue group health care benefits, mortgage payments, rent, utilities, and interest on other debt obligations incurred after February 15, 2020. As of June 30, 2020, the Agency's management has determined that conditions for forgiveness of \$209,747 have been met, and therefore, recognized a contribution in this amount in the accompanying Statement of Activities. The remaining amount of \$270,753 is classified as a current refundable advance in the accompanying Statement of Financial Position.

**THE FAMILY VIOLENCE PREVENTION CENTER, INC.
dba INTERACT**

NOTES TO FINANCIAL STATEMENTS

7. LONG-TERM DEBT

Long-term debt is summarized as follows:

	<u>2020</u>	<u>2019</u>
On October 21, 2010, the Wake County Industrial Facilities and Pollution Control Financing Authority ("Authority") issued a tax-exempt Special Purpose Project Revenue Bond (Interact Project) Series 2010 (the Bond), in the aggregate principal of \$4,718,000. The Bond was issued pursuant to a Bond Purchase and Loan Agreement (Agreement), dated October 1, 2010, between the Authority, the Purchaser of the bond, and the Agency. The proceeds thereof were simultaneously loaned under a promissory note to the Agency to refinance existing long-term debt.		
The Promissory Note is pledged and assigned to the Purchaser as security for the bond. The Promissory Note bore interest at 68% of the One-Month LIBOR Rate plus 1.3% through December 31, 2017. Effective January 1, 2018, the interest rate was adjusted to 83% of the One-Month LIBOR Rate plus 1.5935%. (3.61% and 3.26% at June 30, 2019 and 2018, respectively). Effective September 14, 2020, the interest rate was adjusted to a fixed rate of 2.19%. The Note is payable in varying monthly installments of interest and principal through October, 2030.		
The Bond may be redeemed in whole with 180 day written notice occurring on or after October 21, 2020, on which date the Bond and promissory note shall be due and payable in full. On September 14, 2020, the Agency entered into an amended Guarantee and Loan Agreement, the term was extended with a final payment of all unpaid amounts due October 21, 2030. See Note 12.		
Should the bond be redeemed and the Agency does not provide sufficient funds to redeem the Bond in full, the holder of the bond is required to lend the Agency an amount equal to the outstanding principal amount under a Reimbursement Note. The Reimbursement Note will bear interest of Prime, plus 2%, with a minimum rate of 6% and will be due on demand. All obligations payable under the Promissory Note and Reimbursement Note are secured by a deed of trust on land and real property, security agreement and assignment of rents and leases.	2,819,660	3,046,328

THE FAMILY VIOLENCE PREVENTION CENTER, INC.
dba INTERACT

NOTES TO FINANCIAL STATEMENTS

7. LONG-TERM DEBT (Continued)

	<u>2020</u>	<u>2019</u>
Noninterest bearing note payable with all unpaid principal due August 1, 2039; collateralized by a deed of trust on the shelter and land.		
Face amount	\$ 600,000	\$ 550,000
Less unamortized discount based on imputed interest rate of 1.498%	<u>(160,580)</u>	<u>(143,281)</u>
	439,420	406,719
 Note payable in monthly installments of \$2,538 including interest at a variable rate of LIBOR plus 2.5%, adjusted monthly (.18250% and 5.01% at June 30, 2020 and 2019, respectively), with a final payment due August 28, 2020. Collateralized by all deposit and investment accounts held by the bank.		
	<u>3,766</u>	<u>33,335</u>
 Total maturities	3,262,846	3,486,382
Less current maturities	237,098	260,003
Less unamortized debt issuance costs	<u>58,272</u>	<u>65,115</u>
	<u><u>\$ 2,967,476</u></u>	<u><u>\$ 3,161,264</u></u>

Future maturities of long-term debt at June 30, 2020 are summarized as follows:

<u>Year ending June 30,</u>	
2021	\$ 237,098
2022	241,668
2023	247,916
2024	255,000
2025	265,002
Thereafter	<u>2,016,162</u>
	<u><u>\$ 3,262,846</u></u>

There are numerous restrictive covenants related to the obligations. Among other covenants, there are requirements regarding Cash Flow Coverage Ratio and Indebtedness to Tangible Net Worth Ratio. Also, certain financial information must be supplied to the Authority and the Purchaser of the bond on a timely basis.

THE FAMILY VIOLENCE PREVENTION CENTER, INC.
dba INTERACT

NOTES TO FINANCIAL STATEMENTS

8. NET ASSETS WITH DONOR RESTRICTIONS

Net assets with donor restrictions at June 30, 2020 and 2019 are available for the following purposes or the following periods:

	<u>2020</u>	<u>2019</u>
Restricted for time	\$ 838,719	\$ 734,538
Restricted for purpose:		
Direct services	81,047	166,930
Shelter	25,100	61,038
NCHFA Supporting Housing Program	163,718	143,281
	<u>269,865</u>	<u>371,249</u>
	<u>\$1,108,584</u>	<u>\$1,105,787</u>

Net assets were released from donor restrictions by incurring expenses satisfying the restricted purpose or by occurrence of the passage of time or other events specified by the donors as follows for the years ended June 30, 2019 and 2018:

	<u>2020</u>	<u>2019</u>
Subject to the passage of time	\$ 380,730	\$ 359,710
Subject to expenditure for specified purpose:		
Direct services	2,792,508	1,902,039
Shelter	80,298	25,424
NCHFA Supporting Housing Program	6,132	6,040
	<u>2,878,938</u>	<u>1,933,503</u>
	<u>\$3,259,668</u>	<u>\$2,293,213</u>

9. DEFINED CONTRIBUTION PLAN

The Agency sponsors a defined contribution plan, covering all eligible employees. The Agency may choose to match a certain percentage, determined annually, of employee pre-tax contributions not to exceed four percent of compensation. The plan is available to all employees meeting minimum age and service requirements. The Agency did not make any employer contributions during 2020 and 2019.

10. GOVERNING BOARD DESIGNATIONS

The Agency's governing board has designated, from net assets without donor restrictions, \$2,000,000 for an operating reserve as June 30, 2020 and 2019.

11. CONTINGENCIES

The Agency receives grant funds from federal and nonfederal agencies. Such funds are subject to final approval by the grantor agencies and deficiencies, if any, are the responsibility of the Agency.

THE FAMILY VIOLENCE PREVENTION CENTER, INC.
dba INTERACT

NOTES TO FINANCIAL STATEMENTS

11. CONTINGENCIES (Continued)

COVID-19 Contingency

On March 11, 2020, the World Health Organization declared COVID-19 a global health pandemic. The State of North Carolina operated under a "Stay at Home" order from March 27, 2020 to May 8, 2020, during which only essential service providers were permitted to have their employees continue to work on-site. The state is currently operating under a re-opening plan.

At the date, the financial statements were available to be issued. The Agency continues to monitor the situation; however, the resulting impact of COVID-19 on operations cannot be reasonably estimated at this time.

12. SUBSEQUENT EVENTS

On September 14, 2020, the Wake County Industrial Facilities and Pollution Control Financing Authority ("Authority") executed a second amendment to the Bond Purchase and Loan Agreement and a new bond. The Agency entered into an amended and restated promissory note for the bond; the interest rate was fixed at 2.19%, and the term was extended to October 21, 2030.

Additionally, on September 14, 2020, through an amendment to guaranty and loan agreement, the Agency's line of credit interest rate was adjusted to One-month LIBOR plus 2% with a floor of 3% and extended the termination date to October 21, 2023.

Management has evaluated subsequent events through December 8, 2020, the date which the financial statements are available for issue.

THE FAMILY VIOLENCE AND PREVENTION CENTER, INC.
dba INTERACT

SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS

for the year ended June 30, 2020

<u>Federal/State Grantor/Pass Through Grantor/Program</u>	<u>Federal CFDA Number</u>	<u>Pass Through Grantor's Identifying Number</u>	<u>Expenditures</u>
Federal Awards:			
<u>U.S. Department of Justice</u>			
Crime Victim Assistance			
Passed through N.C. Department of Public Safety			
Governor's Crime Commission - SANE	16.575	PROJ013026	\$ 107,354
Governor's Crime Commission - Basic Services	16.575	PROJ013372	522,194
Governor's Crime Commission - Family Justice Center	16.575	PROJ013043	551,097
Governor's Crime Commission - Court Navigator	16.575	PROJ012316	128,071
Governor's Crime Commission - Court Programming	16.575	PROJ013373	105,688
Governor's Crime Commission - Underserved	16.588	PROJ013110	160,099
			<u>1,574,503</u>
Sexual Assault Services Formula Program			
Passed through N.C. Coalition Against Sexual Assault			
Governor's Crime Commission - Sexual Assault Service Provider	16.017	PROJ013026	5,166
Improving Criminal Justice Responses Program			
Office of Violence Against Women - Family Justice Center	16.590	N/A	287,212
<u>U.S. Department of Homeland Security</u>			
Emergency Food and Shelter Program	97.024	N/A	42,181
<u>U.S. Department of Health and Human Services</u>			
Passed through N.C. Department of Health and Human Services			
Family Violence Prevention Grant	93.671	FVPSA	62,816
Family Violence Prevention Grant	93.671	FVPSA-MOVE	75,607
			<u>138,423</u>
<u>U.S. Department of Housing and Urban Development</u>			
Passed through N.C. Department of Health and Human Services			
Emergency Solutions Grant	14.231	#00039841	33,447
Emergency Solutions Grant	14.231	#00038465	44,017
			<u>77,464</u>
TOTAL FEDERAL AWARDS			<u>2,124,949</u>
State Awards:			
<u>N.C. Department of Administration</u>			
Passed through N.C. Council for Women			
Domestic Violence Grant	N/A	#58-1320613	70,858
Sexual Assault Grant	N/A	#58-1320613	48,474
Marriage License Fees Grant	N/A	#58-1320613	30,311
Displaced Housewives/Divorced Filing Fees Grant	N/A	#58-1320613	37,261
TOTAL STATE AWARDS			<u>186,903</u>
TOTAL AWARDS			<u>\$ 2,311,852</u>

*The accompanying notes are an integral
part of the financial statements.*



Langdon & Company LLP
Certified Public Accountants

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Directors of
The Family Violence Prevention Center, Inc. dba Interact

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of The Family Prevention Center, Inc. dba Interact (the "Agency"), which comprise the statement of financial position as of June 30, 2020, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated December 8, 2020.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Agency's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Agency's internal control. Accordingly, we do not express an opinion on the effectiveness of the Agency's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

223 Highway 70, East Pointe, Suite 100, Garner, NC 27529

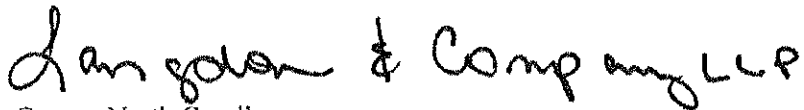
P: 919-662-1001 | F: 919-662-1002 | www.langdoncpa.com

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Agency's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Agency's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Agency's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Ian Golan & Company LLP". The signature is written in a cursive, flowing style.

Garner, North Carolina
December 8, 2020



Langdon & Company LLP

Certified Public Accountants

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND
ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

To the Board of Directors of
The Family Violence Prevention Center, Inc. dba Interact

Report on Compliance for the Major Federal Program

We have audited The Family Violence Prevention Center, Inc. dba Interact's (the "Agency") compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on its major federal program for the year ended June 30, 2020. The Family Violence Prevention Center, Inc. dba Interact's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for The Family Violence Prevention Center, Inc. dba Interact's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Organization's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for the major federal program. However, our audit does not provide a legal determination of the Organization's compliance.

Opinion on the Major Federal Program

In our opinion, the Family Violence Prevention Center, Inc. dba Interact complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2020.

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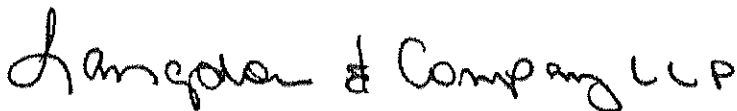
Report on Internal Control Over Compliance

Management of the Family Violence Prevention Center, Inc. dba Interact is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Agency's internal control over compliance with the types of requirements that could have a direct and material effect on the major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control over compliance.

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.



Garner, North Carolina
December 8, 2020

THE FAMILY VIOLENCE PREVENTION CENTER, INC
dba INTERACT

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
for the year ended June 30, 2019

A. SUMMARY OF AUDITOR'S RESULTS

1. The auditor's report expresses an unmodified opinion on whether the consolidated financial statements of the Family Violence Prevention Center, Inc. dba Interact (the "Agency") were prepared in accordance with accounting principles generally accepted in the United States (U.S. GAAP).
2. No significant deficiencies disclosed during the audit of the consolidated financial statements are reported in the Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*.
3. No instances of noncompliance material to the consolidated financial statements of the Organization, which would be required to be reported in accordance with *Government Auditing Standards*, were disclosed during the audit.
4. No significant deficiencies in internal control over major federal award programs are reported in the Independent Auditor's Report on Compliance for Each Major Program and on Internal Control over Compliance Required by the Uniform Guidance.
5. The auditor's report on compliance for the major federal award program expresses an unmodified opinion on the major federal program.
6. Audit findings that are required to be reported in accordance with 2 CFR section 200.516(a) are reported in this Schedule.
7. The program tested as a major program is:

U.S. Department of Justice Crime Victim Assistance – CFDA #16.575
8. The threshold used for distinguishing Type A and B programs was \$750,000.
9. The Agency qualified as a low-risk auditee.

B. FINDINGS – FINANCIAL STATEMENT AUDIT

None

C. FINDINGS AND QUESTIONED COSTS – MAJOR FEDERAL AWARD PROGRAMS AUDIT

None

The Family Violence Prevention Center **Town of Holly Springs Grant Program**
 DBA InterAct As of June 30, 2020 **Basic Financial Statement Information**

ASSETS	Value		LIABILITIES AND NET WORTH	Loan Balance
Deposits in banks and other financial institutions	\$2,102,739		Balance of loans on vehicles and equipment	\$0
Value of marketable stocks and bonds	\$0		Balance of loans on real estate	\$2,819,660
Value of vehicles & equipment	\$710,524		Balance of other loans	\$844,201
Value of real estate	\$7,054,160		Cost of other liabilities (itemize)	\$415,383
Value of other assets	\$1,821,079			
			TOTAL LIABILITIES	\$4,079,244
TOTAL ASSETS	\$11,688,502		NET WORTH	\$7,609,258

Itemized Other Liabilities:

Accounts Payable	390,976
Security Deposits	12,668
Deferred Revenue	11,739
	415,383



TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: LaunchHOLLYSPRINGS

Mailing address: P.O. Box 37, Holly Springs, NC 27540

Current Presiding Officer: Robert Shimmel

Mailing address: 261 Elmcrest Dr., Holly Springs, NC 27540

Telephone: 6084179323 Fax: _____ E-Mail: bbshimmel@yahoo.com

(Check one)

Legal Status: ☐ Private non-profit corporation ☒ Unincorporated civic group ☐ Other (Please describe below)

Date Organization Formed or Chartered: 2006

Agency 501 C-3 Number: _____ Or, Federal Tax ID Number: 20-4797625

Amount and Type of Town funds requested: \$ 1,000.00 for (check below all that apply)

☐ Capital Costs (construction, large specific purchase)

☒ Operating Costs

☒ Project / Event Costs

1. Please give a brief description of the proposed program or project for which you are applying to the Town of Holly Springs Local Civic Organization Grant Program. **(Please limit your response using only the space provided below)**

LaunchHOLLYSPRINGS is a community based program, chartered by the HS Rotary Club, dedicated to serving underserved entrepreneurs, including underfunded and minority-women, to build successful businesses in our community. We focus on existing businesses that want to enhance their business growth or be more efficient, part-time owners who want to move their business to full-time, and entrepreneurs who have a validated business idea and are looking for a program that will move from an idea to a launched business.

In the past year, our program has taken in several non-profits whose focus is to help our community's social fabric. Much of our marketing is focused on reaching those in our community who do not have access to required resources.

Our program provides entrepreneurs with a 4-fold program - including a 10 week Business Accelerator class that focuses on Key Business Principles and Strategies, networking opportunities that enhance business contacts, 6 months of Post-Graduation mentoring with an experienced HS business owner, and possible access to micro-loans for capital.

In addition, since adoption of our program, each Cohort is actively involved in local community events/needs, including Blood Drives, Special Olympics Torch Run, and Half Marathon.

2. Identify specifically what you seek to accomplish with the requested funds, including how this will help achieve your organizational goals and how the Town of Holly Springs will benefit.
(Please limit your response using only the space provided below)

HS as a community continues to be a "hotbed" of entrepreneurship, with our per capita State new business registrations are among the highest in Wake County. We are here to meet this need, as small businesses are the leading generators of new job opportunities. All our Cohort members must meet our annual income and minority criteria.

Over the past several years, we have been able to demonstrate to the Town Council, in our annual presentation, Launch's economic impact, including new business tax revenue generation, new brick & mortar facilities and number of individuals hired to work with our businesses. Several new businesses in the Block have gone through Launch.

To date we have had full Cohorts. Funding is critical to maintaining our current max capacity of 20 Cohort members.

3. Describe the impact on your program if funds are reduced or not provided.
(Please limit your response using only the space provided below)

The impact will be three-fold. First, we will need to reduce our marketing budget which will impact our ability to share our program's benefits to the community, especially those that are underserved. Second, we will need to reduce the size of our 2021 Cohort, depriving entrepreneurs the opportunity to start a new business or grow an existing one. Third, with less entrepreneurs being served, it will have an economic impact related to tax revenue and lower overall employment opportunities.

4. **FINANCIAL INFORMATION**

A. List your agency's principal source(s) of funding and corresponding percentages of your budget from each:

☐ Town of Holly Springs	\$ <u>1000</u> Amount	<u>13</u> % of Annual Budget
☐ United Way	\$ _____ Amount	_____ % of Annual Budget
☐ Wake County	\$ _____ Amount	_____ % of Annual Budget
☐ Foundations	\$ _____ Amount	_____ % of Annual Budget
☐ Federal	\$ _____ Amount	_____ % of Annual Budget
☐ Grants	\$ _____ Amount	_____ % of Annual Budget
☐ State of N.C.	\$ _____ Amount	_____ % of Annual Budget
☐ Other Private Funding	\$ <u>3000</u> Amount	<u>40</u> % of Annual Budget
☐ Fundraisers	\$ <u>3500</u> Amount	<u>47</u> % of Annual Budget

- B. If your organization received funding from the Town of Holly Springs last year, please describe below how those funds were used, accounting specifically for the dollars received from the Town.

in 2020, we recieved a \$1000 grant from the Town of Holly Springs. These funds were primarily used for 2 purposes. First, funding was used to enhance our marketing, including Social Media, print, and Informational Meetings. These efforts were critical to having our largest and most diverse Cohort in 2020. Second, funds were used for basic operating expenses in support of the overall Cohort, which includes all the training materials provided by our program.

- C. If applying for more than \$500, include a copy of your agency's budget for the current year as **ATTACHMENT 1.**
- D. If applying for more than \$500, include a copy of your agency's most recent independent audit report as **ATTACHMENT 2.**

5. CERTIFICATION

As the chief executive officer of this agency, or, as the individual applying for grant funding, I certify that the above information is true and complete to the best of my knowledge and belief.

I further agree that any funds received in response to this grant will be used for the purposes stated and that the recipient organization will comply with all state and local laws set forth for the expenditure of public funds. I/We understand that any donated funds not used for the specified purposes must be returned to the Town of Holly Springs.

Signature of Executive or Applicant

Date

Return completed application and all attachments by _____ to:

Town of Holly Springs

ATTN: Town Clerk

P.O. Box 8

Holly Springs, NC 27540

E = Linda.McKinney@hollyspringsnc.us

Applicant Checklist:

- ☐ **Completed application**
- ☐ **Attachment 1** - Copy of current year budget, if applying for more than \$500
- ☐ **Attachment 2** - Copy of most recent independent audit, if applying for more than \$500
(If you do not have an independent audit, please write "n/a" in the space to the left.)
- ☐ **Attachment 3** - Excel spreadsheet financial statement for your organization. (As you fill in the Schedules 1, 2, 3 and 4 worksheet tabs, the information populates on the Net Worth worksheet tab and financial statement automatically.)

[Please See Next Page for One More Form!]

For Organizations that NEVER have received a check from the Town of Holly Springs prior to this application. (If you have received a check from the Town in the past and your contact information remains the same, you do not have to fill out this form.)



**Town of Holly Springs
Vendor/Supplier/Payee Information Form
And Substitute W-9 Request
for Taxpayer Identification Number and Certification**



The Town of Holly Springs requires that you provide a taxpayer identification number in order to register in the town vendor/payee database. Your taxpayer ID number is the number that you file tax returns under in the name of your business or organization. It may be either an employer identification number (EIN) issued by the IRS, or your social security number. If you do not wish to provide your social security number, you may obtain an employer identification number (EIN) from the IRS and use that instead. For information on obtaining an EIN, go to <http://www.irs.ustreas.gov/businesses/small>.

Organization Name: _____

OR

Last: _____ First: _____ Middle: _____

Accounts Payable (Make Payable and Remit To):

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone #: _____ Fax: _____ Email: _____

Physical Location Address:

City: _____ State: _____ Zip Code: _____

Telephone #: _____ Fax: _____ Email: _____

Do you accept payments via ACH (automatic deposit)? ☐ Yes ☒ No

I certify that the information on this form is correct:

Name: _____ Title: _____

Date: _____

If you have questions about this form, please contact the Town of Holly Springs Finance Department at 919-557-3918 or by fax at 919-557-7407.

SEE NEXT PAGE FOR IMPORTANT PART OF THIS FORM, PLEASE

The information on this page of this form does not constitute a public record of the vendor and will be redacted by the Town of Holly Springs on any public information request. This information is being supplied to the Town of Holly Springs for 1099 reporting purposes under the United States Internal Revenue Code.

Information Required for Payment:

Social Security Number: _____ - _____ - _____
OR

Federal Tax ID Number: 20 479625

- ☐ Individual
- ☐ Sole Proprietorship
- ☐ Partnership
- ☐ Estate / Trust
- ☐ Corporation
- ☐ Sub S Corp
- ☒ Tax Exempt Organization

- B. If your organization received funding from the Town of Holly Springs last year, please describe below how those funds were used, accounting specifically for the dollars received from the Town.

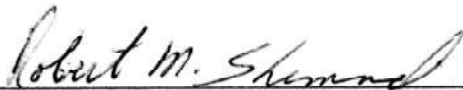
in 2020, we recieved a \$1000 grant from the Town of Holly Springs. These funds were primarily used for 2 purposes. First, funding was used to enhance our marketing, including Social Media, print, and Informational Meetings. These efforts were critical to us having our largest and most diverse Cohort in 2020. Second, funds were used for basic operating expenses in support of the overall Cohort, which includes all the training materials provided by our program.

- C. If applying for more than \$500, include a copy of your agency's budget for the current year as **ATTACHMENT 1.**
- D. If applying for more than \$500, include a copy of your agency's most recent independent audit report as **ATTACHMENT 2.**

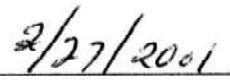
5. CERTIFICATION

As the chief executive officer of this agency, or, as the individual applying for grant funding, I certify that the above information is true and complete to the best of my knowledge and belief.

I further agree that any funds received in response to this grant will be used for the purposes stated and that the recipient organization will comply with all state and local laws set forth for the expenditure of public funds. I/We understand that any donated funds not used for the specified purposes must be returned to the Town of Holly Springs.



Signature of Executive or Applicant



Date

			LaunchHOLLYSPRINGS 2021 Budget			
			Attachment 1			
<u>Income</u>				<u>Amount</u>		
	Holly Springs Rotary Club			\$2,000		
	Meal Sponsors/Donors			\$3,500		
	Total			\$5,500		
	Contingency					
	Town of Holly Springs			\$1,000		
	HS Chamber of Commerce			\$1,000		
	Potential Contingency			\$2,000		
	Maximun Total			\$7,500		
<u>Expenses</u>						
	Website Updates/Maintaince			\$300		
	Marketing Materials/Printing/Promotion			\$250		
	Mentor Mixer			\$250		
	Class Materials			\$240		
	Class Meals			\$2,655		
	Marketing/Miscellaneous			\$350		
	Induction/Graduation Ceremony			\$3,200		
	Total Expenses			\$7,245		
	Note: Class Fees and Instructor Payment Paid by Wake Tech					

Town of Holly Springs Grant Program
Basic Financial Statement Information

ASSETS	Value		LIABILITIES AND NET WORTH	Loan Balance
Deposits in banks and other financial institutions	\$7,615		Balance of loans on vehicles and equipment	\$0
Value of marketable stocks and bonds	\$0		Balance of loans on real estate	\$0
Value of vehicles & equipment	\$0		Balance of other loans	\$0
Value of real estate	\$0		Cost of other liabilities (itemize)	\$0
Value of other assets	0			
			TOTAL LIABILITIES	\$0
TOTAL ASSETS	\$7,615		NET WORTH	\$7,615



TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: Love Is A Parable

Mailing address: 1509 Essexwood Drive Fuquay-Varina, NC 27526

Current Presiding Officer: J. Dwayne Garnett

Mailing address: 1509 Essexwood Drive Fuquay-Varina, NC 27526

Telephone: 8034043331 Fax: _____ E-Mail: jdwaynegarnett@loveisaparable.com

(Check one)

Legal Status: ☒ Private non-profit corporation ☐ Unincorporated civic group ☐ Other (Please describe below)

Date Organization Formed or Chartered: 06/21/2017

Agency 501 C-3 Number: _____ Or, Federal Tax ID Number: 82-1930369

Amount and Type of Town funds requested: \$ 2500.00 for (check below all that apply)

☐ Capital Costs (construction, large specific purchase)

☐ Operating Costs

☒ Project / Event Costs

1. Please give a brief description of the proposed program or project for which you are applying to the Town of Holly Springs Local Civic Organization Grant Program. **(Please limit your response using only the space provided below)**

We are a charitable and an educational 501c3 organization, who provide character, social, and leadership development to those who have an aspiration toward unity, love, and kindness. With a vision to see a world living in unity through love.

We provide love-centered education that helps individuals obtain personal fulfillment and establish meaningful interconnections (relationships). We understand the value of relationships, relationship with self, and others. Simply put, we have an approach where everyone brings something to the table and focusing on the things that connect us.

2. Identify specifically what you seek to accomplish with the requested funds, including how this will help achieve your organizational goals and how the Town of Holly Springs will benefit.
(Please limit your response using only the space provided below)

We would like to use the funds to create an free app to assist individuals with identifying the things that they value and how it impacts the way they see themselves and others.

3. Describe the impact on your program if funds are reduced or not provided.
(Please limit your response using only the space provided below)

If awarding the funds we would spend less time fundraising and more time building the app, which will give us more time to help our local communities.

4. **FINANCIAL INFORMATION**

A. List your agency's principal source(s) of funding and corresponding percentages of your budget from each:

☐ Town of Holly Springs	\$ _____	Amount	_____ % of Annual Budget
☐ United Way	\$ _____	Amount	_____ % of Annual Budget
☐ Wake County	\$ _____	Amount	_____ % of Annual Budget
☐ Foundations	\$ _____	Amount	_____ % of Annual Budget
☐ Federal	\$ _____	Amount	_____ % of Annual Budget
☒ Grants	\$ <u>5000</u>	Amount	<u>1%</u> % of Annual Budget
☐ State of N.C.	\$ _____	Amount	_____ % of Annual Budget
☒ Other Private Funding	\$ <u>7500</u>	Amount	<u>5%</u> % of Annual Budget
☒ Fundraisers	\$ <u>10000</u>	Amount	<u>35</u> % of Annual Budget

- B. If your organization received funding from the Town of Holly Springs last year, please describe below how those funds were used, accounting specifically for the dollars received from the Town.

N/A

- C. If applying for more than \$500, include a copy of your agency's budget for the current year as **ATTACHMENT 1.**
- D. If applying for more than \$500, include a copy of your agency's most recent independent audit report as **ATTACHMENT 2.**

5. **CERTIFICATION**

As the chief executive officer of this agency, or, as the individual applying for grant funding, I certify that the above information is true and complete to the best of my knowledge and belief.

I further agree that any funds received in response to this grant will be used for the purposes stated and that the recipient organization will comply with all state and local laws set forth for the expenditure of public funds. I/We understand that any donated funds not used for the specified purposes must be returned to the Town of Holly Springs.



Signature of Executive or Applicant

03/01/2021

Date

Return completed application and all attachments by _____ to:

Town of Holly Springs

ATTN: Town Clerk

P.O. Box 8

Holly Springs, NC 27540

E = Linda.McKinney@hollyspringsnc.us

Applicant Checklist:

- ☒ **Completed application**
- ☒ **Attachment 1** - Copy of current year budget, if applying for more than \$500
- ☐ **Attachment 2** - Copy of most recent independent audit, if applying for more than \$500
(If you do not have an independent audit, please write "n/a" in the space to the left.)
- ☒ **Attachment 3** - Excel spreadsheet financial statement for your organization. (As you fill in the Schedules 1, 2, 3 and 4 worksheet tabs, the information populates on the Net Worth worksheet tab and financial statement automatically.)

[Please See Next Page for One More Form!]

For Organizations that NEVER have received a check from the Town of Holly Springs prior to this application. (If you have received a check from the Town in the past and your contact information remains the same, you do not have to fill out this form.)



**Town of Holly Springs
Vendor/Supplier/Payee Information Form
And Substitute W-9 Request
for Taxpayer Identification Number and Certification**



The Town of Holly Springs requires that you provide a taxpayer identification number in order to register in the town vendor/payee database. Your taxpayer ID number is the number that you file tax returns under in the name of your business or organization. It may be either an employer identification number (EIN) issued by the IRS, or your social security number. If you do not wish to provide your social security number, you may obtain an employer identification number (EIN) from the IRS and use that instead. For information on obtaining an EIN, go to <http://www.irs.ustreas.gov/businesses/small>.

Organization Name: Love Is A Parable

OR

Last: _____ First: _____ Middle: _____

Accounts Payable (Make Payable and Remit To):

Address: 1509 Essexwood Drive

City: Fuquay-Varina State: NC Zip Code: 27526

Telephone #: 9198089943 Fax: _____ Email: engagement@loveisaparable.com

Physical Location Address:

City: 1509 Essexwood State: NC Zip Code: 27526

Telephone #: 9198089943 Fax: _____ Email: engagement@loveisaparable.com

Do you accept payments via ACH (automatic deposit)? ☒ Yes ☐ No

I certify that the information on this form is correct:

Name: J. Dwayne Garnett Title: CEO

Date: 03/01/2021

If you have questions about this form, please contact the Town of Holly Springs Finance Department at 919-557-3918 or by fax at 919-557-7407.

SEE NEXT PAGE FOR IMPORTANT PART OF THIS FORM, PLEASE

The information on this page of this form does not constitute a public record of the vendor and will be redacted by the Town of Holly Springs on any public information request. This information is being supplied to the Town of Holly Springs for 1099 reporting purposes under the United States Internal Revenue Code.

Information Required for Payment:

Social Security Number: _____ - _____ - _____
OR

Federal Tax ID Number: 82 1930369

- ☐ Individual
- ☐ Sole Proprietorship
- ☐ Partnership
- ☐ Estate / Trust
- ☐ Corporation
- ☐ Sub S Corp
- ☒ Tax Exempt Organization

Love Is A Parable
Proposed Operating Budget

	2021
	Projected Budget
Revenues	
Grant Revenue Received	
Grant Revenue Pending	
Anticipated Revenue	25,000
Contribution Income (Donations)	5,000
Income on Assets (Dividends)	100
Other Revenues (Classes, T-shirts, etc.)	5,000
TOTAL REVENUES	35,100
Funds needed to raise	99,728

TOTAL REVENUES w/ fund needed to raise	134,828
Expenses	
Salaries, Benefits, and Temp Services	103,168
Professional Development/Job Training	1,500
Commuter Fees (Parking, Uber, Taxi, Etc)	500
Recruiting & Hiring (Job advertisement fees)	500
Employee Relations	1,000
Consulting Fees (Contract staff)	500
Subscriptions & Licenses	
Communications (Website)	360
Travel	2,000
Board & Committee	2,000
Business Meals	3,000
Association Dues/Fees	
Conferences	2,000
Convenings & Events (LIAP Hosted)	6,000
Contributions/Donations/Sponsorship/Ally Support	500
Mail & Postage	3,000
Rent (Office Space)	
Misc Expense (Sales tax, Insurance, gen. Repair & Maint., et	1,000
Telecommunications (cell phone, fax, etc.)	1,800
Audit Fees (external audit)	
Office Supplies	6,000
Utilities	
TOTAL NON_PERS EXP	31,660
TOTAL EXPENSES	134,828

ACTUAL
Count

Salaries and Benefits

Cost

Number of Trainings Per Person

Total

Revenues	
Grant Revenue Received	
Grant Revenue Pending	
Anticipated Revenue	25,000
Contribution Income (Donations)	5,000
Income on Assets (Dividends)	100
Other Revenues (Classes, T-shirts, etc.)	5,000
Implicit Bias Small Business Workshop	
Love Advocacy Small Business Workshop	
Implicit Bias Corporate Workshop	
Love Advocacy Corporate Workshop	
Individual Implicit Bias Training	
Individual Love Advocacy Training	
Jr. Advocates	
T-shirts (Swagg)	
TOTAL REVENUES	35,100
Funds needed to raise	99,728

TOTAL REVENUES w/ fund needed to raise	134,828

estimating 1 small group workshop per quarter = 4 workshops for the year
 estimating 1 small group workshop per quarter = 4 workshops for the year
 estimating 1 Corporate workshop per quarter = 4 workshops for the year
 estimating 1 Corporate workshop per quarter = 4 workshops for the year
 estimating 6 individual trainings with a minimum of 10 people per training
 estimating 6 individual trainings with a minimum of 10 people per training

ACTUAL								
Count	Salaries and Benefits							
			Rate	Bi-weekly payroll	Hours	Fringe Benefits		
1	Garnett, Jeremy	CEO	\$40.00	26	80	1.24	103,168.00	Includes Salary & Benefits
1							103,168	
1	Total Employees							
1							103,168.00	

Love Is A Parable
Proposed Operating Budget

	2021
	Projected Budget
Revenues	
Grant Revenue Received	
Grant Revenue Pending	
Anticipated Revenue	25,000
Contribution Income (Donations)	5,000
Income on Assets (Dividends)	100
Other Revenues (Classes, T-shirts, etc.)	5,000
TOTAL REVENUES	35,100
Funds needed to raise	99,728

TOTAL REVENUES w/ fund needed to raise	134,828
Expenses	
Salaries, Benefits, and Temp Services	103,168
Professional Development/Job Training	1,500
Commuter Fees (Parking, Uber, Taxi, Etc)	500
Recruiting & Hiring (Job advertisement fees)	500
Employee Relations	1,000
Consulting Fees (Contract staff)	500
Subscriptions & Licenses	
Communications (Website)	360
Travel	2,000
Board & Committee	2,000
Business Meals	3,000
Association Dues/Fees	
Conferences	2,000
Convenings & Events (LIAP Hosted)	6,000
Contributions/Donations/Sponsorship/Ally Support	500
Mail & Postage	3,000
Rent (Office Space)	
Misc Expense (Sales tax, Insurance, gen. Repair & Maint., et	1,000
Telecommunications (cell phone, fax, etc.)	1,800
Audit Fees (external audit)	
Office Supplies	6,000
Utilities	
TOTAL NON_PERS EXP	31,660
TOTAL EXPENSES	134,828

**ACTUAL
Count**

Salaries and Benefits

			Rate	Bi-weekly payroll	Hours	Fringe Benefits		
1	Garnett, Jeremy	CEO	\$40.00	26	80	1.24	103,168.00	Includes Salary & Benefits
1	Garnett, Lalita	COO		26	80	1.24	-	Includes Salary & Benefits
1	Gibson, Cordell	CTO		26	80	1.24	-	Includes Salary & Benefits
1	Bigham, Kirstin	CFO		26	80	1.24	-	Includes Salary & Benefits
							103,168	
4								
4	Total Employees							
<u>4</u>							<u>103,168.00</u>	

Town of Holly Springs Grant Program
Basic Financial Statement Information

ASSETS	Value		LIABILITIES AND NET WORTH	Loan Balance
Deposits in banks and other financial institutions	\$10,000		Balance of loans on vehicles and equipment	\$0
Value of marketable stocks and bonds	\$0		Balance of loans on real estate	\$0
Value of vehicles & equipment	\$0		Balance of other loans	\$0
Value of real estate	\$0		Cost of other liabilities (itemize)	\$0
Value of other assets	0			
			TOTAL LIABILITIES	\$0
TOTAL ASSETS	\$10,000		NET WORTH	\$10,000

Form 990-N (e-Postcard)

Organizations who have filed a 990-N (e-Postcard) annual electronic notice. Most small organizations that receive less than \$50,000 fall into this category.

> Tax Year 2019 Form 990-N (e-Postcard)

Tax Period:

2019 (07/01/2019 - 06/30/2020)

EIN:

82-1930369

Legal Name (Doing Business as):

Altar And Dwelling Place

Mailing Address:

1509 Essexwood Drive
Fuquay Varina, NC 27526
United States

Principal Officer's Name and Address:

Lalita

1509 Essexwood Drive
Fuquay Varina, NC 27526
United States

Gross receipts not greater than:

\$50,000

Organization has terminated:

No

Website URL:

www.loveisaparable.com

> Tax Year 2018 Form 990-N (e-Postcard)

Tax Period:

2018 (07/01/2018 - 06/30/2019)

EIN:

82-1930369

Legal Name (Doing Business as):

Altar And Dwelling Place

Mailing Address:

1509 Essexwood Drive
Fuquay Varina, NC 27526
United States

Principal Officer's Name and Address:

Jeremy Garnett

1509 Essexwood Drive
Fuquay Varina, NC 27526
United States

Gross receipts not greater than:

\$50,000

Organization has terminated:

No

Website URL:

loveisaparable.com



TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: Oak City Sound, RTP Chapter, Barbershop Harmony Society

Mailing address: PO Box 1982, Cary, NC 27512-1982

Current Presiding Officer: Jack Moody, Chapter Grant Coordinator, VP Youth Outreach

Mailing address: 5125 Linksland Drive, Holly Springs, NC 27540

Telephone: 919-214-1837 Fax: _____ E-Mail: moody.jack@yahoo.com

(Check one)

Legal Status: ☒ Private non-profit corporation ☐ Unincorporated civic group ☐ Other (Please describe below)

Date Organization Formed or Chartered: 08/08/1975

Agency 501 C-3 Number: _____ Or, Federal Tax ID Number: 51-0171195

Amount and Type of Town funds requested: \$500.00 for (check below all that apply)

☐ Capital Costs (construction, large specific purchase)

☒ Operating Costs

☒ Project / Event Costs

1. Please give a brief description of the proposed program or project for which you are applying to the Town of Holly Springs Local Civic Organization Grant Program. (Please limit your response using only the space provided below)

Oak City Sound (OCS) was originally formed as the General Assembly Chorus in 1975 as a community chorus drawing upon interest and talent from throughout the greater Research Triangle Park (RTP) area, including Holly Springs, Apex, Cary, Fuquay-Varina, and other surrounding communities. Since 2014 our chorus and quartets performed at Holly Springs Farmers Market and Town of Cary's "Lazy Daze" and "Spring Daze" festivals. We have an ongoing focus on Youth Outreach sponsoring an annual choral festival open to all middle and high school students who are interested, and our quartets provide acappella barbershop harmony demonstrations for middle and high schools throughout the RTP area. A second facet of our community outreach involves holiday (Christmas, Valentines, Fourth of July) performances by quartets, ensembles, and full chorus shows for our local area retirement communities. For the past several decades we staged two major full chorus performances per year, a Christmas Holiday show and a Spring show. From 2010 through 2017 our Spring show was a benefit concert for Pretty in Pink Foundation, raising over \$50,000 for the organization. Proceeds from our Christmas Holiday shows have gone into our general operating budget to support our outreach activities. This grant requested from the Town of Holly Springs will help offset some of the loss of general operating revenues experienced during the ongoing COVID-19 pandemic.

2. Identify specifically what you seek to accomplish with the requested funds, including how this will help achieve your organizational goals and how the Town of Holly Springs will benefit.
(Please limit your response using only the space provided below)

Since March 2020 our chorus has not been able to gather at our normal rehearsal hall and we have been restricted from holding in-person chorus rehearsals elsewhere. A major result of not being allowed to sing together is diminished interest and participation in the chorus, and membership has suffered. Part of our plan for 2021 and beyond is to recruit and rebuild chorus participation and membership. When allowed our goal is to hold "Guest Nights" on every "Fifth Monday", when five Mondays occur in a month. In 2021 "Fifth Mondays" occur March 29, May 31, August 30, and November 29. Your Town of Holly Springs grant will help us offset some of the cost associated with refreshments, sheet music, and OCS paraphernalia and momentos for our guest singers as we encourage them to sing and join us in the future.

3. Describe the impact on your program if funds are reduced or not provided.
(Please limit your response using only the space provided below)

Without your Town of Holly Springs grant we will have to reallocate monies from our operating funds to support our outreach activities and our "Fifth Monday" recruiting efforts. This may involve postponing regular maintenance on the truck used to carry our risers to performance locations, and/or the possibility of delaying the purchase of new sheet music and audio tracks. While our basic financial information statement balance sheet may not look on the surface to be "in extrimis", this was an extraordinary year of not being allowed to rehearse, perform, or compete, resulting in our operating expenses being far below normal.

4. **FINANCIAL INFORMATION**

A. List your agency's principal source(s) of funding and corresponding percentages of your budget from each:

☐ Town of Holly Springs	\$ _____	Amount	_____ % of Annual Budget
☐ United Way	\$ _____	Amount	_____ % of Annual Budget
☐ Wake County	\$ _____	Amount	_____ % of Annual Budget
☒ Foundations	\$ 2,218.50	Amount	10 % of Annual Budget
☒ Federal	\$ 1,000.00	Amount	5 % of Annual Budget
☒ Grants	\$ 3,200.00	Amount	15 % of Annual Budget
☐ State of N.C.	\$ _____	Amount	_____ % of Annual Budget
☒ Other Private Funding	\$ 5,897.73	Amount	27 % of Annual Budget
☒ Fundraisers	\$ 8,663.60	Amount	39 % of Annual Budget

- B. If your organization received funding from the Town of Holly Springs last year, please describe below how those funds were used, accounting specifically for the dollars received from the Town.

We did not receive any funding from the Town of Holly Springs last year or any previous year.

- C. If applying for more than \$500, include a copy of your agency's budget for the current year as **ATTACHMENT 1.**
- D. If applying for more than \$500, include a copy of your agency's most recent independent audit report as **ATTACHMENT 2.**

5. **CERTIFICATION**

As the chief executive officer of this agency, or, as the individual applying for grant funding, I certify that the above information is true and complete to the best of my knowledge and belief.

I further agree that any funds received in response to this grant will be used for the purposes stated and that the recipient organization will comply with all state and local laws set forth for the expenditure of public funds. I/We understand that any donated funds not used for the specified purposes must be returned to the Town of Holly Springs.

Signature of Executive or Applicant

Date

MARCH 10, 2021

Return completed application and all attachments by _____ to:

Town of Holly Springs

ATTN: Town Clerk

P.O. Box 8

Holly Springs, NC 27540

E = Linda.McKinney@hollyspringsnc.us

Applicant Checklist:

☒ **Completed application**

☐ **Attachment 1** - Copy of current year budget, if applying for more than \$500

☐ **Attachment 2** - Copy of most recent independent audit, if applying for more than \$500
(If you do not have an independent audit, please write "n/a" in the space to the left.)

☒ **Attachment 3** - Excel spreadsheet financial statement for your organization. (As you fill in the Schedules 1, 2, 3 and 4 worksheet tabs, the information populates on the Net Worth worksheet tab and financial statement automatically.)

[Please See Next Page for One More Form!]

Town of Holly Springs Grant Program
Basic Financial Statement Information

ASSETS	Value	LIABILITIES AND NET WORTH	Loan Balance
Deposits in banks and other financial institutions	\$29,195	Balance of loans on vehicles and equipment	\$0
Value of marketable stocks and bonds	\$2,789	Balance of loans on real estate	\$0
Value of vehicles & equipment	\$1,328	Balance of other loans	\$7,865
Value of real estate	\$0	Cost of other liabilities (Itemize)	\$0
Value of other assets	0		
		TOTAL LIABILITIES	\$7,865
TOTAL ASSETS	\$33,312	NET WORTH	\$25,447

For Organizations that NEVER have received a check from the Town of Holly Springs prior to this application.
(If you have received a check from the Town in the past and your contact information remains the same, you do not have to fill out this form.)



**Town of Holly Springs
Vendor/Supplier/Payee Information Form
And Substitute W-9 Request
for Taxpayer Identification Number and Certification**



The Town of Holly Springs requires that you provide a taxpayer identification number in order to register in the town vendor/payee database. Your taxpayer ID number is the number that you file tax returns under in the name of your business or organization. It may be either an employer identification number (EIN) issued by the IRS, or your social security number. If you do not wish to provide your social security number, you may obtain an employer identification number (EIN) from the IRS and use that instead. For information on obtaining an EIN, go to <http://www.irs.ustreas.gov/businesses/small>.

Organization Name: Oak City Sound, RTP Chapter, Barbershop Harmony Society

OR

Last: _____ First: _____ Middle: _____

Accounts Payable (Make Payable and Remit To):

Address: PO Box 1982

City: Cary State: NC Zip Code: 27512-1982

Telephone #: 919-214-1837 Fax: _____ Email: email@oakcitysound.org

Physical Location Address:

City: _____ State: _____ Zip Code: _____

Telephone #: _____ Fax: _____ Email: _____

Do you accept payments via ACH (automatic deposit)? ☒ Yes ☐ No

I certify that the information on this form is correct:

Name: Jack Moody Title: Chapter Grant Coordinator, VP Youth Outreach

Date: MARCH 10, 2021

If you have questions about this form, please contact the Town of Holly Springs Finance Department at 919-557-3918 or by fax at 919-557-7407.

SEE NEXT PAGE FOR IMPORTANT PART OF THIS FORM, PLEASE

The information on this page of this form does not constitute a public record of the vendor and will be redacted by the Town of Holly Springs on any public information request. This information is being supplied to the Town of Holly Springs for 1099 reporting purposes under the United States Internal Revenue Code.

Information Required for Payment:

Social Security Number: _____ - _____ - _____

OR

Federal Tax ID Number: 51 - 0171195

- ☐ Individual
- ☐ Sole Proprietorship
- ☐ Partnership
- ☐ Estate / Trust
- ☐ Corporation
- ☐ Sub S Corp
- ☒ Tax Exempt Organization



A Chapter of the
North Carolina Wildlife Federation
Farmers & Communities Manage Deer Program
4503 Ross Road
Lillington, NC 28546
(919) 250-8441



8 February 2021

Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
Linda.McKinney@hollyspringsnc.us

Local Civic Nonprofit Grant Application 2021
South Wake Conservationists (Tax ID 46-5339262)
Farmers and Communities Manage Deer

Dear Ms. McKinney,

Please find our completed application for 2021-22 funding attached. Holly Spring's support of this important initiative aimed at reducing food insecurity, improving crop yields, reducing food waste, and improving public safety, has enabled our project volunteers to extend our reach in 2020. Our goal is to meet or exceed that result in 2021.

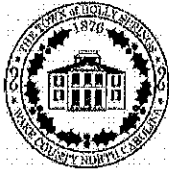
We sincerely appreciate your support of non-profit initiatives that support the residents of Holly Springs including your support of this project that is making a difference in the Holly Springs community.

Respectfully,

Chad Chandler
President SWC

Enclosures:

cc: Judith Gardner, Treasurer SWC



TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: South Wake Conservationists

Mailing address: 4503 Ross Road Lillington, NC 27546

Current Presiding Officer: Chad Chandler

Mailing address: 5329 Sendero Drive Raleigh 27612

Telephone: 919-455-4113

Fax: _____

E-Mail: cfchandler@mindspring.com

(Check one)

Legal Status: ☒ Private non-profit corporation

☐ Unincorporated civic group

☐ Other (Please describe below)

Date Organization Formed or Chartered: SWC:2013; NCWF:1945

Agency 501 C-3 Number: 46-5339262 (see note)

Or, Federal Tax ID Number: _____

Amount and Type of Town funds requested: \$ 1000.00 for (check below all that apply)

☐ Capital Costs (construction, large specific purchase)

☐ Operating Costs

☒ Project / Event Costs

1. Please give a brief description of the proposed program or project for which you are applying to the Town of Holly Springs Local Civic Organization Grant Program. (Please limit your response using only the space provided below)

South Wake Conservationists (SWC), the local chapter of the North Carolina Wildlife Federation (NCWF), supports the NCWF Farmers and Communities Manage Deer Program with two primary goals in mind:

1. To alleviate hunger by making it easy for local hunters to donate high quality protein to families in the Holly Springs community that need it most.
2. To encourage harvest of deer in overburdened deer populations in order to reduce crop loss and damage to urban landscapes, reduce incidence of Lyme's disease, and reduce the number deer vehicle collisions ^

In collaboration with local farmers and hunters, SWC coordinates intake of legally harvested deer, processing of this meat by NCDA-inspected plants, and then delivers this high-quality protein in the form of all-natural, low fat ground venison to the most vulnerable in the Holly Springs and surrounding community through the Holly Springs Food Cupboard. Community-based funding permits our team to offer this meat free-of-charge, allowing meat to be delivered without discrimination to those who need it most at a convenient location that accommodates those with disabilities.

*National Institutes of Health-funded studies have demonstrated a direct correlation between reduction of deer and reduced incidence of both Lyme's Disease and deer-vehicle collisions (nih.gov)

2. Identify specifically what you seek to accomplish with the requested funds, including how this will help achieve your organizational goals and how the Town of Holly Springs will benefit.
(Please limit your response using only the space provided below)

The Food Bank of Central and Eastern NC reports that hunger is an epidemic, affecting more than just the families living at or below the poverty line (see Attachment 4). The economic impact associated with COVID-19 has increased the incidence of food insecurity by as much as 40%. Yet access to nutritious food is as essential to life as clean air and safe drinking water. This program encourages the legal harvest of excess deer, which are then efficiently delivered back to the HOLLY SPRINGS FOOD CUPBOARD as high-quality protein at no cost to the food pantry or patrons enrolled. For all residents, this project helps to manage deer numbers, which in turn helps to protect, conserve, and restore NC wildlife and habitat - the core mission of the North Carolina Wildlife Federation. The North Carolina Wildlife Resources Commission estimates that Wake County has a deer density of between 45 to 60 deer per square mile. This results in overgrazing of natural habitat impacting other wildlife species, deer grazing on/near roadways resulting in deer vehicle collision, and damage to urban gardens and landscapes.

3. Describe the impact on your program if funds are reduced or not provided.
(Please limit your response using only the space provided below)

Our ability to accept donated deer is limited only by the funding we have available to pay processing fees. The willingness of local hunters to donate deer has been demonstrated (75 deer were donated by local hunters in 2020 in spite of COVID-19 economic impact and travel restrictions). Fewer funds raised translates to fewer deer that we can accept and the less meat that we can deliver. Our overall goal for the region in 2021 is to deliver enough meat to serve 13,400 meals. A Holly Springs grant of \$1,000 will provide high quality protein for approximately 3,000 of those meals to Holly Springs patrons in need.

We are actively networking with local organizations and businesses, conducting community fundraisers with participating sportsmen and women, connecting with charitable foundations, and connecting with the general public on social media, to raise the remaining funds. We are confident that we can achieve this goal based on the enthusiasm of the hunting and farming community, and the diversity of fundraising sources achieved

4. **FINANCIAL INFORMATION**

A. List your agency's principal source(s) of funding and corresponding percentages of your budget from each:

☒ Town of Holly Springs	\$ 1000	Amount	15	% of Annual Budget
☐ United Way	\$	Amount		% of Annual Budget
☐ Wake County	\$	Amount		% of Annual Budget
☒ Foundations	\$ 2000	Amount	30	% of Annual Budget
☐ Federal	\$	Amount		% of Annual Budget
☒ Grants	\$ 1500	Amount	22	% of Annual Budget
☐ State of N.C.	\$	Amount		% of Annual Budget
☒ Other Private Funding	\$ 1540	Amount	22	% of Annual Budget
☒ Fundraisers	\$ 800	Amount	11	% of Annual Budget

- B. If your organization received funding from the Town of Holly Springs last year, please describe below how those funds were used, accounting specifically for the dollars received from the Town.

100% of the funding received from the Town of Holly Springs in 2020 was used to pay either out of pocket costs for refrigerated temporary storage of deer donated, or North Carolina Hunters for the Hungry, an all-volunteer 501(c)3 nonprofit, so that they could in turn pay meat processors who process and package meat at reduced prices for our program. Because our program is delivered entirely by volunteers, funding of our out of pocket costs enable this program to deliver meat to the Holly Springs Food Cupboard at no cost to the pantry or their patrons.

- C. If applying for more than \$500, include a copy of your agency's budget for the current year as ATTACHMENT 1.
- D. If applying for more than \$500, include a copy of your agency's most recent independent audit report as ATTACHMENT 2.

5. **CERTIFICATION**

As the chief executive officer of this agency, or, as the individual applying for grant funding, I certify that the above information is true and complete to the best of my knowledge and belief.

I further agree that any funds received in response to this grant will be used for the purposes stated and that the recipient organization will comply with all state and local laws set forth for the expenditure of public funds. I/We understand that any donated funds not used for the specified purposes must be returned to the Town of Holly Springs.



Signature of Executive or Applicant

2/4/21
Date

Return completed application and all attachments by _____ to:

Town of Holly Springs

ATTN: Town Clerk

P.O. Box 8

Holly Springs, NC 27540

E = Linda.McKinney@hollyspringsnc.us

Applicant Checklist:

- ☒ **Completed application**
- ☐ **Attachment 1** - Copy of current year budget, if applying for more than \$500
- ☐ **Attachment 2** - Copy of most recent independent audit, if applying for more than \$500
(If you do not have an independent audit, please write "n/a" in the space to the left.)
- ☐ **Attachment 3** - Excel spreadsheet financial statement for your organization. (As you fill in the Schedules 1, 2, 3 and 4 worksheet tabs, the information populates on the Net Worth worksheet tab and financial statement automatically.)

[Please See Next Page for One More Form!]

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(If you have received a check from the Town in the past and your contact information remains the same, you do not have to fill out this form.)



**Town of Holly Springs
Vendor/Supplier/Payee Information Form
And Substitute W-9 Request
for Taxpayer Identification Number and Certification**



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Organization Name: South Wake Conservationists

OR

Last: na First: na Middle: na

Accounts Payable (Make Payable and Remit To):

Address: 4503 Ross Road
City: Lillington State: NC Zip Code: 27546

Telephone #: 919-608-3386 Fax: na Email: guyandjudygardner@gmail.com

Physical Location Address:

City: Holly Springs State: NC Zip Code: 27540

Telephone #: na Fax: na Email: info@southwakeconservationists.org

Do you accept payments via ACH (automatic deposit)? ☒ Yes ☐ No

I certify that the information on this form is correct:

Name: Judy Gardner Title: Treasurer, South Wake Conservationists

Date: 2 Feb 2021

If you have questions about this form, please contact the Town of Holly Springs Finance Department at 919-557-3918 or by fax at 919-557-7407.

SEE NEXT PAGE FOR IMPORTANT PART OF THIS FORM, PLEASE

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Information Required for Payment:

Social Security Number: _____ - _____ - _____

OR

Federal Tax ID Number: 46 5339262

- ☐ Individual
- ☐ Sole Proprietorship
- ☐ Partnership
- ☐ Estate / Trust
- ☒ Corporation
- ☐ Sub S Corp
- ☐ Tax Exempt Organization

TOWN OF HOLLY SPRINGS
Local Civic Nonprofit Grant Application 2021
South Wake Conservationists (Tax ID 46-5339262)

APPLICATION NOTES:

PAGE 1,

Date of Incorporation:

The North Carolina Wildlife Federation (NCWF) was incorporated in 1945.

The South Wake Conservationists Chapter of NCWF (SWC) was organized as a chapter of NCWF in 2013, serving Wake, Harnett, and Johnston counties

SWC, Tax ID is registered as subordinate to the 501(c)3 NON-PROFIT under North Carolina Wildlife Federation under Tax ID 56-1564376

Years in Operation:

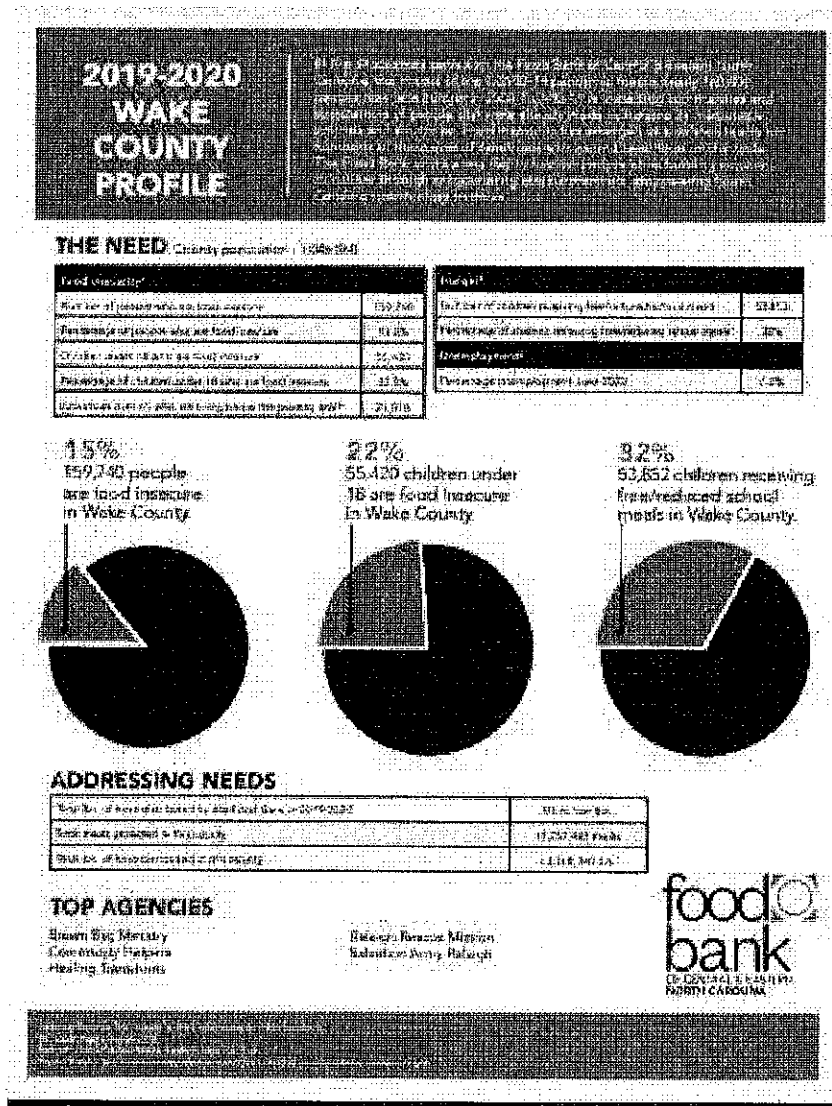
NCWF: 76 years (parent organization)

NCWF Farmers and Communities Manage Deer (FCMD) program: 9 years

SWC: 8 years (Grantee – a chapter of the NCWF)

Lillington FCMD Harnett Area Deer Donation site: 5 years (Grantee program that these funds will support)

Application Page 2, Question 2: Identify specifically what you seek to accomplish.... This chart demonstrates levels of food insecurity in Wake County, NC, which this project is seeking to alleviate.



TOWN OF HOLLY SPRINGS
Local Civic Nonprofit Grant Application 2021
South Wake Conservationists (Tax ID 46-5339262)

ATTACHMENT 1: 2021 BUDGET

SWC FARMERS & COMMUNITIES MANAGE DEER PROGRAM		
2021 BUDGET		
INCOME		
Carryover Income Past Year	\$ 540.00	8%
Social Media Fundraising	\$ 500.00	7%
Hunter Donations	\$ 300.00	4%
Corporate Donations	\$ 1,000.00	15%
Community Grants: City of Holly Springs, Wake County	\$ 1,000.00	15%
Community Grants: Harnett County	\$ 1,500.00	22%
Foundation Grants: CEC Operation Round Up	\$ 2,000.00	29%
EXPENSE		
Meat Processing	\$ 5,040.00	
Consumable Supplies	\$ 633.00	
Advertising: Business Cards and Road Signs	\$ 213.00	
Truck & Trailer Transport of whole deer	\$ 414.00	
Deer Cooler Maintenance/Parts Repair (postponed)	\$ 540.00	
Deer Cart and cooler hoist - required for safe handling of deer carcasses		
Reserve for Deer Cooler Maintenance/Repair in 2021		
TOTAL	\$ 6,840.00	\$ 6,840.00

Consumables Budget	2021 Budget
Consumables	
Protective Wear	\$ 45.00
Disposable Gloves	\$ 60.00
Contractor Bags, Ziplocks	\$ 49.00
Disposable Knife blades	
Disinfectant and Cleaning Solutions	\$ 196.00
Salt	\$ 40.00
Transport Tarp, Ratchets	\$ 54.00
Cooler Maintenance/Supplies	\$ 149.00
Advertising	
Road Signs	\$ 253.00
Business Cards	
	\$ 846.00
Compressor/Maintenance	\$ 540.00
Gas: Truck/Trailer Transport	\$ 414.00
	\$ 1,800.00
To be donated by Guy and Judy	
Site repair (field dressing station)	\$ 550.00
Insurance	\$ 248.00
Electricity, water	\$ 95.00
	\$ 893.00

TOWN OF HOLLY SPRINGS
Local Civic Nonprofit Grant Application 2021
South Wake Conservationists (Tax ID 46-5339262)

ATTACHMENT 2 - Copy of most recent independent audit

An independent audit is not available. The report below has been reviewed and approved by this organization's President, Treasurer and Secretary, and reconciles to SWC bank records exactly:

STATEMENT OF INCOME AND EXPENSE	
South Wake Conservationists Farmers and Communities Manage Deer Program	
Program Year 2020 (Accrued)	
PTD Balance (Carryover prior years) - Reserve to repair/replace deer cooler	\$ 2,370.82
2020 Harnett Area Deer Donation Site Income and Expense Statement	
INCOME	
Holly Springs Grant to SWC	\$ 1,000.00
SREMC Grant to SWC	\$ 2,500.00
Harnett County Grant to SWC	\$ 1,500.00
Corporate Donations	\$ 1,000.00
Hunter Donations	\$ 25.00
Hunter Donations remitted directly to NCHFH	\$ 100.00
Facebook Fundraiser: Receipts pending	
SUBTOTAL 2020 INCOME	\$ 6,125.00
EXPENSE	
2019 EXPENSE: Mileage and Consumables paid in 2020	\$ (359.24)
F&CMD Business Cards	\$ (62.78)
2020 Consumables	\$ (284.69)
Processing of 75 Deer (4 deer rejected, net: 71 deer) - SWC to pay net of \$3900	\$ (4,000.00) *
Deer Cart, Hoist for safe transport of deer onsite	\$ (171.19)
Manual lift hoist for cooler	\$ (80.24)
Transport of Deer Carcasses to/from site to deer processor Micro Summit Processing	\$ (814.00)
Road Signs	\$ (253.20) *
SUBTOTAL 2020 EXPENSE	\$ (5,625.29)
NET BALANCE 2020	\$ 499.71
CARRYOVER BALANCE 2020 - Chapter Reserve to Repair/Replace Deer Cooler	\$ 2,870.53
CONFIRMATION OF 2020 Reserve:	
499.71 Ties to Checking Balance as Additional Reserve	
89.81 Paid directly to NCHFH, balance unclaimed	
589.52 Project Reserve - 2020 - for cooler repair/replacement	
RECONCILIATION: SOUTH WAKE CONSERVATIONISTS CHECKING ACCOUNT	
CASH BALANCE - FARMERS MANAGE DEER PROGRAM	
\$ 7,689.16 Cash Basis - FCMD PROGRAM Balance 12.31.20	
(251.43) Deer Cooler Safety Supplies (paid in 2021)	
(414.00) Transport Costs (paid in 2021)	
(253.20) Road signs (paid in 2021)	
(3,900.00) Deer Processing (paid in 2021)	
Current Reserve held by SWC to repair/replace deer cooler	
\$ 7,689.16 Cash Basis - FCMD PROGRAM Balance 12.31.20	
\$ 800.58 Cash Basis - GENERAL FUND Balance 12.31.20	
\$ 8,489.74	

By independent review I confirm that the above accounting of South Wake Conservationists Farmers and Communities Manage Deer Program for the 2020 Program year represents a true, accurate and complete accounting of program transactions

Gary H. Gardner
 23 January 2021



301 WEST CENTER STREET • HOLLY SPRINGS, NC 27546
 TELEPHONE: 800-488-2434 • FAX: 800-488-2434
 RETURN SERVICE REQUESTED

Account Number: XXXXX0001
 Statement Date: 12/31/2020
 Balance: \$ 409.74
 Enclosures: 1
 Page: 1 of 1

Looking for an extra layer of security?



Wells Fargo
 Authentication
wellsfargo.com/secure

Protect your business against costly losses from check and electronic fraud. Our fraud prevention services provide an extra layer of security. Learn more at wellsfargo.com/fraud-prevention

NONPROFIT CHECKING ACCOUNT XXXXX0001

MINIMUM BALANCE	7,770.49	LAST STATEMENT 11/30/20	7,770.49
END AVAILABLE BALANCE	8,203.85	2 CREDITS	4,134.70
AVERAGE BALANCE	8,203.85	2 DEBITS	254.00
		FIFTH STATEMENT 12/31/20	8,489.74

TOWN OF HOLLY SPRINGS
Local Civic Nonprofit Grant Application 2021
South Wake Conservationists (Tax ID 46-5339262)

ATTACHMENT 3 Financial statement for your organization

Town of Holly Springs Grant Program
 Basic Financial Statement Information - from SWC as of 31 Dec 2020

ASSETS	Value	LIABILITIES AND NET WORTH	Loan Balance
Deposits in banks and other financial institutions	\$8,490	Balance of loans on vehicles and equipment	
Value of marketable stocks and bonds		Balance of loans on real estate	
Value of vehicles & equipment		Balance of other loans	
Value of real estate		Cost of other liabilities (Renize)	\$4,819
Value of other assets		2020 FCMD costs paid in 2021	
		TOTAL LIABILITIES	\$4,819
TOTAL ASSETS	\$8,490	NET WORTH	\$3,671

Fuquay Varina Emergency Food Pantry
216 West Academy Street
Fuquay Varina North Carolina 27526

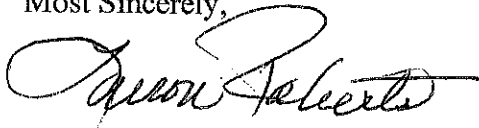
April 9,2021

Ms Linda McKinney
Town of Holly Springs
Holly Springs, North Carolina 27540

Dear Ms McKinney:

We are again asking for your kind support in helping us provide much needed food to Families located primarily in the northeast quadrant of your town limits. With your support, we have been serving these families for a number of years. So that we might continue this very worthy practice, we are asking that you grant us an amount of \$2,500 for use during the current calendar year.

Most Sincerely,

A handwritten signature in black ink, appearing to read 'Laeron Roberts', with a stylized, flowing script.

Laeron Roberts, CO Director
Fuquay Varina Emergency Food Pantry



PO Box 268
Holly Springs, NC 27540
<http://www.hsfoodcupboard.org>
EIN: 27-2859804

Town Of Holly Springs
Linda McKinney – Town Clerk
128 S. Main St.
Holly Springs, NC 27540

Dear Linda,

Thank you for your call to allow the Holly Springs Food Cupboard to request grant money from the town of Holly Springs. This year has been our most challenging year with providing for those Holly Springs residents facing food insecurity.

In 2020 we experienced a 28% increase in client visits, 2,963 in total. We also had a record number of 586 unique families served. Due to Covid 19 we have not only seen the increases in the number of clients but it has also impacted some of our client's ability to get out of their homes. This has made it very hard for them to make it to our site for the normal Thursday distributions. In order to assist the homebound clients we have added food deliveries. We are very grateful to our volunteers who made 571 of these in 2020. Another one of our programs we saw greatly expanded this year was in our "student track out bags". This program is up 397% over prior year for a total of 2,143. The Holly Springs Food Cupboard has a 100% volunteer staff who donated 9,359 hours last year. The above statistics are from 2020. We are seeing the same trends moving into 2021.

Due to the Covid 19 restrictions, protocols and guidelines from NC Food Bank, we have had to react by moving most of our activities outside. We have also seen a reduction in especially with the fresh food from our grocery partners. We are very grateful to the Town of Holly Springs for their support last year and to our amazing community for their time, food and monetary donations that make it possible for us to serve our community.

The Town of Holly Springs grant donation will be used to buy fresh food and additional supplies for our student track out bags.

On behalf of the Holly Spring Food Cupboard, we truly do Thank You!

A handwritten signature in black ink, appearing to read "Bruce Meyer".

Bruce Meyer
HSFC - Board President

Linda McKinney

From: Karen Morant <kmorant@wakegov.com>
Sent: Wednesday, April 7, 2021 9:08 PM
To: Linda McKinney
Subject: --[EXTERNAL]--WRCAC FSAG - Thank You and Intent for Request Grant Funds

Hi Ms. Mckinney,

On behalf of the Western Regional CAC Food Security Action Group, I am writing to provide notification our intent to apply for the grant.

Thank you for your continued support of our collective approach to ensuring food security during a pandemic. The invitation to apply for grant funds demonstrates the Council's appreciation of our partnership to care for our neighbors in Holly Springs. We value the Town's support and also appreciate our partnership.

Our request for funds is intended to fill gaps identified as we have cared for our neighbor over the last 12 month. We have convened our Holly Spring site leaders to assist in identifying the current needs and concerns. The Letter of request will come under separate cover.

Kind Regards,
Karen

Karen H. Morant

Western Regional Director
Wake County Government
Western Human Services Center/Administration
kmorant@wakegov.com
919.463-8569 office | 919.623.1148 mobile |
111 James Jackson Ave., Suite 201, Cary
wakegov.com



E-mail correspondence sent to and received from this address may be subject to disclosure under the North Carolina Public Records Act unless made confidential under applicable law.

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



Family Recovery Fund

April 7, 2021

The WWCM Family Recovery Fund was developed in May 2020 in response to the economic effects of COVID-19 that our neighbors were facing.

Through the generosity of our community, town governments, grants and other donors, we have been able to develop a significant fund that has allowed WWCM to ensure hundreds of families are able to stay securely housed and fed through this global crisis. But those effects are still being felt, even more acutely, as rental and utility moratoriums come to an end and evictions loom.

In 2020, WWCM spent \$28,259 on rental and utility assistance for 84 families in Holly Springs.

In the first 3 months of 2021, we have distributed over \$7,000 in assistance. We anticipate a significant increase in rental assistance requests over the next 6 months as eviction moratoriums come to an end.

With the Family Recovery Fund, we will continue to help families in the Western and Southwestern region of Wake County (Apex, Holly Springs, Fuquay-Varina, Willow Springs and surrounding rural areas) stabilize after the economic impacts of the Covid-19 pandemic, including income and job losses, illness, and mounting debt following the eviction and utility cut off moratoriums. We will be working with the county and other partner agencies to ensure that we are coordinating our support and to strategically use these funds to help families recover and maintain stability going forward. This fund will allow us to broaden our scope of assistance beyond just rental and utility assistance.

We are requesting a minimum of \$5,000 contribution from the Town of Holly Springs to assist Holly Springs residents with rent & utility assistance in 2021.

WHO WILL THESE FUNDS SUPPORT?

We are trying to reach those in our service area, documented or undocumented, who fall within 60% or less of the area median income or who are experiencing economic distress due to a crisis or hardship, including specifically the Coronavirus pandemic. Western Wake Crisis Ministry has expanded our services over the past four years to include a deeper relational engagement, focusing on longer term stability rather than just getting over the crisis. We employ a strong, highly skilled, well-educated leadership staff and utilize a crew of dedicated, trained volunteers to directly provide basic needs and supports that help families move from



crisis to stability and on to sustainability. We have also expanded our services to strengthen our presence and opportunity in the Southwestern region where we see greatest needs and lesser other resources.

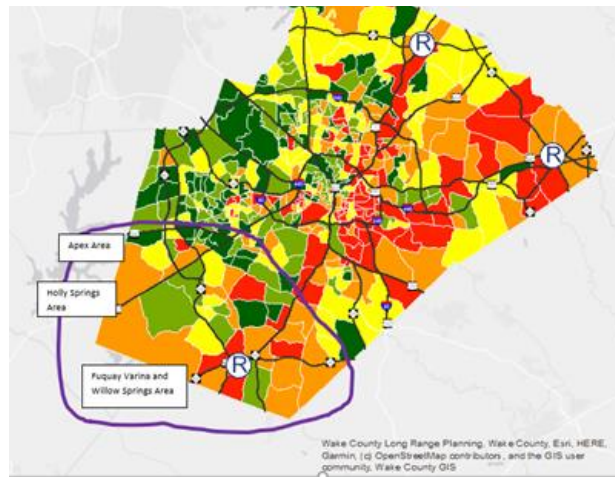
WHAT NEEDS ARE WE SEEING IN OUR AREA?

Throughout Wake County Public Schools, 51,731 students receive free or reduced lunch, approximately 32% of all students. In our Western/Southwestern region of Wake County, towns range from 16% (average of 18 public schools in Apex) to 26% (average of 6 public schools in Fuquay-Varina). However, some schools and neighborhoods have as many as 42% (Lincoln Heights). Poverty rates pre-Covid, in our area range from 4% to over 8%.

The public school (McKenney Vento) definition of homelessness includes children and families who are moving from place to place, living in hotels, and doubled up or couch surfing as well as those living in a car, outdoors, or shelter (literally homeless). Wake County Public Schools reports 4,365 school children experienced homelessness in 2018-19, a 50% increase in 5 years. Today, with the Covid-19 stay at home orders in place, shelters are full and families experiencing homelessness have no place to go. Wake County is aiding with hotel costs to meet the growing need.

The Western and Southwestern communities in WWCM's service area have experienced rapid growth. In the Apex and Holly Springs areas specifically, there has been significant growth of higher income residential and commercial development. This growth can have negative effects on cost of living, particularly housing, for households that have relatively low incomes or are cost-burdened in combination with other family circumstances related to health or family caregiving for dependents. Even households with enough monthly income but limited social and financial assets, regardless of neighborhood, can suddenly become households in crisis after a job loss, family disruption, serious health diagnosis, sudden change in housing availability or a natural disaster or pandemic.

As depicted in **Wake County's interactive Community Vulnerability Index 2017 Map**, the region's less vulnerable neighborhoods are adjacent to many areas with moderately high numbers of households more likely to experience difficulties. This often skews our census tract data for the area, reducing the nodes that qualify for state and federal programs and funding such as open site summer meal programs for school children. In addition, as you move from the Cary/Morrisville/Apex area south towards Holly Springs, Fuquay and further south to Willow Springs, more pockets of vulnerability are identified.



While the percentage of citizens in the Western and Southwestern regions that are experiencing poverty is not as extreme as seen in some other areas of Wake County, WWCM has seen a 41% increase in the numbers of households served in the past year. Rental rates in this area are above the Fair Market Rent from HUD for the Raleigh metropolitan area (about 3%) and significantly higher than the national average (about 12%). While Apex & Holly Springs have low poverty rates and low unemployment (pre-Covid-19 pandemic), we still have over 32% of households paying 30% or more of their income for rent each month ("Housing Cost Burdened" by HUD's definition); 79% of low-income renters are housing cost burdened; and 77% of low-income homeowners are housing cost burdened. While 6% of seniors in Wake County live at or below the poverty line, in Apex & Holly Springs and surrounding areas, that percentage increases to 11%.

WWCM impacts those in our area who are suffering the most and struggling to remain housed, to keep the lights on, to have nutritious food on the table, and to increase family income when age and disability are not factors.

HOW WILL THE FAMILY RECOVERY FUNDS BE USED?

Funds will be used to increase housing and financial stability for families in the Western and Southwestern regions of Wake County by providing appropriate and limited financial assistance, case management, coaching and resource support for families most at-risk for housing insecurity.

Families facing food and housing insecurity are defined by 1) family income (60% or less than the Area Median Income) or unique hardship that has direct impact on food and housing such as domestic violence, illness (physical or mental), loss of job, or other trauma (current



pandemic), 2) facing difficulties paying basic bills or buying food or accessing supports due to income or other hardship, 3) lack of family or other supports to meet basic needs.

During the COVID-19 stay-at-home order, services are provided via phone and video chats by our 2 Social Workers and dedicated, 13 person resource volunteer team. As the stay-at-home-orders are lifted, three volunteers per day (Mon-Thurs), plus 2 Social Workers will be available on site for walk-ins and coaching or case management appointments.

Regularly, individuals and heads of households complete a self-assessment measuring the level of crisis versus stability they are experiencing in the following domain areas: food security, housing security, income/job security, transportation, and adult education. They are also asked to complete a monthly budget and provide documentation of income and current needs.

Direct financial assistance is available for families in danger of loss of housing or utility cut off or the inability to pay for a prescription. With the Family Recovery Fund, we anticipate being able to help with other critical needs such as transportation, childcare, or in some cases, brief hotel stays while getting connected to a shelter program.

Impact Coaching is available upon request and by appointment to help clients “get unstuck” and determine their best course of action to move from crisis to stability in any of the domains listed above; to make an action plan; and to begin to implement their plan. Impact Coaching is not a long-term support option, but rather a “kick-start” to making life changes. Coaching is offered for up to a four-month period. While receiving coaching, participants are connected to other long term supports if needed.

Resource Assistance includes directly connecting clients with additional resources to meet urgent needs including but not limited to: SNAP, WIC, Medicaid and other mainstream resources; homeless prevention or homeless shelter/rapid rehousing programs; mental health and substance use programs; child care and parenting supports; workforce development; transportation; housing repair; education; and other resources. Resource Assistance and Support Services are provided by volunteers who go through extensive training and by a master’s level Social Worker who provides both direct services and supervision of volunteers. Resource services are offered weekly, Monday through Thursday.

Western Wake Crisis Ministry has a robust infrastructure that is based on over 150 regular volunteers and only 6 staff. The volunteers are on the front lines. Staff provide the structure, guidance, policy, and support, with a focus on leadership and leveraging resources more often than direct service. Our Social Workers bring unique skill sets required for direct intensive case management and counseling for families experiencing complex issues such as domestic violence, homelessness, health crisis, job loss, immigration issues, etc. Social Workers also



provides training and supervision for skilled volunteers who receive extensive training and provide front line support through financial assistance, connecting with community resources, and Impact Coaching. This includes daily individual supervision and weekly or monthly group supervision as well as individual and group training. Volunteer Impact Coaches go through 16 hours of intensive coach training before beginning to work directly with clients; Resource Support Volunteers go through at least 12 hours of individual on-the-job-training before working independently with clients. The Social Worker is always available for consultation when volunteers are working directly with clients.

PARTNERING

Thank you for your consideration of this proposal. If there are any questions or considerations, we are happy to meet with prospective donors to discuss in more detail.

In deep appreciation,

Sherry Presnall

Sherry Presnall
Donor Relations Manager
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919-622-7634 (cell)

Theo McClammy
Executive Director
Theo.mcclammy@wwcm.org
919-362-0657 x1001 (office)

Linda McKinney

From: Furman Beckwith <fbeck5304@hotmail.com>
Sent: Thursday, April 15, 2021 12:02 AM
To: Linda McKinney
Subject: --[EXTERNAL]--MLK, Jr of Holly Springs Missed Grant Deadline

Hello Linda

My name is Furman Beckwith, Jr chairman of the MLK, Jr committee in Holly Springs. I want to share with you our goals which are to help residents of Holly Springs improve their lives and provide a hand up to graduating students at Holly Springs High School. We also strive to bring our residents and neighbors from surrounding areas together with our annual golf tournament to achieve a greater understanding of one another while raising funds to finance our activities.

This past year has brought about numerous challenges to our normal way of doing things and caused the cancellation of our largest fund raiser our golf tournament. We also had to cancel our annual celebration of the MLK, Jr holiday and the MLK, Jr Day at Womble Park for the community. While having to adjust our usual way of doing things, the MLK, Jr committee was able accomplish several goals in 2020 during COVID 19. We provided (5) \$1,000.00 scholarships to graduating seniors, a \$5,000.00 donation to the Rex/UNC Foundation and over \$1500.00 to the Holly Springs Food Cupboard.

As 2021 comes upon us, we find ourselves with goals that we would like achieve and with a need for additional funds. We didn't learn of the opportunity to apply for your grant until the deadline to submit had past. I don't know if there is a way for our organization to be extended an opportunity to submit an application but if there is pleased advise contact me. I appreciate your time in consideration of this matter.

Thank You
Furman Beckwith, Jr
MLK, Jr Committee Chairperson
(919) 434-8634

ent from [Mail](#) for Windows 10

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Civic Nonprofit Grants- Council Committee Review

Name	Program or Use	Grant	Amount	
		Committee Recommended Amount	Requested	2020 Received
2021				
Holly Springs Community Band	Looking to purchase flex music arrangements that can be played by a varying number of instruments and reduce the nature of aerosol based particles if necessary. Been hard for the band to endure the pandemic.	\$2,000	\$2,000	\$2,000
Holly Springs Food Cupboard	Dollars used to purchase perishable items like milk, eggs, cheese, and produce which helps maintain overall nutritional value for clients. Grant= 2 months of perishables	\$2,500	\$0	\$2,500
Holly Springs High School Band	Pandemic has left band unable to pay some operational costs. Would like to use grant to buy 3 air purifiers to help remove contaminants from air. 3 units = \$1500. Other \$1000 used for other PPE instrument sleeves, wipes, masks, sanitizer	\$2,500	\$2,500	\$2,000
Holly Springs High School PTSA	Funding helps supports the teacher grant program which offers matching grants for educational supplies and equipment- also use \$500 of full amount plus match for school safety initiatives	\$2,500	\$2,500	\$1,500

InterAct	Crisis intervention services and client assistance fund to assist victims and family members with life-saving crisis counseling and support for those seeking physical safety. Also financial assistance for those in crisis for food, shelter, and transportation. 86 victims who identified living in HS	\$2,000	\$1,000	\$1,000
LaunchHOLLYSPRINGS	Chartered by Rotary, Launch is a program that supports women or minority owned business or entrepreneurs develop business plans, get small biz loans, and mentor business owners.	\$1,000	\$1,000	\$1,000
South Wake Conservationists	Requesting funds to be used for meat processing fees and coordination/donation of harvested deer from hunters and farmers for donation to needy families for a good source of protein. Funds last year paid for meat for over 1k meals	\$1,000	\$1,000	\$1,000
Love Is A Parable	Would like to use the funds to create a free App to assist individuals with identifying the things that they value and how it impacts the way they see themselves and others.	\$500	\$2,500	\$0
Holly Springs MLK	Partners in town events and hosts annual unity wknd celebration. Uses funds to support community programs and events.	\$500	\$500	\$0
Oak City Sound	Pandemic has impacted interest and membership. Plan to use funds for refreshments at hopeful gatherings, sheet music for performances, and swag for publicity campaign to increase membership.	\$500	\$500	\$0

FV Food Shelf	Monthly food supply, lunches for children in non-school months	\$2,500	\$0	\$1,000
Kirk of Cary Food	Fund will be used to further food distribution programs	\$2,500	\$0	\$0
Western Wake	Funds will be used directly for financial assistance for HS residents. Individuals and families can receive assistance for late utility bills, past due rent, transportation, repairs costs. Eligible families capped at \$350 in assistance annually. Funding supports crisis assistance and homeless prevention thru direct payments. Hope is to increase assistance to HS families with funding.	\$5,000	\$0	\$1,000
Totals		\$25,000	\$13,500	\$13,000
			\$25,000	\$0

check

Elementary

Holly Grove	\$1,183.83		
Holly Ridge	\$1,183.83		
Holly Springs	\$1,183.83	1103	183.8333
Oakview	\$1,183.83		
Buckhorn Creek	\$1,183.83		
Pine Springs	\$1,183.83		

Middle

Holly Grove	\$2,367.67		
Holly Ridge	\$2,367.67	1103	367.6667
Apex Friendship Middle	\$2,367.67		

High

HS High School	\$3,367.67		
Apex Friendship	\$2,867.67	1103	367.6667
Middle Creek	\$2,867.67		

\$ **28,309** **Remaining Restricted funds from State Grant**
\$ (5,000) TOCS/Encore Grant March 2020
\$ 23,309 Appropriate to WCPSS Schools plus PSPA to clear out grant funds
Use school safety programs and supplies incl PPE and COVID precautions

Civic Nonprofit Grants

Name	Amount Awarded	Amount Requested
2020		
Fuquay Varina Food Shelf	\$1,000	\$5,000
Holly Springs Civitan	\$500	\$500
Holly Springs Community Band	\$2,000	\$2,000
Holly Springs Food Cupboard	\$2,500	\$2,500
Holly Springs High School Band	\$2,000	\$2,500
Holly Springs High School PTSA	\$1,500	\$2,500
InterAct	\$1,000	\$1,000
Holly Springs Kiwanis Club	\$1,500	\$2,500
Kraft YMCA	\$0	\$2,500
LaunchHOLLYSPRINGS	\$1,000	\$750
South Wake Conservationists	\$1,000	\$1,500
Western Wake Crisis Ministry	\$1,000	\$2,500

2019		
Hawktimus Prime	\$500	\$500
Holly Grove Middle PTSA	\$500	\$1,500
Holly Springs Community Band	\$2,000	\$2,000
Holly Springs Food Cupboard	\$2,500	\$2,500
Holly Springs High School Band	\$2,000	\$2,500
Holly Springs MLK Committee	\$500	\$500
Holly Springs High School PTSA	\$1,500	\$2,000
InterAct	\$1,000	\$2,500
Holly Springs Kiwanis Club	\$1,500	\$2,500
LaunchHOLLYSPRINGS	\$500	\$1,000
Sense of Play	\$500	\$6,223
South Wake Conservationists	\$500	\$500
SW Wake Lions	\$1,500	\$2,500

2018		
Holly Grove Middle PTSA	\$500	\$500
Holly Springs Civitan	\$500	\$500
Holly Springs Food Cupboard	\$2,500	\$2,500
Holly Springs Community Band	\$2,000	\$2,000
Holly Springs High School Band	\$2,000	\$2,500
Holly Springs High School PTSA	\$1,500	\$2,000
InterAct	\$1,000	\$2,000
Holly Springs MLK Committee	\$500	\$500
Sense of Play	\$500	\$500
Holly Springs Lions	\$2,000	\$2,500
Kiwanis	\$1,500	\$2,500
Rotary	\$500	\$1,500

2017

Holly Springs MLK Committee	\$500	\$500
Holly Springs Food Cupboard	\$2,500	\$2,500
Holly Springs High School PTSA	\$2,000	\$2,000
InterAct	\$500	\$2,500
Holly Springs Community Band	\$2,000	\$2,000
Holly Springs Civitan	\$500	\$500
Holly Springs High School Band	\$2,000	\$2,500



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 13.

Other Business

Title: Arbor Creek/Middle Creek Greenway Spur Connections

Strategic Priority Area: Engaged, Healthy, & Active Community

Staff Resource: LeeAnn Plumer, Parks & Recreation, Matt Beard, Parks & Recreation

Action(s):

No action required unless Town Council desires to adjust spur connection locations to the Arbor Creek/Middle Creek greenway.

Explanation:

- At the April 6th meeting, Town Council requested information on the estimated cost of the Arbor Creek/Middle Creek Greenway connection from Aldenwood Pl. to the main trail section and the cost of a possible future connection at Linksland.
- The Aldenwood Pl. connection is an 800' length, 10' wide, asphalt path with limited grading and an approximate 45' boardwalk structure. The entrance from Aldenwood Pl. is proposed as a construction entrance to allow access to the areas north of Middle Creek. The next closest proposed construction access points are the Lockley Rd and Canterwood Rd. trail heads. The Aldenwood Pl. connection requires an easement on Woodcreek HOA property.
- The engineer's estimate for the construction cost of the Aldenwood Pl. spur to be approximately \$200,000.
- The Linksland Dr. connection would include approximately a 1,200' trail with 120' bridge in an estimated cost range of \$500,000 - \$700,000. This range is highly dependent on the presence of wetlands which is currently unknown from an exact design impact perspective. Easements would be required on Sunset Ridge North HOA property for this connection.

Background:

- In February 2020, Council approved the contract for the design firm, SEPI.
- Staff held various public meetings and on-line engagement options to collect citizen input and feedback for the proposed greenway alignment.
- In September 2020, Council reviewed various connections to the Sunset Ridge North neighborhood and requested further review of potential connection opportunities.
- The construction for the greenway is expected to be funded with a portion of the \$8M remaining 2011 Parks and Recreation bond funds.
- The project was released for construction bids on March 31, 2021. Bids are due to the Town on April 23, 2021.

- Construction is expected to begin in late 2021.

Funding Source(s):

N/A

Attachment(s):

1. ACMC Greenway Aldenwood Connection Exhibit

Town of Holly Springs
Arbor Creek/Middle Creek Greenway Route & Connections

