Holly Springs Town Council
7:00 PM **Tuesday, April 21, 2026**
Regular Meeting
Holly Springs Town Hall Council Chambers
128 S. Main Street, 2nd Floor

Agenda

1. Call to Order
2. Pledge of Allegiance
3. Invocation
4. Adjustment and approval of April 21, 2026 meeting agenda

PUBLIC COMMENT PERIOD

Each speaker may speak up to 3 minutes, and the total comment period will be 30 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.

RECOGNITIONS

5. 2026 Holly Springs Citizens Academy Graduation
6. Asian Pacific American Heritage Month
7. Jewish American Heritage Month
8. Apraxia Awareness Day Proclamation
9. ALS Awareness Month
10. Mental Health Awareness Month Proclamation
11. Holly Springs Wins "Leading the Way" Award from ETC Institute
12. Holly Springs Wins State Awards For Excellence in Public Communications

REQUESTS AND COMMUNICATIONS

13. Holly Springs Chamber of Commerce Annual Update

CONSENT AGENDA

14. March 3, 2026 and March 17, 2026 Business Meetings, and March 10, 2026 Workshop Meeting Minutes
15. Monthly Budget Amendments
16. Wireless Service Provider Lease for Antenna Attachments on Lee Street Water Storage Tank
17. Acceptance of USTA Grant for Tennis Court Resurfacing at North Main Athletic Complex
18. Contract Amendment with Brenntag Mid-South, Inc. for Purchase of Wastewater Treatment Chemicals
19. Audit Services Engagement Contract Beginning Fiscal Year Ending June 30, 2026
20. Downtown Investment Grant Policy (DIG) Update

PUBLIC HEARINGS

21. Voluntary Annexation A25-02 3313 Avent Ferry Rd. Village at Harris Lake (formerly Ragan) - Legislative Public Hearing
22. Voluntary Annexation A26-01 Innovate Ave - Legislative Public Hearing

NEW BUSINESS

23. e-Bike Safety Ordinance Changes
24. Womble Park Basketball Courts and Dugouts Design-Build Services Contract (2023 Parks Bond)

25. Fiscal Year 2026-2027 Strategic Plan

26. Fiscal Year 2025-2026 Nonprofit Grants

OTHER BUSINESS

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.gov 919-557-3900

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 5.

Recognitions
Title: 2026 Holly Springs Citizens Academy Graduation
Strategic Priority Area: Vibrant Community
Organizational Excellence
Staff Resource: Cassie Hack, Communications & Marketing

Action(s):
Perform graduation ceremony to recognize the 2026 Holly Springs Citizen Academy Participants

Explanation:

- The Holly Springs Citizens Academy helps community members gain a deeper understanding of their local government and the Town's services.
- The seven-week academy covers a wide range of topics, including public safety, growth management, transportation, and yard waste collection.
- In-person, hands-on, interactive sessions provide participants with an opportunity to gain firsthand knowledge of what it takes to serve the 50,000+ residents and businesses that call Holly Springs home.
- Participants were able to ask questions and get to know Town leaders and staff.
- The graduates include:
    - Alejandra Orjuela
    - Alissa Cane
    - Alyssa Garrick
    - Andrew Evans
    - Cathy Bennett
    - Chanel Wilkins
    - Christopher Ward
    - Daniel Cruz
    - Dave Tiberi
    - Edward Lilla
    - Fran Behr
    - Fred Stehle
    - Jennifer Mann
    - John Buzzell
    - John Petersen
    - Josh Diaz
    - Joy Rhan
    - Kathy Young
    - Larry Gaines
    - Linda Gardner Crandall
    - Tagwa Elmubarak
    - Tony Grant

- Toya Dones
- Trish Amoroso

Background:

- The third Holly Springs Citizens Academy kicked off on Feb. 26, 2026.
- 2026 Holly Springs Citizens Academy Sessions included:
  - Overview of Town Government & Managing Traffic
  - Shaping Holly Springs
  - Keeping the Town Running
  - Town Council: An Evening in the Life
  - The Parks & Recreation Experience
  - Public Safety
  - Money Matters & Community Connections

Funding Source(s):

N/A

Attachment(s):

None

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 6.

Recognitions
Title: Asian Pacific American Heritage Month
Strategic Priority Area: Vibrant Community
Staff Resource: Mayor Kondratick

Action(s):
Proclaim May as Asian/Pacific American Heritage Month

Explanation:

- Asian Americans can trace their roots to more than 20 countries in East and Southeast Asia, the Indian subcontinent, and the Pacific Islands.
- North Carolina has been home to these Americans since the mid-19th century.
- The efforts and contributions of Asian Americans and Pacific Islanders can be seen across many aspects of society, including education, business, and science, playing a pivotal role in North Carolina's rich history.
- The Asian American population in North Carolina grew over 60% between 2010 and 2025.

Background:

- In 1977 a joint resolution in Congress directed the President to issue a proclamation designating the week beginning May 4, 1979 as Asian/Pacific American Heritage Week.
- In 1992 the U.S. Congress passed a law permanently designating May of each year as Asican/Pacific American Heritgage Month.

Funding Source(s):
N/A

Attachment(s):
1. Asian Pacific Islander American Heritage Month

Proclamation

Office of the Mayor

WHEREAS, Asian Americans across the United States can trace their roots to more than 20 countries in East and Southeast Asia, the Indian subcontinent, and the Pacific Islands, each with unique histories, cultures and languages; and

WHEREAS, North Carolina has been home to members of the Asian American and Pacific Islander communities since the mid-19th century, when the first Chinese immigrants began to settle in the state; and

WHEREAS, the efforts and contributions of Asian Americans and Pacific Islanders can be seen across many aspects of society, including education, business, and science, playing a pivotal role in North Carolina's rich history; and

WHEREAS, the percentage of Holly Springs residents who claim Asia/Pacific Island ethnicity has increased from 9.4% in 2020 to 10.8% in 2025; and

WHEREAS, throughout history Asian American and Pacific Islanders have faced adversity and used their strength and persistence to become leaders and trailblazers, including North Carolinian George Masa, who was pivotal in mapping the Great Smoky Mountains National Park and the Appalachian Trail; and

WHEREAS, in 1977 a joint resolution was passed by the U.S. Congress directing the President to issue a proclamation designating the week beginning on May 4, 1979 as Asian/Pacific American Heritage Week; and

WHEREAS, in 1992 the U.S. Congress passed a law permanently designating May of each year as Asian/Pacific American Heritage Month;

NOW, THEREFORE, I, Mike Kondratick, Mayor of the Town of Holly Springs, North Carolina, do hereby proclaim enter date here as

Asian Pacific American Heritage Month

In Holly Springs and commend its observance to all residents.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the Town of Holly Springs, North Carolina to be affixed on this 21st day of April, 2026.

Michael D. Kondratick, Mayor

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 7.

Recognitions
Title: Jewish American Heritage Month
Strategic Priority Area: Vibrant Community
Staff Resource: Mayor Kondratick

Action(s):
Proclaim May as Jewish American Heritage Month

Explanation:

- Jewish people have been part of America since Joachim Ganz arrived with the Roanoke Colony in 1585, and part of the North Carolina Legislature since Jacob Henry was elected in 1808.
- Jewish North Carolinians have risen to the top of their professions in the arts, industry, politics, and sports.
- Confronting antisemitism is to defend a core American value of democracy.

Background:

- Jewish American Heritage Month started with a celebration week in 1980. This became Jewish American Heritage Week in 2006.
- The Weitzman National Museum of American Jewish History is instrumental in promoting the celebration of Jewish American Heritage Week.

Funding Source(s):
N/A

Attachment(s):
1. Jewish American Heritage Month 2026

Proclamation

Office of the Mayor

WHEREAS, Jews have shaped and been shaped by America since the dawn of our nation, with Joachim Ganz arriving as a member of the Roanoke colony in 1585 and a community of Spanish Jewish refugees from Brazil arriving in New Amsterdam (New York) in 1654; and

WHEREAS, prominent Jewish North Carolinians include Jacob Henry, the first Jewish member of the General Assembly; Moses Cone, textile tycoon in Greensboro; and movie director Cecil B. DeMille, a native of Washington, NC; and

WHEREAS, to confront antisemitism is to defend the core American value of democracy; and

WHEREAS, Jewish American Heritage Week has been celebrated since 1980; each May since 2006 Jewish American Heritage Month has been celebrated;

NOW, THEREFORE, I, Mike Kondratick, Mayor of the Town of Holly Springs, North Carolina, do hereby proclaim enter date here as

Jewish American Heritage Month

In Holly Springs and commend its observance to all residents.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the Town of Holly Springs, North Carolina to be affixed on this 21st day of April, 2026.

Michael D. Kondratick, Mayor

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 8.

Recognitions
Title: Apraxia Awareness Day Proclamation
Strategic Priority Area: Community Safety
Vibrant Community
Staff Resource: Mayor Kondratick

Action(s):
Proclaim May 14, 2026 as Apraxia Awareness Day in Holly Springs.

Explanation:

- Childhood Apraxia of Speech is an extremely challenging speech disorder in children.
- Without appropriate speech therapy intervention, children with apraxia are at high risk for secondary impacts in reading, writing, spelling and other school-related skills.
- Greater awareness among community members, physicians, education professionals, policy makers, and elected officials can improve the chances of children receiving early intervention.
- Holly Springs applauds the efforts of these children, their families, and those who provide them with the necessary therapy.
- Charmaine James will accept the proclamation.

Background:

- This year's Apraxia Awareness Day centers around creating personalizable connections and fostering community support.

Funding Source(s):
N/A

Attachment(s):
1. Apraxia Awareness Day 2026

Proclamation

Office of the Mayor

WHEREAS, May 14, 2026 marks Apraxia Awareness Day during which awareness will be raised throughout Holly Springs about Childhood Apraxia of Speech (CAS), an extremely challenging speech disorder in children; and

WHEREAS, CAS causes children to have significant difficulty learning to speak and is among the most severe speech deficits in children; and

WHEREAS, the act of learning to speak comes effortlessly to most children, those with apraxia endure an incredible and lengthy struggle; and

WHEREAS, most children with CAS will learn to communicate with their own voices only if they receive early intervention, appropriate, intensive, and frequent speech therapy; and

WHEREAS, without appropriate speech therapy intervention, children with CAS are placed at high risk for secondary impacts in reading, writing, spelling, and other school-related skills; and

WHEREAS, such primary and secondary impacts diminish future independence and employment opportunities if not resolved or improved; and

WHEREAS, it is imperative there be greater public awareness about CAS in Holly Springs among community members, physicians, education professionals, policy makers, and elected officials.

NOW, THEREFORE, I, Mike Kondratick, Mayor of the Town of Holly Springs, North Carolina, do hereby proclaim May 14, 2026

Apraxia Awareness Day

In Holly Springs and commend its observance to all residents.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the Town of Holly Springs, North Carolina to be affixed on this 21st day of April, 2026.

Michael D. Kondratick, Mayor

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 9.

Recognitions
Title: ALS Awareness Month
Strategic Priority Area: Vibrant Community
Staff Resource: Mayor Kondratick

Action(s):
Proclaim May as ALS Awareness Month

Explanation:

- Amyorophic lateral sclerosis, ALS, or Lou Gehrig's Disease, is a rare neurological disease affecting 1 in 10,000 Americans.
- Men are more likely than women to develop the disease and it is most often diagnosed between the ages of 40 and 70.
- While there is no cure, early detection can help improve the quality of life for those with the disease.

Background:

- The disease gained attention when baseball player Lou Gehrig developed ALS in 1939.
- Stephen Hawking lived with ALS for 55 years.
- In 1992, the U. S. Senate passed a resolution declaring May as ALS Awareness Month in the United States.

Funding Source(s):
N/A

Attachment(s):
1. ALS Awareness 2026

Proclamation

Office of the Mayor

WHEREAS, Amyotrophic lateral sclerosis (ALS) is a rare neurological disease that afflicts one in 10,000 Americans; and

WHEREAS, ALS affects men more often than women and is most likely to be detected in those aged 40 - 70; and

WHEREAS, Lou Gehrig developed ALS in 1939 bringing it to the public's attention and giving it the nickname "Lou Gehrig's Disease"; and

WHEREAS, there is no cure for ALS, but early detection can help in improving the quality of life for those with the disease; and

WHEREAS, Stephen Hawking lived with ALS for 55 years, showing that people with ALS can continue to live productive, fulfilling lives; and

WHEREAS, in May 1992 a resolution was passed by the U. S. Senate declaring May as ALS Awareness Month;

NOW, THEREFORE, I, Mike Kondratick, Mayor of the Town of Holly Springs, North Carolina, do hereby proclaim enter date here as

ALS Awareness Month

In Holly Springs and commend its observance to all residents.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the Town of Holly Springs, North Carolina to be affixed on this 21st day of April, 2026.

Michael D. Kondratick, Mayor

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 10.

Recognitions
Title: Mental Health Awareness Month Proclamation
Strategic Priority Area: Organizational Excellence
Staff Resource: Mayor Kondratick

Action(s):
Proclaim May as Mental Health Awareness Month in Holly Springs

Explanation:

- Mental Health Awareness Month was started in 1949 to reduce the stigma associated with mental health issues, and to encourage those who need help to seek it.
- The theme for Mental Health Awareness Month in 2026 is *Stigma grows in silence. Healing begins in community.*
- Dr. Kristen L. Valus will accept the proclamation.

Background:

- The National Alliance on Mental Illness (NAMI) estimates that 1 in 5 adults in the U.S. experience mental illness each year.
- NAMI estimates that 90% of people who die by suicide have experienced symptoms of a mental health condition.
- According to NC Health Workforce, NC has 1.4 practicing psychiatrists per 10,000 population, maldistributed across the state, which can limit access to mental health care for rural and underserved populations.

Funding Source(s):
N/A

Attachment(s):
1. Mental Health Awareness Month

Proclamation

Office of the Mayor

WHEREAS, mental health is essential to everyone's overall health and well-being; and

WHEREAS, the National Alliance on Mental Illness (NAMI) estimates that 1 in 5 adults in the U.S. have experienced mental illness; and

WHEREAS, according to NC Health Workforce, NC has 1.4 practicing psychiatrists per 10,0000 population; and

WHEREAS, this year's theme of *Stigma grows in silence. Healing begins in Community* emphasizes the need to talk about mental health; and

WHEREAS, with early and effective treatment, those individuals with mental illness can recover and lead full, productive lives; and

WHEREAS, each business, school, government agency, healthcare provider, and citizen shares the burden of mental illnesses and has a responsibility to promote mental wellness and support prevention efforts.

NOW, THEREFORE, I, Mike Kondratick, Mayor of the Town of Holly Springs, North Carolina, do hereby proclaim May as

Mental Health Awareness Month

In Holly Springs and commend its observance to all residents.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the Town of Holly Springs, North Carolina to be affixed on this 21st day of April, 2026.

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Michael D. Kondratick, Mayor

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 11.

Recognitions
Title: Holly Springs Wins "Leading the Way" Award from ETC Institute
Strategic Priority Area: Organizational Excellence
Staff Resource: Cassie Hack, Communications & Marketing

Action(s):
Receive the Leading the Way Award

Explanation:

- Staff will share that the Town of Holly Springs is being recognized for outstanding achievement in the delivery of services to residents.
- Holly Springs wins the "Leading the Way Award" from ETC Institute.
- Using community survey data, the Town of Holly Springs was found by ETC to rank in the top 10% of all local governments in the United States for performance in three core areas:
    - Satisfaction with the overall quality of services
    - Satisfaction with customer service provided by employees, and
    - Satisfaction with the value residents think they receive for local taxes and fees.

Background:

- Founded in 1982, ETC Institute's mission is to gather valuable data from residents and drive meaningful community engagement to foster vibrant and inclusive neighborhoods.
- ETC Institute has conducted three statistically valid citizen satisfaction surveys for the Town (2021, 2023, and 2025).
- ETC Institute has administered surveys in over 1,000 municipalities and counties across the United States.
- ETC Institute surveys are statistically valid and enable benchmarking of municipal services with others in the Southeast Region and across the United States.

Funding Source(s):
N/A

Attachment(s):
None

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 12.

Recognitions
Title: Holly Springs Wins State Awards For Excellence in Public Communications
Strategic Priority Area: Organizational Excellence
Staff Resource: Cassie Hack, Communications & Marketing

Action(s):
No action requested

Explanation:

- The Town of Holly Springs continues to set the bar high for communication to residents. The Town's Communications and Marketing Department took home the most first place awards of any City or County in the state at the annual North Carolina City & County Communicators (NC3C) Conference in April.
- Holly Springs won six first-place awards including excellence in the Town's Instagram platform, the best external newsletter, the best event for the Middle Creek Greenway Ribbon Cutting, and funny and engaging Public Service Announcements.
- The Town also received a second-place award and a third-place award, bringing the total to eight state awards.
- 266 submissions were received for award consideration and 115 awards were given out.

Background:

- The Town of Holly Springs was among numerous jurisdictions to earn recognition in the NC3C Excellence in Communications Awards.
- Award program entries were judged by professional communications peers from the Minnesota Association of Government Communicators (MAGC).

Funding Source(s):
N/A

Attachment(s):
None

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 13.

Requests & Communications
Title: Holly Springs Chamber of Commerce Annual Update
Strategic Priority Area: Growth Management & Economic Vitality
Organizational Excellence
Staff Resource: Irena Krstanovic, Director, Economic Development

Action(s):
Receive report.

Explanation:

- Tonya Palumbo, Executive Director of the Holly Springs Chamber of Commerce (Chamber), will share an annual update on the strategic direction and business community impact of the Chamber.

Background:

- The Holly Springs Chamber of Commerce is a 501c6 non-profit corporation.
- Membership levels for the Chamber include general membership levels and Chamber Champion Levels that range from Bronze level ($1,500) to Diamond level ($10,000).
- There are two (2) different ways the Town of Holly Springs partners with the Chamber. The Town is a Diamond Level ($10K) Member and the Town has an annual contract in place that covers five (5) different Governmental Support Programs for a total of $20k in the current fiscal year. The Town's current total annual financial contribution toward the Holly Springs Chamber of Commerce is $30,000.

$10K Diamond Level Membership

- Chamber Champion Level deliverables include prime logo placement across Chamber communication channels, additional brand recognition, awareness and community credibility, newsletter sponsorship opportunity, behind-the-scenes video promotion, and 10 tickets to the Annual Chamber Meeting and Awards, Supporters event in Q1 of 2026, 20 tickets to Partners Breakfast and Economic Forecast, 6 regular tickets to Women's Empowerment Conference, up to 6 tickets to Chamber Foundation fundraiser (when applicable), calendar invites to all events for mayor and council.

Governmental Support Programs & Amounts

- Deliverables include production, promotion, and coordination of five (5) community outreach events specific to civic engagement, community outreach, and the economic health of Holly Springs:
    - Candidate Forums – Town Council September 11, Mayoral September 18, 2025

- Winter Fest with Tree Trail – December 5-6, 2025
- Partners Breakfast – March 10, 2026
- Holly Springs Economic Forecast – May 19, 2026
- HollyFest Business Expo - October 25, 2025

Funding Source(s):
N/A

Attachment(s):
None

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 14.

Consent Agenda
Title: March 3, 2026 and March 17, 2026 Business Meetings, and March 10, 2026 Workshop Meeting Minutes
Strategic Priority Area: Organizational Excellence
Staff Resource: Linda McKinney, Town Clerk

Action(s):
Approve the minutes of the March 3, 2026 and March 17, 2026 Business Meetings and March 10, 2026 Workshop Meeting.

Explanation:

- Minutes in draft form are attached for the Council's review.
- If there are any corrections, please notify the Town Clerk 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. 3.3.26 minutes - DRAFT
2. 3.10.26 Workshop minutes - DRAFT
3. 3.17.26 minutes -DRAFT

MINUTES

The Holly Springs Town Council met in regular session on Tuesday, March 3, 2026. Mayor Kondratick presided, calling the meeting to order at 7 p.m. A quorum was established as the Mayor and five Council members were present in the Chamber as the meeting opened.

Council Members Present: Mayor Kondratick, Mayor Pro Tem Annie Drees, Council members Danielle Hewetson, Chris Deshazor, Sarah Larson, and Kara Foster.

Council Members Absent: none.

Staff Members Present in Chambers: Randy Harrington, *Town Manager*; Scott Chase and Daniel Weeks, *Assistant Town Managers;* John Schifano, *Town Attorney;* Linda McKinney, *Town Clerk* (recording the minutes); Kameron Womack, *IT;* Corey Petersohn and MaryBeth Spoehr, *Budget and Sustainability;* Cassie Hack, *Director*, *Communications and Marketing*; Tina Stroupe, *Finance Director;* Chris Hills, *Director of Development Services;* Cheryl Caines, *Development Services;* Kendra Parrish, *Executive Director of Utilities and Infrastructure;* Irena Krstanovic, *Director, Economic Development;* Paul Liquorie, *Police Chief;* LeRoy Smith, *Fire Chief.*

2. and 3. The Pledge of Allegiance was recited followed by an invocation by Bishop Jake Nelson of the Church of Jesus Christ of Latter-Day Saints.

4. Agenda Adjustment: The March 3, 2026, meeting agenda was adopted with changes, if any, as listed: none.

Motion: Drees
Second: Hewetson
Vote: Unanimous

Public Comment: At this time, an opportunity was provided for members of the audience who had registered to speak to address the Council, and the Clerk was asked for any written comments received prior to the meeting.

The following public comments were received in writing: none.
The following public comments were received in person:

AsheLee Bonham Gahagan, 108 Harmony Creek Place, said she was here to update Council on Arts Holly Springs. They received their 501c3 status, which will allow them to grow and partner with the Town. She gave an overview of their mission and announced Chalk of the Town. In May they will host the 2nd downtown Art Walk. Thanks to donations they are launching a jazz series at the Ashe Music Hall in June, July & September. She said there is an economic component to the organization, bringing people downtown and encouraging them to stay. She said arts help define the identity of a place and strengthen civic pride. She said she is grateful for the town's partnership and support.

Jessica Saylor, 109 Emory Bluffs Dr., said she was here as a resident of 12 Oaks. She said that along Woods Creek Rd she has noticed that there are a lot of cars that go faster than the posted speed limit and there are no crosswalks across that road. Many parents take kids on golf carts; kids need to

cross to get to the playground and the pool and it is a concern, especially with the construction trucks. She asked if there could be a study to put a crosswalk with a flashing beacon.

MPT Drees asked her which intersection, and she said Woods Creek Road and Oaks End Drive.

Recognitions

5. Girl Scout Week Proclamation

Mayor Kondratick proclaimed March 8 – 14th as Girl Scout Week in Holly Springs and presented the Proclamation to Anika Palekar of the Coastal Pines Council of Girl Scouts. Ms. Paleka spoke a few words about Girl Scouting in Wake County, and thanked Council and the Mayor for recognizing the Girl Scouts.

6. Holly Springs High School Cheer Team Proclamation

Mayor Kondratick recognized the Holly Springs High School Cheer Team for their many championships, most recently 2026 NCHSSA State Champions, and presented the proclamation to Coach Robin Rizzo.

REQUESTS AND COMMUNICATIONS

7. Police Department 2025 Annual Report

Police Chief Paul Liquorie said he was here to give the annual report highlighting department efforts and crime statistics from 2025 in comparison to recent crime trends. He said it covers Jan 1 to Dec 31, 2025. He gave examples of outreach and exceptional activities of the department this year. He showed property crime trends over the last five years, with all categories being lower than the previous year. He said violent crime rates are also down.

Chief Liquorie gave demographics of arrests by race and residency and said that 97.6% of arrests were without incident with only 2.4% requiring use of force. He gave the demographics of traffic stops and broke down enforcement actions by type, with 68% being only a verbal warning. This is consistent with previous years. He showed that vehicle collisions have trended down, but that collisions with injury have increased slightly. He discussed the new patrol zone development and the work of the financial crimes investigator. Fraud and Internet Crimes Against Children are the only crimes that increased, thus the hiring of the financial crimes investigator.

Chief Liquorie said the key takeaways are that the already low crime rate in Holly Springs dropped 14% over the last year compared to the five-year average. The Department is adapting to the changing needs of the community and enforcement remains statistically consistent. Finally, he said that community engagement remains a top priority for the department.

MPT Drees asked if for traffic stops they track whether the people stopped are residents. Kassie Langdon, Crime Analyst, said they do not unless they issue a citation.

Council member Deshazor asked if there were other cyber crimes and whether there was a rise in that. Chief Liquorie said crimes of fraud are almost all over the internet. The senior citizens are the most vulnerable, but the Police are working on warnings on bit coin vending machines and other educational activities. They have recovered over $120,000 to return to victims and they are focusing on that and are working with victims. They are trying to increase the tools to follow bit coin transactions. The other increase is internet crimes against children, including child pornography and solicitation. There is an officer who is working on this. He talked about sexploitation and that this is a nation-wide trend that they are adapting to better address these issues to support the community. Council member Deshazor said he would like to see a partnership with Parks & Recreation to educate the senior community to warn them of scams. Chief Liquorie said they have met with Senior groups and done a Senior Safety Talk.

Council member Hewetson asked if there was a way to have training for parents of minors to educate them on how to protect their children on the internet. Ms. Langdon said we are developing that further. We have an internal training first with officers, then we will have a public one. We also

have resources if someone wants us to go to a community group to do education, we have officers who are trained for that. Council member Foster asked if that was something parents could bring their kids to with them, to educate kids as well as the parents.

Council member Larson asked how often the evidence room was audited. Chief Liquorie said standards require at least twice a year, but we do it more often. We have outside auditors and inside auditors who monitor that. Council member Larson asked if it was included in these reports. Chief Liquorie said it is not in this report, but is part of the department's CALEA standards.

Mayor Kondratick asked if it was typical for about 60% of arrests to be people who live outside of Holly Springs. Chief Liquorie said that statistic has been stable over the last five years. Having the bypass and 540, people come through, and DUIs and outstanding warrants mean that we may be arresting people who do not live in Holly Springs.

Council member Deshazor thanked Chief for the data, but said there are things not in the report. Like the response of the department to loud car complaints. He said that those things are appreciated and keep Holly Springs a great place to live. Chief Liquorie said we are always aiming to be responsive to the community, and to be purposeful in our policing.

Consent Agenda

The Council passed a motion to approve all items on the Consent Agenda. The motion carried following a motion by Mayor Pro Tem Drees, a second by Council member Deshazor and a unanimous vote. The following actions were affected:

8. Town Acceptance of Innovate Avenue from NC Department of Transportation – The Council adopted Resolution 26-10 to approve acceptance of Innovate Avenue for maintenance.

A copy of Resolution 26-10 is attached to these minutes.

NEW BUSINESS

9. 2026 Local, State, and Federal Legislative Agenda

Council member Deshazor said that today is Primary Election Day, and while our priorities will stay the same, depending on the outcome of the election, the approach could change. He outlined priorities below.

Wake County Public School System

- Increased joint planning and data sharing on Town growth and future school sitings/ expansions
- Partnerships to enhance pedestrian safety at adjacent school intersections and crosswalks

Wake County

- Partnership opportunities for addressing housing affordability
- Future County Library Bond investment in Holly Springs

State

- Funding to advance a regional wastewater treatment expansion partnership
- Funding for a new, elevated water storage tank
- Inclusion of a new NC Dept. of Transportation interchange on U.S. 1 in the State Transportation Improvement Program

Federal

- Funding to advance a regional wastewater treatment expansion partnership
- New heavy rescue fire truck to serve vehicular crash responses, particularly along highways U.S. 1 and I-540

Action: Motion to approve Town Council's 2026 legislative priorities.

Motion: Drees
Second: Larson
Vote: unanimous

OTHER BUSINESS

Council member Foster said she loved seeing the Girl Scouts and Cheerleaders during Women's History Month.

Council member Hewetson said there are amazing ways for kids to try out different sports with Parks & Recreation, and she wanted to thank all the volunteer coaches. She said they go above and beyond, and do a great job with our kids. She said that Purdue won the baseball game at NMAC, and she loved having Division 1 Baseball here in Holly Springs. Coming up at North Main Athletic Complex is the Vertical Horizon concert on May 9th. She would love to know where to access the Arts Council schedule so that people can attend.

Mayor Kondratick said Creek Week is coming up March 14-21, so please go on the website and learn more about how you can help. Second, he gave a big thank you to the Holly Springs High School Robotics Team who invited him to their last build session before their competition tomorrow night. He wished them luck at the competition.

MPT Drees thanked Scott Chase and Chris Hills for filling in while Randy was out of town in answering her questions. She said they received an email about graffiti on the Alston Ridge Greenway. She asked if staff could check in with Fuquay-Varina to make sure it is addressed. Randy Harrington, Town Manager, said he had a late afternoon call with the Fuquay-Varina manager and will stay in touch to monitor the situation. MPT Drees said that last summer she brought up the option to round up on your utility bills to support people having trouble paying their bills. She wants to see if Council concurs to have staff to look into that for feasibility. Mr. Harrington asked for clarification on getting a report first and then checking back. Consensus was for staff to bring a report back to Council on the matter.

Council member Deshazor said March is Women's History Month and he is excited that our engineering and stormwater teams are led by strong women. Second, Black Expressions by Parks & Recreation was excellent and he's heard people asking for more like this. He said that reading at the school yesterday was a blast. He had 4th graders and that energized him - the kids and teachers. He asked staff to look into having early voting for municipal elections in Holly Springs. One of our biggest issues is traffic and if people have the chance to vote locally it's a great thing. He wondered if the Hopper could be free on election day if you are going to the polls.

Council member Larson wished everyone happy Women's History month and said that International Women's Day is March 8th. She said that Parks & Recreation has a big month ahead with Creek Week, litter clean up, and the concert at NMAC. She said there is a volunteer page on the website where people can find volunteer opportunities. She said she read to fourth graders too, and they wanted to know what her favorite book was when she was their age. She thanked everyone for voting and said her fact is that today is National Anthem Day. In 1931 President Hoover signed a congressional act affirming its place in American Life. She wanted to mention that, with our military in the "rockets' red glare" right now.

MANAGER'S REPORT

Randy Harrington, Town Manager, said he had a few items before the Land Use update. He said it's been great hosting Purdue and the attendance was fantastic through the weekend. He thanked the Mayor for throwing out the first pitch. Next week is the Chamber Partners Breakfast. For Creek Week at NMAC, space is limited so if you are interested register on the Town's website. Bags and gloves will be provided. On March 17th we will open the Avent Ferry Rd. pedestrian project with a First Walk. This is an important connection from downtown to the hospital. On March 21st Arbor Day will be celebrated with a tree planting at the Cultural Center.

He invited Cheryl Caines up to preview some potential land use cases that are working through the process. These are preliminary but if there is feedback, this is a good time to share it.

10. Preview of Upcoming Development Services Land Use Cases

Cheryl Caines, Development Services, said she was here to present the quarterly update to Council on upcoming Land Use cases. She discussed the following new applications:

- 303 Blalock – NCR - Conditional Zoning District (neighborhood center residential)
  MPT Drees said she is concerned with parking. Blalock is pretty narrow. She asked staff to make sure there is sufficient space to park off the street. Third St. & Blalock has a big puddle at the corner. She is concerned about adding traffic to that street. Council member Larson asked if sidewalks would be included. Ms. Caines said yes, they would be doing frontage improvements and would connect to the sidewalk on Holly Springs Rd. Council member Larson asked about what was said at the neighborhood meeting. Ms. Caines said concerns were about the structure fitting in and staff has been working with the developer on that. Council member Deshazor said we want density, but he questions putting it there. He agrees about the parking. Council member Foster said it was hard to imagine how it would fit in that area. Council member Hewetson said as long as their cars aren't on the road, this is very walkable to downtown. It is a prime spot for more density. Mayor Kondratick asked if the cost of the units had come up and Ms. Caines said no.

- The Nest – DMX – Conditional Zoning District
  Council member Hewetson asked how it was mixed-use with all residential. Ms. Caines said downtown zoning is mixed-use which allows for commercial elements, but as you are moving away from the center, these areas could be more residential. Council member Foster said it would be a good opportunity to have commercial on the first floor. MPT Drees asked if the driveways were off Main or Elm. Ms. Caines said there would be an alley with access off Elm. Mayor Kondratick asked if there would be sidewalks on both Main and Elm. Ms. Caines said there would be. They have to provide additional parking so staff is looking into them providing on street parking on Main St. as part of that. MPT Drees asked if that would be public parking. Ms. Caines said it would be. Council member Deshazor said he was nervous about adding street parking downtown. He is concerned about safety. Council member Larson said that far south on Main, because there's no gateway to signify that you are entering downtown, she thinks it might be dangerous. MPT Drees said we have to provide some kind of parking for guests of the residents.

- The Grove – Neighborhood Center Residential - Conditional Zoning District
  MPT Drees said this is near the area where there were speeding issues, so she is concerned about traffic problems. Council member Hewetson said this is another larger subdivisions with a small frontage. She asked if there was there a consideration of more of an impact road improvement plan. Ms. Caines said they have submitted their traffic study which is under review at this time. Catherine Jacobs, Development Services, said this project is only in 2nd review but they have been talking about road improvements. They are discussing a signal at

Brayden Park and turn lanes. Council member Foster asked if they were looking at easy ways for these residents to connect to the shopping on that side of town. Ms. Jacobs said with the adoption of the CTP, on a lot of the cross sections you see wider side paths that allow bikes to ride on them and get off the road. Piney Grove Wilbon has a sidepath designated so we can talk to them about that. Ms. Caines said it is being completed by another project to the north, and we are talking about making the connection. Mayor Kondratick asked what the overall density was. Ms. Caines said 2.229 units per acre. Mayor Kondratick asked if there was access to the north to Ralph Stephens Rd. Ms. Caines said it is behind the Exchange Apartments. Council member Larson asked if Wildwood Farm was concerned with how close this development would be to their pool. Ms. Caines said in addition to neighborhood meetings, HOAs have reached out to staff. Because it can become confusing as to whose pool is whose they are looking at signage or different ways to address that. Council member Deshazor asked about amenities, because there is no playground, pickleball court, pool, anything. He would like to see amenities in a neighborhood this size. This is close to where Wegmans will be and he thinks they need to be above and beyond on traffic to make sure they are taking care. Otherwise it will just add to the traffic. If they have a pool and a clubhouse, people can stay in their neighborhood and not create traffic. MPT Drees said she is concerned about the connection to Asher Exchange Dr. to make sure cars aren't racing through to get to the other neighborhood. Mayor Kondratick said this is the busiest part of Piney Grove Wilbon Rd., so we could be making a difficult situation worse.

Ms. Caines then gave updates on the following projects with upcoming public hearings:

- Sunset Lake Commons Apartments (legacy process)
- Daventry
- New School Montessori
- 2420 Avent Ferry Road

She said that 1100 Piney Grove Wilbon Rd. and 4917 Friendship Road are waiting for revisions.

Ms. Caines said the Main Street Visioning process which was initially discussed at the December 9, 2025 Town Council Workshop has had the preliminary analysis completed. She said the next step is the Visioning Walk on Tuesday, April 21st at 6pm, to talk about placement of parking or pedestrian enhancements. Council will meet in front of Town Hall.

CLOSED SESSION: none.

Adjournment: Council member cd made a motion to adjourn at 8:29 pm. It was seconded by Council member Larson and passed with a unanimous vote.

Respectfully submitted on Tuesday, April 21, 2026.

Linda C. McKinney

Linda C. McKinney, Town Clerk

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

MINUTES

The Holly Springs Town Council met in a workshop session on Tuesday, March 10, 2026 at the Law Enforcement Center and via livestreaming. Mayor Kondratick presided, calling the meeting to order at 6:00 p.m. A quorum was established as the Mayor and five Council members were present in the room as the meeting opened.

Council Members Present in the room: Mayor Mike Kondratick, Mayor Pro Tem Annie Drees, Council members Daniel Hewetson, Chris Deshazor, Sarah Larson, and Kara Foster.

Council Members Absent: none.

Staff Members Present in the room: Randy Harrington, Town Manager; Linda McKinney, Town Clerk (recording the minutes); Daniel Weeks, Assistant Town Manager; Scott Chase, Assistant Town Manager; John Schifano, Town Attorney; Jesse Dixon, IT; Cassie Hack, Director, Communications and Marketing; Corey Petersohn, Director of Budget, Innovation, and Strategy; MaryBeth Spohr, Budget, Innovation, and Strategy; Tina Stroupe, Director, Finance; Elizabeth Goodson and Sean Ryan, Development Services; LeeAnn Plumer, Director, Parks and Recreation; Kristen Denton, Parks and Recreation; Kendra Parrish, Executive Director of Utilities and Infrastructure; Rachel Ingham and Carrie Mitchell, Utilities & Infrastructure; Sabrina McDonald, Director of Human Resources.

Mayor Kondratick called the meeting to order at 6:00 p.m.

1. Overview: Randy Harrington, Town Manager, gave an overview of the meeting agenda.

2. Retreat Follow-Up

a. Strategic Plan Updates

Corey Petersohn, Office of Budget, Innovation and Strategy, said that he was submitting suggested updates to the Strategic Plan in order to get feedback and guidance from Council. He outlined the continuum of Mayor and Council to staff involvement in the Strategic Plan with elected officials setting the vision and staff delivering the services, and the cooperative nature of the steps in between. Mr. Petersohn outlined some successful initiatives and emphasized that these are removed, not because we are not doing them anymore, but because they have become part of our standard practice. He discussed how the Community Survey is used in setting the Strategic Plan along with input from Mayor and Council and staff. He said per the survey, two areas the community wants to see emphasized are management of traffic and management and planning of growth and development.

Mr. Petersohn said the Strategic Plan starts with the vision statement and then goes to the four strategic priority areas: Community Safety; Growth Management & Economic Vitality; Organizational Excellence; and Vibrant Community. Starting with Growth Management & Economic Vitality he suggested that two initiatives could be replaced with one, creating a Housing Affordability Action Plan. He said Goal 5 and Initiatives 5.2 and 5.7 could be tweaked to more accurately reflect the work going on with our neighbors regarding regional and local multi-modal

transportation investments. Moving to Community Safety, Mr. Petersohn outlined a new initiative for design and construction of Fire Station 5. Another new initiative under Growth Management & Economic Vitality is to assess and determine future options for wastewater treatment capacity beyond 8 million gallons per day. Under Vibrant Community, a new initiative is to assess new cultural and recreational program offerings to coincide with the opening of Eagles Landing Park.

Mr. Petersohn asked for Council's feedback.

Council member Deshazor said he would like the initiative on Fire Station 5 to be broader, to prepare for Fire Station 6 and beyond in addition to 5. Fire Station 4 is short-term and Fire Stations 5, 6, and beyond are longer term. Mr. Petersohn said whenever we work at the initiative level we try to keep them at the 1-5 year timeframe, but it is Council's Strategic Plan and we can do what Council consensus is. Council member Hewetson said that since we update the Strategic Plan every year, we should wait to add Fire Station 6 and beyond until Fire Station 4 or 5 is built. Council member Deshazor said we need to find the land, which is the most difficult part. If it's in our minds, as we see appropriate land we can move. Council member Hewetson suggested changing the language to "identify potential location for Fire Station 6" Council member Deshazor said he could agree with that. Randy Harrington, Town Manager, said the window for the Strategic Plan is a 5-year window, but we do have other internal documents looking beyond 5 years, so as opportunities present themselves we try to be mindful of those so we can secure our future. There is that piece even if it is not articulated in the Strategic Plan.

MPT Drees said she thinks the wording for Initiative 5.2 is confusing. The intention is to seek out opportunities to engage with adjacent municipalities on multi-modal transportation. We're looking to connect Holly Springs to our neighbors, right? Mr. Petersohn said when we have opportunities. We do not live in a vacuum and are interested in engaging with a connected multi-modal approach on projects on the municipal edge. Mr. Harrington suggested changing the wording to "engagement with our neighbors." MPT Drees asked if we could add an initiative under Organizational Excellence, Goal #3. This Council wants more interaction with the community with more opportunities for feedback. She asked if we could add an initiative to capture that. Consensus was to add an initiative. Mr. Harrington asked for key words or phrases they wanted included in such an initiative. Council discussed various wording options, and Mr. Petersohn suggested Council clarify what success looks like to assist in wording the initiative. Council said there is a question on the Community Survey about community engagement and success would be if those numbers show improvement. Staff will work on the wording and bring it back to Council for consideration.

Mayor Kondratick said he had a question on Initiative 4.1. We have already achieved our tax ratio of 70/30, is it time to try for 60/40? Mr. Petersohn said there is no right answer to what the perfect tax split is; it depends on what you want your community to be like. At the time we chose the 70/30 goal there was a desire to go after commercial development to diversify our tax base to make services cheaper for everyone. If that is the Council's desire that is one thing, but there is no textbook that gives a perfect split. Mr. Harrington said that right now a portion of the Economic Development first Phases are affecting our tax base, and there are Phase 2's to come. So once those are built out we may be closer to the 60/40 split, but there is no magic number. Mr. Petersohn said we have a healthy residential tax base, so to get to the 70/30 split shows strong growth on both ends. We might get to 60/40, but it also depends on macro economic issues whether we get there. Council member Hewetson asked if there was any other type of event, besides home values dropping drastically, that would disrupt this balance or do you anticipate that if we continue to grow in the way we are will that balance stay the same. Mr. Petersohn said you won't land a whale of a company every year, so it depends on economic development, but as one rises, the other naturally seems to rise. It is important to know what your outcome goal is. Council member Foster asked if we have any metrics tracking how many small businesses we want to attract. Mr.

Petersohn said that is not in the Strategic Plan, but there are other metrics, particularly in Development Services. Tax base level is a higher-level goal.

Council member Deshazor said he would like something about seniors added into the new initiative on cultural and recreational programs under Vibrant Community. LeeAnn Plumer, Director of Parks and Recreation said it is within this initiative, but it isn't called out. It is difficult to target one group because we have a lot of demographics that are growing in Holly Springs, and we are continuing to look at other groups that need to be included. Council member Larson suggested adding "multi-generational" to the initiative. Council member Deshazor said he worries that the seniors are still not getting enough attention. He wants to be sure we are calling it out. Council member Larson said in some of the presentations on Eagles Landing Park Seniors are always in the forefront and it has been one of the leads in making it multi-generational, so she feels they are included. MPT Drees said that last year we had a concentrated effort with Seniors and we are seeing a lot of progress, but she isn't sure they have the "what's next" piece in place.

Mr. Petersohn said that next steps include discussion at the April workshop, if needed, with anticipated adoption of the Strategic Plan at the April 21st Town Council Business Meeting. The Strategic Plan, as adopted, would then inform the Manager's recommended budget, which will be presented on May 12th.

b. FY27 Budget

Mr. Petersohn said this next item was to provide updates on revenue forecasts and preliminary budget considerations for Fiscal Year 2026-27. He showed the different funds in the current year's budget and said we would be talking tonight about the General Fund, which is the largest segment of the budget. General Fund revenues come from property tax (46%) sales tax (23%) and other revenues (31%). He discussed the economic issues responsible for the slowing growth. He said that in Holly Springs over the last ten years property tax valuation has increased about 8% per year, with spikes in revaluation years. At the retreat this expected increase was what was discussed. However, the County provided data that indicates the growth will be closer to 4% this year. This is a county-wide issue, and he showed statistics for the other 11 municipalities in the County compared to Holly Springs' statistics. He discussed the market forces driving this change and said that the budget impact to Holly Springs of this is that there is about $1.7 million lower than expected revenue growth.

Mr. Petersohn outlined what the revenue growth is expected to be from the various revenue sources, and said that there would be approximately $3.7 million in revenue growth for FY27. Budget considerations that could use those revenue increases include salary and benefit changes, the merit and pay plan, health insurance premium increases, the mandatory employer retirement contribution, operating expenses for the Operations Campus, and general increase in utilities, contracts, etc. This does not include additional considerations that have been discussed such as positions needed in anticipation of Eagles Landing Park opening, facilities maintenance positions and projects, internal service and business management and project management positions, and growth-related service demands and inflationary increases.

Mr. Petersohn said that one success from this budget year is the Holly Springs Hopper. Service was launched on January 5th for Monday – Friday 7 am to 8 pm. He shared demographics of the ridership and compared them to Town demographics. He showed the date and time trends for ridership, with an explanation that the last hour may be low because it would only be return trips as people going out at that hour could not book a return ride. He showed a heatmap that showed the popular destinations as Walmart, downtown, the Hunt Center, and other shopping centers.

Mr. Petersohn said that CAMPO has funded 50% of costs in FY26, but for FY27 they will cover 65% of costs, with the program capped at $576,300. Staff expects a 3% cost increase, which

would make the town match $164,748, which leaves a savings of $63,752. With this in mind, the town can add up to $105,590 worth of additional service at a cost to the town of only $36,957. Any costs over the $105,590 would be 100% town funded. He offered options of increasing services during the weekdays by extending hours, or by adding weekend options and gave the costs for each of these options. He said Council has the option of using the $63,752 savings for other General Fund purposes, or applying it to expanded Microtransit offerings.

Mayor Kondratick asked if we collect verbatim feedback from riders or is it all star ratings. Sean Ryan, Development Services, said that riders can leave comments, but the vendor gets them. We have the ability to add a survey to the app and we are having a 90-day check-in with the vendor and can get that information from them. Mr. Petersohn said this is early data, but we wanted to bring it into the budget discussion. Mr. Harrington said that as he looks at this, one of the considerations if Council wants to expand service, would be to add one additional weekday hour and 6 hours on the weekend and see how that tests out. Council member Hewetson said that was what she was thinking of too. Adding the hour gets you home from dinner and on the weekend, 6 hours may not be enough but it is a place to start to get a good idea. Council member Foster said adding an hour in the evening would be a help for our restaurants because downtown parking is an issue. She also likes the 6 hours on Saturday to get people to the Farmers Market. Council member Deshazor said that ridership is slower on a Monday morning. He asked if we could stagger the vans, running one van in the first hour of the morning, and the other two later in the day. Council member Hewetson suggested keeping the hours the same on Monday, but extend Tuesday - Friday to 10 instead of nine. Council member Foster said, with so many seniors using it, it would be challenging for them to have a changing time on different days of the week. Mr. Harrington said we could test how many vans are running on the ends where we don't have the ridership to see if that gives us some flexibility. We should test on whether the consistency is important. Council member Larson said she would like to see how many vans are used at one time, but she gathers that, with the grant, it makes financial sense to expand the service. Mr. Petersohn said that with the grant we pay 25 cents to the dollar. Sean Ryan said we have had preliminary conversations on moving vehicle hours but are still trying to work it out. In principle, moving a vehicle to a different hour is something the vendor is willing to do but they want to wait the 90 days in order to understand where those riders are coming from and what that looks like. If the rides are scattered, we may not be able to reduce the number of vans. We are also moving the vehicles from downtown to Fire Station 3 to charge, which could make it take a little longer to get to the other side of town. Council member Deshazor said he doesn't want to change the available times, just change the vans assigned for flexibility. MPT Drees said she likes the survey idea, ask people who are already using it and wait for the 90 days before making changes. Mr. Harrington said we will test some things with the vendor and come back to the April workshop with ideas on which expansion Council wants to do.

Mr. Petersohn explained how General Fund Unassigned Fund Balance works as the Town's savings account for cash flow purposes, emergency funding source and one-time expenses. He said "unassigned fund balance" is funds that are not restricted to a specific use. He said Town Policy is to maintain unassigned fund balance at 20-25% of operating expenses. The current fund balance is at 37.92% of operating expenses, which is $7.9 million above the 25% policy range and $11 million above the 20% policy range. It is financially healthy to have a larger unassigned fund balance. Especially for ratings from ratings agencies. That is good background as we go into some capital projects.

Mr. Petersohn discussed the Wake County Joint Use Agreement for the Cultural Center and the projected Town portion of the upcoming lobby renovation, roof replacement, and mechanical systems maintenance. He said the projected Town portion would be $2,294,637, spread over a five year period starting in FY27. He explained the hospitality tax levied by Wake County, which can only

be used to support the arts, culture, sports, or convention facilities. The Town was awarded $1.789 million from this, which requires a 50% match. He outlined various projects at North Main Athletic Complex (NMAC) that these funds could be used for and the estimated costs of each project. He said we are waiting for feedback from the County on which elements included in the application the money would be tied to. Mr. Petersohn outlined major facilities which would have maintenance needed in the near future due to their age.

Council member Hewetson asked if the recommendation on the NMAC would be decreasing our fund balance in favor of the projects. Mr. Petersohn said that would be the source of the town match portion. Council member Hewetson asked if the decrease in our general fund growth was a consideration as well. Mr. Harrington said by best practice you do not appropriate fund balance for ongoing expenses. Small capital projects are a good use of those funds. The upcoming budget will be higher than the current budget, which will require more fund balance retention, but revenues will be some higher which will leave us with more fund balance. It is all connected. Mr. Petersohn said as this fiscal year closes we will add more funds to the fund balance, so you will see positive growth. But even when we budget to use Fund Balance, it still goes up if we beat revenues and don't use all our expenses. There is flexibility there. We are lining it up so that we are keeping the healthy percentage. Mr. Harrington said we will probably look at $3-5 million of fund balance, but we need more time to work out the details. MPT Drees asked how much we need to fund the Intelligent Transportation System (ITS). Mr. Harrington said that is on his radar; one of the things he is looking at is getting the technology in place this year, but there is also a personnel component, which would be a year following. Mayor Kondratick asked how many employees we would need for ITS. Mr. Harrington said probably one or two. We don't know enough yet to be sure. MPT Drees asked about major facilities maintenance, from the asset management work that was done. Mr. Petersohn said this proposal is aligned with that. We are looking at what investments we could knock off from that list.

Mr. Petersohn said that next steps will include the presentation of the Town Manager's recommended budget on May 12th, the budget public hearing on May 19th, the budget workshop on May 21st, and anticipated budget adoption on June 2nd.

3. Eagles Landing Park Operational Framework

LeeAnn Plumer, Parks and Recreation, said that this item was to provide an update on construction of Eagles Landing Park and confirm the aligned vision on a potential operational model based on the Council Approved Parks and Recreation Cost Recovery Policy, and to seek feedback on the vision and operational model. She gave an overview of the site and the amenities that would be included and showed conceptual images of the building. She said that offsite utilities, site grading, paving, and the greenway have been constructed. And the steel framework and conduit for the building have been constructed. She showed photos of the construction so far.

Ms. Plumer said that upcoming milestones include the upcoming topping off ceremony for the Recreation Center building planned for April 6, 2026, the maintenance barn renovation in the late spring of this year, with the shelter and restroom construction set for summer of 2026. The Park completion target is mid-summer of 2027 with the recreation center substantially completed by late fall of 2027. Council member Deshazor asked how she was feeling about the timeline. Ms. Plumer said we are on schedule. There are things that could throw it off, but she is staying positive. She talked about the vision and programming planned for the park. She talked about the multi-generational outlook for the park and how it serves as a place to build community.

Ms. Plumer said she wanted to engage Council on what success looks like from the data, a healthy & engaged community. She said staff is customer-focused and responsive and wants to

focus on a good use of resources. The park should be a reflection of our strong culture and a source of community pride. Data is important, but quality of life issues are harder to measure.

Ms. Plumer outlined the park operations, including amenities (outside of the building) and the athletics that would be possible. She outlined the services in the Recreation Center, including rentals, special interest programs, a café, and camps and said that marketing would be needed to let the community know about these options, including outreach, event collaboration and sponsorships/partnerships.

Ms. Plumer said the recreation center will be open seven days of the week, approximately 93 hours per week. Estimated use would be about 1,250 people per day, with upwards of 3,000 people on event days. Park visitation is expected to be 500 to 4,000 visitors per day, depending on weather and the season. Full time staff needs include recreation center staff, park maintenance, public works facilities maintenance, athletics program specialist and a marketing specialist.

Council discussed the balance of tournaments versus Parks and Recreation needs and the staffing needs, and timing of those positions over three fiscal years, building up to the opening of the park. Ms. Plumer said the estimated expense for programing and staff in the first year would be $300,000 for the athletics division, $106,500 for the administration division, $326,850 for park maintenance, and $1,773,800 for operation expenses for a total of $2,507,350 in the first year, not including insurance, utilities, and public works.

Ms. Plumer said that in 2022 Council approved the Parks and Recreation Fees and Charges / Cost Recovery Policy as a framework to setting fees based on community benefit. The philosophy for this policy is that services with a higher community benefit would have a lower cost recovery, and those with a more individual benefit would have a higher cost recovery. She gave examples of the three levels of cost recovery as defined in this policy and the percentage of cost recovery for each. She said that in planning for this level of cost recovery for Eagles Landing Park staff did a benchmark review that included eight other municipal agencies or counties, five private facilities and a nonprofit facility. She discussed the various things that they looked at from usage, fees & charges, operating hours, and other information. She said that the goal of being affordable, but keeping to the cost recovery policy as well as the experience of our peers led to the recommendations.

Ms. Plumer said that the outdoor amenities and activities at Eagles Landing would be free and not require a membership. These include the skate park, greenway, shelters, outdoor playground, and splash pad. She outlined the current membership model at the Hunt Center, which results in a cost recovery of around 45%. She said using this model for Eagles Landing would result in 50% - 72% cost recovery. There are physical differences which make the passes for Eagles Landing necessary for the indoor playground and the track. Bundled passes, which would include both the Hunt Center and Eagles Landing would lower the cost recovery to 48%-60%, but staff does not know how many residents would want to buy a bundled pass. She said other revenue could come from room rentals, tournament rentals, programs, new athletic leagues, café rental, personal training, etc., and also included the possibility of sponsorships and naming rights.

Council discussed whether there was a way to make just the walking track free. Ms. Plumer explained that the track is more complex than the one at the Hunt Center and connects to the fitness center, making control of the building a difficulty. Council member Larson said that this was discussed during design, but it was not financially feasible to construct the track as a stand-alone amenity. Council discussed the costs of the various passes and whether the “per visit” cost should be the same on a bundled pass as on a single facility pass.

Ms. Plumer gave some options of amenities that could be opportunities for naming rights or sponsorships, for some additional revenue. She showed examples of these from other locations, and said the benefits are that this is non-tax revenue, it supports economic vitality with local businesses, offers enhanced marketing and promotion opportunities, and gives businesses to share in community identity and pride. She said not everything would be involved, but there are some parts that could be opportunities: the recreation center building; the indoor play area; the eSports lounge; or the shelters.

Ms. Plumer asked Council if there was alignment on this vision and what success looks like for Eagles Landing Park. She asked if there was consensus on the operational framework for achieving the cost recovery targets. She sought Council's feedback on seeking strategic sponsorships or naming rights for certain elements of Eagles Landing Park.

Council agreed with the proposed framework and said they need to communicate it to the community early, perhaps using the Parks and Recreation Advisory Committee to help, staying at the 60% cost recovery model and pursuing some sponsorship and naming rights opportunities. Concerns were raised about strict rules for size and type of signs on the fields, and on making sure the Hopper could get anyone in town to the park.

5. Open Discussion:

Council member Larson said with strategic plan and community engagement, she would like to find time to work with staff to define what we want to see in engagement. Consensus was yes. She said today is national Mario Day – MAR10.

Council member Foster said we talked about the transportation plan. To make it not so piecemeal, she asked if Council could have a conversation on a policy about what bike transportation would look like. Consensus was yes.

6. Closed Session: none.

7. Adjournment:

Motion to adjourn was made by Council member Deshazor seconded by Council member Hewetson and passed with a unanimous vote. The March 10, 2026 workshop meeting of the Holly Springs Town Council was adjourned at 8:26 pm.

Respectfully submitted on Tuesday, April 21, 2026.

Linda C. McKinney

Linda McKinney
Town Clerk

MINUTES

The Holly Springs Town Council met in regular session on Tuesday, March 17, 2026. Mayor Kondratick presided, calling the meeting to order at 7 p.m. A quorum was established as the Mayor and five Council members were present in the Chamber as the meeting opened.

Council Members Present: Mayor Kondratick, Mayor Pro Tem Annie Drees, Council members Danielle Hewetson, Chris Deshazor, Sarah Larson, and Kara Foster.

Council Members Absent: none.

Staff Members Present in Chambers: Randy Harrington, *Town Manager;* Scott Chase and Daniel Weeks, *Assistant Town Managers;* John Schifano, *Town Attorney;* Linda McKinney, *Town Clerk* (recording the minutes); Kameron Womack, *IT;* Corey Petersohn and MaryBeth Spoehr, *Budget and Sustainability;* Cassie Hack, *Director*, *Communications and Marketing*; Tina Stroupe, *Finance Director;* Chris Hills, *Director of Development Services;* Elizabeth Goodson, Brett Gosney, Sarah Sularz, and Elliot Blonshine, *Development Services;* Irena Krstanovic, *Director, Economic Development;* Anna Murphy, *Economic Development;* LeRoy Smith, *Fire Chief*;.

2. and 3. The Pledge of Allegiance was recited followed by an invocation by Mark Campbell of Oasis Church.

4. Agenda Adjustment: The March 17, 2026, meeting agenda was adopted with changes, if any, as listed:

Motion: Drees
Second: Hewetson
Vote: Unanimous

Public Comment: At this time, an opportunity was provided for members of the audience who had registered to speak to address the Council, and the Clerk was asked for any written comments received prior to the meeting.

The following public comments were received in person:

Joe Prater, 4020 Lassiter Rd., said he participated in the rezoning on Sunset Lake Rd. and is concerned about traffic and parking. He said the street is failing and adding traffic will make it worse. He said adding the bank would make it more difficult. He said the fee-in-lieu must be used on traffic calming measures that affect their neighborhood. He also asked for the street to have curb and gutter and sidewalks for safety. He said he understands that they must cooperate with NCDOT but asked them to make an effort. Or to take ownership of the street to have control over it. He said he was not opposed to progress, but the safety and character of the neighborhood must be preserved and if this is approved they must install traffic calming measures.

Ali Vulpe, 4020 Lassiter Rd., said she wants to say she is not opposed to the project but growth should not come at the expense of the residents. There are two issues on Lassiter – the existing business which already generates overflow parking, including along the curve. The larger issue is cut-

through traffic. People trying to bypass the intersection use Lassiter and she says that they speed. At the Planning Board meeting someone said this is the first of many developments and the traffic will just get worse. She asked that Lassiter not be considered a collector road and there should be traffic calming. Lassiter should be right turn only which would address the bank traffic but not cut through traffic. She said parking should be prohibited on the road. She asked the town to consider speed bumps or other infrastructure. She said DOT allows speed bumps in some situations and Lassiter might meet the criteria. She proposed the installation of a gate where Lassiter meets Holly Springs Rd. to keep nonresident traffic out.

Kimberly Nichols, said she lives at 6003 Holly Ln., right off Lassiter Rd. She said that that area has 30 school age children, not counting the apartments. It is unsafe. The way things are it is dangerous. She asks that Council think about this while they are preparing these projects.

Anna Jannis, said she lives in the Lassiter neighborhood. Said she had nothing prepared and asked to yield her time to Ms. Volpe. Mayor Kondratick explained that yielding time was not allowed.

Mounia Madry, said she lives at 4016 Lassiter Rd, directly behind the proposed Chase Bank. She wants to repeat what everyone else said. She is not against new developments but is concerned about the safety of her children. She wants them to be able to play outside and not worry about them getting hit. The entrance of the bank on their street, directly across from another business will create a bottleneck. To protect the community, she asks that any approval be conditional on safety measures. She said she understands that the developer could pay a fine [fee-in-lieu]. She asked that these funds be allotted directly to Lassiter, to prohibit parking, limit parking to one side, or something else. She is also concerned about the light pollution from the lights at the ATM. Finally, as the bank moves in and others down the road, she asked Council to consider the safety of those who live on Lassiter Road.

The following public comments were received in writing: one comment from Kyle Stittleburg regarding the price of EV charging at Womble Park; one comment from Katherine Groff and one from Jennifer Salas regarding traffic on Lassiter Road.

Recognitions

5. Nepal Day Proclamation

Mayor Kondratick proclaimed April 18, 2026 as Nepal Day in Holly Springs and presented the proclamation to Dadin Pandey and Bikash Shayka.

6. Arab American Heritage Month Proclamation

Mayor Kondratick proclaimed April 2026 as Arab American Heritage Month in Holly Springs and presented the proclamation to Ahmed Radwan.

7. Testicular Cancer Awareness Month

Mayor Kondratick declared April as testicular Cancer Awareness Month in Holly Springs and presented the proclamation to Andrew Mayefskie.

8. Autism Acceptance Month

Mayor Kondratick proclaimed April as Autism Acceptance Month in Holly Springs and presented the proclamation to Gaile Valcho.

9. Arbor Day Proclamation

Mayor Kondratick proclaimed March 21st as Arbor Day in Holly Springs. He said that the town will celebrate Arbor Day on March 21st with the planting of a tree near the Cultural Center and he would read the proclamation then.

REQUESTS AND COMMUNICATIONS

10. Holly Springs 150th Celebration

Cassie Hack, Director of Communications and Marketing, gave a presentation on the upcoming 150th Celebration. She said the celebration would kick off on July 5, 2026 with the Town's Independence Day celebration and continue throughout the year. She outlined some of the upcoming activities. She announced that Genentech was the premier sponsor as they are celebrating their 50th anniversary the same year, and that many businesses in Holly Springs are participating with special events or products. She said the special 150th website would be coming soon and would include, among many other things, a 150 Stories Collection. Residents and businesses are solicited to submit stories for inclusion. The web address will be hollyspringsndc.gov/150.

Consent Agenda

The Council passed a motion to approve all items on the Consent Agenda. The motion carried following a motion by Mayor Pro Tem Drees, a second by Council member Deshazor and a unanimous vote. The following actions were affected:

11. Minutes of Mayor and Council Retreat and February 17, 2026 Business Meeting – The Council approved the minutes of the February Mayor and Council Retreat and the February 17, 2026 Business meeting.

12. Budget Amendments – The Council received a budget amendment report from the Town Manager and approved a budget amendment for Capitalized Interest Payment.

Copies of the budget amendments are attached to these minutes.

13. Annual Certification of Zoning Map – Council adopted Resolution 26-13 approving certification of the Zoning Map.

A copy of Resolution 26-13 is attached to these minutes.

14. Strategic Asset Management Plan Phase 1 Contract - The Council awarded a contract to Freese and Nichols in the amount of $432,100 to complete Phase 1 of the Town's Strategic Asset Management Plan project.

15. Joint Use Agreement with Wake County for the Cultural Center/Library – The Council authorized the Town Manager to execute a Joint Use Agreement between the Town of Holly Springs and Wake County for the Holly Springs Cultural Center and Community Library to address operational and maintenance responsibilities for the duration of the current executed Lease and Interlocal Agreement.

16. Middle Creek Stream Restoration – The Council awarded the construction contract for the Middle Creek Stream Restoration for $395,777 and contingency of $39,578 to the lowest responsible bidder, The Osbourne Co. of NC, Backwater Environmental and authorized the Town Manager to approve any associated change orders necessary to deliver the project that are consistent with the project scope and within the Council approved project budget.

17. Voluntary Annexation A25-02, 3313 Avent Ferry Rd. – The Council adopted Resolution 26-16 directing the Town Clerk to investigate the sufficiency of annexation petition A25-02, and setting the public hearing for April 21, 2026.

A copy of Resolution 26-16 is attached to these minutes.

18. Voluntary Annexation A26-01 Innovate Ave. – Council adopted Resolution 26-18 directing the Town Clerk to investigate the sufficiency of annexation petition A26-01 and setting the public hearing for April 21, 2026.

A copy of Resolution 26-18 is attached to these minutes.

19. Voluntary Annexation A25-07 Duke Energy Substation – The Council adopted Annexation Ordinance A25-07.1 correcting errors in the original of Annexation A25-07.

A copy of Annexation Ordinance A25-07.1 is attached to these minutes.

20. Voluntary Annexation A25-12 6200 Windy Farm Ln. – Council adopted Resolution 26-15 directing the Town Clerk to investigate the sufficiency of annexation petition A25-12 and setting the public hearing for May 19, 2026.

A copy of Resolution 26-15 is attached to these minutes.

21. Development Plan 23-DP-09 Expiration Extension Request for 370 Green Oaks Development – Council granted the first of an allowable two 6-month extensions for 23-DP-09, 370 Green Oaks Development Plan to extend the expiration date from January 29, 2026 to July 29, 2026, as requested by Focus Design Builders, LLC.

22. North Main Athletic Complex Stadium Safety Net Extension – Council authorized the Town Manager to execute a contract with Sportsfield Specialties, Inc. in the amount of $184,563.53 to replace and expand the protective netting system at the North main Athletic Complex Stadium and authorized the Town manager to approve any associated contracts and change orders necessary to deliver the project that are consistent with the project scope and within the Council approved project budget.

23. Utility Preliminary Engineering and Construction Agreement with NCDOT for Sunset Lake Rd. Improvements – Council authorized the Town manager to execute a Utility Preliminary Engineering and Construction Agreement with the North Carolina Department of Transportation for utility work required for Sunset lake Road and Holly Springs Road intersection improvements and adopted Utility PAYGO Project Ordinance 26-03 to appropriate project funds.

A copy of Ordinance 26-03 is attached to these minutes.

24. Official Depository Resolution – Council adopted Resolution 26-17 Designating Official Depositories and Securities Broker/Dealers in compliance with North Carolina General Statutes §§ 159-30, 159-31, and 159-25.

A copy of Resolution 26-17 is attached to these minutes.

PUBLIC HEARINGS

25. 975 Avent Ferry Rd. Major Subdivision 25-MAS-04

Conor Ryan, Development Services, said this item was a major non-residential subdivision at 975 Avent Ferry Road. The item went to Planning Board on February 24th and is before Council for the Quasi-Judicial Public Hearing and decision. He showed the location on Avent Ferry Rd. at the corner of Ralph Stephens Rd. He showed where the project is in the development process and reminded the public that this is a quasi-judicial decision, which has different rules than a legislative decision. Council must base their decision on fact-based evidence from sworn witnesses.

Mr. Ryan said that the parcel is designated as Mixed-Use center on the Land Use and Character Plan and zoned NMX Neighborhood Mixed-Use. The applicant is not asking to change the zoning, just to subdivide the lot and are proposing some conditions above the UDO. He outlined the project history and showed a conceptual plan of how the lot would be divided and said the corner space at the

intersection would have public art, and there would be an Enhanced Type C buffer along the property line abutting the Stephens Farm subdivision with the first development plan.

Elliot Blonshine, Development Services, said there is existing water and sewer that the site would connect to. The fire flow analysis confirmed adequate pressure. Capacity analysis was completed and determined that there was capacity. It is Priority 1 in the Water Resource Policy and staff determined that there is sufficient water to meet the request. He said that the frontage improvements were already completed, including Avent Ferry, Ralph Stephens Rd. and existing sidewalk. He said that cross access easement would be provided with the subdivision. The traffic study looked at seven intersections and there was no requirement for road improvements or fees-in-lieu at any of the intersections.

Joanna Holder, Planning Board representative, said that the Planning Board voted to recommend approval with a vote of 5-1, three members being absent. The no vote was from a member who felt he did not have enough information on the potential uses to make a decision.

Council member Deshazor asked if there was any discussion about the noise of a car wash and the homes to the south. Ms. Holder said there was discussion and the applicant spoke to that and their answer was satisfactory. There was discussion about lighting but the town ordinances should cover that.

Mr. Ryan said that staff analysis supports that the major subdivision plan is consistent with the Comprehensive Plan and the UDO and staff recommends approval.

Mayor Kondratick opened the public hearing, and the following input was received:

Ashley Honeycutt-Terrazas, of Parker Poe, speaking for the applicant, said the property was about four acres at the intersection of Avent Ferry Rd. and Ralph Stephens Rd., and is zoned NMX. She said allowing two commercial uses would increase tax revenue and provide two options for residents. She listed the permitted uses for Neighborhood Mixed Use and the five criteria from the UDO, Sec. 11.11.D for major subdivision approval: 1. No significant adverse impact on adjacent properties; 2. Open spaces; 3. Layout of streets, lots, utilities; 4. Proposed enhancing the public realm; and 5. Furthering the goals and policies of the Comprehensive Plan. She said Demian Matysuk will testify to factors 2, 3, 4, and 5; Kevin Dean will address factor 3; Robert Sherwood will address factor 1.

Mr. Matysuk gave his CV and said his role in the project was civil engineer who oversaw the layout. He described the layout that will create two commercial lots, with the first being 2.35 acres and the second 1.72 acres. He said this was comparable to the Goodwill next door and was capable of supporting a business. He said the frontage improvements are already installed and access and connectivity will be via a shared driveway with Goodwill on Avent Ferry, and potential access on Ralph Stephens. He said gravity sewer will support both lots. He said the parcels have adequate access to utilities and adjacent properties are already developed and this project would coordinate with the neighbors. He said that open space has been designated at the corner as urban civic space to include public art. This represents .75% of the property. Tree preservation and flex space will be provided in three areas totaling 29.3% of the property, much of this as a buffer between the property and the Stephens Farm subdivision. He outlined the architectural design standards that would allow the building to be compatible with the GCF store next door. He said that the architectural standards, open space design will enhance the public realm and support the character of the Town. He said the goals of the Comp Pana and policies will be advanced by the economic development and corresponds to the Comp Plan uses. He said NMX zoning, the least intensive commercial zone, will insure that the uses will be appropriate in scale. It will encourage the development of these parcels that are already in the area designated as neighborhood mixed use and already accessible to water and sewer. It furthers the policy on emphasis on the public realm to include plazas, public art and street furniture. It is also an appropriate transition as the building will be consistent with nearby developments. It will support long-term financial stability for the town.

MPT Drees said Lot 2 has a lot of easements running through it. She asked if that made the area less usable and restricted the use of that parcel. Mr. Matysuk said the lot will still be large enough for a commercial development, and some of those things can be moved. MPT Drees asked if they were

thinking about where lot 1 would best connect to lot 2. Mr. Matysuk said they are considering how that would be done.

Ms. Honeycutt-Terrazas called Kevin Dean. He gave his CV and said that he was a traffic engineer. He said they did a traffic study for Lot 1. He said the closest access is off Avent Ferry between this and Goodwill. There is a signal at Mallie Jack that would allow left turns. There is a cross access easement on the outside edge of the tree preservation area. The UDO will require stubs between those two parcels so both lots will have access back out to Avent Ferry Road. He said there is nothing certain about connecting to Ralph Stephens Rd. It is too close to Avent Ferry, but NCDOT may allow a right-in, right-out. He said the layout of the streets is sufficient to be economically served by the Town. He said when the projects get to development stage internal pedestrian walks would be constructed.

Ms. Honeycutt-Terrazas called Robert Sherwood. He gave his CV and said he was a real estate appraiser. He said he was engaged to study the impact of the subdivision and whether it was consistent with the character and authorized uses. He prepared a report on whether it was consistent. Ms. Honeycutt-Terrazas entered the report into evidence as Exhibit 1. He said he looked at the Market demographics in a 1-, 3-, and 5-mile radius and the market is conducive to small scale commercial to support the growth in the area. It is surrounded by commercial towards NC 55 and residential to the south. He analyzed the lot sizes for small scale commercial development and found that commercial parcels nearby are smaller in size. Subdividing the tract into two tracts will result in lot sizes well within the lot sizes in the area. He said the subdividing has no adverse impact on adjacent properties. It conforms to existing zoning requirements provides tree preservation and buffering and doesn't alter circulation or utilities in a way that would affect surrounding properties. It is land use compatible and neutral to surrounding properties. The proposed lot sizes are typical for those supporting NMX zoning. It is consistent with the zoning framework, and consistent with the character of the NMX zoning.

Ms. Honeycutt-Terrazas asked that the presentation, agenda packet, all attachments, be included in the record. She said they provided competent material evidence of each of the five criteria of UDO section 11.11.D. She asked Council to approve the subdivision.

Mayor Kondratick closed the public hearing

Action 1: Motion to adopt Resolution 26-11 to make and accept the Findings of Fact for consideration of and to approve 975 Avent Ferry Road Major Subdivision Plan 25-MAS-04.

Motion: Hewetson
Second: Larson
Vote: unanimous

Action 2: Motion to approve Utility Allocation Request for 975 Avent Ferry Road Major Subdivision Plan.

Motion: Hewetson
Second: Larson
Vote: unanimous

26. Major Subdivision 25-MAS-03 Evanston

Grayson Taylor, Development Services, said this was a request for a Major Residential Subdivision. He said this was a quasi-judicial decision that went before Planning Board in February and was now before Council for the public hearing and decision. He showed where the property is located in the southeast part of the Town's ETJ at on Windy Farm Lane between Rouse Rd. and Cass Holt Rd. The property was rezoned by Council on March 18, 2025 and was now before them for subdivision. At rezoning the applicant committed to a maximum of 152 dwelling units, 87 attached and 65 detached with public art in the roundabout and an asymmetrical widening of Cass Holt Road. He reminded the public that this is a quasi-judicial decision, which has different rules than a legislative decision. Council must base their decision on fact-based evidence from sworn witnesses.

Mr. Taylor said the property was designated Mixed Residential Neighborhood on the Land Use and Character Plan and zoned Neighborhood Residential Conditional District for the southern part of the property and Neighborhood Center Residential Conditional Zoning in the northern section of the property. He gave an overview of the project history and showed how the plan had evolved over the past year since rezoning. He said that in addition to the 87 attached and 65 detached dwellings, the project has tree preservation near the Natural Area, seven active recreation areas and a greenway connection to Honeycutt Farm.

Eliott Blonshine, Development Services, said that public utilities are available to the site through a stub connecting to Honeycutt Farms and on Rouse Road. He showed where the applicant would run water and sewer through the site. He showed how the widening of Cass Holt Road would be asymmetrical to protect the existing house on the other side of the road, would complete the widening of Rouse Road, and how the streets would run through the subdivision, with on-street parking by the attached dwellings. He said no driveways would be off of this road. The traffic impact analysis was provided with the rezoning. He said the applicant would contribute a fee-in-lieu towards a traffic signal at Cass Holt and Honeycutt intersection, would construct turn lanes at Cass Holt and Rouse Road, and convert the right turn only lane to a right or straight at the intersection of Cass Holt Rd. and Avent Ferry Rd. He said a ten-foot greenway would connect to Honeycutt Farms and a ten-foot sidepath would go through the subdivision from Rouse Road to Cass Holt Road. He said that with Cass Holt Crossing's and Eagles Landing improvements there would be a sidewalk connection from this development to Eagles Landing Park.

Joanna Holder, Planning Board representative, said that the Planning Board recommended approval with a vote of 6-0, with three absent. They greatly appreciated the inclusion of the roundabout.

Mr. Taylor said the proposed subdivision complies with the property's zoning, is consistent with the Town's Unified Development Ordinance, and other plans and policies, and staff recommends approval.

Council member Hewetson asked if the road widening on Avent Ferry at Cass Holt was connected to the Capeside realignment and was it being factored in. Mr. Blonshine said the fee-in-lieu is for Cass Holt and Honeycutt. For Avent Ferry all that was warranted was the change to allow the additional through lane. He said the timing depended on which project moves most quickly. This will not be done to be undone; the future configuration is to have two lanes here. Catherine Jacobs, Development Services, said that this side of Avent Ferry Rd. is not included in Courtyards or the State Transportation Improvement Plan project. This is a bonus from this project.

Mayor Kondratick opened the public hearing, and the following input was received:

Jason Barron, speaking for the applicant, introduced the team of Laura Holloman, Planner of McAdams, Scott Sallade, Transportation Engineer of McAdams, John Martin, Civil Engineer with McAdams, and Juan Motes and Mike Kemp of M/I Homes. He said it is Quasi-Judicial and they would put evidence from their experts to show that they satisfy the ordinance for approval. It is following a rezoning that went through the town's rigorous rezoning project.

Laura Holloman gave her CV and said she would show that this project meets the five criteria of Consistency with zoning district; sufficient open spaces; sufficient street and utility connectivity; enhancement of the public realm; and furtherance of the goals and policies of the Comprehensive Plan. She showed where the project was and said it was consistent with the zoning. She showed the approved concept plan from the rezoning and the proposed Major Subdivision Plan and said they are consistent with the zoning. She called out the tree preservation locations and the other open space. She said the tree preservation was checked by certified arborists, which was submitted and locked in as part of the rezoning. Lot sizes were also locked in with the rezoning, and provide appropriate transitions.

Ms. Holloman said there were natural traffic calming measures. She said the townhomes would be rear loaded with no driveways. The off-street parking will act as traffic calming measures. She said the proposed major subdivision was an exact match to the concept plan from the rezoning.

Ms. Holloman said there is sufficient open space and showed the tree preservation area, active recreation area and additional open space provided by the plan. She said they are excited about the greenway connections between neighborhoods, installed by the developer, which will get people pedestrian access to Eagles Landing Park. She said it is her professional opinion that this is consistent with the zoning district. She said the plan provided sufficient tree preservation and open space. She said they have started to activate the active open space areas and will install public art in the traffic circle, which is an enhancement to the public realm.

Ms. Holloman said the project provided enhancement to the public realm in its proposed elevations and amenities. She said the active recreation area at the Rouse Road entrance would be planted with wildflowers and landscaped to a mediation garden. She said the central active recreation area would have a dog park with grooming station, an open play lawn and would be separated by a 3-foot berm. She said the second central active recreation area would have a tot lot, two wildlife viewing areas and a pathway to the street. She said they meet or exceed all the standards laid out with the zoning and in her professional opinion they meet the open space requirement.

Ms. Holloman said the centralized open spaces, pathways, open spaces all served as enhancements to the public realm. She said the UDO requires rear-loaded townhomes. This enhances the public realm with the look of the façades looking like a friendly neighborhood. Pedestrian access with internal sidewalks and external greenways and sidewalks provide enhancement to the public realm.

Scott Sallade gave his CV and said he was retained to evaluate the transportation improvements of this project. He said this project satisfies Criterion 3 – layout of streets. He said the internal streets insure that emergency vehicles can navigate through the site. There is access to Cass Holt Rd. and Rouse Rd. and two future stub connections. The offsite improvements have been addressed including a left turn onto Rouse Rd. and the southbound turn lane from Cass Holt to Rouse and the right-in right-out on Cass Holt Rd., and the commitment to restripe the lane at the intersection of Cass Holt and Avent Ferry to a through lane. Frontage improvements to Cass Holt Rd. and Honeycutt Rd. include additional traffic lanes, curb and gutter, median and sidepaths. Additionally, Cass Holt will be shifted to the east to avoid impacting the house on the other side of the road. Each of these are proposed and subject to NCDOT approval. Internal road network has traffic calming with the roundabout and the on street parking at the townhomes to make sure it is a safe environment for pedestrians. These facilities support economic town services and facilitate adjacent developments. It is his professional opinion that this development meets Criterion 3.

Council member Deshazor asked if the current layout and the number of entrances to the subdivision allows for efficient access for fire and rescue. Mr. Sallade said it does and has been discussed with staff.

MPT Drees asked if Windy Farm Rd, currently a private road, would become partially public. Mr. Sallade said John Martin would speak to that.

John Martin with McAdams gave his CV and said he was going to talk about connectivity. They are connecting the existing water on Cass Holt Rd. and run that through to Rouse Rd and set up a main extension along their frontage on Rouse. Each home will be individually metered. Sewer gravity outfall will connect to the Honeycutt pump station, which has capacity to serve this site. Water Resource Management was approved, and facilitates adjacent properties with stubs to the adjacent. It is his professional opinion that this meets Criterion 3. He said Windy Hill would become a public right of way. They are working with the three homes that might need drive access off of the roundabout.

Mr. Barron asked the Town to accept this testimony into the record along with audio, video, and written reports. He asked that Council approve this subdivision.

Mayor Kondratick closed the public hearing

Action: Motion to adopt Resolution 26-14 to make and accept the Findings of Fact for consideration of and to approve 25-MAS-03 Evanston Major Subdivision.

Motion: Hewetson
Second: Larson
Vote: unanimous

27. New School Montessori Rezoning 25-REZ-09

Brett Gosney, Development Services, said this item was to consider a request for rezoning for New School Montessori at 5617 Sunset Lake Road. He said that tonight was the public hearing, the item would then go to Planning Board on March 24th and would be back for a decision at the April 21st Council meeting. He said the applicant could make modifications based on feedback received tonight or at Planning Board. He showed where the property is and where the project is in the development process. It is an Option 2, which will require a Development Plan separate from this rezoning. He said that they are asking for a Conditional Zoning District which creates certainty with a proposed development, allows the applicant to propose conditions to address site specific characteristics or community feedback, and must demonstrate that the project provides a public benefit to the community.

Mr. Gosney said the site is designated Residential Neighborhood, with an area of Natural Area on the Land Use and Character Plan and is zoned Rural Residential. He outlined the project history and showed how it had evolved since the first submittal in June of 2025. He showed the existing building, which will remain and the large area of tree preservation on the eastern portion of the site. He said a ten-foot side path would be constructed along the road frontage on Sunset Lake Rd. He said the applicant is proposing standards different from the UDO standard including a 5-foot side setback instead of 10 feet and a 10-foot type B buffer rather than a 5-foot type A. The building façades and architectural finishes will be similar to and compatible with the existing school building on site.

Elliot Blonshine, Development Services, said that the school had been connected to town water. Sewer was installed in 2024 and included stubs to the north. The proposed expansion can operate under the existing permitted flow so utility allocation is not required. They will construct stubs to the potable water system along the north side of the property. He said the traffic study did not require road widening. Staff has asked the applicant to extend the sidepath along Sunset Lake Rd. to connect with that on Kenmont Dr., but because it is on the opposite side of Sunset Lake Rd. they cannot require it and the applicant has declined to commit to making that improvement. He showed the studied intersections and said that the applicant had agreed to build two egress lanes at the site drive and provide maximum allowable “storage” in their parking lot to contain the cars that would be expected at drop-off and pick-up time.

MPT Drees said that at the next neighborhood, Creekside, there is a bridge between Creekside and the school. She asked if it was the intention for that to connect to the bridge. Mr. Blonshine said eventually yes, but with this application staff was looking at connecting to existing sidewalks within 300 ft. Kenmont Dr. doesn’t quite meet that because it is on the other side of the street. The other connection is further than 300 ft. MPT Drees asked if there would be a connection at some point. Mr. Blonshine said whenever the road is widened to its ultimate cross section there would be.

Mayor Kondratick opened the public hearing and the following input was received:

Leticia Shapiro, Morningstar Law, speaking for the applicant, introduced the team.

Roger Harris, development director of New School Montessori, said the school was founded in 1984 and has been offering quality education in Holly Springs since 1999. He described the educational philosophy. He said the expansion was necessary due to growth. Families want their

children to continue through the grades and want their children to all go to the same school. He said they want the campus to evolve organically and responsibly.

Ms. Shapiro said the expansion would include a modest building program with the addition of one or two new buildings. There will be active recreation areas and natural areas. Parking will be expanded and perimeter buffers will be included. She said this is consistent with the Future Land Use Plan and the Comprehensive Plan and the public benefits provided by the project. She said it improves walkability of the area. She said the public benefits include improved access to quality education, reduces burden on PS enrollment and provides road improvements.

Council member Hewetson asked if there was consideration of putting parking in the back, or would that impact the green space. Laura Holloman said moving the parking would impact the natural area, which they want to protect. They have a lot of outdoor classroom opportunities and want to maintain a continuous tree canopy. Parking in front of schools aids drop off and queuing lines, unlike other commercial uses.

Council member Larson asked if there would be flex times for different grades. Rynal Stephenson said this facility has staggered drop of and pick up for the various age groups that are there, which helps impact storage. MPT Drees asked how many students they have now and how many would they have after the expansion. Ms. Shapiro said they currently have 240 students and the expansion will be no more than 300. MPT Drees asked that they make sure that all cars can line up on the property and do not spill out onto Sunset Lake.

Ms. Shapiro said because it is child care people come at different times. Thomas Edwards, Security Director, said they have their own police force of 2 sworn officers. They are there every morning. If they arrive and there is a queue, they start early to get cars off the road. In the afternoon, starting at 3:15, they wrap up around 3:30. The timing is fluid. Now that the lot is one way, both lanes come in, there is a traffic control person, and they send one lane at a time out. He watches Sunset lake and holds traffic if it is backed up. They think that since they have started that plan it has helped mitigate traffic. Half day pickup doesn't seem to affect anything because there is no traffic on Sunset Lake at that time. MPT Drees asked if school traffic was backing up on Sunset Lake Rd. now. Mr. Edwards said we do occasionally, when the light heading towards Harris Teeter backs things up, we hold cars in the parking lot and release them as it clears. Our parents are eager to drop off, we just have to watch the light cycle. If there is a wreck or public schools are out we adjust our plan.

Council member Deshazor asked if the new parking lot would offer a different type of stacking so that they don't have traffic out on Sunset Lake Rd. Mr. Edwards said he thinks it would have more room, taking cars out of the turn lane and putting them on school property. Council member Deshazor said it was important to him that there was stacking so that no traffic is out on Sunset Lake Rd. MPT Drees said she would need to see details of how many cars it would hold, etc. Mr. Harris said he is confident that they can accommodate that.

Council member Larson asked about access from Van Wyk Dr. Mr. Thomas said the school has access there to the upper lot and it has eased congestion. It is easier to get in and out there than into the main lot now. Council member Foster asked how far away their students come from. Mr. Thomas said he is also the middle school history teacher and has students from as far as Fort Bragg, but 70-80% live nearby. Council member Foster asked if there could be an analysis of where people are coming from so parents could walk kids to school or they could ride bikes and not have to use a car. Ms. Holloman said that there is no existing sidewalk and building one would require a lot of easements. That is a lot to ask a small school to take on. It is a sizeable commitment to even offer the road widening. It is dependent on fund raising efforts and when you see the development plan you can lock in. The queueing was a big component of the plan.

Council member Deshazor asked about school zone signs. Mr. Thomas said there is a school zone sign, but it has seen better days. Council member Deshazor asked that they work with DOT to improve that signage. MPT Drees asked that they makes sure they understand the EV parking requirements. Council member Deshazor asked that they make sure the right types of buffers are included for the houses adjacent to the property.

Chad Raymond, 101 Kenmont Dr. said he looked at the plan for Holly Springs and wants to know when the road will be widened. He said the current traffic there is a major issue. The school sends people out one way, and those going to Fuquay Varina go into their neighborhood and make U-turns. He doesn't like the idea of a stoplight there. Three stoplights in that small area would create problems. He said the size of the school is a concern. He asked at what point would it be too large for that neighborhood. He wants to know how kids will get across the street with the sidewalk on the other side. And he said traffic is too heavy right now.

Sherry Raymond, 101 Kenmont Dr., said there is a cemetery there behind their house so extending the sidewalk across that would be a problem. She reiterated the U-turns at Kenmont and said Sunset Lake is a nightmare in the morning.

Mayor Kondratick closed the public hearing.

MPT Drees thanked the couple who spoke and wants the school to explore how they envision the traffic. Council member Hewetson asked if you can turn both ways on Sunset Lake Rd. or was that a carpool function. She asked if it could it be changed so people heading to Fuquay Varina don't make the U-Turns. Council member Deshazor said when people drive through the neighborhoods we hear about it and they become safety concerns. These are the types of things we need to make sure are under control and that the school has a documented plan for those things.

Mr. Gosney said that next the application would be forwarded to the Planning Board for review and recommendation at their March 24th meeting.

Council recessed for five minutes.

28. Voluntary Annexation 975 Avent Ferry Rd. A25-09

Sarah Sularz, Development Services, said that this item was to consider annexation of about 5.019 acres located at 975 Avent Ferry Road. She showed where the property was located and reminded the public that this was the same property discussed for the major subdivision in item 25.

Mayor Kondratick opened the public hearing and the following input was received: none

Mayor Kondratick closed the public hearing.

MPT Drees asked if there were any concerns about wastewater going into the system. Catherine Jacobs, Development Services, said that was addressed in the sewer study and is not a concern.

Action: Motion to adopt Annexation Ordinance A25-09 to approve annexation.
Motion: Hewetson
Second: Larson
Vote: unanimous

29. Voluntary Annexation 3020 Avent Ferry Rd., A25-03 (Mira Ridge Development)

Sarah Sularz, Development Services, said this item was to consider a request for annexation of about 22.39 acres located at 3020 Avent Ferry Road on the north and south sides of the road. She showed where the property is located, on both sides of Avent Ferry Road next to the Lochridge subdivision.

Mayor Kondratick opened the public hearing and the following input was received: none.

Mayor Kondratick closed the public hearing.

Action: Motion to adopt Annexation Ordinance A25-03 to approve annexation.

Motion: Hewetson
Second: Larson
Vote: unanimous

30. Voluntary Annexation Twin Springs A25-08

Sarah Sularz, Development Services, said that this item was continued from the February 17, 2026 meeting and that the applicant desires that it be continued to May in order to keep the annexation in sync with the rest of the project. She showed where the property is located at 5801 Duncan Cook Road. The property is contiguous to town limits with a small amount in Wake County and the other side contiguous to Fuquay Varina.

Mayor Kondratick reopened the public hearing and the following input was received: none.

Action: Motion to continue the public hearing to the May 19, 2026 Town Council Meeting.
Motion: Hewetson
Second: Drees
Vote: unanimous

NEW BUSINESS

31. Avent Ferry Road Festival Street Design Contract Award

Sean Ryan, Development Services, said this item was to consider awarding the contract for the Avent Ferry Road Festival Street Design. He gave background on the 2023 Downtown Area Plan and said the Festival Street was a component of that plan that Council wished to pursue. He said the street would generally be open to traffic but could be closed for events. He described elements that might be included in the Festival Street such as overhead lighting, outdoor seating, decorative pavement, street trees, and event space. He said the design is looking at Avent Ferry from Ballentine to Center St. He talked through various elements of what the street could look contain.

Mr. Ryan said that Council budgeted $500,000 for design and that construction costs would be a future budget consideration, but is estimated to be around $4.5 million. He explained the consultant selection process and said they received five qualified responses. He said staff interviewed the top three and that staff recommends Bolton & Menk. They demonstrated experience with similar projects, have experience in streets, urban design, and placemaking. They had a clear project approach and demonstrated innovative community engagement methods.

Mr. Ryan outlined the project timeline with early stakeholder engagement, three initial concepts, one final concept, and then construction documents, taking about nine months in total.

MPT Drees said there was talk of extending it to Earp Street and asked if this plan would encompass that extension. Mr. Ryan said the initial phase will just cover the portion outlined in the downtown area plan, but we have been talking to them about creating a design we could replicate to extend it in the future. We would have to pay for construction drawings but wouldn't need to go through the concept development again. He said this design will cover the one block, the initial phase. If we want to expand the limits of the street in the future, we would need to budget for that in future years but would have the bones of it. Council member Hewetson asked if this plan works in coordination with any road improvements that development would bring. Mr. Ryan said if development was proposed along this corridor, we would leverage that to see if we could get funds for this, similar to how we would do for any other development. Property owners in this area are primarily the Town and the Methodist church with one private owner. Council member Hewetson asked if this would be true if we extended it. Mr. Ryan said the current Transportation Plan does not show the festival street extending longer than this, but we could alter that and then could ask developers to contribute. Mr. Harrington said we have had conversations on how this could be replicated or extended in the future. But the section going

behind the parking deck, that is a new curb and gutter with a lot of improvements as part of that project. There might be ways to extend a larger festival down that area without improvements. But we have been having these conversations.

Action: Motion to authorize the Town Manager to negotiate and execute the contract for the Avent Ferry Road Festival Street Design with Bolton & Menk, Inc. in an amount not to exceed $500,000.

Motion: Deshazor
Second: Foster
Vote: unanimous

32. Rezoning Sunset Lake Road Bank 24-REZ-06

Brett Gosney, Development Services, said this item was to consider the request for rezoning for Sunset Lake Road bank at 5260 Sunset Lake Road. He said a public hearing was held on February 17th and the item went to Planning Board on February 24th and tonight it is before Council for their decision. He showed where the property is located and said this is an Option 1 rezoning, with the rezoning and development plan considered together. He explained the uses of conditional zoning districts and said the property was designated Mixed-Use center on the Land Use & Character Plan and was currently zoned Suburban Residential, and the applicant is asking for rezoning to NMX CD, Neighborhood Mixed Use Conditional District. He outlined the project history since May of 2024. At the public hearing traffic calming along Lassiter Road was discussed as was the lighting of the property and crosswalks across Lassiter Rd. He discussed potential solutions to these concerns that the applicant would consider, including a condition stating that "prior to construction drawing approval, Applicant shall pay $6,500 fee-in-lieu to the Town for appropriate traffic calming or traffic control measures on Lassiter Rd., as determined by Town Staff" and an "exit left" or similar sign on the site exit onto Lassiter Rd.. He discussed issues that have existed in this area prior to this request and potential solutions that Council could consider.

Mr. Gosney said the building would be approximately 3,500 square feet for a financial institution with 22 parking spaces, 3 of which would be EV ready. An Urban Civic Space would be located in front of the building as well as along the southern property line. The applicant is requesting a 14.4' setback in the front and an increase in permitted parking spaces.

Elliot Blonshine, Development Services, said there are public utilities to the site and there is adequate capacity for downstream sewer flow. He said the applicant will expand the sidewalk on Sunset Lake Road from 5 feet to 10 feet and restripe the crosswalks at Sunset Lake Road and Lassiter Rd for high-visibility. Sunset Lake Rd. will be widened to half the ultimate cross section. Lassiter will be widened and curb, gutter and sidewalk installed and the road will be restriped to three lanes. A Traffic study was conducted and the project was deemed to have minimum impact. They are committing to the fee-in-lieu for Lassiter Rd. traffic claiming when warranted, and to putting a sign for left out at exit.

Joanna Holder, Planning Board representative, said the Planning Board voted to recommend approval with a vote of 4-2 with three members absent. Planning Board heard the same concerns as Council heard tonight. The two who voted against it did so because the applicant did not provide enough traffic calming measures on Lassiter Rd.

Mr. Gosney said that the proposed rezoning and associated Development Plan implements the goals of the Comprehensive Plan with minimal modifications to the Unified Development Ordinance and staff recommends approval.

Council member Deshazor asked how the amount of fee-in-lieu was calculated. Mr. Blonshine said initially they discussed the bank installing speed impact signs. After discussion with NCDOT and our traffic staff, it was decided that more research needed to be done, but the fee-in-lieu was based on the cost of installing two radar speed signs.

Council member Hewetson said one of the suggestions was an ordinance against parking on Lassiter, but we talk about on-street parking being a traffic calming measure. She asked if marked

parking in front of businesses would make more sense there. Also, is it possible with that fee-in-lieu to allow right turn only off of Holly Springs Road. Mr. Blonshine said the on street parking would require some geometric changes to the roadway, which may be a larger undertaking. Our CTP has Lassiter as a 3 lane road with no parking, so we would have to evaluate those two things. As for modifying Lassiter at Holly Springs Rd. to only allow a right turn, the CTP has that as a median break, so it is supposed to operate to allow people to turn left. In the future Lassiter will extend across Holly Springs Rd. and become a four-way intersection, likely with a signal. The idea is to maintain operations as they are supposed to be in the future. There are sometimes issues when you restrict a movement that people are used to making that can cause problems.

Council member Deshazor asked about the closeness of Lassiter to Sunset Lake Rd and whether that would be too close to add a signal. Mr. Blonshine said he thinks it is right at 1000 ft and he thinks there would be a need for a signal to allow all those movements. That is relatively far off, but that is a planned median break.

MPT Drees said the town did its own micro study of Lassiter Rd. She asked if, based on that, Lassiter met the Town's requirements today for any traffic calming. Mr. Blonshine said he did not know the results of that study yet. There is a process of collecting data on how many vehicles are using the road, what the speeds are, and from that make engineering decisions on traffic control, signage, and speeds. MPT Drees asked if since this is on the DOT portion of the road, they would have to do their own study. Mr. Blonshine said no, if staff determines that something new should be installed we would coordinate that with DOT. It is in line with our traffic policy in general. There are different levels of enforcement, from Police activity to changing roads. We are in that process and working through it to determine what if any mechanism needs to be implemented here. Having the applicant pay a fee-in-lieu when it is warranted, we will have those funds. Those funds will be applied to Lassiter Rd, not another project. MPT Drees asked if there would be an advantage to the town owning that part of Lassiter. Mr. Blonshine said staff has not had any discussions about the town taking over that portion of Lassiter, but we could approach that. But we have similar ways of evaluating needed improvements. Chris Hills, Director of Development Services, said that data is relatively new, he received it today. Utilities & Infrastructure did a preliminary analysis, and what traffic is doing today does not trigger the town's policy to kick in. It is a balancing act of what is the right thing for the neighborhood and what is right for the traveling public. The data does not show a need at this point for significant modifications. On street parking does generally slow traffic, so we can evaluate whether the additional lane would allow for that. But we are evaluating what the neighbors were asking for. It may be an option. MPT Drees asked if it was possible to add the expected traffic from the bank to see if that would trigger something. Mr. Hills said the evaluation cannot be done in advance because it counts actual speeds and cars. Council member Deshazor aske if staff anticipated that the traffic calming would be closer to the residents, rather than the bank. Mr. Blonshine said it would likely be located a little more centrally to the street because otherwise people are slowing down for the corner or the intersection so a speed impact sign would probably be on the longer DOT-owned stretch.

Randy Harrington, Town Manager, said residents expressed concern about cut through traffic. There was a question about right only on Lassiter to Holly Springs Road. One of the purposes of intersections like this is to relieve the traffic if the intersection at Sunset Lake Rd. and Holly Springs Rd. was shut down. If you made it right turn only it could not be used as a relief valve, and it would complicate public safety vehicles access.

Ashley Honeycutt-Terrazas, of Parker Poe, spoke for the applicant. She said she mostly wanted to address the changes since the Planning Board meeting. She briefly outlined the development plan for the parcel with parking, access, and the building. She said the crosswalks at Lassiter and Sunset Lake Road would be restriped to high visibility. She said they cannot move the crosswalk because of the placement of the storm drain which would be a tripping hazard. She said there are tree stands between the bank and the residences, but they use dark sky compliant fixtures and the foot candles at the property line is addressed by the UDO. She said the applicant would post a sign asking vehicles to

Exit Left as they leave the parking lot onto Lassiter Road so they are headed to Sunset Lake Road. She said the applicant agrees to pay a fee-in-lieu to the Town of $6,500 for appropriate traffic calming or traffic control measures on Lassiter Road, as determined by town staff and NCDOT. She said the rezoning is consistent with the Future Land Use Map and the Northeast Gateway Map and with town Policies and the Vision Holly Springs Comprehensive Plan. She asked Council to approve the plan.

Council member Deshazor said people should go to crosswalks to cross but they do not. Is there a way to work with the existing business to have them place signage to cross at the crosswalk. Because they are benefiting from your parking. Ms. Honeycutt-Terrazas said that could be looked at as part of the traffic calming on Lassiter. Council member Deshazor said he is concerned about no parking signs because of what happened in other neighborhoods with deliveries or visitors. He thinks no parking on Lassiter from the bank to the curve would be a better solution. Ms. Honeycutt-Terrazas said with the road restriping, there would be no room for parking there. Mr. Hills said to have no parking on a public street Council would have to pass an ordinance. That can be done independently of a land use case. We can't add it to a land use case, but it is a separate ordinance.

Council member Deshazor said he appreciates the light pollution piece. He thinks a bank is going to offer the least amount of traffic and issues there. He appreciates Chase working with the neighbors. The retention pond was moved below ground. They have worked with the town. Lassiter is a cut through, but it is a valve. He would like to know if there are plans to widen it in the future. Mr. Harrington said it is not on the list. It is currently 18 feet wide. To widen that and put curb and gutter and the necessary right of way would be an extensive taking from the residents on that street and about a $5 million investment. Council member Deshazor asked about the extension of Lassiter across Holly Springs Rd. Mr. Harrington said the Town currently owns the land on the other side. Conceivably in the future that could happen, but it is a longer term potential vision. There is no plan to install a light at this point.

MPT Drees said she sees an opportunity to connect G3 with the Hollywoods at Sunset Lake. Perhaps they could work out an agreement where their staff has two spaces there. If we can get cars to one side before the curve, we will get the speed issue without encroaching on where kids are playing in their yards.

Council member Deshazor several residents asked about the fee-in-lieu and he wants to say that it would be for Lassiter Rd. only.

Action: Motion to adopt Rezoning Ordinance RZ26-02 to adopt the Plan Consistency Statement, Statement of Reasonableness, and approve 24-REZ-06 Sunset Lake Road Bank.

Motion: Deshazor
Second: Hewetson
Vote: unanimous

OTHER BUSINESS

Council member Larson Happy St. Patrick's Day. She said she loved seeing everyone in green. Happy Eid for those who celebrate. There is a lot going on this weekend. Arbor Day, community band, and Spring Fling at NMAC. Support small businesses. Fun fact – the back wall was an eyesore and she appreciated the new painting hanging there.

Council member Deshazor said we got a message about EV charging rates and asked who sets those. Mr. Harrington said those are third parties who manage the electricity portion and the unit itself. Across the region there is a variety of charges for EV stations – some municipalities subsidize and others don't. The ones in town are not subsidized so they are at a market rate but are set by a third party. Council member Deshzor said March is Women's History Month, and many of us participated in the Golden Ticket with the Girl Scouts. To all the scout leaders, thanks for letting your kids do that.

MPT Drees said that today is the last day to register for the LaunchHOLLYSPRINGS entrepreneur event. Creek Week ends this weekend – and she thanked staff for organizing it.

Mayor Kondratick thanked everyone who came out for Creek Week. And he invited everyone to come to the Arbor Day event. Thanks to the Turkish community for their invitation to the Ek Var dinner.

Council member Foster said Arbor Day is a nice reminder that the decisions we make today shape the future of the town. She appreciates the green spaces and tree preservation that the town does. Don't forget to come to the Farmers Market for the Arbor Day Tree planting.

MANAGER'S REPORT

Randy Harrington, Town Manager, said Council takes the financial management of the town very seriously, and we have worked hard to improve our credit ratings. Last year we got our second AAA upgrade for general credit. We get rated separately on the Utility Fund. You recently made some investments. Just this day we got really strong ratings on the Utility Side. Utility Fund ratings are generally one notch lower than your general rating and we got a AA2 from Moodys and AA from Standard & Poor's.

CLOSED SESSION: none.

Adjournment: Council member Deshazor made a motion to adjourn at 10:57 pm. It was seconded by Council member Hewetson and passed with a unanimous vote.

Respectfully submitted on Tuesday, April 21, 2026.

Linda C. McKinney

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#: 15.

Consent Agenda
Title: Monthly Budget Amendments
Strategic Priority Area: Organizational Excellence
Staff Resource: Corey Petersohn, Budget, Innovation, and Strategy

Action(s):

- Receive Town Manager approved budget amendments.
  - Amendment 1 - Parks & Recreation Tennis Court Resurfacing Transfer
- Approve the following budget amendments and adopt associated capital project ordinances:
  - Amendment 2 - Insurance Proceeds
  - Amendment 3 - Street and Sidewalk Capital Project Ordinance (26-05)
  - Amendment 4 - 150th Sponsorship

Explanation:

- The budget ordinance for the Town authorizes the Town Manager to approve budget amendments between departments up to $50,000 that do not alter the total appropriation. These amendments are reported to Town Council at the next available business meeting:
  - **Amendment 1 - Parks & Recreation Tennis Court Resurfacing Transfer:** this amendment transfers $25,000 in existing Parks and Recreation Maintenance operating funds to a project account for the purpose of resurfacing tennis courts at the North Main Athletic Complex (NMAC).
- Budget amendments that increase the total appropriation require approval from Town Council:
  - **Amendment 2 - Insurance Proceeds:** this amendment appropriates $25,741 in insurance claim reimbursements and reallocates the funds back to the Fleet Maintenance budget.
  - **Amendment 3 - Street and Sidewalk Capital Project Ordinance (26-05):** this amendment appropriates $214,004 in interest earnings to fund debt issuance costs associated with the General Obligation Transportation Bond funding and review fees for Holly Springs Road Widening (East) Project.
    - This is a routine financial action conducted by Town Budget and Finance staff towards the end of a project nearing completion.
    - Projects that utilize debt sources, such as a general obligation bond, incur financial service-related expenses in order to issue debt.
    - As a project is underway, additional revenue accrues via interest earnings.
    - These interest earnings are utilized to offset the debt issuance expenses and review fees but must be appropriated by Town Council before the close-out

of the project.
        - A summary of changes to the capital project ordinance is attached.
    - **Amendment 4 - 150th Sponsorship:** this amendment appropriates $100,000 in funds received in sponsorship of the 150th celebration from Genentech.

Background:

- Budget amendments in North Carolina local governments (cities, towns, and counties) occur because state law requires budgets to remain balanced and ensure no funds are spent unless appropriated.
- Capital project ordinances appropriate all funds for all projects included within the capital project fund.

Funding Source(s):

- Amendment 1: Operating Budget - General Fund Sources
- Amendment 2: Operating Budget - General Fund Sources
- Amendment 3: Community Investment Plan - Interest Earnings
- Amendment 4: Operating Budget - Sponsorship Revenues

Attachment(s):

1. Amendment 1 - Parks and Recreation Tennis Court Resurfacing Transfer
2. Amendment 2 - Insurance Proceeds
3. Summary of Ordinance Changes for April 21 2026 (Streets Ordinance)
4. Amendment 3 - Street and Sidewalk Project Ordinance (26-05)
5. Amendment 4 - 150th Sponsorship

Town of Holly Springs
FY2025-26 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, 2026.

Department: Parks and Recreation **Date:** 4/21/2026

Reason for Budget Amendment:

This amendment moves $25,000 from a Parks and Recreation Maintenance Account to a transfer out account intended to be utilized for tennis court resurfacing at NMAC.

Expense			
Account #	***Account Description***	***Increase***	***Decrease***
10-425-26-12.05	General Fund - Parks and Rec - Maintenance		$ 25,000
10-95.35	General Fund - Transfer Out - Grants/Special Rev.	$ 25,000	
	Total Expense:	**$ 25,000**	**$ 25,000**

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

Department Head Signature (or electronic submission)

Town Manager Signature (if necessary)

Town Manager has authorized Department Directors to transfer operating funds within their department.
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
FY2025-26 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, 2026.

Department: Public Works **Date:** 4/21/2026

Reason for Budget Amendment:

This amendment appropriates insurance claim disbursements to the town and reallocates the funds back to fleet maintenance for expenses related to the insurance claims.

Expense			
Account #	***Account Description***	***Increase***	***Decrease***
10-422-21-41.16	General Fund - Fleet Maintenance	$ 25,741	
	Total Expense:	**$ 25,741**	**$ -**

Revenue			
Account #	***Account Description***	***Increase***	***Decrease***
10-340.07	General Fund Insurance Proceeds	$ 25,741	
	Total Revenue:	**$ 25,741**	**$ -**

Department Head Signature (or electronic submission)

Town Manager Signature (if necessary)

Town Manager has authorized Department Directors to transfer operating funds within their department.
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.

Summary of Ordinance Changes for April 21, 2026, Town Council

Note – Project ordinances appropriate financial sources for all projects within the project fund. These funds are managed through a long-term project ordinance, rather than an annual budget, ensuring funds are available for the entire life of the project.

Street and Sidewalk Capital Project Ordinance

Current Ordinance Appropriation	**$85,724,699**
Interest Earnings for Holly Springs Road Widening (East)	$214,004
Street and Sidewalk Project Ordinance (26-05)	**$85,938,703**

Ordinance No. 26-05
Date Submitted: April 21, 2026
Date Adopted: April 21, 2026

Street and Sidewalk Capital Project Ordinance
HOLLY SPRINGS, NORTH CAROLINA

BE IT ORDAINED by the Town Council of Holly Springs, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

SECTION I: The project authorized by this ordinance consists of street and sidewalk projects.

SECTION II: The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

SECTION III: The following amounts are appropriated for the project funds effective April 21, 2026

Street and Sidewalk Project Fund	
Expenditures:	
Street and Sidewalk Projects	85,938,703
Total	**85,938,703**

SECTION IV: The following revenues are anticipated to be available to complete these projects:

Street and Sidewalk Project Fund	
Revenues:	
General Obligation Bond Proceeds	44,938,587
Intergovernmental / State Grants	26,762,598
Transfers In	12,656,087
Developer Contributions	777,384
Federal Grants	409,413
Other General Revenue Sources	394,634
Total	**85,938,703**

SECTION V: The Finance Officer hereby directed to maintain within the project funds detailed accounting records.

SECTION VI: The Budget Officer is directed to include a detailed analysis of the past and future costs and revenues on this capital project in every budget submission made to the Town Council.

SECTION VII: The Town Manager or designee is authorized to amend expenditures within the fund for expenditures that are authorized per section I of this ordinance that do not change the total appropriation within the fund.

SECTION VIII: Copies of this capital project ordinance shall be furnished to the Clerk to the Town Council, and to the Budget Officer and the Finance Officer for direction in carrying out this project.

SECTION IX: All ordinances in conflict with this ordinance are hereby repealed or amended to reflect the controlling nature of this Ordinance.

The provisions of this ordinance shall become effective April 21, 2026, in accordance with the laws of the State of North Carolina.

Adopted this, the 21st day of April 2026.

Town of Holly Springs by

_____
Michael D. Kondratick, Mayor

ATTEST:

_____
Linda McKinney, Town Clerk

Town of Holly Springs
FY2025-26 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, 2026.

Department: Communications and Marketing **Date:** 4/21/2026

Reason for Budget Amendment:

This amendment is to appropriate sponsorship funds received for the 150th anniversary celebration.

Expense			
Account #	***Account Description***	***Increase***	***Decrease***
10-411-62.04	General Fund - Communications - Supplies	$ 100,000	
	Total Expense:	**$ 100,000**	**$ -**

Revenue			
Account #	***Account Description***	***Increase***	***Decrease***
10-340.21	General Fund - Other Revenue - Sponsorship	$ 100,000	
	Total Revenue:	**$ 100,000**	**$ -**

Department Head Signature (or electronic submission)

Town Manager Signature (if necessary)

Town Manager has authorized Department Directors to transfer operating funds within their department.
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#: 16.

Consent Agenda
Title: Wireless Service Provider Lease for Antenna Attachments on Lee Street Water Storage Tank
Strategic Priority Area: Growth Management & Economic Vitality
Staff Resource: Jeff Wilson, Director, IT

Action(s):
Approve the Lee Street Water Tank wireless attachment lease agreement between the Town of Holly Springs and New Cingular Wireless PCS, LLC, for a term of ten years at the lease rate of $2,875 per month.

Explanation:

- AT&T Wireless's subsidiary, New Cingular Wireless PCS, LLC (NCWP), has expressed a need to expand wireless service coverage and user capacity in and around the Town's Village District.
- NCWP has proposed the common practice of using the top area of regional water storage facilities (Lee Street Water Storage Tank) to reduce the need to install additional full-sized cellular service towers in densely populated areas.
- NCWP and the Town negotiated a regional market lease rate for similar lease agreements, with a term of ten years at $2,875 per month, increasing by 4% after the first five years and again for each five-year lease extension.

Background:

- The licensing of water tower attachments for wireless network expansion is a common business practice among wireless service providers and municipal water or regional utility providers. The practice provides a community benefit for the provider by meeting their customers' service-level expectations, provides an additional source of revenue for water service providers, and reduces the need to construct additional large freestanding wireless towers.
- AT&T Wireless's subsidiary, New Cingular Wireless PCS, LLC (NCWP), has experienced growing demand in the central area of the town, which can be served by the Lee Street Water Storage Tank.
- AT&T is the public-private partner of the federal government's First Responder Network Authority (FirstNet Authority), a dedicated and secure network for public safety communications during emergencies. Service coverage is continually evaluated based on consumer and FirstNet Authority requirements.
- The Town utilizes AT&T FirstNet, Verizon, and T-Mobile cellular services for various operational needs; therefore, the Town has no vested interest in one provider over another when evaluating a provider's internal business needs for service expansion

utilizing any Town-owned facility.
- Revenue collected will be allocated to the Town's General Fund in accordance with standard financial practices.

Funding Source(s):

The Town has no expenses related to this agreement, as it will receive monthly revenue from New Cingular Wireless PCS, LLC.

Attachment(s):

1. Lee Street ATT Cell Tower Lease - TOWN COUNCIL VERSION
2. New Cingular Wireless ATT Permit Drawings

Non-Tower Structure

Market: GA/SC/NC
Cell Site Number: 368-964
Cell Site Name: ECL04640
Search Ring Name: ECL04640
Fixed Asset Number: 16299880

STRUCTURE LICENSE AGREEMENT

THIS STRUCTURE AGREEMENT ("**Agreement**"), dated as of the latter of the signature dates below (the "**Effective Date**"), is entered into by Town of Holly Springs, a North Carolina Municipality, having a mailing address of PO Box 8, Holly Springs, NC 27540- ATTN: IT Director ("**Landlord**") and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 1025 Lenox Park Blvd NE 3rd Floor, Atlanta, GA 30319 ("**Tenant**").

BACKGROUND

Landlord owns or controls that certain plot, parcel or tract of land, as described on **Exhibit 1,** improved with a structure (the "**Structure**"), together with all rights and privileges arising in connection therewith, located at 521 Lee Street, Holly Springs, NC 27540, in the County of Wake , State of North Carolina (collectively, the "**Property**"). Landlord desires to grant to Tenant the right to use a portion of the Property in accordance with this Agreement.

The parties agree as follows:

1. LICENSE OF PREMISES. Landlord hereby Licenses to Tenant a portion of the Property consisting of:

(a) approximately 504 square feet including certain allocable and useable air space above such ground space, as described on attached **Exhibit 1,** for the placement of Tenant's Communication Facility;
(b) space for any structural steel or other improvements to support Tenant's equipment (collectively, the space referenced in (a) and (b) is the "**Equipment Space**");
(c) that certain space on the Structure, as generally depicted on **Exhibit 1,** each measuring twenty (20) contiguous linear feet wide and ten (10) contiguous linear feet deep, including the certain allocable and useable air space above same, where Tenant shall have the right to install its antennas and other equipment (collectively, the "**Antenna Space**"); and
(d) those certain areas where Tenant's conduits, wires, cables, cable trays and other necessary connections are located between the Equipment Space and the Antenna Space, and between the Equipment Space and the electric power, telephone, and fuel sources for the Property (hereinafter collectively referred to as the "**Connection Space**"). Landlord agrees that Tenant shall have the right to install connections between Tenant's equipment in the Equipment Space and Antenna Space; and between Tenant's equipment in the Equipment Space and the electric power, telephone, and fuel sources for the Property, and any other improvements. Landlord further agrees that Tenant shall have the right to install, replace and maintain utility lines, wires, poles, cables, conduits, pipes and other necessary connections over or along the right-of-way or property of the Landlord extending from the aforementioned public right-of-way to the Premises. The Equipment Space, Antenna Space, and Connection Space, are hereinafter collectively referred to as the **"Premises."**

2. PERMITTED USE. Tenant may use the Premises for the transmission and reception of communications signals and the installation, construction, maintenance, operation, repair, replacement and upgrade of communications fixtures and related equipment, cables, accessories and improvements, which may include a suitable support structure, associated antennas, equipment shelters or cabinets and fencing and any other items necessary to the successful and secure use of the Premises (the "**Communication Facility**"), as well as the right to test, survey and review title on the Property; Tenant further has the right but not the obligation to add, modify and/or replace equipment in order to be in compliance with any current or future federal, state or local mandated

application, including, but not limited to, emergency 911 communication services, (collectively, the "**Permitted Use.**") Landlord and Tenant agree that any portion of the Communication Facility that may be conceptually described on **Exhibit 1** will not be deemed to limit Tenant's Permitted Use. If **Exhibit 1** includes drawings of the initial installation of the Communication Facility, Landlord's execution of this Agreement will signify Landlord's approval of **Exhibit 1**. For a period of ninety (90) days following the start of construction, Landlord grants Tenant, its subtenants, licensees and sublicensees, the right to use Landlord's contiguous, adjoining or surrounding property (the "**Surrounding Property**") as may reasonably be required during construction and installation of the Communication Facility. Tenant has the right to install and operate transmission cables from the equipment shelter or cabinet to the antennas, electric lines from the main feed to the equipment shelter or cabinet and communication lines from the Property's main entry point to the equipment shelter or cabinet, install a generator (with adequate noise attenuation to be approved by Landlord) and to make other improvements, alterations, upgrades or additions appropriate for Tenant's Permitted Use, including the right to construct a fence around the Premises or equipment, install warning signs to make individuals aware of risks, install protective barriers, install any other control measures reasonably required by Tenant's safety procedures or applicable law, and undertake any other appropriate means to secure the Premises or equipment at Tenant's expense. Tenant has the right, to install, modify, supplement, replace, upgrade, expand the Communication Facility (including, for example, increasing the number of antennas or adding microwave dishes) or relocate the Communication Facility within the Premises at any time during the Term upon submittal of plans to Landlord and after receiving approval by Landlord, such approval not to be unreasonably withheld, conditioned, or delayed. Tenant will be allowed to make such alterations to the Property in order to ensure that the Communication Facility complies with all applicable federal, state or local laws, rules or regulations. In the event Tenant desires to modify or upgrade the Communication Facility, in a manner that requires an additional portion of the Property (the "**Additional Premises**") for such modification or upgrade, Landlord agrees to License to Tenant the Additional Premises, upon the same terms and conditions set forth herein, except that the License Fee shall increase, in conjunction with the License of the Additional Premises by the amount equivalent to the then-current per square foot rental rate charged by Landlord to Tenant times the square footage of the Additional Premises. Landlord agrees to take such actions and enter into and deliver to Tenant such documents as Tenant reasonably requests in order to effect and memorialize the License of the Additional Premises to Tenant.

3. TERM.

(a) The initial License term will be ten (10) years (the "**Initial Term**"), commencing on the Effective Date. The Initial Term will terminate on the tenth (10th) anniversary of the Effective Date.

(b) This Agreement may be renewed for five (5) additional five (5) year term(s), with each renewal independently determined by Landlord and confirmed in writing between the parties prior to the anniversary date (each additional five (5) year term shall be defined as an "**Extension Term**"), upon the same terms and conditions set forth herein unless Landlord or Tenant notifies the other party in writing of the nonrenewing party's intention not to renew this Agreement at least sixty (60) days prior to the expiration of the Initial Term or the then-existing Extension Term.

(c) Unless (i) Landlord or Tenant notifies the other in writing of its intention to terminate this Agreement at least six (6) months prior to the expiration of the final Extension Term, or (ii) the Agreement is terminated as otherwise permitted by this Agreement prior to the end of the final Extension Term, this Agreement shall continue in force upon the same covenants, terms and conditions for a further term of one (1) year, and for annual terms thereafter ("**Annual Term**") until terminated by either party hereto by giving to the other party hereto written notice of its intention to so terminate at least six (6) months prior to the end of any such Annual Term. Monthly License Fee during such Annual Terms shall be equal to the License Fee paid for the last month of the final Extension Term. If Tenant remains in possession of the Premises after the termination of this Agreement, then Tenant will be deemed to be occupying the Premises on a month-to-month basis (the "**Holdover Term**"), subject to the terms and conditions of this Agreement.

(d) The Initial Term, any Extension Terms, any Annual Terms and any Holdover Term are collectively referred to as the "**Term**."

Non-Tower Structure

4. LICENSE FEE.

(a) Commencing on the first day of the month following the date that Tenant commences construction (the "**License Fee Commencement Date**"), Tenant will pay Landlord on or before the fifth (5th) day of each calendar month in advance,) Two Thousand Eight Hundred Seventy Five and No/100 Dollars ($2,875.00) (the "**License Fee**"), at the address set forth above. In any partial month occurring after the License Fee Commencement Date, the License Fee will be prorated. The initial License Fee payment will be forwarded by Tenant to Landlord within forty-five (45) days after the License Fee Commencement Date.

(b) Once each five years during the term, the monthly License Fee shall increase by four percent (4%) over the License Fee paid during the previous five (5) year period.

(c) All charges payable under this Agreement such as utilities and taxes shall be billed by Landlord within two (2) years from the end of the calendar year in which the charges were incurred; any charges beyond such period shall not be billed by Landlord, and shall not be payable by Tenant. The foregoing shall not apply to monthly License Fee which is due and payable without a requirement that it be billed by Landlord. The provisions of this subsection shall survive the termination or expiration of this Agreement.

5. APPROVALS.

(a) Landlord agrees that Tenant's ability to use the Premises is contingent upon the suitability of the Premises and Property for the Permitted Use and Tenant's ability to obtain and maintain all Government Approvals. Landlord authorizes Tenant to prepare, execute and file all required applications to obtain Government Approvals for the Permitted Use and agrees to reasonably assist Tenant with such applications and with obtaining and maintaining the Government Approvals.

(b) Tenant has the right to obtain a title report or commitment for a title policy from a title insurance company of its choice and to have the Property surveyed by a surveyor of its choice.

6. TERMINATION. This Agreement may be terminated, without penalty or further liability, as follows:

(a) by either party on thirty (30) days prior written notice, if the other party remains in default under Section 15 of this Agreement after the applicable cure periods;

(b) by Tenant upon written notice to Landlord, if Tenant is unable to obtain, or maintain, any required approval(s) or the issuance of a license or permit by any agency, board, court or other governmental authority necessary for the construction or operation of the Communication Facility as now or hereafter intended by Tenant; or if Tenant determines, in its sole discretion that the cost of or delay in obtaining or retaining the same is commercially unreasonable;

(c) by Tenant, upon written notice to Landlord, if Tenant determines, in its sole discretion, due to the title report results or survey results, that the condition of the Premises is unsatisfactory for its intended uses;

(d) by Tenant upon written notice to Landlord for any reason or no reason, at any time prior to commencement of construction by Tenant; or

(e) by Tenant upon sixty (60) days' prior written notice to Landlord for any reason or no reason, so long as Tenant pays Landlord a termination fee equal to one year's License Fee, at the then-current rate, provided, however, that no such termination fee will be payable on account of the termination of this Agreement by Tenant under any termination provision contained in any other Section of this Agreement, including the following: Section 5 Approvals, Section 6(a) Termination, Section 6(b) Termination, Section 6(c) Termination, Section 6(d) Termination, Section 11(d) Environmental, Section 18 Condemnation or Section 19 Casualty.

7. INSURANCE. During the Term, Tenant will carry and maintain in effect such general liability policy as Tenant may deem necessary. Said policy of general liability insurance will provide a combined single limit of Five Million and No/100 Dollars ($5,000,000.00) per occurrence and in the aggregate. Notwithstanding the foregoing, Tenant shall have the right to self-insure such general liability coverage if it posts an irrevocable letter of credit, valid for the entire Term, with a financial institution authorized to do business in North Carolina with the Landlord for not less than Two Million and No/100 Dollars ($2,000,000.00).

8. INTERFERENCE.

(a) Prior to or concurrent with the execution of this Agreement, Landlord has provided or will provide Tenant with a list of radio frequency user(s) and frequencies used on the Property as of the Effective Date. Tenant warrants that its use of the Premises will not interfere with those existing radio frequency uses on the Property, as long as the existing radio frequency user(s) operate and continue to operate within their respective frequencies and in accordance with all applicable laws and regulations.

(b) Landlord will not grant, after the Effective Date, a lease, license or any other right to any third party, if the Landlord knows that the exercise of such grant may in any way adversely affect or interfere with the Communication Facility, the operations of Tenant or the rights of Tenant under this Agreement.

(c) Landlord will not, nor will Landlord permit its employees, tenants, licensees, invitees, agents or independent contractors to interfere in any way with the Communication Facility, the operations of Tenant or the rights of Tenant under this Agreement. Landlord will cause such interference to cease within twenty-four (24) hours after receipt of notice of interference from Tenant. In the event any such interference does not cease within the aforementioned cure period, Landlord shall cease all operations which are suspected of causing interference (except for intermittent testing to determine the cause of such interference) until the interference has been corrected.

(d) For the purposes of this Agreement, "interference" may include, but is not limited to, any use on the Property or Surrounding Property that causes electronic or physical obstruction with, or degradation of, the communications signals from the Communication Facility.

9. INDEMNIFICATION.

(a) Tenant agrees to indemnify, defend and hold Landlord harmless from and against any and all injury, loss, damage or liability, costs or expenses in connection with a third party claim (including reasonable attorneys' fees and court costs) arising directly from the installation, use, maintenance, repair or removal of the Communication Facility or Tenant's breach of any provision of this Agreement, except to the extent attributable to the negligent or intentional act or omission of Landlord, its employees, invitees, agents or independent contractors.

(b) Landlord, to the extent authorized by law, agrees to indemnify, defend and hold Tenant harmless from and against any and all injury, loss, damage or liability, costs or expenses in connection with a third party claim (including reasonable attorneys' fees and court costs) arising directly from the actions or failure to act of Landlord, its employees, invitees, agents or independent contractors, or Landlord's breach of any provision of this Agreement, except to the extent attributable to the negligent or intentional act or omission of Tenant, its employees, agents or independent contractors. Nothing herein serves to waive sovereign, governmental, or qualified immunity.

(c) The indemnified party: (i) shall promptly provide the indemnifying party with written notice of any claim, demand, lawsuit, or the like for which it seeks indemnification pursuant to this Section 9 and provide the indemnifying party with copies of any demands, notices, summonses, or legal papers received in connection with such claim, demand, lawsuit, or the like; (ii) shall not settle any such claim, demand, lawsuit, or the like without the prior written consent of the indemnifying party; and (iii) shall fully cooperate with the indemnifying party in the defense of the claim, demand, lawsuit, or the like. A delay in notice shall not relieve the indemnifying party of its indemnity obligation, except (1) to the extent the indemnifying party can show it was prejudiced by the delay; and (2) the indemnifying party shall not be liable for any settlement or litigation expenses incurred before the time when notice is given.

10. WARRANTIES.

(a) Each of Tenant and Landlord (to the extent not a natural person) each acknowledge and represent that it is duly organized, validly existing and in good standing and has the right, power, and authority or capacity, as applicable, to enter into this Agreement and bind itself hereto through the party or individual set forth as signatory for the party below.

(b) Landlord represents, warrants and agrees that: (i) Landlord solely owns the Property as a legal lot in fee simple, or controls the Property by lease or license and solely owns the Structure; (ii) the Property is not and will not be encumbered by any liens, restrictions, mortgages, covenants, conditions, easements, leases, or any other agreements of record or not of record, which would adversely affect Tenant's Permitted Use and enjoyment

of the Premises under this Agreement; (iii) Landlord grants to Tenant a license for the use, enjoyment and possession of the Premises in accordance with the terms of this Agreement without hindrance or ejection by any persons lawfully claiming under Landlord ; (iv) Landlord's execution and performance of this Agreement will not violate any laws, ordinances, covenants or the provisions of any mortgage, lease or other agreement binding on Landlord; and (v) if the Property is or becomes encumbered by a deed to secure a debt, mortgage or other security interest, then Landlord will provide promptly to Tenant a mutually agreeable subordination, non-disturbance and attornment agreement executed by Landlord and the holder of such security interest.

11. ENVIRONMENTAL.

(a) Landlord represents and warrants (i) the Property, as of the Effective Date, is free of hazardous substances, including asbestos-containing materials and lead paint, and (ii) the Property has never been subject to any contamination or hazardous conditions resulting in any environmental investigation, inquiry or remediation. Landlord and Tenant agree that each will be responsible for compliance with any and all applicable governmental laws, rules, statutes, regulations, codes, ordinances, or principles of common law regulating or imposing standards of liability or standards of conduct with regard to protection of the environment or worker health and safety, as may now or at any time hereafter be in effect, to the extent such apply to that party's activity conducted in or on the Property.

(b) Landlord and Tenant agree to hold harmless and indemnify the other from, and to assume all duties, responsibilities and liabilities at the sole cost and expense of the indemnifying party for, payment of penalties, sanctions, forfeitures, losses, costs or damages, and for responding to any action, notice, claim, order, summons, citation, directive, litigation, investigation or proceeding ("**Claims**"), to the extent arising from that party's breach of its obligations or representations under Section 11(a). Landlord agrees to hold harmless and indemnify Tenant from, and to assume all duties, responsibilities and liabilities at the sole cost and expense of Landlord for, payment of penalties, sanctions, forfeitures, losses, costs or damages, and for responding to any Claims, to the extent arising from subsurface or other contamination of the Property with hazardous substances prior to the Effective Date or from such contamination caused by the acts or omissions of Landlord during the Term. Tenant agrees to hold harmless and indemnify Landlord from, and to assume all duties, responsibilities and liabilities at the sole cost and expense of Tenant for, payment of penalties, sanctions, forfeitures, losses, costs or damages, and for responding to any Claims, to the extent arising from hazardous substances brought onto the Property by Tenant.

(c) The indemnification provisions contained in this Section 11 specifically include reasonable costs, expenses and fees incurred in connection with any investigation of Property conditions or any clean-up, remediation, removal or restoration work required by any governmental authority. The provisions of this Section 11 will survive the expiration or termination of this Agreement.

(d) In the event Tenant becomes aware of any hazardous materials on the Property, or any environmental, health or safety condition or matter relating to the Property, that, in Tenant's sole determination, renders the condition of the Premises or Property unsuitable for Tenant's use, or if Tenant believes that the leasing or continued leasing of the Premises would expose Tenant to undue risks of liability to a government agency or other third party, then Tenant will have the right, in addition to any other rights it may have at law or in equity, to terminate this Agreement upon written notice to Landlord.

12. ACCESS. At all times throughout the Term of this Agreement, Tenant and its employees, agents, and subcontractors, will have twenty-four (24) hour per day, seven (7) day per week pedestrian and vehicular access ("**Access**") to and over the Property, from an open and improved public road to the Premises, for the installation, maintenance and operation of the Communication Facility and any utilities serving the Premises. As may be described more fully in **Exhibit 1**, Landlord grants to Tenant an easement for such Access and Landlord agrees to provide to Tenant such codes, keys and other instruments necessary for such Access. Upon Tenant's request and Tenant's expense of preparation and recording, Landlord will execute a separate recordable easement evidencing this right. Landlord shall execute a letter granting Tenant Access to the Property upon Tenant's request. during the Term. If Tenant elects to utilize an Unmanned Aircraft System ("**UAS**") in connection with its installation, construction, monitoring, site audits, inspections, maintenance, repair, modification, or alteration activities at the Property, Landlord hereby grants Tenant, or any UAS operator acting on Tenant's behalf, express

permission to fly over the applicable Property and Premises, and consents to the use of audio and video navigation and recording in connection with the use of the UAS. Landlord acknowledges that in the event Tenant cannot obtain Access to the Premises, Tenant shall incur significant damage. If Landlord fails to provide the Access granted by this Section 12, such failure shall be a default under this Agreement. In connection with such default absent any public emergency requiring limiting access, in addition to any other rights or remedies available to Tenant under this Agreement or at law or equity, Landlord shall pay Tenant, as liquidated damages and not as a penalty, $500 per day in consideration of Tenant's damages until Landlord cures such default. Landlord and Tenant agree that Tenant's damages in the event of a denial of Access are difficult, if not impossible, to ascertain, and the liquidated damages set forth above are a reasonable approximation of such damages.

13. REMOVAL/RESTORATION. All portions of the Communication Facility brought onto the Property by Tenant will be and remain Tenant's personal property and, at Tenant's option, may be removed by Tenant at any time during or after the Term. Tenant shall remove all personal property at the end of the Term and return the Property to a condition substantially similar to the condition prior to this Agreement, wear and tear of the Property excepted. Landlord covenants and agrees that no part of the Communication Facility constructed, erected or placed on the Premises by Tenant will become, or be considered as being affixed to or a part of, the Property, it being the specific intention of Landlord that all improvements of every kind and nature constructed, erected or placed by Tenant on the Premises will be and remain the property of Tenant and may be removed by Tenant at any time during or after the Term. Tenant will repair any damage to the Property resulting from Tenant's removal activities. Any portions of the Communication Facility that Tenant does not remove within one hundred twenty (120) days after the later of the end of the Term and cessation of Tenant's operations at the Premises shall be removed by Landlord, at the Landlord's discretion, and cost of such removal shall be borne by Tenant. Notwithstanding the foregoing, Tenant will not be responsible for the replacement of any trees, shrubs or other vegetation, nor will Tenant be required to remove from the Premises or Property any underground utilities, footing, foundations, and concrete.

14. MAINTENANCE/UTILITIES.

(a) Tenant will keep and maintain the Premises in good condition, reasonable wear and tear and damage from the elements excepted. Landlord will maintain and repair the Property and access thereto, the Structure, and all areas of the Premises where Tenant does not have exclusive control, in good and tenantable condition, subject to reasonable wear and tear and damage from the elements. Landlord will be responsible for maintenance of landscaping on the Property, including any landscaping installed by Tenant as a condition of this Agreement or any required permit.

(b) Tenant will be responsible for paying on a monthly or quarterly basis all utilities charges for electricity, telephone service or any other utility used or consumed by Tenant on the Premises. In the event Tenant cannot secure its own metered electrical supply, Tenant will have the right, at its own cost and expense, to sub-meter from Landlord. When sub-metering is required under this Agreement, Landlord will read the meter and provide Tenant with an invoice and usage data on a monthly basis. Tenant shall reimburse Landlord for such utility usage at the same rate charged to Landlord by the utility service provider. Landlord further agrees to provide the usage data and invoice on forms provided by Tenant and to send such forms to such address and/or agent designated by Tenant. Tenant will remit payment within thirty (30) days of receipt of the usage data and required forms. Landlord shall maintain accurate and detailed records of all utility expenses, invoices and payments applicable to Tenant's reimbursement obligations hereunder. Within fifteen (15) days after a request from Tenant, Landlord shall provide copies of such utility billing records to the Tenant in the form of copies of invoices, contracts and cancelled checks. If the utility billing records reflect an overpayment by Tenant, Tenant shall have the right to deduct the amount of such overpayment from any monies due to Landlord from Tenant.

(c) As noted in Section 4(c) above, any utility fee recovery by Landlord is limited to a twenty (24) month period. If Tenant sub-meters electricity from Landlord, Landlord agrees to give Tenant at least twenty-four (24) hours advance notice of any planned interruptions of said electricity. Landlord acknowledges that Tenant provides a communication service which requires electrical power to operate and must operate twenty-four (24) hours per day, seven (7) days per week. If the interruption is for an extended period of time, in Tenant's reasonable determination, Landlord agrees to allow Tenant the right to bring in a temporary source of power for the duration

of the interruption. Landlord will not be responsible for interference with, interruption of or failure, beyond the reasonable control of Landlord, of such services to be furnished or supplied by Landlord.

(d) Tenant will have the right to install utilities, at Tenant's expense, and to improve present utilities on the Property and the Premises. Landlord hereby grants to any service company providing utility or similar services, including electric power and telecommunications, to Tenant an easement over the Property, from an open and improved public road to the Premises, and upon the Premises, for the purpose of constructing, operating and maintaining such lines, wires, circuits, and conduits, associated equipment cabinets and such appurtenances thereto, as such service companies may from time to time require in order to provide such services to the Premises. Upon Tenant's or service company's request, Landlord will execute a separate recordable easement evidencing this grant, at no cost to Tenant or the service company.

15. DEFAULT AND RIGHT TO CURE.

(a) The following will be deemed a default by Tenant and a breach of this Agreement: (i) non-payment of License Fee if such License Fee remains unpaid for more than thirty (30) days after written notice from Landlord of such failure to pay; or (ii) Tenant's failure to perform any other term or condition under this Agreement within forty-five (45) days after written notice from Landlord specifying the failure. No such failure, however, will be deemed to exist if Tenant has commenced to cure such default within such period and provided that such efforts are prosecuted to completion with reasonable diligence. Delay in curing a default will be excused if due to causes beyond the reasonable control of Tenant. If Tenant remains in default beyond any applicable cure period, then Landlord will have the right to exercise any and all rights and remedies available to it under law and equity.

(b) The following will be deemed a default by Landlord and a breach of this Agreement: (i) Landlord's failure to provide Access to the Premises as required by Section 12 within twenty-four (24) hours after written notice of such failure; (ii) Landlord's failure to cure an interference problem as required by Section 8 within twenty-four (24) hours after written notice of such failure; or (iii) Landlord's failure to perform any term, condition or breach of any warranty or covenant under this Agreement within forty-five (45) days after written notice from Tenant specifying the failure. No such failure, however, will be deemed to exist if Landlord has 1) a declaration of emergency or other public safety exception; or 2) commenced to cure the default within such period and provided such efforts are prosecuted to completion with reasonable diligence. Delay in curing a default will be excused if due to causes beyond the reasonable control of Landlord. If Landlord remains in default beyond any applicable cure period, Tenant will have: (i) the right to cure Landlord's default and to deduct the costs of such cure from any monies due to Landlord from Tenant, and (ii) any and all other rights available to it under law and equity.

16. ASSIGNMENT/SUBLICENSE. This Agreement may be sold, assigned or transferred by the Tenant without any approval or consent of the Landlord to (i) Tenant's Affiliate or (ii) any entity which acquires all or substantially all of Tenant's assets in the market defined by the FCC in which the Property is located. Otherwise, Tenant shall obtain the written consent of the Landlord prior to any right to assign this Agreement or sublicense the Premises and its rights herein, in whole or in part, with Landlord's consent not unreasonably withheld. Upon notification to Landlord of such assignment, Tenant will be relieved of all future performance, liabilities and obligations under this Agreement to the extent of such assignment.

17. NOTICES. All notices, requests and demands hereunder will be given (i) by first class certified or registered mail, return receipt requested, (ii) by a nationally recognized overnight courier, postage prepaid, to be effective when properly sent and received, refused or returned undelivered, and/or (iii) via email to be sent with a read receipt, but a read receipt shall not be required to establish that notice was given and received, to be effective on the first calendar day after it was sent unless the sender receives an automated message that the email has not been delivered. Notices will be addressed to the parties hereto as follows:

If to Tenant:

Non-Tower Structure

For Notices of Default:

a) To Tenant's Lease Administration Department at NoticeIntake@att.com with reference to Cell Site Number: 368-964; Cell Site Name: ECL04640 (NC); Fixed Asset #: 16299880 in the email subject line; and

b) To Tenant's Law Department via First Class certified or registered mail, return receipt requested, or by a nationally recognized overnight courier, postage prepaid:

New Cingular Wireless PCS, LLC
Attn.: Legal Dept – Network Operations
Re: Cell Site #: 368-964; Cell Site Name: ECL04640 (NC);
Fixed Asset #: 16299880
208 S. Akard Street
Dallas, TX 75202-4206

The copy sent to the Legal Department is an administrative step which alone does not constitute legal notice.

All other Notices will be sent:

c) To Tenant's Lease Administration Department at NoticeIntake@att.com with reference to Cell Site Number: 368-964; Cell Site Name: ECL04640 (NC); Fixed Asset #: 16299880 in the email subject line.

If to Landlord:

Via U.S. Mail:
IT DIRECTOR – TOWN OF HOLLY SPRINGS
PO BOX 8, Holly Springs, NC 27540
RE: Lee Street Water Tower

OR

Via Overnight Courier:
IT DIRECTOR – TOWN OF HOLLY SPRINGS
RE: Lee Street Water Tower

Commented [A1]: 3/11/26 NOTE FROM AT&T TO TOWN:

Need the Town's physical address for overnight courier deliveries of notices.

With a copy to:

Via U.S. Mail:
TOWN ATTORNEY – TOWN OF HOLLY SPRINGS
PO Box 8, Holly Springs, NC 27540
RE: Lee Street Water Tower

OR

Via Overnight Courier:
TOWN ATTORNEY – TOWN OF HOLLY SPRINGS
RE: Lee Street Water Tower

Commented [A2]: 3/11/26 NOTE FROM AT&T TO TOWN:

Need the Town's physical address for overnight courier deliveries of notices.

Either party hereto may change the place for the giving of notice to it by thirty (30) days' prior written notice to the other party hereto as provided herein.

18. **CONDEMNATION.** In the event Landlord receives notification of any condemnation proceedings affecting the Property, Landlord will provide notice of the proceeding to Tenant within twenty-four (24) hours. If a condemning authority takes all of the Property, or a portion sufficient, in Tenant's sole determination, to render the Premises unsuitable for Tenant, this Agreement will terminate as of the date the title vests in the condemning authority. The parties will each be entitled to pursue their own separate awards in the condemnation proceeds, which for Tenant will include, where applicable, the value of its Communication Facility, moving expenses, prepaid License Fee, and business dislocation expenses. Tenant will be entitled to reimbursement for any prepaid License Fee on a *pro rata* basis.

19. **CASUALTY.** Landlord will provide notice to Tenant of any casualty or other harm affecting the Property within twenty-four (24) hours of the casualty or other harm. If any part of the Communication Facility or the Property is damaged by casualty or other harm as to render the Premises unsuitable, in Tenant's sole determination, then Tenant may terminate this Agreement by providing written notice to Landlord, which termination will be effective as of the date of such casualty or other harm. Upon such termination, Tenant will be entitled to collect all insurance proceeds payable to Tenant on account thereof and to be reimbursed for any prepaid License Fee on a *pro rata* basis. Landlord agrees to permit Tenant to place temporary transmission and reception facilities on the Property, but only until such time as Tenant is able to activate a replacement transmission facility at another location; notwithstanding the termination of this Agreement, such temporary facilities will be governed by all of the terms and conditions of this Agreement, including License Fee. If Landlord or Tenant undertakes to rebuild or restore the Premises and/or the Communication Facility, as applicable, Landlord agrees to permit Tenant to place temporary transmission and reception facilities on the Property until the reconstruction of the Premises and/or the Communication Facility is completed. If Landlord determines not to rebuild or restore the Property, Landlord will notify Tenant of such determination within thirty (30) days after the casualty or other harm. If Landlord does not so notify Tenant and Tenant decides not to terminate under this Section 19, then Landlord will promptly rebuild or restore any portion of the Property interfering with or required for Tenant's Permitted Use of the Premises to substantially the same condition as existed before the casualty or other harm. Landlord agrees that the License Fee shall be abated until the Property and/or the Premises are rebuilt or restored, unless Tenant places temporary transmission and reception facilities on the Property.

20. **WAIVER OF LANDLORD'S LIENS.** Landlord waives any and all lien rights it may have, statutory or otherwise, concerning the Communication Facility or any portion thereof. The Communication Facility shall be deemed personal property for purposes of this Agreement, regardless of whether any portion is deemed real or personal property under applicable law; Landlord consents to Tenant's right to remove all or any portion of the Communication Facility from time to time in Tenant's sole discretion and without Landlord's consent.

21. **TAXES.**

(a) Landlord shall be responsible for (i) all taxes and assessments levied upon the lands, improvements and other property of Landlord including any such taxes that may be calculated by a taxing authority using any method, including the income method, (ii) all sales, use, license, value added, documentary, stamp, gross receipts, registration, real estate transfer, conveyance, excise, recording, and other similar taxes and fees imposed in connection with this Agreement, and (iii) all sales, use, license, value added, documentary, stamp, gross receipts, registration, real estate transfer, conveyance, excise, recording, and other similar taxes and fees imposed in connection with a sale of the Property or assignment of License Fee payments by Landlord. Tenant shall be responsible for (y) any taxes and assessments attributable to and levied upon Tenant's License improvements on the Premises if and as set forth in this Section 21 and (z) all sales, use, license, value added, documentary, stamp, gross receipts, registration, real estate transfer, conveyance, excise, recording, and other similar taxes and fees imposed in connection with an assignment of this Agreement or sublicense by Tenant. Nothing herein shall require Tenant to pay any inheritance, franchise, income, payroll, excise, privilege, License Fee, capital stock, stamp, documentary, estate or profit tax, or any tax of similar nature, that is or may be imposed upon Landlord.

(b) In the event Landlord receives a notice of assessment with respect to which taxes or assessments are imposed on Tenant's licensed improvements on the Premises, Landlord shall provide Tenant with copies of each

such notice immediately upon receipt, but in no event later than thirty (30) days after the date of such notice of assessment. If Landlord does not provide such notice or notices to Tenant in a timely manner and Tenant's rights with respect to such taxes are prejudiced by the delay, Landlord shall reimburse Tenant for any increased costs directly resulting from the delay and Landlord shall be responsible for payment of the tax or assessment set forth in the notice, and Landlord shall not have the right to reimbursement of such amount from Tenant. If Landlord provides a notice of assessment to Tenant within such time period and requests reimbursement from Tenant as set forth below, then Tenant shall reimburse Landlord for the tax or assessments identified on the notice of assessment on Tenant's licensed improvements, which has been paid by Landlord. If Landlord seeks reimbursement from Tenant, Landlord shall, no later than thirty (30) days after Landlord's payment of the taxes or assessments for the assessed tax year, provide Tenant with written notice including evidence that Landlord has timely paid same, and Landlord shall provide to Tenant any other documentation reasonably requested by Tenant to allow Tenant to evaluate the payment and to reimburse Landlord.

(c) For any tax amount for which Tenant is responsible under this Agreement, Tenant shall have the right to contest, in good faith, the validity or the amount thereof using such administrative, appellate or other proceedings as may be appropriate in the jurisdiction, and may defer payment of such obligations, pay same under protest, or take such other steps as permitted by law. This right shall include the ability to institute any legal, regulatory or informal action in the name of Landlord, Tenant, or both, with respect to the valuation of the Premises. Landlord shall cooperate with respect to the commencement and prosecution of any such proceedings and will execute any documents required therefor. The expense of any such proceedings shall be borne by Tenant and any refunds or rebates secured as a result of Tenant's action shall belong to Tenant, to the extent the amounts were originally paid by Tenant. In the event Tenant notifies Landlord by the due date for assessment of Tenant's intent to contest the assessment, Landlord shall not pay the assessment pending conclusion of the contest, unless required by applicable law.

(d) Landlord shall not split or cause the tax parcel on which the Premises are located to be split, bifurcated, separated or divided without the prior written consent of Tenant.

(e) Tenant shall have the right but not the obligation to pay any taxes due by Landlord hereunder if Landlord fails to timely do so, in addition to any other rights or remedies of Tenant. In the event that Tenant exercises its rights under this Section 21(e) due to such Landlord default, Tenant shall have the right to deduct such tax amounts paid from any monies due to Landlord from Tenant as provided in Section 15(b), provided that Tenant may exercise such right without having provided to Landlord notice and the opportunity to cure per Section 15(b).

(f) Any tax-related notices shall be sent to Tenant in the manner set forth in Section 17.

(g) Notwithstanding anything to the contrary contained in this Section 21, Tenant shall have no obligation to reimburse any tax or assessment for which the Landlord is reimbursed or rebated by a third party.

22. SALE OF PROPERTY.

(a) Landlord may sell the Property or a portion thereof to a third party, provided: (i) the sale is made subject to the terms of this Agreement; and (ii) if the sale does not include the assignment of Landlord's full interest in this Agreement, the purchaser must agree to perform, without requiring compensation from Tenant or any subtenant, any obligation of Landlord under this Agreement, including Landlord's obligation to cooperate with Tenant as provided hereunder.

(b) If Landlord, at any time during the Term of this Agreement, decides to rezone or sell, subdivide or otherwise transfer all or any part of the Premises, or all or any part of the Property or the Surrounding Property, to a purchaser other than Tenant, Landlord shall promptly notify Tenant in writing, and such rezoning, sale, subdivision or transfer shall be subject to this Agreement and Tenant's rights hereunder. In the event of a change in ownership, transfer or sale of the Property, within ten (10) days of such transfer, Landlord or its successor shall send the documents listed below in this Section 22(b) to Tenant. Until Tenant receives all such documents, Tenant's failure to make payments under this Agreement shall not be an event of default and Tenant reserves the right to hold payments due under this Agreement.

i. Old deed to Property
ii. New deed to Property

iii. Bill of Sale or Transfer
iv. Copy of current Tax Bill
v. New IRS Form W-9
vi. Completed and Signed Tenant Payment Direction Form
vii. Full contact information for new Landlord including phone number(s)

(c) Landlord agrees not to sell, License or begin any new (after the Effective Date) use of any areas of the Property or the Surrounding Property for the installation, operation or maintenance of other wireless communication facilities if such installation, operation or maintenance would interfere with Tenant's Permitted Use or communications equipment as determined by radio propagation tests performed by Tenant in its sole discretion. Landlord or Landlord's prospective purchaser shall reimburse Tenant for any costs and expenses of such testing. If the radio frequency propagation tests demonstrate levels of interference unacceptable to Tenant, Landlord shall be prohibited from selling, leasing or using any areas of the Property or the Surrounding Property for purposes of any installation, operation or maintenance of any other wireless communication facility or equipment.

(d) The provisions of this Section 22 shall in no way limit or impair the obligations of Landlord under this Agreement, including interference and access obligations.

23. **RIGHT OF FIRST REFUSAL**. Notwithstanding the provisions contained in Section 22, if at any time after the Effective Date, Landlord receives a bona fide written offer from a third party seeking any sale, conveyance, assignment or transfer, whether in whole or in part, of any property interest in or related to the Premises, including without limitation any offer seeking an assignment or transfer of the License Fee payments associated with this Agreement or an offer to purchase an easement with respect to the Premises ("**Offer**"), Landlord shall immediately furnish Tenant with a copy of the Offer. Tenant shall have the right within ninety (90) days after it receives such copy to match the financial terms of the Offer and agree in writing to match such terms of the Offer. Such writing shall be in the form of a contract substantially similar to the Offer but Tenant may assign its rights to a third party. If Tenant chooses not to exercise this right or fails to provide written notice to Landlord within the ninety (90) day period, Landlord may sell, convey, assign or transfer such property interest in or related to the Premises pursuant to the Offer, subject to the terms of this Agreement. If Landlord attempts to sell, convey, assign or transfer such property interest in or related to the Premises without complying with this Section 23, the sale, conveyance, assignment or transfer shall be void. Tenant shall not be responsible for any failure to make payments under this Agreement and reserves the right to hold payments due under this Agreement until Landlord complies with this Section 23. Tenant's failure to exercise the right of first refusal shall not be deemed a waiver of the rights contained in this Section 23 with respect to any future proposed conveyances as described herein.

24. **MISCELLANEOUS.**

(a) **Amendment/Waiver.** This Agreement cannot be amended, modified or revised unless done in writing and signed by Landlord and Tenant. No provision may be waived except in a writing signed by both parties. The failure by a party to enforce any provision of this Agreement or to require performance by the other party will not be construed to be a waiver, or in any way affect the right of either party to enforce such provision thereafter.

(b) **Memorandum/Short Form License.** Contemporaneously with the execution of this Agreement, the parties will execute a recordable Memorandum of License substantially in the form attached as **Exhibit 24(b)**. Either party may record this Memorandum of License at any time during the Term, in its absolute discretion. Thereafter during the Term, either party will, at any time upon fifteen (15) business days' prior written notice from the other, execute, acknowledge and deliver to the other a recordable Memorandum of License.

(c) **Limitation of Liability**. Except for the indemnity obligations set forth in this Agreement, and otherwise notwithstanding anything to the contrary in this Agreement, Tenant and Landlord each waives any claims that each may have against the other with respect to consequential, incidental or special damages, however caused, based on any theory of liability.

(d) **Compliance with Law**. Tenant agrees to comply with all federal, state and local laws, orders, rules and regulations ("**Laws**") applicable to Tenant's use of the Communication Facility on the Property. Landlord agrees to comply with all Laws relating to Landlord's ownership and use of the Property and any improvements on the Property.

(e) **Bind and Benefit.** The terms and conditions contained in this Agreement will run with the Property and bind and inure to the benefit of the parties, their respective heirs, executors, administrators, successors and assigns.

(f) **Entire Agreement.** This Agreement and the exhibits attached hereto, all being a part hereof, constitute the entire agreement of the parties hereto and will supersede all prior offers, negotiations and agreements with respect to the subject matter of this Agreement. Exhibits are numbered to correspond to the Section wherein they are first referenced. Except as otherwise stated in this Agreement, each party shall bear its own fees and expenses (including the fees and expenses of its agents, brokers, representatives, attorneys, and accountants) incurred in connection with the negotiation, drafting, execution and performance of this Agreement and the transactions it contemplates.

(g) **Governing Law.** This Agreement will be governed by the laws of the state in which the Premises are located, without regard to conflicts of law.

(h) **Interpretation.** Unless otherwise specified, the following rules of construction and interpretation apply: (i) captions are for convenience and reference only and in no way define or limit the construction of the terms and conditions hereof; (ii) use of the term "including" will be interpreted to mean "including but not limited to"; (iii) whenever a party's consent or approval is required under this Agreement, except as otherwise stated in the Agreement or as same may be duplicative, such consent or approval will not be unreasonably withheld, conditioned or delayed; (iv) exhibits are an integral part of this Agreement and are incorporated by reference into this Agreement; (v) use of the terms "termination" or "expiration" are interchangeable; (vi) reference to a default will take into consideration any applicable notice, grace and cure periods; (vii) to the extent there is any issue with respect to any alleged, perceived or actual ambiguity in this Agreement, the ambiguity shall not be resolved on the basis of who drafted the Agreement; (viii) the singular use of words includes the plural where appropriate; and (ix) if any provision of this Agreement is held invalid, illegal or unenforceable, the remaining provisions of this Agreement shall remain in full force if the overall purpose of the Agreement is not rendered impossible and the original purpose, intent or consideration is not materially impaired.

(i) **Affiliates.** All references to "Tenant" shall be deemed to include any Affiliate of New Cingular Wireless PCS, LLC using the Premises for any Permitted Use or otherwise exercising the rights of Tenant pursuant to this Agreement. "Affiliate" means with respect to a party to this Agreement, any person or entity that (directly or indirectly) controls, is controlled by, or under common control with, that party. "Control" of a person or entity means the power (directly or indirectly) to direct the management or policies of that person or entity, whether through the ownership of voting securities, by contract, by agency or otherwise.

(j) **Survival**. Any provisions of this Agreement relating to indemnification shall survive the termination or expiration hereof. In addition, any terms and conditions contained in this Agreement that by their sense and context are intended to survive the termination or expiration of this Agreement shall so survive.

(k) **W-9.** As a condition precedent to payment, Landlord agrees to provide Tenant with a completed IRS Form W-9, or its equivalent, upon execution of this Agreement and at such other times as may be reasonably requested by Tenant, including any change in Landlord's name or address.

(l) **Execution/No Option.** The submission of this Agreement to any party for examination or consideration does not constitute an offer, reservation of or option for the Premises based on the terms set forth herein. Each of the parties agrees that this Agreement may be signed digitally and that a scanned signature shall be deemed an original. In the event that either party is using DocuSign or similar electronic signature option, the parties agree that no witnesses or acknowledgements will be required. This Agreement may be executed in two (2) or more counterparts, all of which shall be considered one and the same agreement and shall become effective when one or more counterparts have been signed by each of the parties. All parties need not sign the same counterpart.

(m) **Attorneys' Fees.** In the event that any dispute between the parties related to this Agreement should result in litigation, the prevailing party in such litigation shall be entitled to recover from the other party all reasonable fees and expenses of enforcing any right of the prevailing party, including reasonable attorneys'

fees and expenses. Prevailing party means the party determined by the court to have most nearly prevailed even if such party did not prevail in all matters. This provision will not be construed to entitle any party other than Landlord, Tenant and their respective Affiliates to recover their fees and expenses.

(n) Intentionally deleted.

(o) **No Additional Fees/Incidental Fees.** Unless otherwise specified in this Agreement, all rights and obligations set forth in the Agreement shall be provided by Landlord and/or Tenant, as the case may be, at no additional cost. No unilateral fees or additional costs or expenses are to be applied by either party to the other party, for any task or service including, but not limited to, review of plans, structural analyses, consents, provision of documents or other communications between the parties.

(p) **Further Acts.** Upon request, Landlord will cause to be promptly and duly taken, executed, acknowledged and delivered all such further acts, documents, and assurances as Tenant may request from time to time in order to effectuate, carry out and perform all of the terms, provisions and conditions of this Agreement and all transactions and Permitted Use contemplated by this Agreement.

[SIGNATURES APPEAR ON NEXT PAGE]

IN WITNESS WHEREOF, the parties have caused this Agreement to be effective as of the Effective Date.

"**LANDLORD**"

Witnessed by:

Town of Holly Springs, NC
a North Carolina Municipality

_____
Name:_____

By: _____
Name: RANDY J. HARRINGTON
Title: TOWN MANAGER
Date: _____

_____
Name:_____

"**TENANT**"

Witnessed by:

New Cingular Wireless PCS, LLC
a Delaware limited liability company
By: AT&T Mobility Corporation, its Manager

_____
Name:_____

By: _____
Name: _____
Title: _____
Date: _____

_____
Name:_____

[ACKNOWLEDGMENTS APPEAR ON NEXT PAGE]

Non-Tower Structure

TENANT ACKNOWLEDGMENT

STATE OF _____)
) ss:
COUNTY OF _____)

On the _____ day of _____, 20___, before me personally appeared _____, and acknowledged under oath that he/she is the _____ of AT&T Mobility Corporation, the Manager of New Cingular Wireless PCS, LLC, the Tenant named in the attached instrument, and as such was authorized to execute this instrument on behalf of the Tenant.

_____
Notary Public: _____
My Commission Expires: _____

LANDLORD ACKNOWLEDGMENT

STATE OF _____)
) ss:
COUNTY OF _____)

On the _____ day of _____, 20__ before me, personally appeared _____, who acknowledged under oath, that he/she is the person/officer named in the within instrument, and that he/she executed the same in his/her stated capacity as the voluntary act and deed of the Landlord for the purposes therein contained.

_____
Notary Public: _____
My Commission Expires: _____

Non-Tower Structure

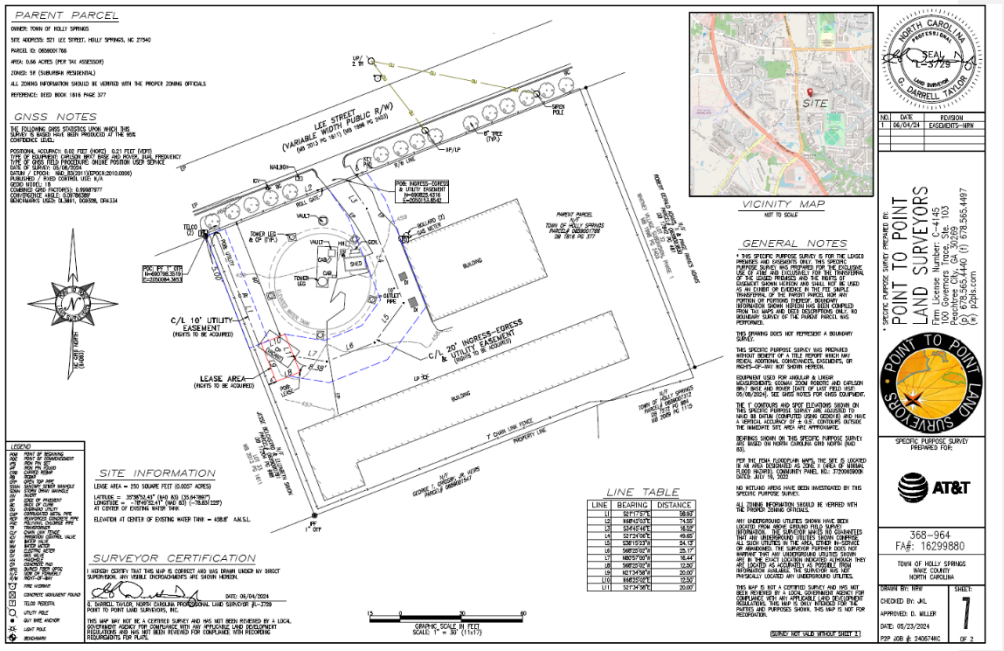
EXHIBIT 1

DESCRIPTION OF PROPERTY AND PREMISES

Page 1 of

to the Structure License Agreement dated [Insert Date] , 20 , by and between Town of Holly Springs, NC, a North Carolina Municipality, as Landlord, and New Cingular Wireless PCS, LLC, a Delaware limited liability company, as Tenant.

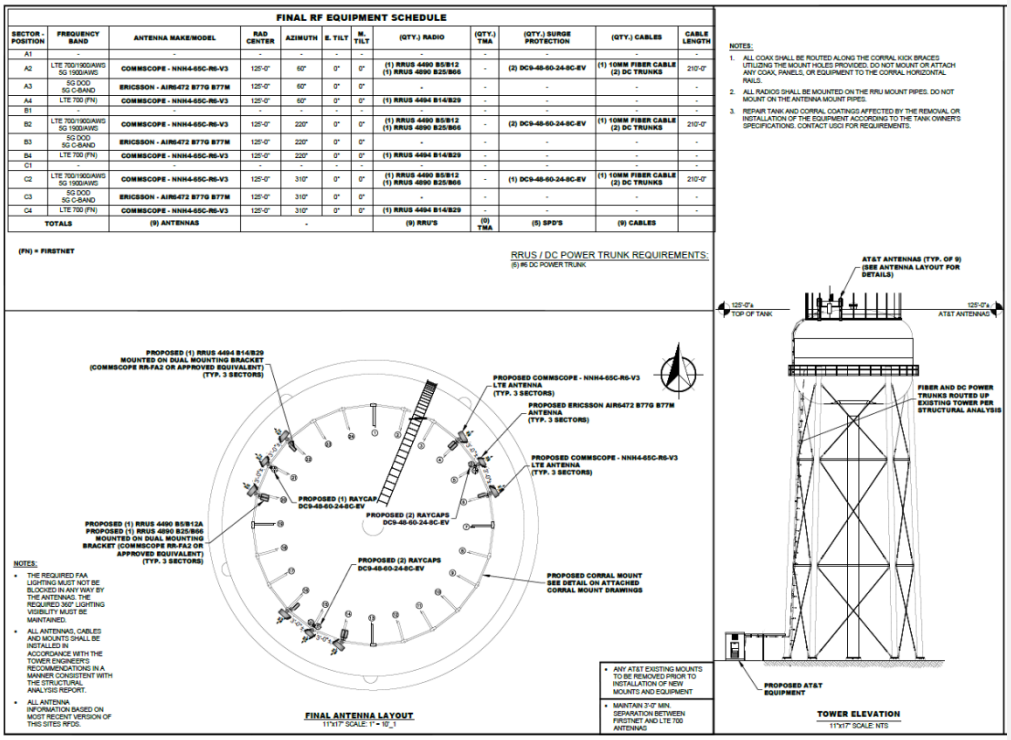
The Property is legally described as follows:



2018 Structure License
9.11.2018

Non-Tower Structure

The Premises are described and/or depicted as follows:



FINAL RF EQUIPMENT SCHEDULE

SECTOR - POSITION	FREQUENCY BAND	ANTENNA MAKE/MODEL	RAD CENTER	AZIMUTH	R. TILT	M. TILT	(QTY.) RADIO	(QTY.) TMA	(QTY.) SURGE PROTECTION	(QTY.) CABLES	CABLE LENGTH
A1	-	-	-	-	-	-	-	-	-	-	-
A2	LTE 700/1900/AWS 5G 1900/AWS	COMMSCOPE - NNH4-65C-R6-V3	125'-0"	60°	0°	0°	(1) RRUS 4490 B5/B12 (1) RRUS 4890 B25/B66	-	(2) DC9-48-60-24-8C-EV	(1) 10MM FIBER CABLE (2) DC TRUNKS	210'-0"
A3	5G OOD 5G C-BAND	ERICSSON - AIR6472 B77G B77M	125'-0"	60°	0°	0°	-	-	-	-	-
A4	LTE 700 (FN)	COMMSCOPE - NNH4-65C-R6-V3	125'-0"	60°	0°	0°	(1) RRUS 4494 B14/B29	-	-	-	-
B1	-	-	-	-	-	-	-	-	-	-	-
B2	LTE 700/1900/AWS 5G 1900/AWS	COMMSCOPE - NNH4-65C-R6-V3	125'-0"	220°	0°	0°	(1) RRUS 4490 B5/B12 (1) RRUS 4890 B25/B66	-	(2) DC9-48-60-24-8C-EV	(1) 10MM FIBER CABLE (2) DC TRUNKS	210'-0"
B3	5G OOD 5G C-BAND	ERICSSON - AIR6472 B77G B77M	125'-0"	220°	0°	0°	-	-	-	-	-
B4	LTE 700 (FN)	COMMSCOPE - NNH4-65C-R6-V3	125'-0"	220°	0°	0°	(1) RRUS 4494 B14/B29	-	-	-	-
C1	-	-	-	-	-	-	-	-	-	-	-
C2	LTE 700/1900/AWS 5G 1900/AWS	COMMSCOPE - NNH4-65C-R6-V3	125'-0"	310°	0°	0°	(1) RRUS 4490 B5/B12 (1) RRUS 4890 B25/B66	-	(1) DC9-48-60-24-8C-EV	(1) 10MM FIBER CABLE (2) DC TRUNKS	210'-0"
C3	5G OOD 5G C-BAND	ERICSSON - AIR6472 B77G B77M	125'-0"	310°	0°	0°	-	-	-	-	-
C4	LTE 700 (FN)	COMMSCOPE - NNH4-65C-R6-V3	125'-0"	310°	0°	0°	(1) RRUS 4494 B14/B29	-	-	-	-
TOTALS		(9) ANTENNAS		-			(9) RRU'S	(0) TMA	(5) SPD'S	(9) CABLES	

(FN) = FIRSTNET

RRUS / DC POWER TRUNK REQUIREMENTS:
(5) #6 DC POWER TRUNK

NOTES:
1. ALL COAX SHALL BE ROUTED ALONG THE CORRAL KICK BRACES UTILIZING THE MOUNT HOLES PROVIDED. DO NOT MOUNT OR ATTACH ANY COAX, PANELS, OR EQUIPMENT TO THE CORRAL HORIZONTAL RAILS.
2. ALL RADIOS SHALL BE MOUNTED ON THE RRU MOUNT PIPES. DO NOT MOUNT ON THE ANTENNA MOUNT PIPES.
3. REPAIR TANK AND CORRAL COATINGS AFFECTED BY THE REMOVAL OR INSTALLATION OF THE EQUIPMENT ACCORDING TO THE TANK OWNER'S SPECIFICATIONS. CONTACT USCI FOR REQUIREMENTS.

NOTES:
- THE REQUIRED FAA LIGHTING MUST NOT BE BLOCKED IN ANY WAY BY THE ANTENNAS. THE REQUIRED 360° LIGHTING VISIBILITY MUST BE MAINTAINED.
- ALL ANTENNAS, CABLES AND MOUNTS SHALL BE INSTALLED IN ACCORDANCE WITH THE TOWER ENGINEER'S RECOMMENDATIONS IN A MANNER CONSISTENT WITH THE STRUCTURAL ANALYSIS REPORT.
- ALL ANTENNA INFORMATION BASED ON MOST RECENT VERSION OF THIS SITES RFDS.

FINAL ANTENNA LAYOUT
11"x17" SCALE: 1" = 10'-1"

- ANY AT&T EXISTING MOUNTS TO BE REMOVED PRIOR TO INSTALLATION OF NEW MOUNTS AND EQUIPMENT
- MAINTAIN 3'-0" MIN. SEPARATION BETWEEN FIRSTNET AND LTE 700 ANTENNAS

TOWER ELEVATION
11"x17" SCALE: NTS

Notes:

1. THIS EXHIBIT MAY BE REPLACED BY A LAND SURVEY AND/OR CONSTRUCTION DRAWINGS OF THE PREMISES ONCE RECEIVED BY TENANT.
2. ANY SETBACK OF THE PREMISES FROM THE PROPERTY'S BOUNDARIES SHALL BE THE DISTANCE REQUIRED BY THE APPLICABLE GOVERNMENT AUTHORITIES.
3. WIDTH OF ACCESS ROAD SHALL BE THE WIDTH REQUIRED BY THE APPLICABLE GOVERNMENT AUTHORITIES, INCLUDING POLICE AND FIRE DEPARTMENTS.
4. THE TYPE, NUMBER AND MOUNTING POSITIONS AND LOCATIONS OF ANTENNAS AND TRANSMISSION LINES ARE ILLUSTRATIVE ONLY. ACTUAL TYPES, NUMBERS AND MOUNTING POSITIONS MAY VARY FROM WHAT IS SHOWN ABOVE.

Non-Tower Structure

EXHIBIT 24(b)

MEMORANDUM OF LICENSE

[FOLLOWS ON NEXT PAGE]

Non-Tower Structure

MEMORANDUM
OF
LICENSE

This Memorandum of License is entered into on this day of , 20 , by and between Town of Holly Springs, NC, a North Carolina Municipality, having a mailing address of PO Box 8, Holly Springs, NC 27540- ATTN: IT Director (hereinafter called "**Landlord**"), and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 1025 Lenox Park Blvd NE 3rd Floor, Atlanta, GA 30319 ("**Tenant**").

1. Landlord and Tenant entered into a certain Structure License Agreement ("**Agreement**") on the day of , 20 , for the purpose of installing, operating and maintaining a communication facility and other improvements. All of the foregoing is set forth in the Agreement.

2. The initial License term will be ten (10) years commencing on the Effective Date of the Agreement, with five (5) successive five (5) year options to renew.

3. The portion of the land being Licensed to Tenant and associated easements are described in **Exhibit 1** annexed hereto.

4. The Agreement gives Tenant a right of first refusal in the event Landlord receives a bona fide written offer from a third party seeking any sale, conveyance, assignment or transfer, whether in whole or in part, of any property interest in or related to the Premises, including without limitation any offer seeking an assignment or transfer of the License Fee payments associated with the Agreement or an offer to purchase an easement with respect to the Premises.

5. This Memorandum of License is not intended to amend or modify, and shall not be deemed or construed as amending or modifying, any of the terms, conditions or provisions of the Agreement, all of which are hereby ratified and affirmed. In the event of a conflict between the provisions of this Memorandum of License and the provisions of the Agreement, the provisions of the Agreement shall control. The Agreement shall be binding upon and inure to the benefit of the parties and their respective heirs, successors, and assigns, subject to the provisions of the Agreement.

IN WITNESS WHEREOF, the parties have executed this Memorandum of License as of the day and year first above written.

LANDLORD:

Town of Holly Springs, NC,
a North Carolina Municipality

By: _____
Print Name: [_____]
Its: _____[Insert Title]_____
Date: _____[Insert Date]_____

TENANT:

New Cingular Wireless PCS, LLC
a Delaware limited liability company

By: AT&T Mobility Corporation
Its: Manager

By: _____
Print Name: [_____]
Its: _____[Insert Title]_____
Date: _____[Insert Date]_____

[ACKNOWLEDGMENTS APPEAR ON NEXT PAGE

Non-Tower Structure

TENANT ACKNOWLEDGMENT

STATE OF _____)
) ss:
COUNTY OF _____)

On the _____ day of _____, 20___, before me personally appeared _____, and acknowledged under oath that he/she is the _____ of AT&T Mobility Corporation, the Manager of New Cingular Wireless PCS, LLC, the Tenant named in the attached instrument, and as such was authorized to execute this instrument on behalf of the Tenant.

_____
Notary Public: _____
My Commission Expires: _____

LANDLORD ACKNOWLEDGMENT

STATE OF _____)
) ss:
COUNTY OF _____)

On the _____ day of _____, 20__ before me, personally appeared _____, who acknowledged under oath, that he/she is the person/officer named in the within instrument, and that he/she executed the same in his/her stated capacity as the voluntary act and deed of the Landlord for the purposes therein contained.

_____
Notary Public: _____
My Commission Expires: _____

Non-Tower Structure

EXHIBIT 1

DESCRIPTION OF PROPERTY AND PREMISES

Page 1 of

to the Memorandum of License dated _____, 20___, by and between Town of Holly Springs, NC, a North Carolina Municipality, as Landlord, and New Cingular Wireless PCS, LLC, a Delaware limited liability company, as Tenant.

The Property is legally described as follows:

The Premises are described and/or depicted as follows:

Non-Tower Structure

W-9 FORM

[FOLLOWS ON NEXT PAGE]

Non-Tower Structure

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

Requester's name and address (optional)

6 City, state, and ZIP code

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			–		–				

or

Employer identification number

		–							

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here **Signature of U.S. person ▶** **Date ▶**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

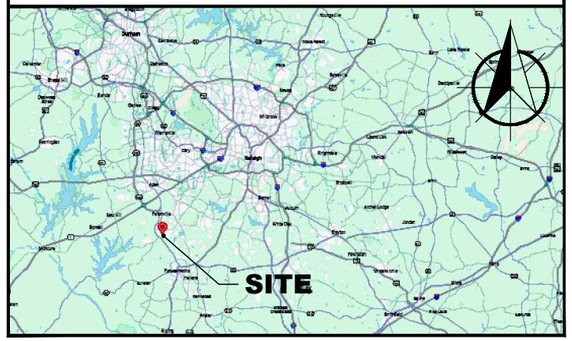
If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

Cat. No. 10231X Form **W-9** (Rev. 10-2018)

5

2018 Structure License
9.11.2018

VICINITY MAP



DIRECTIONS

FROM AT&T OFFICE: 100 SOUTH EUGENE STREET, GREENSBORO, NC 27401
HEAD SOUTH ON S EUGENE ST TOWARD W SYCAMORE ST, CONTINUE ONTO S ELM-EUGENE ST, TURN LEFT ONTO PATTON AVE TURN RIGHT ONTO OLD U.S. 421, CONTINUE ONTO US-421 S, TAKE EX 171 FOR US-64 E TOWARD PITTSBORO,TURN LEFT ONTO US-64 E, USE THE RIGHT LANE TO TAKE THE NC-540 S/TRIANGLE EXPWY RAMP, MERGE ONTO NC-540 E, USE THE RIGHT 3 LANES TO MERGE ONTO NC-55 E/NC-55 BYPASS E, MERGE ONTO NC-55 E/NC-55 BYPASS E, CONTINUE TO FOLLOW NC-55 BYPASS E, TURN LEFT ONTO SPORTSMANSHIP WY, TURN RIGHT ONTO NC-55 E/N MAIN ST, CONTINUE STRAIGHT ONTO N MAIN ST, TURN LEFT ONTO OAK AVE, TURN LEFT ONTO GRIGSBY AVE, TURN RIGHT ONTO LEE ST, DESTINATION WILL BE ON THE RIGHT

LOCAL MAP

NSB - COLO
CONSTRUCTION DRAWINGS

at&t

FA #: **16299880**

SITE ID: **368-964**

PACE #: **MRVWN029785**

SITE NAME: **368-964**

SITE ADDRESS:

521 LEE STREET
HOLLY SPRINGS, NC 27540
(WAKE COUNTY)

SHEET INDEX

SHEET	DESCRIPTION	REV.	REV. DATE
T-1	TITLE SHEET	10	03/31/26
AB-1	APPENDIX-B	10	03/31/26
AB-2	APPENDIX-B	10	03/31/26
AB-3	APPENDIX-B	10	03/31/26
AB-4	APPENDIX-B	10	03/31/26
GN-1	GENERAL NOTES	10	03/31/26
	SURVEY (BY OTHERS)		01/23/26
C-1	OVERALL SITE PLAN	10	03/31/26
C-1.1	EQUIPMENT PLAN	10	03/31/26
C-2	ANTENNA LAYOUT & TOWER ELEVATION	10	03/31/26
C-3	CIVIL DETAILS	10	03/31/26
C-4	FOUNDATION DETAILS	10	03/31/26
C-5	ICE BRIDGE DETAILS	10	03/31/26
E-1	SERVICE ROUTING	10	03/31/26
E-2	PANEL SCHEDULE	10	03/31/26
E-3	ELECTRICAL NOTES	10	03/31/26
E-4	SINGLE LINE DIAGRAM	10	03/31/26
E-5	RISER DIAGRAM	10	03/31/26
G-1	GROUNDING PLAN	10	03/31/26
G-2	GROUNDING DETAILS I	10	03/31/26
G-3	GROUNDING DETAILS II	10	03/31/26
	SPEC SHEETS ATTACHED		

GENERAL NOTES

811 Know what's below. Call before you dig.

THE FACILITY IS UNMANNED AND NOT FOR HUMAN HABITATION, THEREFORE HANDICAP ACCESS IS NOT REQUIRED. A TECHNICIAN WILL VISIT THE SITE AS REQUIRED FOR ROUTINE MAINTENANCE. THE PROJECT WILL NOT RESULT IN ANY SIGNIFICANT DISTURBANCE OR EFFECT ON DRAINAGE; NO SANITARY SEWER SERVICE, POTABLE WATER, OR TRASH DISPOSAL IS REQUIRED AND NO COMMERCIAL SIGNAGE IS PROPOSED. NO WORK SHALL COMMENCE WITHOUT THE APPROVED TOWER/ANTENNA MOUNT STRUCTURAL ANALYSIS REPORT SIGNED AND SEALED BY A LICENSED PROFESSIONAL ENGINEER UNDER SEPARATE COVER.

CODE COMPLIANCE

ALL WORK AND MATERIALS SHALL BE PERFORMED AND INSTALLED IN ACCORDANCE WITH THE CURRENT EDITIONS OF THE FOLLOWING CODES AS ADOPTED BY THE LOCAL GOVERNING AUTHORITIES. NOTHING IN THESE PLANS IS TO BE CONSTRUED TO PERMIT WORK NOT CONFORMING TO THE LATEST EDITIONS OF THE FOLLOWING:

- 2018 NC BUILDING CODE
- ANSI/TIA/EIA-222-G
- LOCAL BUILDING CODE
- CITY/COUNTY ORDINANCES
- FAA COMPLIANCE
- FCC COMPLIANCE
- 2020 NEC CODE COMPLIANCE
- 2018 INTERNATIONAL RESIDENTIAL CODE
- 2018 INTERNATIONAL FIRE CODE
- 2018 INTERNATIONAL MECHANICAL CODE
- 2018 NC EXISTING BUILDING CODE
- 2018 RESIDENTIAL CODES

SITE SUMMARY

SCOPE TYPE:	CO-LOCATION
OCCUPANCY TYPE:	TELECOMMUNICATIONS
STRUCTURE HEIGHT:	131'
STRUCTURE TYPE:	WATER TANK
LATITUDE:	35° 38' 52.43" N (35.647897)
LONGITUDE:	078° 49' 52.41" W (-78.831225)
JURISDICTION:	TOWN OF HOLLY SPRINGS
COUNTY:	WAKE
PARCEL #:	0659001766
GROUND ELEVATION:	458.8 FEET AMSL NAVD 88
POWER COMPANY:	DUKE ENERGY
TELCO COMPANY:	BRIGHTSPEED

PROJECT DIRECTORY

APPLICANT:	AT&T MOBILITY CORP. 100 SOUTH EUGENE STREET GREENSBORO, NC 27401
TOWER OWNER:	TOWN OF HOLLY SPRINGS 128 SOUTH MAIN STREET HOLLY SPRINGS, NC 27540
PROJECT MANAGER:	MASTEC NETWORK SOLUTIONS ANGELIA COPELAND PHONE: (804) 819-0821
SITE DESIGN:	DELTA OAKS GROUP 2724 DISCOVERY DRIVE, SUITE 110 & 120 RALEIGH, NC 27216 BRYAN MACLAREN PHONE: (919) 342-8247

Bryan MacLaren
Digitally signed by Bryan MacLaren
Date: 2026.04.01 17:24:47 -04'00'

NORTH CAROLINA PROFESSIONAL SEAL 045260 ENGINEER BRYAN MACLAREN

BRYAN MACLAREN, P.E.
NORTH CAROLINA LIC. NO. 045260 03/03/2026

SUBMITTALS

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03/31/26	CONSTRUCTION	10	BM

DRAWN BY: JW
CHECKED BY: CS
APPV'D BY: BM
DOG PROJECT NO: 25-27442

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PREPARED FOR: at&t

PREPARED BY:
DELTA OAKS GROUP
2724 DISCOVERY DRIVE STE 110-120
RALEIGH, NC 27216
PHONE: (919) 342-8247
www.deltaoaksgroup.com

SITE ID: **368-964**

SITE NAME: **368-964**

SITE ADDRESS: **521 LEE STREET HOLLY SPRINGS, NC 27540**

FA LOCATION: **16299880**

SITE NUMBER: **N/A**

SHEET TITLE **TITLE SHEET**

SHEET NUMBER **T-1**

2018 APPENDIX B
BUILDING CODE SUMMARY FOR ALL COMMERCIAL PROJECTS
(EXCEPT 1 AND 2-FAMILY DWELLINGS AND TOWNHOUSES)
(Reproduce the following data on the building plans sheet 1 or 2)

Name of Project: 368-964 - 16299880
Address: 521 LEE STREET; HOLLY SPRINGS NC Zip Code 27540
Proposed Use: CELLULAR COMMUNICATIONS EQUIPMENT
Owner/Authorized Agent: AT&T Mobility - Arthur Pelzer|zer Phone # (704) 303-0049 E-Mail: ap6032@att.com
Owned By: ☐ City/County ☒ Private ☐ State
Code Enforcement Jurisdiction: ☒ City HOLLY SPRINGS ☐ County ☐ State

CONTACT:

DESIGNER	FIRM	NAME	LICENSE #	TELEPHONE #	E-MAIL
Architectural				( )	
Civil	DOG	Bryan Maclaren	045260	(919) 342-8247	bmaclaren@deltaoaksgroup.com
Electrical				( )	
Fire Alarm				( )	
Plumbing				( )	
Mechanical				( )	
Sprinkler-Standpipe				( )	
Structural				( )	
Retaining Walls >5' High				( )	
Other				( )	

2018 EDITION OF NC CODE: ☐ New Building ☒ Addition ☐ Renovation
☐ 1st Time Interior Completion
☐ Shell/Core - Contact the local inspection jurisdiction for possible additional procedures and requirements
☐ Phased Construction - Shell/Core- Contact the local inspection jurisdiction for possible additional procedures and requirements

2018 NC EXISTING BUILDING CODE: EXISTING: ☐ Prescriptive ☐ Repair ☐ Chapter 14
Alteration: ☐ Level I ☐ Level II ☐ Level III
☐ Historic Property ☐ Change of Use

CONSTRUCTED: (date) _____ **CURRENT OCCUPANCY(S)** (Ch. 3): _____
RENOVATED: (date) _____ **PROPOSED OCCUPANCY(S)** (Ch. 3): _____

RISK CATEGORY (Table 1604.5): **Current:** ☐ I ☐ II ☐ III ☐ IV
Proposed: ☐ I ☐ II ☐ III ☐ IV

BASIC BUILDING DATA
Construction Type: (check all that apply) ☐ I-A ☐ I-B ☒ II-A ☐ II-B ☐ III-A ☐ III-B ☐ IV ☐ V-A ☐ V-B
Sprinklers: ☒ No ☐ Partial ☐ Yes ☐ NFPA 13 ☐ NFPA 13R ☐ NFPA 13D
Standpipes: ☒ No ☐ Yes Class ☐ I ☐ II ☐ III ☐ Wet ☐ Dry
Fire District: ☐ No ☐ Yes **Flood Hazard Area:** ☐ No ☐ Yes
Special Inspections Required: ☒ No ☐ Yes (Contact the local inspection jurisdiction for additional procedures and

GROSS BUILDING AREA TABLE

FLOOR	EXISTING (SQ FT)	NEW (SQ FT)	SUB-TOTAL
6th Floor	N/A		
5th Floor	N/A		
4th Floor	N/A		
3rd Floor	N/A		
2nd Floor	N/A		
Mezzanine	N/A		
1st Floor	N/A		
Basement	N/A		
TOTAL			

ALLOWABLE AREA

Primary Occupancy Classification(s): Select one
Assembly ☐ A-1 ☐ A-2 ☐ A-3 ☐ A-4 ☐ A-5
Business ☐
Educational ☐
Factory ☐ F-1 Moderate ☐ F-2 Low
Hazardous ☐ H-1 Detonate ☐ H-2 Deflagrate ☐ H-3 Combust ☐ H-4 Health ☐ H-5 HPM
Institutional ☐ I-1 Condition ☐ 1 ☐ 2
☐ I-2 Condition ☐ 1 ☐ 2
☐ I-3 Condition ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5
☐ I-4
Mercantile ☐
Residential ☐ R-1 ☐ R-2 ☐ R-3 ☐ R-4
Storage ☐ S-1 Moderate ☐ S-2 Low ☐ High-piled
☐ Parking Garage ☐ Open ☐ Enclosed ☐ Repair Garage
Utility and Miscellaneous ☒

Accessory Occupancy Classification(s): _____
Incidental Uses (Table 509): _____
Special Uses (Chapter 4 – List Code Sections): _____
Special Provisions: (Chapter 5 – List Code Sections): _____
Mixed Occupancy: No Yes Separation: ____ Hr. Exception: _____

Non-Separated Use (508.3) - The required type of construction for the building shall be determined by applying the height and area limitations for each of the applicable occupancies to the entire building. The most restrictive type of construction, so determined, shall apply to the entire building.

Separated Use (508.4) - See below for area calculations for each story, the area of the occupancy shall be such that the sum of the ratios of the actual floor area of each use divided by the allowable floor area for each use shall not exceed 1.

$$\frac{\text{Actual Area of Occupancy A}}{\text{Allowable Area of Occupancy A}} + \frac{\text{Actual Area of Occupancy B}}{\text{Allowable Area of Occupancy B}} \leq 1$$

_____ + _____ + ... = _____ ≤ 1.00

STORY NO.	DESCRIPTION AND USE	(A) BLDG AREA PER STORY (ACTUAL)	(B) TABLE 506.2[4] AREA	(C) AREA FOR FRONTAGE INCREASE[1,5]	(D) ALLOWABLE AREA PER STORY OR UNLIMITED[2,3]

NORTH CAROLINA PROFESSIONAL SEAL 045260 ENGINEER BRYAN MACLAREN
BRYAN MACLAREN, P.E.
NORTH CAROLINA LIC. NO. 045260 03/03/2026

SUBMITTALS

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DRAWN BY: JW
CHECKED BY: CS
APPV'D BY: BM
DOG PROJECT NO: 25-27442

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PREPARED FOR: at&t

PREPARED BY:
DELTA OAKS
DELTA OAKS GROUP
2724 DISCOVERY DRIVE STE 110-120
RALEIGH, NC 27216
PHONE: (919) 342-8247
www.deltaoaksgroup.com

SITE ID: **368-964**
SITE NAME: **368-964**
SITE ADDRESS: **521 LEE STREET HOLLY SPRINGS, NC 27540**
FA LOCATION: **16299880**
SITE NUMBER: **N/A**
SHEET TITLE **GROUNDING DETAILS II**
SHEET NUMBER **AB-1**

[1] Frontage area increases from Section 506.2 are computed thus:

a. Perimeter which fronts a public way or open space having 20 feet minimum width = _____ (F)
b. Total Building Perimeter = _____ (P)
c. Ratio (F/P) = _____ (F/P)
d. W = Minimum width of public way = _____ (W)
e. Percent of frontage increase $I_f = 100[F/P - 0.25] \times W/30$ = _____ (%) [2] Unlimited area applicable under conditions of Section 507.

[3] Maximum Building Area = total number of stories in the building x D (maximum3 stories) (506.2).

[4] The maximum area of open parking garages must comply with Table 406.5.4. The maximum area of air traffic control towers must comply with Table 412.3.1.

[5] Frontage increase is based on the unsprinklered area value in Table 506.2.

ALLOWABLE HEIGHT

	ALLOWABLE	SHOWN ON PLANS	CODE REFERENCE
Building Height in Feet (Table 504.3)		Feet = H + 20' = ___	
Building Height in Stories (Table 504.4)		Stories + 1 = _____	

[1] Provide code reference if the "Shown on Plans" quantity is not based on Table 504.3 or 504.4.

FIRE PROTECTION REQUIREMENTS

BUILDING ELEMENT	FIRE SEPARATION DISTANCE (FEET)	RATING REQ'D	RATING PROVIDED (W/_____* REDUCTION)	DETAIL # AND SHEET #	DESIGN # FOR RATED ASSEMBLY	SHEET # FOR RATED PENETRATION	SHEET # FOR RATED JOINTS
Structural Frame, including columns, girders, trusses							
Bearing Walls							
Exterior							
North							
East							
West							
South							
Interior							
Nonbearing Walls and Partitions Exterior walls							
North							
East							
West							
South							
Interior walls and partitions							
Floor Construction Including supporting beams and joists							
Floor Ceiling Assembly							
Columns Supporting Floors							
Roof Construction, including supporting beams and joists							
Roof Ceiling Assembly							
Columns Supporting Roof							
Shaft Enclosures - Exit							
Shaft Enclosures - Other							
Corridor Separation							
Occupancy/Fire Barrier Separation							
Party/Fire Wall Separation							
Smoke Barrier Separation							
Smoke Partition							
Tenant/Dwelling Unit/ Sleeping Unit Separation							
Incidental Use Separation							

* Indicate section number permitting reduction

PERCENTAGE OF WALL OPENING CALCULATIONS

FIRE SEPARATION DISTANCE (FEET) FROM PROPERTY LINES	DEGREE OF OPENINGS PROTECTION (TABLE 705.8)	ALLOWABLE AREA (%)	ACTUAL SHOWN ON PLANS (%)

LIFE SAFETY SYSTEM REQUIREMENTS

Emergency Lighting: ☐ No ☒ Yes
Exit Signs: ☒ No ☐ Yes
Fire Alarm: ☒ No ☐ Yes
Smoke Detection Systems: ☐ No ☒ Yes ☐ Partial _____
Panic Hardware: ☒ No ☐ Yes

LIFE SAFETY PLAN REQUIREMENTS

Life Safety Plan Sheet #:

- ☐ Fire and/or smoke rated wall locations (Chapter 7)
- ☐ Assumed and real property line locations
- ☐ Exterior wall opening area with respect to distance to assumed property lines (705.8)
- ☐ Existing structures within 30' of the proposed building
- ☐ Occupancy types for each area as it relates to occupant load calculation (Table 1004.1.2)

2018 NC Administrative Code and Policies

NORTH CAROLINA PROFESSIONAL SEAL 045260 ENGINEER BRYAN MACLAREN

BRYAN MACLAREN, P.E.
NORTH CAROLINA LIC. NO. 045260 03/03/2026

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FA LOCATION:
16299880

SITE NUMBER:
N/A

SHEET TITLE
GROUNDING DETAILS II

SHEET NUMBER
AB-2

- ☐ Occupant loads for each area
- ☐ Exit access travel distances (1017)
- ☐ Common path of travel distances (Tables 1006.2.1 & 1006.3.2(1))
- ☐ Dead end lengths (1020.4)
- ☐ Clear exit widths for each exit door
- ☐ Maximum calculated occupant load capacity each exit door can accommodate based on egress width (1005.3)
- ☐ Actual occupant load for each exit door
- ☐ A separate schematic plan indicating where fire rated floor/ceiling and/or roof structure is provided for purposes of occupancy separation
- ☐ Location of doors with panic hardware (1010.1.10)
- ☐ Location of doors with delayed egress locks and the amount of delay (1010.1.9.7)
- ☐ Location of doors with electromagnetic egress locks (1010.1.9.8)
- ☐ Location of doors equipped with hold-open devices
- ☐ Location of emergency escape windows (1030)
- ☐ The square footage of each fire area (202)
- ☐ The square footage of each smoke compartment for Occupancy Classification I-2 (407.5)
- ☐ Note any code exceptions or table notes that may have been utilized regarding the items above

ACCESSIBLE DWELLING UNITS
(SECTION 1107)

Total Units	Accessible Units Required	Accessible Units Provided	Type A Units Required	Type A Units Provided	Type B Units Required	Type B Units Provided	total accessible Units provided

ACCESSIBLE PARKING
(SECTION 1106)

LOT OR PARKING AREA	TOTAL # OF PARKING SPACES		# OF ACCESSIBLE SPACES PROVIDED			TOTAL # ACCESSIBLE PROVIDED
	REQUIRED	PROVIDED	REGULAR WITH 5' ACCESS AISLE	VAN SPACES WITH 132" ACCESS AISLE	VAN SPACES WITH 8' ACCESS AISLE	
TOTAL						

PLUMBING FIXTURE REQUIREMENTS
(TABLE 2902.1)

USE		WATERCLOSETS			URINALS	LAVATORIES			SHOWERS / TUBS	DRINKING FOUNTAINS	
		MALE	FEMALE	UNISEX		MALE	FEMALE	UNISEX		REGULAR	ACCESSIBLE
SPACE	EXIST'G										
	NEW										
	REQ'D										

SPECIAL APPROVALS

Special approval: (Local Jurisdiction, Department of Insurance, OSC, DPI, DHHS, etc., describe below)

_____

_____

ENERGY SUMMARY

ENERGY REQUIREMENTS:
The following data shall be considered minimum and any special attribute required to meet the energy code shall also be provided. Each Designer shall furnish the required portions of the project information for the plan data sheet. If performance method, state the annual energy cost for the standard reference design vs annual energy cost for the proposed design.

Existing building envelope complies with code: No Yes (The remainder of this section is not applicable)

Exempt Building: ☐ No ☐ Yes (Provide code or statutory reference): _____

Climate Zone: ☐ 3A ☐ 4A ☐ 5A

Method of Compliance: Energy Code ☒ Performance ☐ Prescriptive
ASHRAE 90.1 ☐ Performance ☐ Prescriptive
(If "Other" specify source here) _____

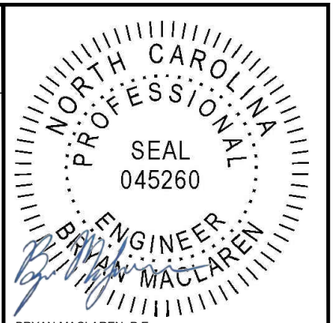
THERMAL ENVELOPE (Prescriptive method only)

Roof/ceiling Assembly (each assembly)
Description of assembly: N/A _____
U-Value of total assembly: _____
R-Value of insulation: _____
Skylights in each assembly: _____
U-Value of skylight: _____
total square footage of skylights in each assembly: _____

Exterior Walls (each assembly)
Description of assembly: N/A _____
U-Value of total assembly: _____
R-Value of insulation: _____
Openings (windows or doors with glazing)
U-Value of assembly: _____
Solar heat gain coefficient: _____
projection factor: _____
Door R-Values: _____

Walls below grade (each assembly)
Description of assembly: N/A _____
U-Value of total assembly: _____
R-Value of insulation: _____

Floors over unconditioned space (each assembly)
Description of assembly: N/A _____
U-Value of total assembly: _____
R-Value of insulation: _____



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FA LOCATION:
16299880

SITE NUMBER:
N/A

SHEET TITLE
GROUNDING DETAILS II

SHEET NUMBER
AB-3

Floors slab on grade

Description of assembly: Concrete Slab & Floor
U-Value of total assembly: _____
R-Value of insulation: _____
Horizontal/vertical requirement: _____
slab heated: NO

DESIGN LOADS:

Importance Factors: Snow (I_S) 1.00
Seismic (I_E) 1.00

Live Loads: Roof N/A psf
Mezzanine N/A psf
Floor N/A psf

Ground Snow Load: N/A psf

Wind Load: Ultimate Wind Speed _____ mph (ASCE-7)
Exposure Category B

SEISMIC DESIGN CATEGORY: ☐ A ☒ B ☐ C ☐ D

Provide the following Seismic Design Parameters:

Risk Category (Table 1604.5) ☒ I ☐ II ☐ III ☐ IV
Spectral Response Acceleration S_S 0.242 %g S_1 0.010 %g SEISMIC CHECK NOT REQUIRED
Site Classification (ASCE 7) ☐ A ☐ B ☐ C ☐ D ☐ E ☐ F
Data Source: ☐ Field Test ☒ Presumptive ☐ Historical Data
Basic structural system (check one) : **NO GROUND MOUNTED EQUIPMENT ADDED**
☐ Bearing Wall ☐ Dual w/Special Moment Frame
☐ Building Frame ☐ Dual w/Intermediate R/C or Special Steel
☐ Moment Frame ☐ Inverted Pendulum
Analysis Procedure: ☐ Simplified ☒ Equivalent Lateral Force ☐ Dynamic
Architectural, Mechanical, Components anchored? ☐ Yes ☒ No

LATERAL DESIGN CONTROL: Earthquake ☐ Wind ☐ N/A ☒

SOIL BEARING CAPACITIES:

Field Test (provide copy of test report) N/A psf
Presumptive Bearing capacity 1500 psf
Pile size, type, and capacity N/A

MECHANICAL SUMMARY

MECHANICAL SYSTEMS, SERVICE SYSTEMS AND EQUIPMENT

Thermal Zone

winter dry bulb: _____
summer dry bulb: _____

Interior design conditions

winter dry bulb: _____
summer dry bulb: _____
relative humidity: _____

Building heating load: _____

Building cooling load: _____

Mechanical Spacing Conditioning System

Unitary
description of unit: _____
heating efficiency: _____
cooling efficiency: _____
size category of unit: _____
Boiler
Size category. If oversized, state reason.: N/A
Chiller
Size category. If oversized, state reason.: N/A

List equipment efficiencies: _____

ELECTRICAL SUMMARY

ELECTRICAL SYSTEM AND EQUIPMENT N/A

Method of Compliance: Energy Code ☐ Performance ☐ Prescriptive
ASHRAE 90.1 ☐ Performance ☐ Prescriptive

Lighting schedule (each fixture type)

lamp type required in fixture
number of lamps in fixture
ballast type used in the fixture
number of ballasts in fixture
total wattage per fixture
total interior wattage specified vs. allowed (whole building or space by space)
total exterior wattage specified vs. allowed

Additional Efficiency Package Options
(When using the 2018 NCECC; not required for ASHRAE 90.1)

☐ C406.2 More Efficient HVAC Equipment Performance
☐ C406.3 Reduced Lighting Power Density
☐ C406.4 Enhanced Digital Lighting Controls
☐ C406.5 On-Site Renewable Energy
☐ C406.6 Dedicated Outdoor Air System
☐ C406.7 Reduced Energy Use in Service Water Heating

2018 NC Administrative Code and Policies

NORTH CAROLINA PROFESSIONAL SEAL 045260 ENGINEER BRYAN MACLAREN

BRYAN MACLAREN, P.E.
NORTH CAROLINA LIC. NO. 045260 03/03/2026

SUBMITTALS

DATE	DESCRIPTION	REV	ISSUED BY
09/17/25	CONSTRUCTION	4	BM
09/25/25	CONSTRUCTION	5	BM
11/14/25	CONSTRUCTION	6	BM
01/27/26	CONSTRUCTION	7	BM
02/13/26	CONSTRUCTION	8	BM
03/03/26	CONSTRUCTION	9	BM
03/31/26	CONSTRUCTION	10	BM

DRAWN BY: JW
CHECKED BY: CS
APPV'D BY: BM
DOG PROJECT NO: 25-27442

THE INFORMATION CONTAINED IN THESE DOCUMENTS IS PROPRIETARY BY NATURE. REPRODUCTION OR CAUSING TO BE REPRODUCED THE WHOLE OR ANY PART OF THESE DRAWINGS WITHOUT THE PERMISSION OF MASTEC NETWORK SOLUTIONS IS PROHIBITED.

PREPARED FOR: at&t

PREPARED BY:

DELTA OAKS GROUP
2724 DISCOVERY DRIVE STE 110-120
RALEIGH, NC 27216
PHONE: (919) 342-8247
www.deltaoaksgroup.com

SITE ID: **368-964**

SITE NAME: **368-964**

SITE ADDRESS: **521 LEE STREET HOLLY SPRINGS, NC 27540**

FA LOCATION: **16299880**

SITE NUMBER: **N/A**

SHEET TITLE **GROUNDING DETAILS II**

SHEET NUMBER **AB-4**

GENERAL NOTES:

1. ALL REFERENCES MADE TO OWNER IN THESE DOCUMENTS SHALL BE CONSIDERED AT&T OR IT'S DESIGNATED REPRESENTATIVE.

2. ALL WORK PRESENTED ON THESE DRAWINGS MUST BE COMPLETED BY THE CONTRACTOR UNLESS NOTED OTHERWISE. THE CONTRACTOR MUST HAVE CONSIDERABLE EXPERIENCE IN PERFORMANCE OF WORK SIMILAR TO THAT DESCRIBED HEREIN. BY ACCEPTANCE OF THIS ASSIGNMENT, THE CONTRACTOR IS ATTESTING THAT HE DOES HAVE SUFFICIENT EXPERIENCE AND ABILITY, THAT HE IS KNOWLEDGEABLE OF THE WORK TO BE PERFORMED AND THAT HE IS PROPERLY LICENSED AND PROPERLY REGISTERED TO DO THIS WORK IN THE STATE OF NORTH CAROLINA.

3. THE STRUCTURE SHALL BE DESIGNED IN ACCORDANCE WITH ANSI/TIA-222-H. THIS CONFORMS TO THE REQUIREMENTS OF THE NORTH CAROLINA BUILDING CODE, 2018 EDITION.

4. WORK SHALL BE COMPLETED IN ACCORDANCE WITH THE NORTH CAROLINA BUILDING CODE, 2018 EDITION.

5. UNLESS SHOWN OR NOTED OTHERWISE ON THE CONTRACT DRAWINGS, OR IN THE SPECIFICATIONS, THE FOLLOWING NOTES SHALL APPLY TO THE MATERIALS LISTED HEREIN, AND TO THE PROCEDURES TO BE USED ON THIS PROJECT.

6. ALL HARDWARE ASSEMBLY MANUFACTURER'S INSTRUCTIONS SHALL BE FOLLOWED EXACTLY AND SHALL SUPERSEDE ANY CONFLICTING NOTES ENCLOSED HEREIN.

7. IT IS THE CONTRACTOR'S SOLE RESPONSIBILITY TO DETERMINE ERECTION PROCEDURE AND SEQUENCE TO INSURE THE SAFETY OF THE STRUCTURE AND IT'S COMPONENT PARTS DURING ERECTION AND/OR FIELD MODIFICATIONS. THIS INCLUDES, BUT IS NOT LIMITED TO, THE ADDITION OF TEMPORARY BRACING, GUYS OR TIE DOWNS THAT MAY BE NECESSARY. SUCH MATERIAL SHALL BE REMOVED AND SHALL REMAIN THE PROPERTY OF THE CONTRACTOR AFTER THE COMPLETION OF THE PROJECT.

8. ALL DIMENSIONS, ELEVATIONS, AND EXISTING CONDITIONS SHOWN ON THE DRAWINGS SHALL BE FIELD VERIFIED BY THE CONTRACTOR PRIOR TO BEGINNING ANY MATERIALS ORDERING, FABRICATION OR CONSTRUCTION WORK ON THIS PROJECT. CONTRACTOR SHALL NOT SCALE CONTRACT DRAWINGS IN LIEU OF FIELD VERIFICATION. ANY DISCREPANCIES SHALL BE IMMEDIATELY BROUGHT TO THE ATTENTION OF THE OWNER AND THE OWNER'S ENGINEER. THE DISCREPANCIES MUST BE RESOLVED BEFORE THE CONTRACTOR IS TO PROCEED WITH THE WORK. THE CONTRACT DOCUMENTS DO NOT INDICATE THE METHOD OF CONSTRUCTION. THE CONTRACTOR SHALL SUPERVISE AND DIRECT THE WORK AND SHALL BE SOLELY RESPONSIBLE FOR ALL CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES, AND PROCEDURES. OBSERVATION VISITS TO THE SITE BY THE OWNER AND/OR THE ENGINEER SHALL NOT INCLUDE INSPECTION OF THE PROTECTIVE MEASURES OR THE PROCEDURES.

9. ALL MATERIALS AND EQUIPMENT FURNISHED SHALL BE NEW AND OF GOOD QUALITY, FREE FROM FAULTS AND DEFECTS AND IN CONFORMANCE WITH THE CONTRACT DOCUMENTS. ANY AND ALL SUBSTITUTIONS MUST BE PROPERLY APPROVED AND AUTHORIZED IN WRITING BY THE OWNER AND ENGINEER PRIOR TO INSTALLATION. THE CONTRACTOR SHALL FURNISH SATISFACTORY EVIDENCE AS TO THE KIND AND QUALITY OF THE MATERIALS AND EQUIPMENT BEING SUBSTITUTED.

10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR INITIATING, MAINTAINING, AND SUPERVISING ALL SAFETY PRECAUTIONS AND PROGRAMS IN CONNECTION WITH THE WORK. THE CONTRACTOR IS RESPONSIBLE FOR INSURING THAT THIS PROJECT AND RELATED WORK COMPLIES WITH ALL APPLICABLE LOCAL, STATE, AND FEDERAL SAFETY CODES AND REGULATIONS GOVERNING THIS WORK.
RENTAL CHARGES, SAFETY, PROTECTION AND MAINTENANCE OF RENTED EQUIPMENT SHALL BE THE CONTRACTOR'S RESPONSIBILITY.

11. ACCESS TO THE PROPOSED WORK SITE MAY BE RESTRICTED. THE CONTRACTOR SHALL COORDINATE INTENDED CONSTRUCTION ACTIVITY, INCLUDING WORK SCHEDULE AND MATERIALS ACCESS, WITH THE AT&T PROJECT MANAGER.

12. BILL OF MATERIALS AND PART NUMBERS LISTED ON CONSTRUCTION DRAWINGS ARE INTENDED TO AID CONTRACTOR/OWNER. CONTRACTOR/OWNER SHALL VERIFY PARTS AND QUANTITIES WITH MANUFACTURER PRIOR TO BIDDING AND/OR ORDERING MATERIALS.

13. ALL PERMITS THAT MUST BE OBTAINED ARE THE RESPONSIBILITY OF THE CONTRACTOR. THE CONTRACTOR WILL BE RESPONSIBLE FOR ABIDING BY ALL CONDITIONS AND REQUIREMENTS OF THE PERMITS.

14. 24 HOURS PRIOR TO THE BEGINNING OF ANY CONSTRUCTION, THE CONTRACTOR MUST NOTIFY THE APPLICABLE JURISDICTIONAL (STATE, COUNTY OR CITY) ENGINEER.

15. THE CONTRACTOR SHALL REWORK (DRY, SCARIFY, ETC.) ALL MATERIAL NOT SUITABLE FOR SUBGRADE IN ITS PRESENT STATE. AFTER REWORKING, IF THE MATERIAL REMAINS UNSUITABLE, THE CONTRACTOR SHALL UNDERCUT THIS MATERIAL AND REPLACE WITH APPROVED MATERIAL. ALL SUBGRADES SHALL BE PROOFROLLED WITH A FULLY LOADED TANDEM AXLE DUMP TRUCK PRIOR TO PAVING. ANY SOFT MATERIAL SHALL BE REWORKED OR REPLACED.

16. THE CONTRACTOR IS REQUIRED TO MAINTAIN ALL PIPES, DITCHES, AND OTHER DRAINAGE STRUCTURES FREE FROM OBSTRUCTION UNTIL WORK IS ACCEPTED BY THE OWNER. THE CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGES CAUSED BY FAILURE TO MAINTAIN DRAINAGE STRUCTURE IN OPERABLE CONDITION.

17. THE OWNER SHALL HAVE A SET OF APPROVED PLANS AVAILABLE AT THE SITE AT ALL TIMES WHILE WORK IS BEING PERFORMED. A DESIGNATED RESPONSIBLE EMPLOYEE SHALL BE AVAILABLE FOR CONTACT BY GOVERNING AGENCY INSPECTORS.

18. ANY BUILDINGS ON THIS SITE ARE INTENDED TO SHELTER EQUIPMENT WHICH WILL ONLY BE PERIODICALLY MAINTAINED AND ARE NOT INTENDED FOR HUMAN OCCUPANCY.

19. TEMPORARY FACILITIES FOR PROTECTION OF TOOLS AND EQUIPMENT SHALL CONFORM TO LOCAL REGULATIONS AND SHALL BE THE CONTRACTOR'S RESPONSIBILITY.

20. THE CONTRACTOR AND ITS SUBCONTRACTORS SHALL CARRY LIABILITY INSURANCE IN THE AMOUNTS AND FORM IN ACCORDANCE WITH AT&T SPECIFICATIONS. CERTIFICATES DEMONSTRATING PROOF OF COVERAGE SHALL BE PROVIDED TO AT&T PRIOR TO THE START OF THE WORK ON THE PROJECT.

21. THE CONTRACTOR SHALL CONTACT ALL APPLICABLE UTILITY SERVICES TO VERIFY LOCATIONS OF EXISTING UTILITIES AND REQUIREMENTS FOR NEW UTILITY CONNECTIONS PRIOR TO EXCAVATING.

22. THE CONTRACTOR SHALL MAINTAIN THE JOB CLEAR OF TRASH AND DEBRIS. ALL WASTE MATERIALS SHALL BE REMOVED FROM THE SITE PRIOR TO SUBSTANTIAL COMPLETION AND PRIOR TO FINAL ACCEPTANCE. THE CONTRACTOR SHALL FURNISH ONE 55 GALLON BARREL, AND TRASH BAGS, AND SHALL REMOVE TRASH, DEBRIS, ETC., ON A DAILY BASIS.

23. THE CONTRACTOR SHALL VISIT THE SITE AND BECOME FAMILIAR WITH ALL CONDITIONS PRIOR TO SUBMITTING HIS PROPOSAL. CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS SHOWN ON THESE DRAWINGS WITH THOSE AT THE SITE. ANY VARIATION WHICH REQUIRES PHYSICAL CHANGE SHALL BE BROUGHT TO THE ATTENTION OF THE AT&T PROJECT ENGINEER FOR FACILITIES/CONSTRUCTION.

24. THE CONTRACTOR SHALL GUARANTEE THE WORK PERFORMED ON THE PROJECT BY THE CONTRACTOR AND ANY OR ALL OF THE SUBCONTRACTORS WHO PERFORMED WORK FOR THE CONTRACTOR ON THIS PROJECT. THE GUARANTEE SHALL BE FOR A FULL YEAR FOLLOWING ISSUANCE OF THE FINAL PAYMENT OF RETAINAGE. ALL MATERIALS AND WORKMANSHIP SHALL BE WARRANTED FOR ONE YEAR FROM ACCEPTANCE DATE.

NORTH CAROLINA PROFESSIONAL SEAL 045260 ENGINEER BRYAN MACLAREN

BRYAN MACLAREN, P.E.
NORTH CAROLINA LIC. NO. 045260 03/03/2026

SUBMITTALS

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DRAWN BY: JW
CHECKED BY: CS
APPV'D BY: BM
DOG PROJECT NO: 25-27442

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PREPARED FOR:

at&t

PREPARED BY:

DELTA OAKS GROUP
2724 DISCOVERY DRIVE STE 110-120
RALEIGH, NC 27216
PHONE: (919) 342-8247
www.deltaoaksgroup.com

SITE ID:
368-964

SITE NAME:
368-964

SITE ADDRESS:
521 LEE STREET
HOLLY SPRINGS, NC 27540

FA LOCATION:
16299880

SITE NUMBER:
N/A

SHEET TITLE
GENERAL NOTES

SHEET NUMBER
GN-1

PARENT PARCEL

OWNER: TOWN OF HOLLY SPRINGS

SITE ADDRESS: 521 LEE STREET, HOLLY SPRINGS, NC 27540

PARCEL ID: 0659001766

AREA: 0.66 ACRES (PER TAX ASSESSOR)

ZONED: SR (SUBURBAN RESIDENTIAL)

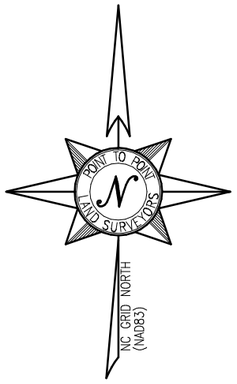
ALL ZONING INFORMATION SHOULD BE VERIFIED WITH THE PROPER ZONING OFFICIALS

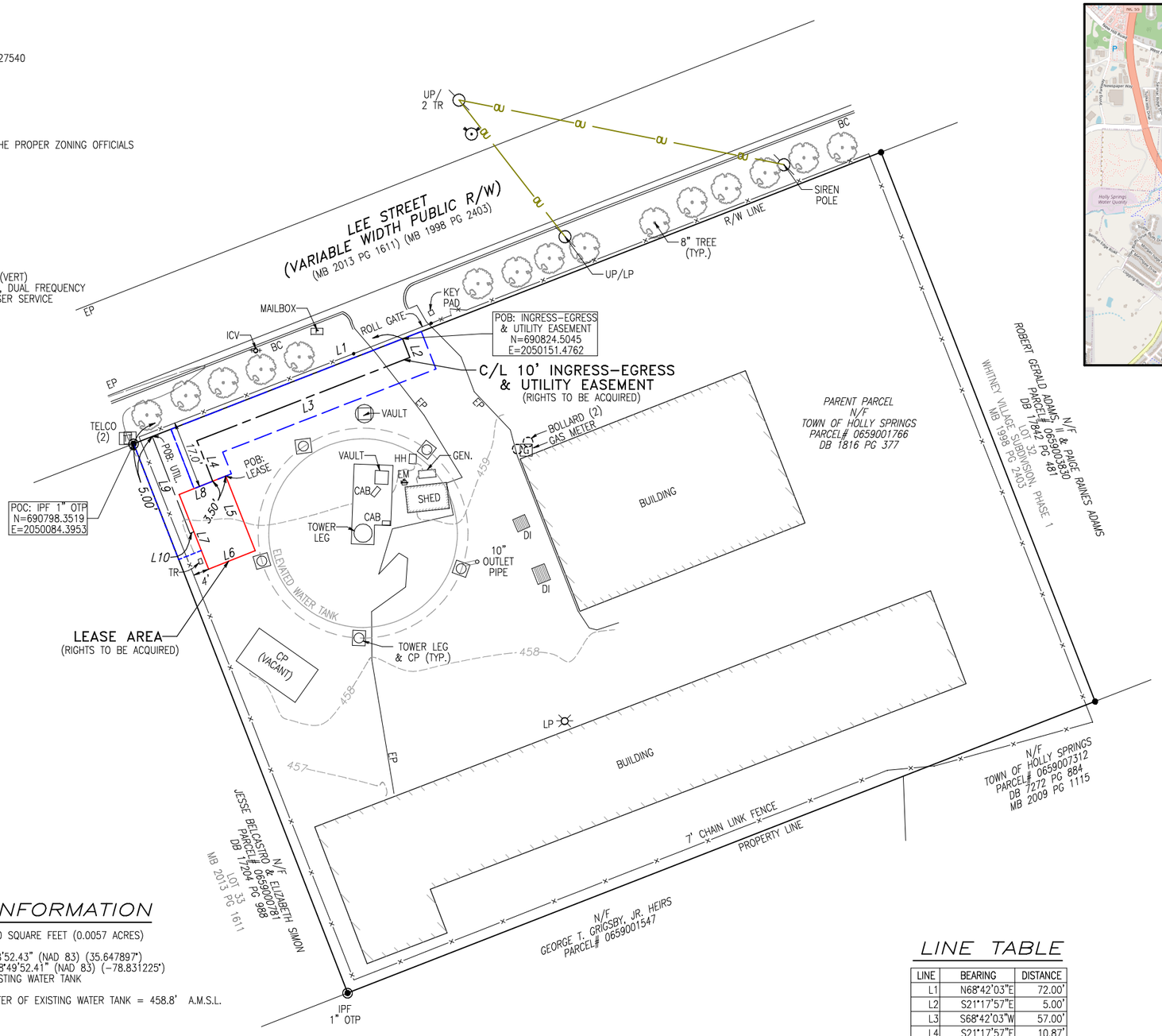
REFERENCE: DEED BOOK 1816 PAGE 377

GNSS NOTES

THE FOLLOWING GNSS STATISTICS UPON WHICH THIS SURVEY IS BASED HAVE BEEN PRODUCED AT THE 95% CONFIDENCE LEVEL:

POSITIONAL ACCURACY: 0.02 FEET (HORZ) 0.21 FEET (VERT)
TYPE OF EQUIPMENT: CARLSON BRX7 BASE AND ROVER, DUAL FREQUENCY
TYPE OF GNSS FIELD PROCEDURE: ONLINE POSITION USER SERVICE
DATE OF SURVEY: 05/08/2024
DATUM / EPOCH: NAD_83(2011)(EPOCH:2010.0000)
PUBLISHED / FIXED CONTROL USE: N/A
GEOID MODEL: 18
COMBINED GRID FACTOR(S): 0.99987977
CONVERGENCE ANGLE: 0.09786389°
BENCHMARKS USED: DL3891, DG9328, DR4334





VICINITY MAP

NOT TO SCALE

GENERAL NOTES

* THIS SPECIFIC PURPOSE SURVEY IS FOR THE LEASED PREMISES AND EASEMENTS ONLY. THIS SPECIFIC PURPOSE SURVEY WAS PREPARED FOR THE EXCLUSIVE USE OF AT&T AND EXCLUSIVELY FOR THE TRANSFERRAL OF THE LEASED PREMISES AND THE RIGHTS OF EASEMENT SHOWN HEREON AND SHALL NOT BE USED AS AN EXHIBIT OR EVIDENCE IN THE FEE SIMPLE TRANSFERRAL OF THE PARENT PARCEL NOR ANY PORTION OR PORTIONS THEREOF. BOUNDARY INFORMATION SHOWN HEREON HAS BEEN COMPILED FROM TAX MAPS AND DEED DESCRIPTIONS ONLY. NO BOUNDARY SURVEY OF THE PARENT PARCEL WAS PERFORMED.

THIS DRAWING DOES NOT REPRESENT A BOUNDARY SURVEY.

THIS SPECIFIC PURPOSE SURVEY WAS PREPARED WITHOUT BENEFIT OF A TITLE REPORT WHICH MAY REVEAL ADDITIONAL CONVEYANCES, EASEMENTS, OR RIGHTS-OF-WAY NOT SHOWN HEREON.

EQUIPMENT USED FOR ANGULAR & LINEAR MEASUREMENTS: GEOMAX ZOOM ROBOTIC AND CARLSON BRx7 BASE AND ROVER [DATE OF LAST FIELD VISIT: 05/08/2024]. SEE GNSS NOTES FOR GNSS EQUIPMENT.

THE 1' CONTOURS AND SPOT ELEVATIONS SHOWN ON THIS SPECIFIC PURPOSE SURVEY ARE ADJUSTED TO NAVD 88 DATUM (COMPUTED USING GEOID18) AND HAVE A VERTICAL ACCURACY OF ± 0.5'. CONTOURS OUTSIDE THE IMMEDIATE SITE AREA ARE APPROXIMATE.

BEARINGS SHOWN ON THIS SPECIFIC PURPOSE SURVEY ARE BASED ON NORTH CAROLINA GRID NORTH (NAD 83).

PER THE FEMA FLOODPLAIN MAPS, THE SITE IS LOCATED IN AN AREA DESIGNATED AS ZONE X (AREA OF MINIMAL FLOOD HAZARD). COMMUNITY PANEL NO.: 3720065900K DATED: JULY 19, 2022

NO WETLAND AREAS HAVE BEEN INVESTIGATED BY THIS SPECIFIC PURPOSE SURVEY.

ALL ZONING INFORMATION SHOULD BE VERIFIED WITH THE PROPER ZONING OFFICIALS.

ANY UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED FROM ABOVE GROUND FIELD SURVEY INFORMATION. THE SURVEYOR MAKES NO GUARANTEES THAT ANY UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN-SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT ANY UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED ALTHOUGH THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE. THE SURVEYOR HAS NOT PHYSICALLY LOCATED ANY UNDERGROUND UTILITIES.

THIS MAP IS NOT A CERTIFIED SURVEY AND HAS NOT BEEN REVIEWED BY A LOCAL GOVERNMENT AGENCY FOR COMPLIANCE WITH ANY APPLICABLE LAND DEVELOPMENT REGULATIONS. THIS MAP IS ONLY INTENDED FOR THE PARTIES AND PURPOSES SHOWN. THIS MAP IS NOT FOR RECORDATION.

SURVEY NOT VALID WITHOUT SHEET 2

LEGEND

POB	POINT OF BEGINNING
POC	POINT OF COMMENCEMENT
IPS	IRON PIN SET
IPF	IRON PIN FOUND
CRB	CAPPED REBAR
RB	REBAR
OTP	OPEN TOP PIPE
SSMH	SANITARY SEWER MANHOLE
SDMH	STORM DRAIN MANHOLE
INV	INVERT
EP	EDGE OF PAVEMENT
BC	BACK OF CURB
OU	OVERHEAD UTILITY
CMP	CORRUGATED METAL PIPE
RCP	REINFORCED CONCRETE PIPE
PVC	POLYVINYL CHLORIDE PIPE
TR	TRANSFORMER
CLF	CHAIN LINK FENCE
ICV	IRRIGATION CONTROL VALVE
WV	WATER VALVE
WM	WATER METER
EM	ELECTRIC METER
GV	GAS VALVE
HH	HANDHOLE
CP	CONCRETE PAD
BFO	BURIED FIBER OPTIC
N/F	NOW OR FORMERLY
R/W	RIGHT-OF-WAY

FIRE HYDRANT
CONCRETE MONUMENT FOUND
TELCO PEDESTAL
UTILITY POLE
GUY WIRE ANCHOR
LIGHT POLE
BENCHMARK

SITE INFORMATION

LEASE AREA = 250 SQUARE FEET (0.0057 ACRES)

LATITUDE = 35°38'52.43" (NAD 83) (35.647897°)
LONGITUDE = -78°49'52.41" (NAD 83) (-78.831225°)
AT CENTER OF EXISTING WATER TANK

ELEVATION AT CENTER OF EXISTING WATER TANK = 458.8' A.M.S.L.

LINE TABLE

LINE	BEARING	DISTANCE
L1	N68°42'03"E	72.00'
L2	S21°17'57"E	5.00'
L3	S68°42'03"W	57.00'
L4	S21°17'57"E	10.87'
L5	S21°34'58"E	20.00'
L6	S68°25'02"W	12.50'
L7	N21°34'58"W	20.00'
L8	N68°25'02"E	12.50'
L9	S21°17'57"E	25.92'
L10	N68°25'02"E	1.04'

SURVEYOR CERTIFICATION

I HEREBY CERTIFY THAT THIS MAP IS CORRECT AND WAS DRAWN UNDER MY DIRECT SUPERVISION. ANY VISIBLE ENCROACHMENTS ARE SHOWN HEREON.

DATE: 01/23/2026

G. DARRELL TAYLOR, NORTH CAROLINA PROFESSIONAL LAND SURVEYOR #L-3729
POINT TO POINT LAND SURVEYORS, INC.

THIS MAP MAY NOT BE A CERTIFIED SURVEY AND HAS NOT BEEN REVIEWED BY A LOCAL GOVERNMENT AGENCY FOR COMPLIANCE WITH ANY APPLICABLE LAND DEVELOPMENT REGULATIONS AND HAS NOT BEEN REVIEWED FOR COMPLIANCE WITH RECORDING REQUIREMENTS FOR PLATS.

15 0 30 60
GRAPHIC SCALE IN FEET
SCALE: 1" = 30' (11x17)

NORTH CAROLINA PROFESSIONAL SEAL L-3729 LAND SURVEYOR G. DARRELL TAYLOR

NO.	DATE	REVISION
1	06/04/24	EASEMENTS-NRW
2	01/23/26	MOVED LEASE AREA

* SPECIFIC PURPOSE SURVEY PREPARED BY:

POINT TO POINT LAND SURVEYORS
Firm License Number: C-4145
100 Governors Trace, Ste. 103
Peachtree City, GA 30269
(p) 678.565.4440 (f) 678.565.4497
(w) p2pls.com

SPECIFIC PURPOSE SURVEY PREPARED FOR:

AT&T

368-964
FA#: 16299880

TOWN OF HOLLY SPRINGS
WAKE COUNTY
NORTH CAROLINA

DRAWN BY: NRW
CHECKED BY: JKL
APPROVED: D. MILLER
DATE: 05/23/2024
P2P JOB #: 240674NC

SHEET: 1 OF 2

10' UTILITY EASEMENT

TOGETHER WITH A 10-FOOT WIDE UTILITY EASEMENT (MEASURING 5 FEET EACH SIDE OF CENTERLINE) LYING AND BEING IN THE TOWN OF HOLLY SPRINGS, WAKE COUNTY, NORTH CAROLINA, BEING A PORTION OF THE LANDS OF TOWN OF HOLLY SPRINGS, AS RECORDED IN DEED BOOK 1816 PAGE 377, WAKE COUNTY RECORDS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

TO FIND THE POINT OF BEGINNING, COMMENCE AT A 1-INCH OPEN-TOP PIPE FOUND ON THE SOUTHERLY RIGHT-OF-WAY LINE OF LEE STREET (HAVING A VARIABLE WIDTH RIGHT-OF-WAY), SAID OPEN-TOP PIPE MARKING THE NORTHWEST CORNER OF SAID LANDS AND HAVING A NORTH CAROLINA GRID NORTH, NAD83, VALUE OF N=690798.3519, E=2050084.3953; THENCE ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE OF LEE STREET, NORTH 68°42'03" EAST, 5.00 FEET TO A POINT AND THE TRUE POINT OF BEGINNING; THENCE LEAVING SAID SOUTHERLY RIGHT-OF-WAY LINE OF LEE STREET AND RUNNING, SOUTH 21°17'57" EAST, 25.92 FEET TO A POINT; THENCE, NORTH 68°25'02" EAST, 1.04 FEET TO THE ENDING AT A POINT ON THE WEST LINE OF THE LEASE AREA.

BEARINGS BASED ON NORTH CAROLINA GRID NORTH, NAD83.

20' INGRESS-EGRESS & UTILITY EASEMENT

TOGETHER WITH A 10-FOOT WIDE INGRESS-EGRESS AND UTILITY EASEMENT (MEASURING 5 FEET EACH SIDE OF CENTERLINE) LYING AND BEING IN THE TOWN OF HOLLY SPRINGS, WAKE COUNTY, NORTH CAROLINA, BEING A PORTION OF THE LANDS OF TOWN OF HOLLY SPRINGS, AS RECORDED IN DEED BOOK 1816 PAGE 377, WAKE COUNTY RECORDS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

TO FIND THE POINT OF BEGINNING, COMMENCE AT A 1-INCH OPEN-TOP PIPE FOUND ON THE SOUTHERLY RIGHT- OF-WAY LINE OF LEE STREET (HAVING A VARIABLE WIDTH RIGHT-OF-WAY), SAID OPEN-TOP PIPE MARKING THE NORTHWEST CORNER OF SAID LANDS AND HAVING A NORTH CAROLINA GRID NORTH, NAD83, VALUE OF N=690798.3519, E=2050084.3953; THENCE ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE OF LEE STREET, NORTH 68°42'03" EAST, 72.00 FEET TO A POINT HAVING A NORTH CAROLINA GRID NORTH, NAD83, VALUE OF N=690824.5045, E=2050151.4762 AND THE TRUE POINT OF BEGINNING; THENCE LEAVING SAID SOUTHERLY RIGHT-OF-WAY LINE OF LEE STREET AND RUNNING, SOUTH 21°17'57" EAST, 5.00 FEET TO A POINT; THENCE, SOUTH 68°42'03" WEST, 57.00 FEET TO A POINT; THENCE, SOUTH 21°17'57" EAST, 10.87 FEET TO THE ENDING AT A POINT ON THE NORTH LINE OF THE LEASE AREA.

BEARINGS BASED ON NORTH CAROLINA GRID NORTH, NAD83.

LEASE AREA

ALL THAT TRACT OR PARCEL OF LAND LYING AND BEING IN THE TOWN OF HOLLY SPRINGS, WAKE COUNTY, NORTH CAROLINA, BEING A PORTION OF THE LANDS OF TOWN OF HOLLY SPRINGS, AS RECORDED IN DEED BOOK 1816 PAGE 377, WAKE COUNTY RECORDS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

TO FIND THE POINT OF BEGINNING, COMMENCE AT A 1-INCH OPEN-TOP PIPE FOUND ON THE SOUTHERLY RIGHT-OF-WAY LINE OF LEE STREET (HAVING A VARIABLE WIDTH RIGHT-OF-WAY), SAID OPEN-TOP PIPE MARKING THE NORTHWEST CORNER OF SAID LANDS AND HAVING A NORTH CAROLINA GRID NORTH, NAD83, VALUE OF N=690798.3519, E=2050084.3953; THENCE ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE OF LEE STREET, NORTH 68°42'03" EAST, 72.00 FEET TO A POINT HAVING A NORTH CAROLINA GRID NORTH, NAD83, VALUE OF N=690824.5045, E=2050151.4762; THENCE LEAVING SAID SOUTHERLY RIGHT-OF-WAY LINE OF LEE STREET AND RUNNING, SOUTH 21°17'57" EAST, 5.00 FEET TO A POINT; THENCE, SOUTH 68°42'03" WEST, 57.00 FEET TO A POINT; THENCE, SOUTH 21°17'57" EAST, 10.87 FEET TO A POINT ON THE NORTH LINE OF THE LEASE AREA; THENCE ALONG SAID LEASE AREA, NORTH 68°25'02" EAST, 3.50 FEET TO A POINT AND THE TRUE POINT OF BEGINNING; THENCE RUNNING, SOUTH 21°34'58" EAST, 20.00 FEET TO A POINT; THENCE, SOUTH 68°25'02" WEST, 12.50 FEET TO A POINT; THENCE, NORTH 21°34'58" WEST, 20.00 FEET TO A POINT; THENCE, NORTH 68°25'02" EAST, 12.50 FEET TO A POINT AND THE POINT OF BEGINNING.

BEARINGS BASED ON NORTH CAROLINA GRID NORTH, NAD83.

SAID TRACT CONTAINS 0.0057 ACRES (250 SQUARE FEET), MORE OR LESS.

SURVEY NOT VALID WITHOUT SHEET 1

NORTH CAROLINA PROFESSIONAL SEAL L-3729 LAND SURVEYOR G. DARRELL TAYLOR

NO.	DATE	REVISION
1	06/04/24	EASEMENTS-NRW
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Peachtree City, GA 30269
(p) 678.565.4440 (f) 678.565.4497
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PREPARED FOR:

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368-964
FA#: 16299880

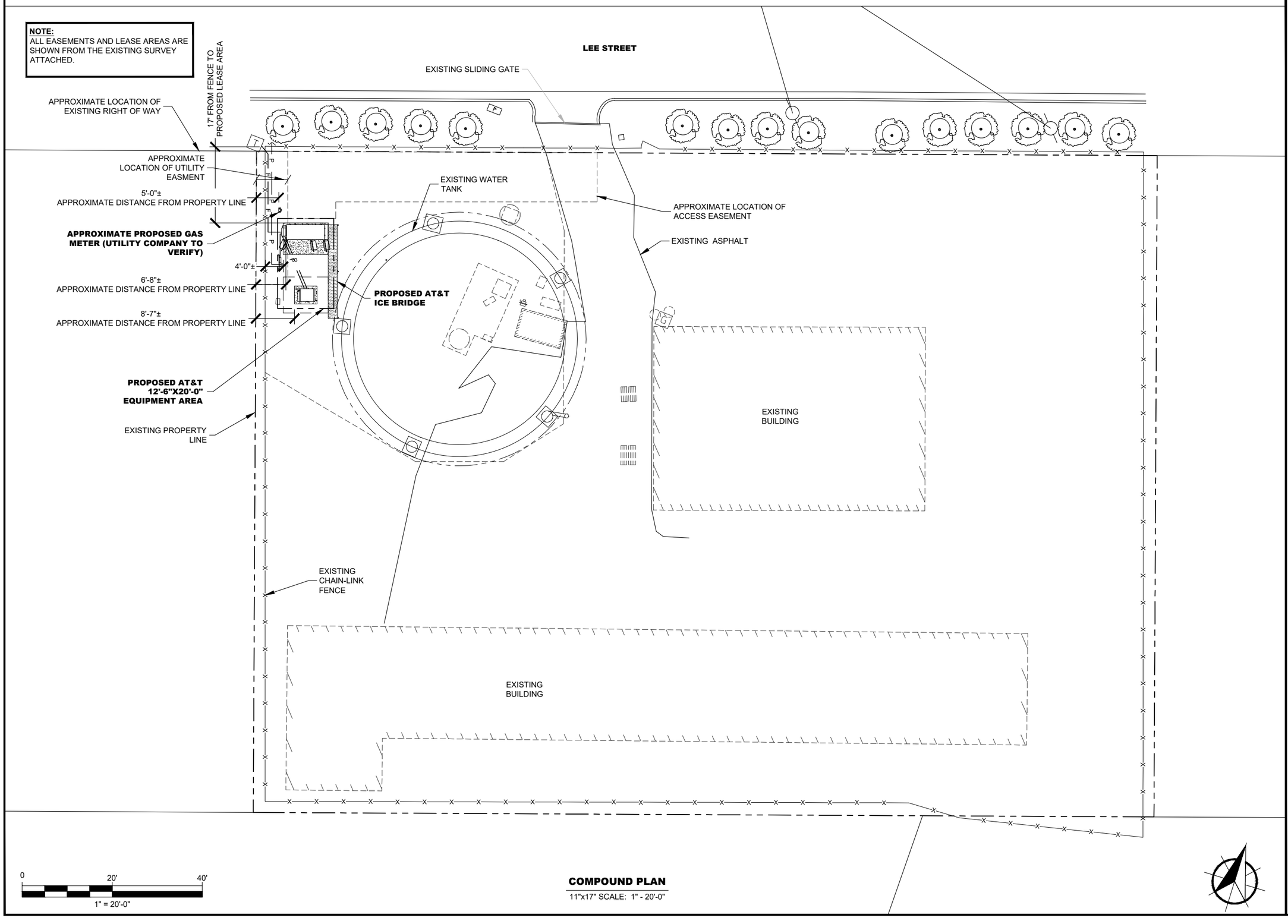
TOWN OF HOLLY SPRINGS
WAKE COUNTY
NORTH CAROLINA

DRAWN BY: NRW
CHECKED BY: JKL
APPROVED: D. MILLER
DATE: 05/23/2024
P2P JOB #: 240674NC

SHEET: 2 OF 2

E:\Point To Point Dropbox\2024\240674NC-368-964\240674NC.pro

NOTE:
ALL EASEMENTS AND LEASE AREAS ARE SHOWN FROM THE EXISTING SURVEY ATTACHED.



0 20' 40'
1" = 20'-0"

COMPOUND PLAN
11"x17" SCALE: 1" - 20'-0"

NORTH CAROLINA PROFESSIONAL SEAL 045260 ENGINEER BRYAN MACLAREN

BRYAN MACLAREN, P.E.
NORTH CAROLINA LIC. NO. 045260 03/03/2026

SUBMITTALS

DATE	DESCRIPTION	REV	ISSUED BY
09/17/25	CONSTRUCTION	4	BM
09/25/25	CONSTRUCTION	5	BM
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03/31/26	CONSTRUCTION	10	BM

DRAWN BY: JW
CHECKED BY: CS
APPV'D BY: BM
DOG PROJECT NO: 25-27442

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PREPARED FOR:
at&t

PREPARED BY:
DELTA OAKS

DELTA OAKS GROUP
2724 DISCOVERY DRIVE STE 110-120
RALEIGH, NC 27216
PHONE: (919) 342-8247
www.deltaoaksgroup.com

SITE ID:
368-964

SITE NAME:
368-964

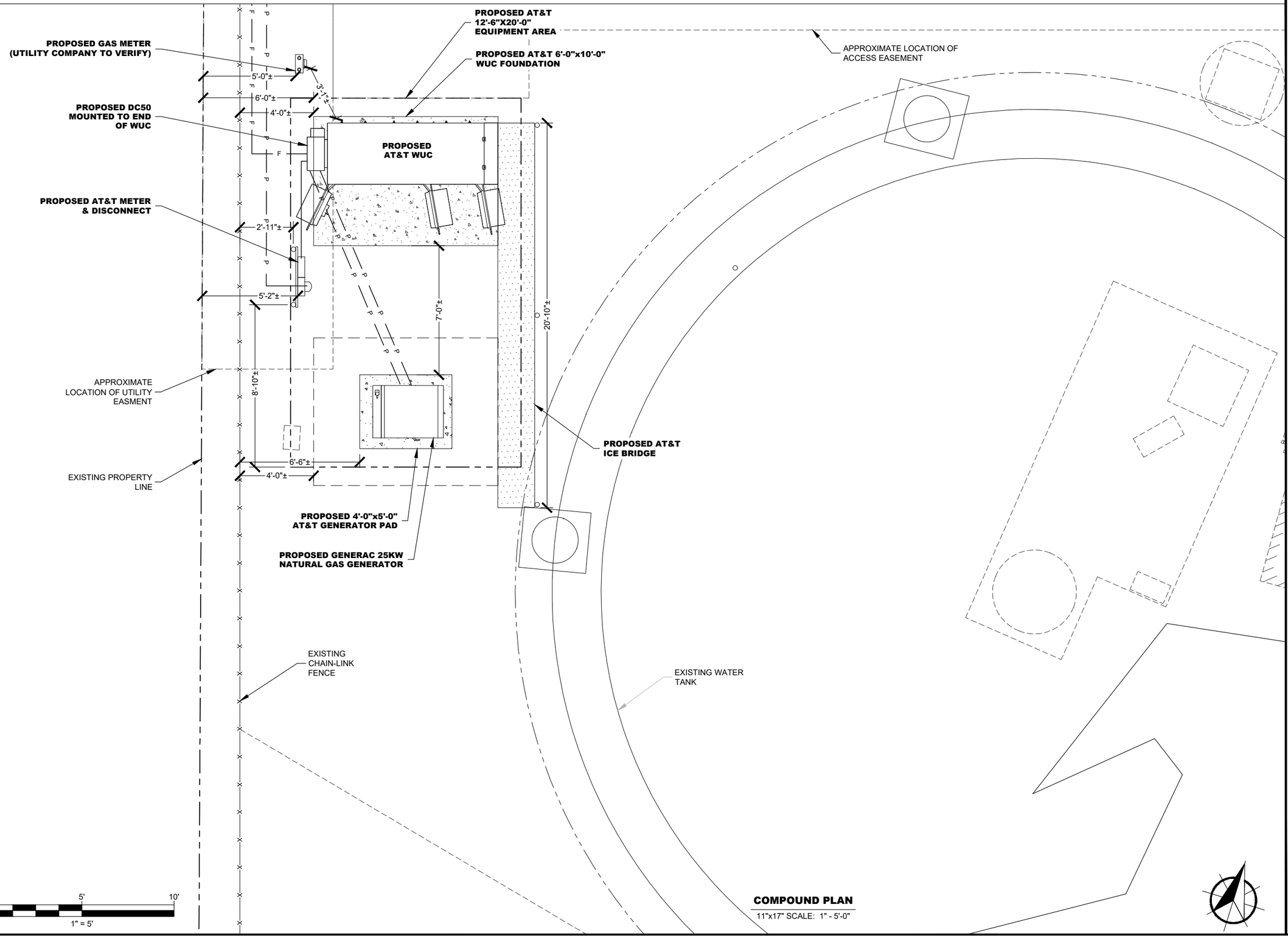
SITE ADDRESS:
521 LEE STREET
HOLLY SPRINGS, NC 27540

FA LOCATION:
16299880

SITE NUMBER:
N/A

SHEET TITLE
OVERALL SITE PLAN

SHEET NUMBER
C-1



COMPOUND PLAN

11"x17" SCALE: 1" - 5'-0"

NORTH CAROLINA PROFESSIONAL ENGINEER SEAL 045260 BRYAN MACLAREN

BRYAN MACLAREN, P.E.
NORTH CAROLINA LIC. NO. 045260 03/03/2026

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SITE NUMBER:
N/A

SHEET TITLE
EQUIPMENT PLAN

SHEET NUMBER
C-1.1

FINAL RF EQUIPMENT SCHEDULE

SECTOR - POSITION	FREQUENCY BAND	ANTENNA MAKE/MODEL	RAD CENTER	AZIMUTH	E. TILT	M. TILT	(QTY.) RADIO	(QTY.) TMA	(QTY.) SURGE PROTECTION	(QTY.) CABLES	CABLE LENGTH
A1	-	-	-	-	-	-	-	-	-	-	-
A2	LTE 700/1900/AWS 5G 1900/AWS	**COMMSCOPE - NNH4-65C-R6-V3**	135'-0"	60°	0°	0°	**(1) RRUS 4490 B5/B12 (1) RRUS 4890 B25/B66**	-	**(1) DC9-48-60-24-8C-EV**	**(1) 10MM FIBER CABLE (2) DC TRUNKS**	210'-0"
A3	5G DOD 5G C-BAND	**ERICSSON - AIR6472 B77G B77M**	135'-0"	60°	0°	0°	**-**	-	-	-	-
A4	LTE 700 (FN)	**COMMSCOPE - NNH4-65C-R6-V3**	135'-0"	60°	0°	0°	**(1) RRUS 4494 B14/B29**	-	-	-	-
B1	-	-	-	-	-	-	-	-	-	-	-
B2	LTE 700/1900/AWS 5G 1900/AWS	**COMMSCOPE - NNH4-65C-R6-V3**	135'-0"	220°	0°	0°	**(1) RRUS 4490 B5/B12 (1) RRUS 4890 B25/B66**	-	**(1) DC9-48-60-24-8C-EV**	**(1) 10MM FIBER CABLE (2) DC TRUNKS**	210'-0"
B3	5G DOD 5G C-BAND	**ERICSSON - AIR6472 B77G B77M**	135'-0"	220°	0°	0°	**-**	-	-	-	-
B4	LTE 700 (FN)	**COMMSCOPE - NNH4-65C-R6-V3**	135'-0"	220°	0°	0°	**(1) RRUS 4494 B14/B29**	-	-	-	-
C1	-	-	-	-	-	-	-	-	-	-	-
C2	LTE 700/1900/AWS 5G 1900/AWS	**COMMSCOPE - NNH4-65C-R6-V3**	135'-0"	310°	0°	0°	**(1) RRUS 4490 B5/B12 (1) RRUS 4890 B25/B66**	-	**(1) DC9-48-60-24-8C-EV**	**(1) 10MM FIBER CABLE (2) DC TRUNKS**	210'-0"
C3	5G DOD 5G C-BAND	**ERICSSON - AIR6472 B77G B77M**	135'-0"	310°	0°	0°	**-**	-	-	-	-
C4	LTE 700 (FN)	**COMMSCOPE - NNH4-65C-R6-V3**	135'-0"	310°	0°	0°	**(1) RRUS 4494 B14/B29**	-	-	-	-
TOTALS		**(9) ANTENNAS**		**-**			**(9) RRU'S**	**(0) TMA**	**(3) SPD'S**	**(9) CABLES**	

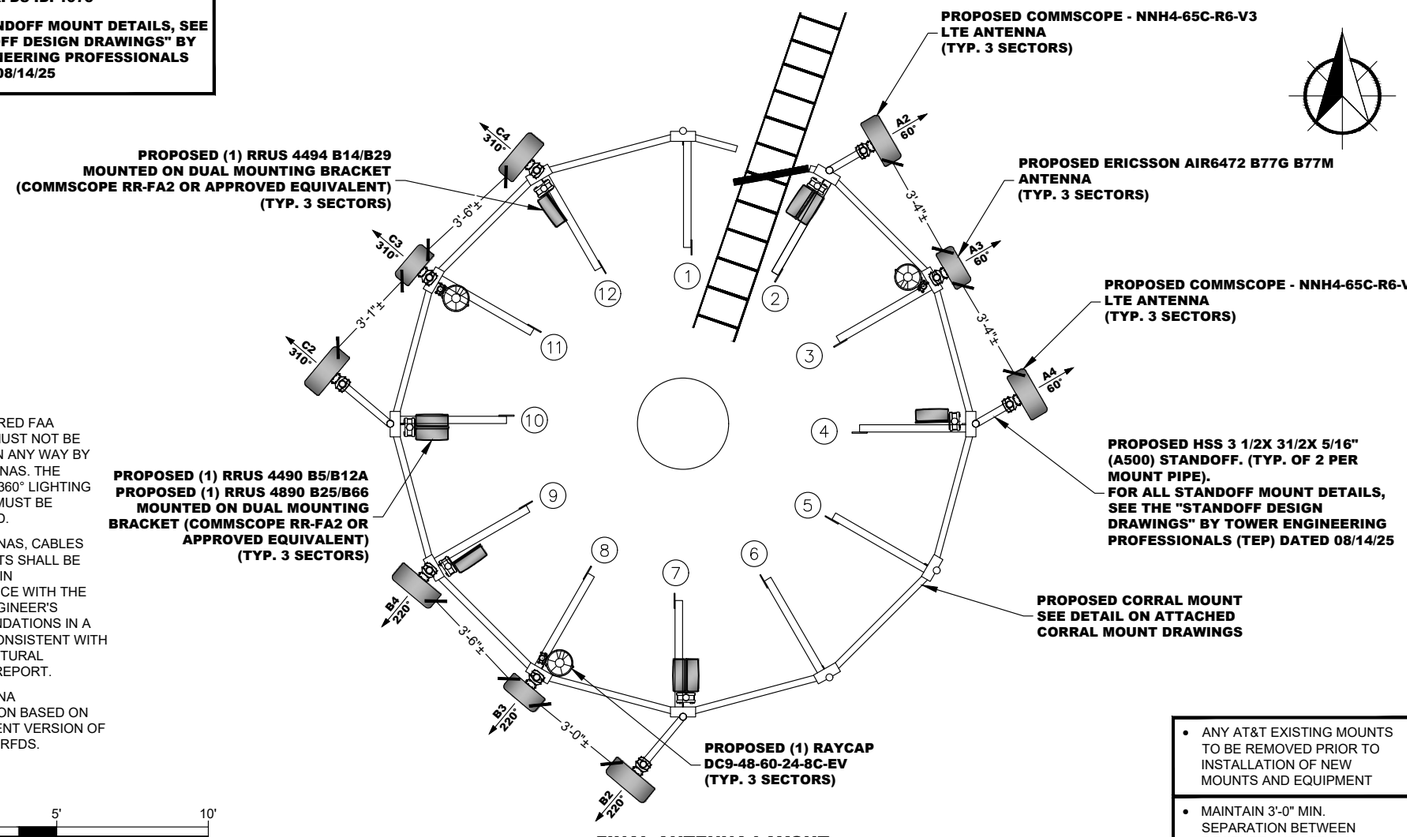
(FN) = FIRSTNET

RRUS / DC POWER TRUNK REQUIREMENTS:
(6) #6 DC POWER TRUNK

NOTE:

REFERENCE RFDS ID: 1975

FOR ALL STANDOFF MOUNT DETAILS, SEE THE "STANDOFF DESIGN DRAWINGS" BY TOWER ENGINEERING PROFESSIONALS (TEP) DATED 08/14/25



NOTES:

- THE REQUIRED FAA LIGHTING MUST NOT BE BLOCKED IN ANY WAY BY THE ANTENNAS. THE REQUIRED 360° LIGHTING VISIBILITY MUST BE MAINTAINED.
- ALL ANTENNAS, CABLES AND MOUNTS SHALL BE INSTALLED IN ACCORDANCE WITH THE TOWER ENGINEER'S RECOMMENDATIONS IN A MANNER CONSISTENT WITH THE STRUCTURAL ANALYSIS REPORT.
- ALL ANTENNA INFORMATION BASED ON MOST RECENT VERSION OF THIS SITES RFDS.

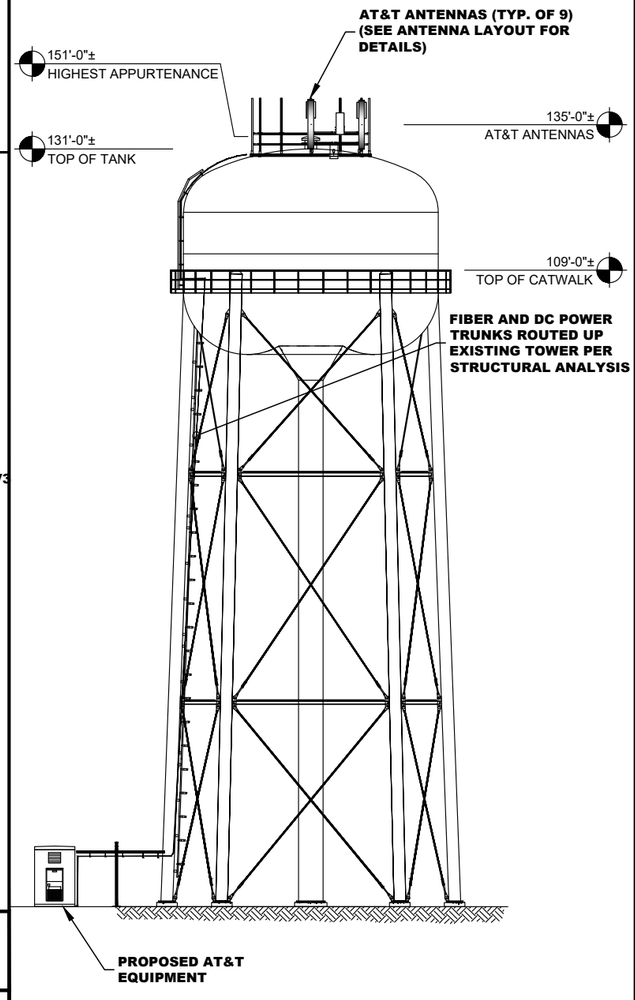
0 5' 10'
1"=5'

FINAL ANTENNA LAYOUT
11"x17" SCALE: 1" = 5'

- ANY AT&T EXISTING MOUNTS TO BE REMOVED PRIOR TO INSTALLATION OF NEW MOUNTS AND EQUIPMENT
- MAINTAIN 3'-0" MIN. SEPARATION BETWEEN FIRSTNET AND LTE 700 ANTENNAS

NOTES:

1. ALL COAX SHALL BE ROUTED ALONG THE CORRAL KICK BRACES UTILIZING THE MOUNT HOLES PROVIDED. DO NOT MOUNT OR ATTACH ANY COAX, PANELS, OR EQUIPMENT TO THE CORRAL HORIZONTAL RAILS.
2. ALL RADIOS SHALL BE MOUNTED ON THE RRU MOUNT PIPES. DO NOT MOUNT ON THE ANTENNA MOUNT PIPES.
3. REPAIR TANK AND CORRAL COATINGS AFFECTED BY THE REMOVAL OR INSTALLATION OF THE EQUIPMENT ACCORDING TO THE TANK OWNER'S SPECIFICATIONS. CONTACT USCI FOR REQUIREMENTS.



TOWER ELEVATION
11"x17" SCALE: NTS

BRYAN MACLAREN, P.E.
NORTH CAROLINA LIC. NO. 045260 03/03/2026

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DRAWN BY: JW
CHECKED BY: CS
APPV'D BY: BM
DOG PROJECT NO: 25-27442

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SITE ID:
368-964

SITE NAME:
368-964

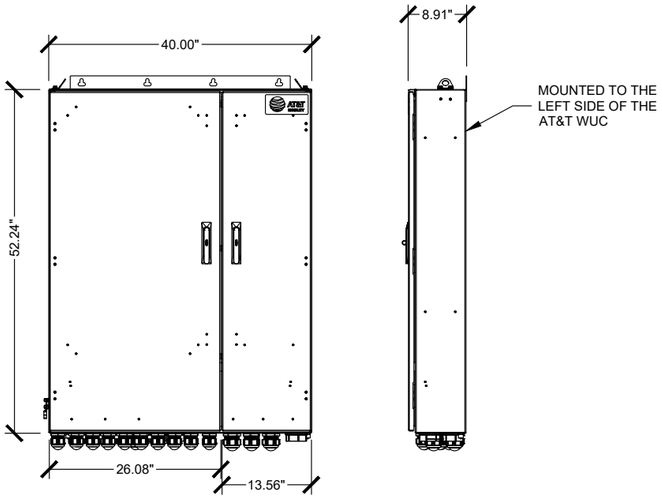
SITE ADDRESS:
521 LEE STREET HOLLY SPRINGS, NC 27540

FA LOCATION:
16299880

SITE NUMBER:
N/A

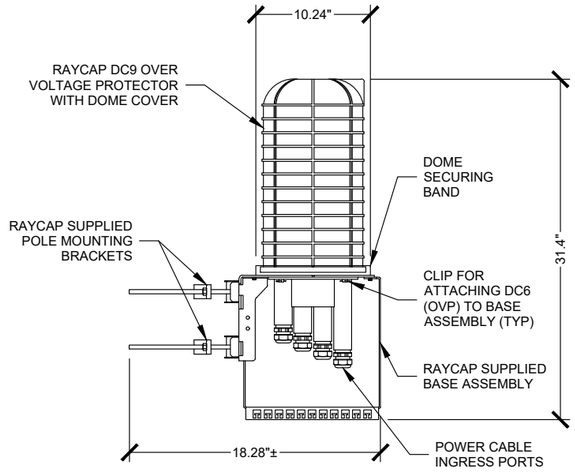
SHEET TITLE
ANTENNA LAYOUT & TOWER ELEVATION

SHEET NUMBER
C-2



DC50-48-60-96-50F

SCALE: N.T.S.

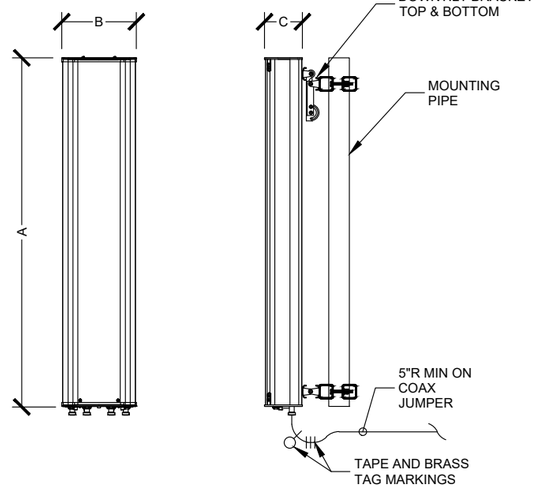


NOTES:

RAYCAP VIA AT&T SUPPLIES THE DC9 OVER VOLTAGE PROTECTOR AND PIPE MOUNTING BRACKETS. SUBCONTRACTOR SHALL SUPPLY THE PIPE.

RAYCAP DC9-48-60-24-8C-EV ASSEMBLY

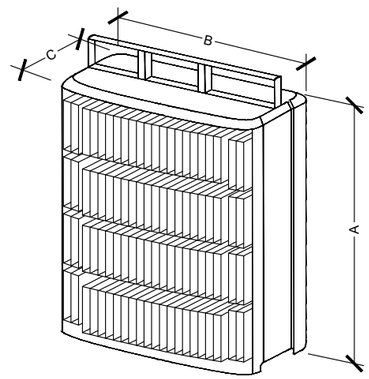
SCALE: N.T.S.



NEW ANTENNA SPECIFICATIONS				
ANTENNA MODEL	**LENGTH (A)**	**WIDTH (B)**	**DEPTH (C)**	**WEIGHT**
COMMSCOPE NNH4-65C-R6-V3	96.0"	19.6"	7.8"	102.1 LBS
ERICSSON AIR6472 B77G B77M	58.9"	16.1"	10.6"	149.7 LBS

NEW ANTENNA SPECIFICATIONS

SCALE: N.T.S.

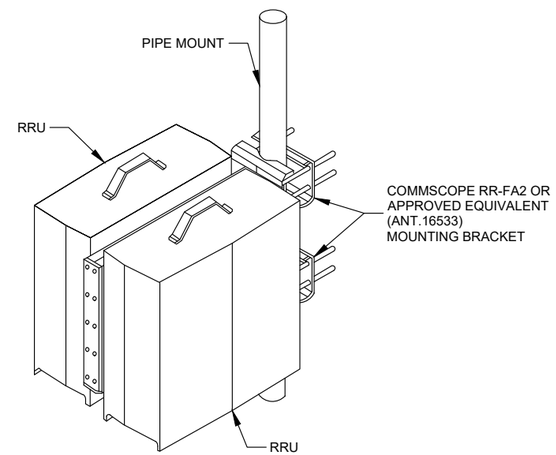


NOTE:
RRUS CAN ONLY BE PAINTED ON SOLAR SHIELD.

NEW RRU SPECIFICATIONS				
RRU MODEL	**HEIGHT (A)**	**WIDTH (B)**	**DEPTH (C)**	**WEIGHT**
ERICSSON RRUS 4490 B5/B12A	17.5"	15.1"	6.8"	68.3 LBS
ERICSSON RRUS 4890 B25/B66	17.5"	15.1"	6.9"	68.3 LBS
ERICSSON RRUS 4494 B14/B29	17.5"	15.1"	5.6"	57.3 LBS

NEW RADIO SPECIFICATIONS

SCALE: N.T.S.



DUAL B2B RRU MOUNTING BRACKET

SCALE: N.T.S.

NORTH CAROLINA PROFESSIONAL SEAL 045260 ENGINEER BRYAN MACLAREN

BRYAN MACLAREN, P.E.
NORTH CAROLINA LIC. NO. 045260 03/03/2026

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DRAWN BY: JW
CHECKED BY: CS
APPV'D BY: BM
DOG PROJECT NO: 25-27442

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at&t

PREPARED BY:

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2724 DISCOVERY DRIVE STE 110-120
RALEIGH, NC 27216
PHONE: (919) 342-8247
www.deltaoaksgroup.com

SITE ID:
368-964

SITE NAME:
368-964

SITE ADDRESS:
521 LEE STREET
HOLLY SPRINGS, NC 27540

FA LOCATION:
16299880

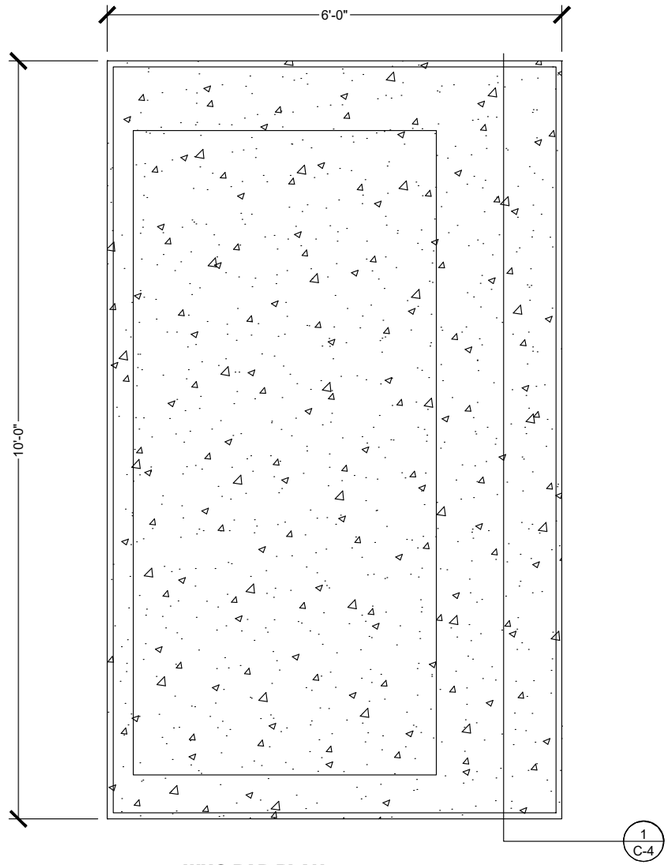
SITE NUMBER:
N/A

SHEET TITLE
CIVIL DETAILS

SHEET NUMBER
C-3

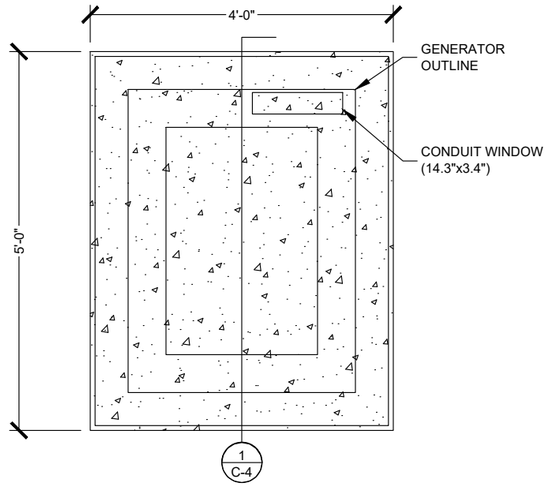
FOUNDATION NOTES:

1. CONCRETE SHALL BE 4,000 PSI MINIMUM.
2. REBAR Fy = 60,000 PSI.



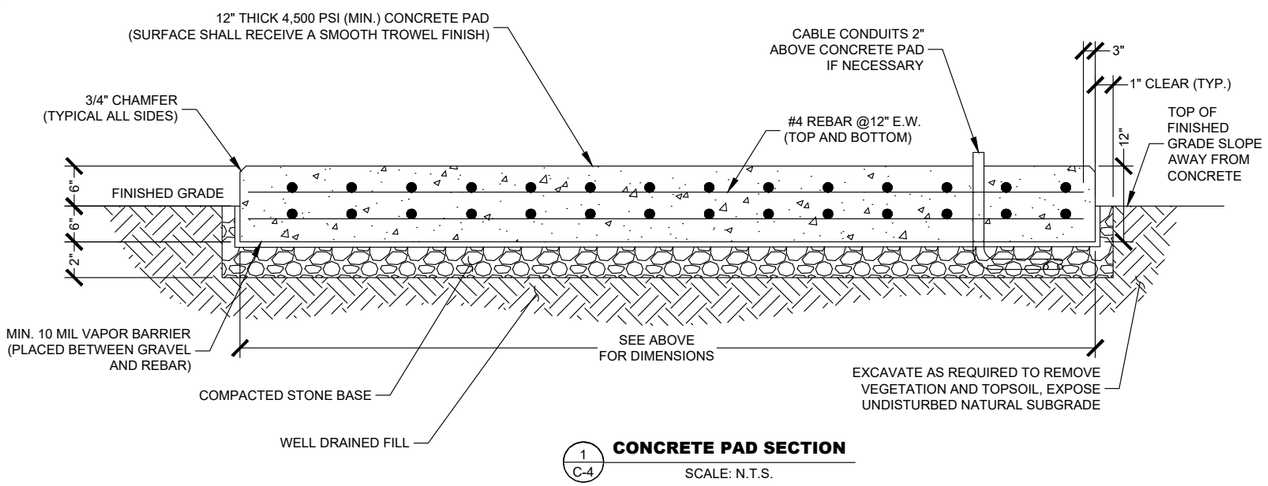
WUC PAD PLAN

SCALE: N.T.S.



GENERATOR PAD

SCALE: N.T.S.



1
C-4 **CONCRETE PAD SECTION**

SCALE: N.T.S.

NORTH CAROLINA PROFESSIONAL SEAL 045260 ENGINEER BRYAN MACLAREN

BRYAN MACLAREN, P.E.
NORTH CAROLINA LIC. NO. 045260 03/03/2026

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FA LOCATION:
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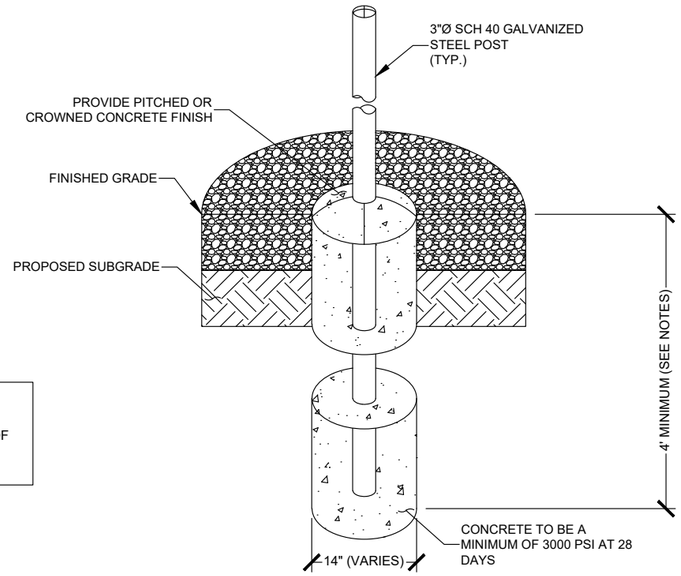
SITE NUMBER:
N/A

SHEET TITLE
FOUNDATION DETAILS

SHEET NUMBER
C-4

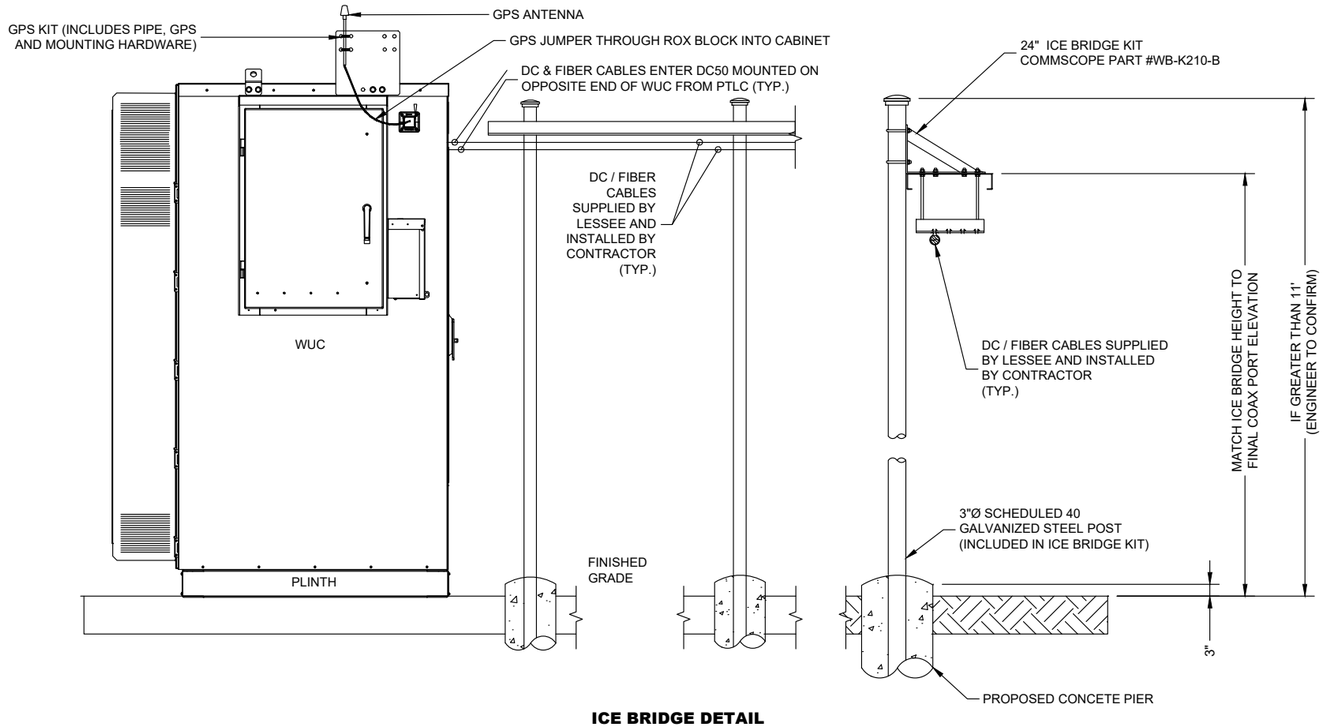


NOTES:

1. PIER FOUNDATION DEPTH TO BE A MINIMUM OF 48"; DEPTH TO EXCEED LOCAL FROST DEPTH.

PIER FOUNDATION DETAIL

SCALE: N.T.S.



ICE BRIDGE DETAIL

SCALE: N.T.S.

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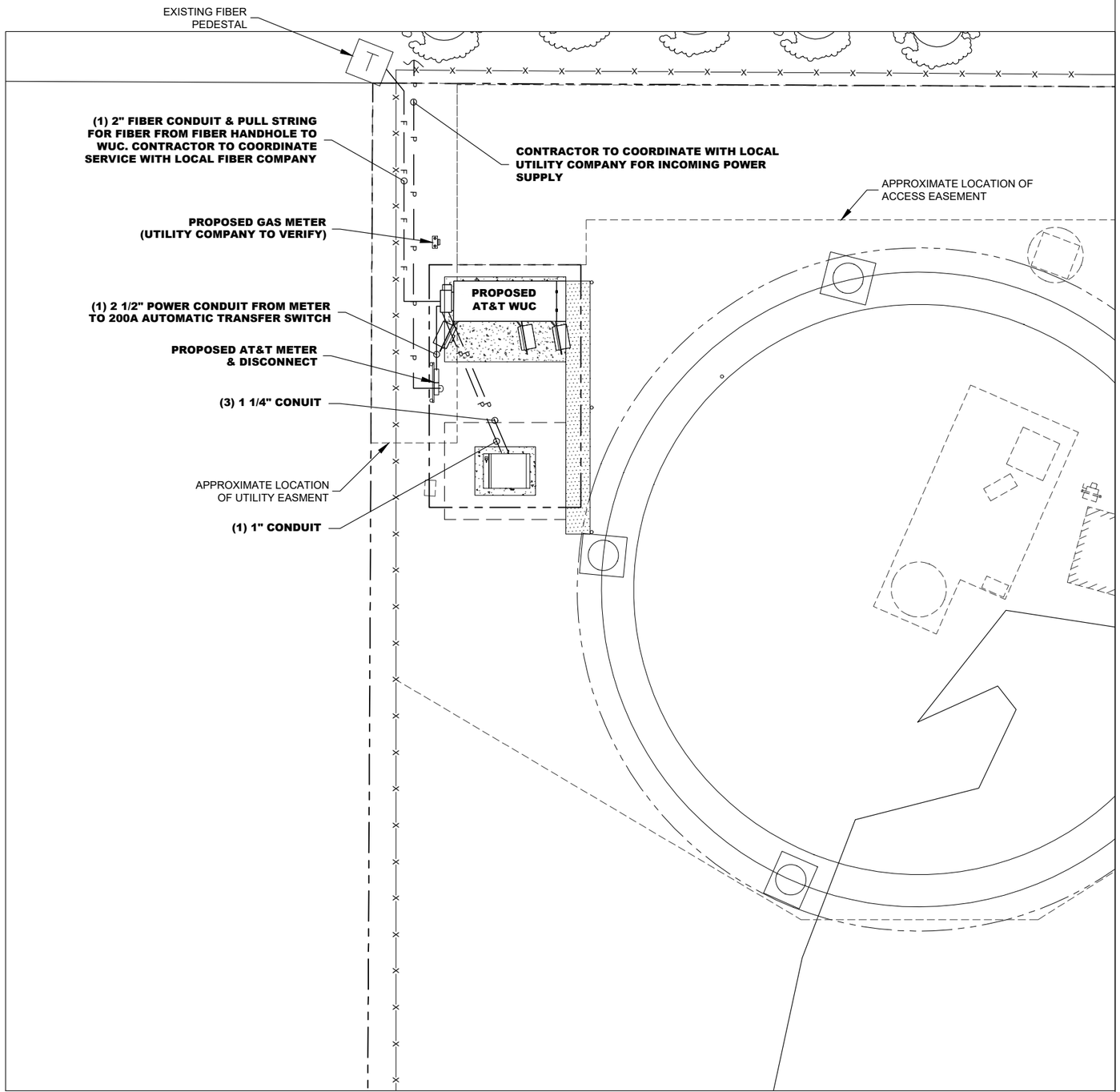
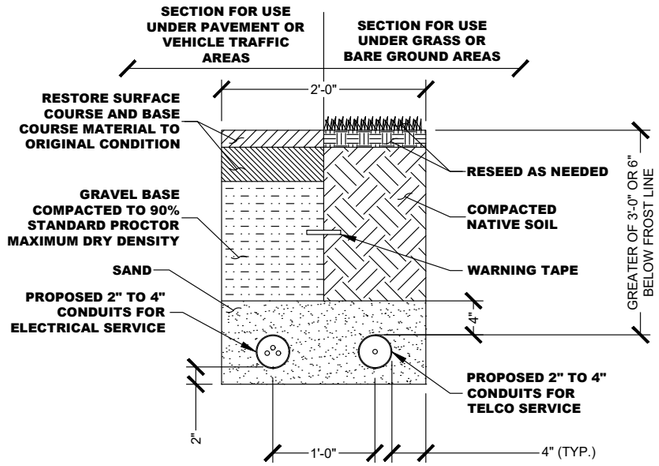
SHEET TITLE
ICE BRIDGE DETAILS

SHEET NUMBER
C-5



SERVICE ROUTING PLAN

11"x17" SCALE: 1" = 10'_1



JOINT UTILITY TRENCH DETAIL

SCALE: NTS

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SITE NUMBER:
N/A

SHEET TITLE
SERVICE ROUTING

SHEET NUMBER
E-1

PANEL SCHEDULE

LOAD SERVED	VOLT AMPERES (WATTS) L1	VOLT AMPERES (WATTS) L2	WIRE	BREAKER P	BREAKER TRIP	CKT#	PHASE	CKT#	BREAKER TRIP	BREAKER P	WIRE	VOLT AMPERES (WATTS) L1	VOLT AMPERES (WATTS) L2	LOAD SERVED
RECTIFIER SHELF #1	2000		10	2	20	1	A	2	20	2	10	2000		RECTIFIER SHELF #2
		2000				3	B	4					2000	
RECTIFIER SHELF #3	2000		10	2	20	5	A	6	20	2	10	2000		RECTIFIER SHELF #4
		2000				7	B	8					2000	
RECTIFIER SHELF #5	2000		10	2	20	9	A	10						
		2000				11	B	12						
						13	A	14						
						15	B	16						
						17	A	18						
						19	B	20						
						21	A	22						
						23	B	24						
						25	A	26						
						27	B	28	20	1	12		180	EXT. GFCI OUTLETS
BATTERY CHARGER	1200		12	1	20	29	A	30						
VOLT AMPS	**7200**	**6000**										**4000**	**4180**	**VOLT AMPS**

L1 VOLT AMPERES	**11200**	**10180**	**L2 VOLT AMPERES**
	21380		**TOTAL VOLT AMPERES**
	89.08		**TOTAL AMPS**
	111.35		**AMPS x 125%**

PANEL SCHEDULE

11"x17" SCALE: NTS

NOTE:
WHEN GENERATOR STAND BY IS ACTIVATED A SMART CONTROLLER WILL MONITOR AND REDUCE LOADING TO ESTIMATED TOTAL GENERATOR LOAD OF 14.0 KW

NORTH CAROLINA PROFESSIONAL SEAL 045260 ENGINEER BRYAN MACLAREN

BRYAN MACLAREN, P.E.
NORTH CAROLINA LIC. NO. 045260 03/03/2026

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SITE ID:
368-964

SITE NAME:
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SITE ADDRESS:
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HOLLY SPRINGS, NC 27540

FA LOCATION:
16299880

SITE NUMBER:
N/A

SHEET TITLE
PANEL SCHEDULE

SHEET NUMBER
E-2

ELECTRICAL NOTES:

SCOPE:

1. PROVIDE LABOR, MATERIALS, INSPECTION, AND TESTING TO PROVIDE CODE COMPLIANCE FOR ELECTRIC, TELEPHONE, AND GROUNDING/LIGHTNING SYSTEMS.

CODES:

1. THE INSTALLATION SHALL COMPLY WITH APPLICABLE LAWS AND CODES. THESE INCLUDE BUT ARE NOT LIMITED TO THE LATEST ADOPTED EDITIONS OF:
   A. THE NATIONAL ELECTRICAL SAFETY CODE
   B. THE NATIONAL ELECTRIC CODE - NFPA-70
   C. REGULATIONS OF THE SERVING UTILITY COMPANY
   D. LOCAL AND STATE AMENDMENTS
   E. THE INTERNATIONAL ELECTRIC CODE - IEC (WHERE APPLICABLE)
2. PERMITS REQUIRED SHALL BE OBTAINED BY THE CONTRACTOR.
3. AFTER COMPLETION AND FINAL INSPECTION OF THE WORK, THE OWNER SHALL BE FURNISHED A CERTIFICATE OF COMPLETION AND APPROVAL.

TESTING:

1. UPON COMPLETION OF THE INSTALLATION, OPERATE AND ADJUST THE EQUIPMENT AND SYSTEMS TO MEET SPECIFIED PERFORMANCE REQUIREMENTS. THE TESTING SHALL BE DONE BY QUALIFIED PERSONNEL.

GUARANTEE:

1. IN ADDITION TO THE GUARANTEE OF THE EQUIPMENT BY THE MANUFACTURER, EACH PIECE OF EQUIPMENT SPECIFIED HEREIN SHALL ALSO BE GUARANTEED FOR DEFECTS OF MATERIAL OR WORKMANSHIP OCCURRING DURING A PERIOD OF ONE (1) YEAR FROM FINAL ACCEPTANCE OF THE WORK BY THE OWNER AND WITHOUT EXPENSE TO THE OWNER.
2. THE WARRANTEE CERTIFICATES & GUARANTEES FURNISHED BY THE MANUFACTURERS SHALL BE TURNED OVER TO THE OWNER.

UTILITY CO-ORDINATION:

1. CONTRACTOR SHALL COORDINATE WORK WITH THE POWER AND TELEPHONE COMPANIES AND SHALL COMPLY WITH THE SERVICE REQUIREMENTS OF EACH UTILITY COMPANY.

EXAMINATION OF SITE:

1. PRIOR TO BEGINNING WORK, THE CONTRACTOR SHALL VISIT THE SITE OF THE JOB AND SHALL FAMILIARIZE HIMSELF WITH THE CONDITIONS AFFECTING THE PROPOSED ELECTRICAL INSTALLATION AND SHALL MAKE PROVISIONS AS TO THE COST THEREOF. FAILURE TO COMPLY WITH THE INTENT OF THIS SECTION WILL IN NO WAY RELIEVE THE CONTRACTOR OF PERFORMING THE WORK NECESSARY FOR A COMPLETE AND WORKING SYSTEM OR SYSTEMS.

CUTTING, PATCHING AND EXCAVATION:

1. COORDINATION OF SLEEVES, CHASES, ETC., BETWEEN SUBCONTRACTORS WILL BE REQUIRED PRIOR TO THE CONSTRUCTION OF ANY PORTION OF THE WORK. CUTTING AND PATCHING OF WALLS, PARTITIONS, FLOORS, AND CHASES IN CONCRETE, WOOD, STEEL OR MASONRY SHALL BE DONE AS PROVIDED ON THE DRAWINGS.
2. NECESSARY EXCAVATIONS AND BACKFILLING INCIDENTAL TO THE ELECTRICAL WORK SHALL BE PROVIDED BY THE ELECTRICAL CONTRACTOR UNLESS SPECIFICALLY NOTED OTHERWISE ON THE DRAWING.
3. SEAL PENETRATIONS THROUGH RATED WALLS, FLOORS, ETC., WITH APPROVED METHOD AS LISTED BY UL.

RACEWAYS / CONDUITS GENERAL:

1. CONDUCTORS SHALL BE INSTALLED IN LISTED RACEWAYS. CONDUIT SHALL BE RIGID STEEL, EMT, SCH40 PVC, OR SCH80PVC AS INDICATED ON THE DRAWINGS. THE RACEWAY SYSTEM SHALL BE COMPLETE COMPLETE BEFORE INSTALLING CONDUCTORS.
2. EXTERIOR RACEWAYS AND GROUNDING SLEEVES SHALL BE SEALED AT POINTS OF ENTRANCE AND EXIT. THE RACEWAY SYSTEM SHALL BE BONDED PER NEC.

EXTERIOR CONDUIT:

1. EXPOSED CONDUIT SHALL BE NEATLY INSTALLED AND RUN PARALLEL OR PERPENDICULAR TO STRUCTURAL ELEMENTS. SUPPORTS AND MOUNTING HARDWARE SHALL BE HOT DIPPED GALVANIZED STEEL.
2. WHERE INSTALLED ON EXTERIOR STRUCTURES OR EXPOSED TO DAMAGE, THE CONDUIT SHALL BE RIGID STEEL.
3. UNDERGROUND CONDUITS SHALL BE RIGID STEEL, SCH40 PVC, OR SCH80 PVC AS INDICATED ON THE DRAWINGS.
4. BURIAL DEPTH OF CONDUITS SHALL BE AS REQUIRED BY CODE FOR EACH SPECIFIC CONDUIT TYPE AND APPLICATION, BUT SHALL NOT BE LESS THAN THE FROST DEPTH AT THE SITE.
5. CONDUIT ROUTES ARE SCHEMATIC. CONTRACTOR SHALL FIELD VERIFY ROUTES BEFORE BID. COORDINATE ROUTE WITH WIRELESS CARRIER AND/OR BUILDING OWNER.

INTERIOR CONDUIT:

1. CONCEALED CONDUIT IN WALLS OR INTERIOR SPACES ABOVE GRADE MAY BE EMT.
2. CONDUIT RUNS SHALL USE APPROVED COUPLINGS AND CONNECTORS. PROVIDE INSULATED BUSHING FOR ALL CONDUIT TERMINATIONS. CONDUIT RUNS IN A WET LOCATION SHALL HAVE WATERPROOF FITTINGS.
3. PROVIDE SUPPORTS FOR CONDUITS IN ACCORDANCE WITH NEC REQUIREMENTS. CONDUITS SHALL BE SIZED AS REQUIRED BY NEC.

EQUIPMENT:

1. DISCONNECT SWITCHES SHALL BE SERVICE ENTRANCE RATED, HEAVY DUTY TYPE.
2. CONTRACTOR SHALL VERIFY MAXIMUM AVAILABLE FAULT CURRENT AND COORDINATE INSTALLATION WITH THE LOCAL UTILITY BEFORE STARTING WORK. CONTRACTOR WILL VERIFY THAT EXISTING CIRCUIT BREAKERS ARE RATED FOR MORE THAN AVAILABLE FAULT CURRENT AND REPLACE AS NECESSARY.
3. NEW CIRCUIT BREAKERS SHALL BE RATED TO WITHSTAND THE MAXIMUM AVAILABLE FAULT CURRENT AS DETERMINED BY THE LOCAL UTILITY.

CONDUCTORS:

1. FURNISH AND INSTALL CONDUCTORS SPECIFIED IN THE DRAWINGS. CONDUCTORS SHALL BE COPPER AND SHALL HAVE TYPE THWN (MIN) (75° C) INSULATION, RATED FOR 600 VOLTS.
2. THE USE OF ALUMINUM CONDUCTORS SHALL BE LIMITED TO THE SERVICE FEEDERS INSTALLED BY THE UTILITY.
3. CONDUCTORS SHALL BE PROVIDED AND INSTALLED AS FOLLOWS:
   A. MINIMUM WIRE SIZE SHALL BE #12 AWG.
   B. CONDUCTORS SIZE #8 AND LARGER SHALL BE STRANDED. CONDUCTORS SIZED #10 AND #12 MAY BE SOLID OR STRANDED.
   C. CONNECTION FOR #10 AWG #12 AWG SHALL BE BY TWISTING TIGHT AND INSTALLING INSULATED PRESSURE OR WIRE NUT CONNECTIONS.
   D. CONNECTION FOR #8 AWG AND LARGER SHALL BE BY USE OF STEEL CRIMP-ON SLEEVES WITH NYLON INSULATOR.
3. CONDUCTORS SHALL BE COLOR CODED IN ACCORDANCE WITH NEC STANDARDS.

UL COMPLIANCE:

1. ELECTRICAL MATERIALS, DEVICES, CONDUCTORS, APPLIANCES, AND EQUIPMENT SHALL BE LABELED/LISTED BY UL OR ACCEPTED BY JURISDICTION (I.E., LOCAL COUNTY OR STATE) APPROVED THIRD PARTY TESTING AGENCY.

GROUNDING:

1. ELECTRICAL NEUTRALS, RACEWAYS AND NON-CURRENT CARRYING PARTS OF ELECTRICAL EQUIPMENT AND ASSOCIATED ENCLOSURES SHALL BE GROUNDED IN ACCORDANCE WITH NEC ARTICLE 250. THIS SHALL INCLUDE NEUTRAL CONDUCTORS, CONDUITS, SUPPORTS, CABINETS, BOXES, GROUND BUSSES, ETC. THE NEUTRAL CONDUCTOR FOR EACH SYSTEM SHALL BE GROUNDED AT A SINGLE POINT.
2. PROVIDE GROUND CONDUCTOR IN RACEWAYS PER NEC.
3. PROVIDE BONDING AND GROUND TO MEET NFPA 780 - "LIGHTNING PROTECTION" AS A MINIMUM.
4. PROVIDE GROUNDING SYSTEM AS INDICATED ON THE DRAWINGS, AS REQUIRED BY THE NATIONAL ELECTRIC CODE, RADIO EQUIPMENT MANUFACTURERS, AND MOTOROLA R56 (AS APPLICABLE).

ABBREVIATIONS AND LEGEND

A	-	AMPERE
AFG	-	ABOVE FINISHED GRADE
ATS	-	AUTOMATIC TRANSFER SWITCH
AWG	-	AMERICAN WIRE GAUGE
BCW	-	BARE COPPER WIRE
BFG	-	BELOW FINISHED GRADE
BKR	-	BREAKER
C	-	CONDUIT
CKT	-	CIRCUIT
DISC	-	DISCONNECT
EGR	-	EXTERNAL GROUND RING
EMT	-	ELECTRIC METALLIC TUBING
FSC	-	FLEXIBLE STEEL CONDUIT
GEN	-	GENERATOR
GPS	-	GLOBAL POSITIONING SYSTEM
GRD	-	GROUND
IGB	-	ISOLATED GROUND BAR
IGR	-	INTERIOR GROUND RING (HAL0)
KW	-	KILOWATTS
NEC	-	NATIONAL ELECTRIC CODE
PCS	-	PERSONAL COMMUNICATION SYSTEM
PH	-	PHASE
PNL	-	PANEL
PNLBD	-	PANELBOARD
PVC	-	RIGID NON-METALLIC CONDUIT
RGS	-	RIGID GALVANIZED STEEL CONDUIT
SW	-	SWITCH
TGB	-	TOWER GROUND BAR
UL	-	UNDERWRITERS LABORATORIES
V	-	VOLTAGE
W	-	WATTS
XFMR	-	TRANSFORMER
XMTR	-	TRANSMITTER

———	UNDERGROUND ELECTRICAL CONDUIT
———	UNDERGROUND FIBER CONDUIT
▭	KILOWATT-HOUR METER
———	UNDERGROUND BONDING AND GROUNDING CONDUCTOR.
⏀	GROUND ROD
▲	COMPRESSION TYPE CONNECTIONS
■	EXOTHERMIC TYPE CONNECTIONS
⦿	GROUND ROD WITH INSPECTION WELL

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CHECKED BY: CS
APPV'D BY: BM
DOG PROJECT NO: 25-27442

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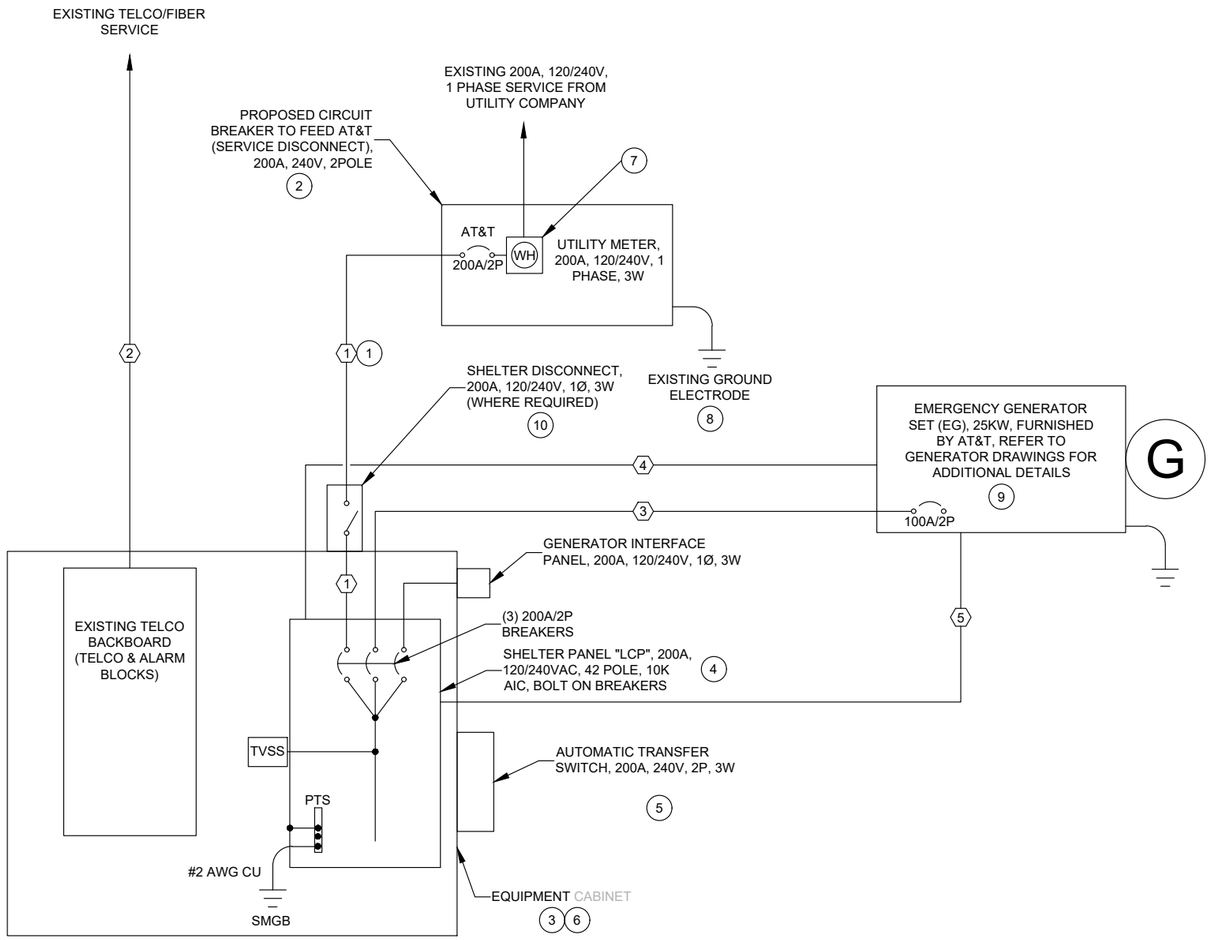
SHEET TITLE
ELECTRICAL NOTES

SHEET NUMBER
E-3



CABLE AND CONDUIT SCHEDULE

MARK	CONDUIT			WIRES EACH CONDUIT			EQUIPMENT			FROM	TO	RESPONSIBILITY	REMARKS
	QTY.	SIZE	TYPE	QTY.	SIZE	GROUND SIZE	VOLTS	AMPS	SUB. CAT.				
1	1	2-1/2"	PVC	3	3/0	#4	240	200	AC POWER	SVC DISC	CABINET PNL	MASTEC	POWER TO SHELTER, SEE NOTE 8
2	1	2"	PVC						TELCO	HAND HOLE	CABINET	MASTEC	FOR FIBER
3	1	2-1/2"	PVC	3	#1	#4	240	200	AC POWER	GEN DISC	CABINET ATS	MASTEC	GENERATOR POWER TO SHELTER, NOTE 8
4	1	1"	PVC	(7) #14 AND BELDEN						CNTL PNL	CABINET ATS	MASTEC	GENERATOR ALARM/CONTROL
5	1	1-1/4"	PVC	4	#12	#12	120	(2) 20	AC POWER	CNTL PNL	CABINET PNL	MASTEC	(2) 20A, 120V CIRCUITS GENERATOR BATTERY CHARGER AND HEATER

FAULT CURRENT SUMMARY TABLE

FAULT LOCATION	AVAILABLE FAULT CURRENT (AMPS RMS SYMMETRICAL)		
	SCA L-L	SCA L-N	REMARKS
TRANSFORMER SECONDARY (*)	13,021	19,533	ASSUMING INFINITE AVAILABLE ON PRIMARY
METER CENTER	10,935	12,420	IMPEDANCE - 40' INCOMING SERVICE CONDUCTORS
SHELTER MAIN CIRCUIT BREAKER	8,021	6,805	IMPEDANCE - 50' FEEDER CONDUCTORS, MC TO SHELTER

PANEL SCHEDULE

11"x17" SCALE: NTS

GENERAL NOTES:

1. CONTRACTOR SHALL COORDINATE INCOMING SERVICES WITH LOCAL UTILITIES PRIOR TO TRENCHING.
2. ALL CONDUCTORS SHALL BE COPPER, 75° C RATED (MIN.), AND CONDUCTOR INSULATION SHALL BE THWN OR THHN.
3. ALL TERMINATIONS SHALL BE LISTED AND IDENTIFIED FOR USE WITH 75° C RATED CONDUCTORS OPERATING AT 75°C.
4. GROUND FAULT PROTECTION REQUIRED FOR UTILITY RECEPTACLES.
5. SERVICE NEUTRAL SHALL BE GROUNDED AT ONE LOCATION ONLY.
6. FOR #6 OR SMALLER WHITE OR GRAY (WHITE FOR 120/240VAC AND GRAY FOR 277/480VAC), GREEN/GROUND SHALL BE MAINTAINED THROUGHOUT THE SITE ELECTRICAL SYSTEM (TAPE WILL NOT BE ACCEPTABLE).
7. EQUIPMENT LOCATED OUTSIDE OR EXPOSED TO MOISTURE SHALL BE NEMA 3R RATED.
8. ALL CONDUITS SHALL BE SCHEDULE 80 PVC, UNLESS OTHERWISE NOTED.
9. ALL NEWLY INSTALLED EQUIPMENT SHALL BE RATED AT 10K AIC MINIMUM. HIGHER RATINGS SHALL BE REQUIRED WHERE AVAILABLE FAULT CURRENT EXCEEDS THIS VALUE. EXACT FAULT CURRENT AVAILABLE SHALL BE COORDINATED WITH LOCAL UTILITY BASED ON EXACT CONDITIONS (TRANSFORMER SIZE, PERCENT IMPEDANCE, LENGTH OF CONDUCTORS, ETC.).

NOTES BY SYMBOL:

1. CONTRACTOR SHALL FURNISH AND INSTALL POWER CONDUCTORS FROM METER CENTER TO SHELTER. METER WILL BE FURNISHED AND INSTALLED BY LOCAL UTILITY COMPANY.
2. CONTRACTOR SHALL PROVIDE AND INSTALL CIRCUIT BREAKER IN METER CENTER TO FEED AT&T SHELTER. CIRCUIT BREAKER SHALL BE 200A, 240V, 2 POLE, TYP AND AIC RATING SHALL MATCH EXISTING.
3. EQUIPMENT SHELTER SHELL BE FURNISHED BY CARRIER AND SHALL BE INSTALLED BY CONTRACTOR. ALL ITEMS SHOWN WITHIN SHELTER ARE PROVIDED WITH THE SHELTER AND ARE SHOWN FOR REFERENCE ONLY UNLESS OTHERWISE NOTED. PROVIDE THE CONNECTIONS INDICATED. OBTAIN SHELTER DRAWINGS FOR CIRCUIT CONNECTIONS, BREAKER AND CONDUCTOR SIZES, AND ADDITIONAL INFORMATION.
4. CONTRACTOR SHALL PROVIDE ALL CIRCUIT BREAKERS REQUIRED TO FEED AT&T EQUIPMENT. CONTRACTOR SHALL LABEL ALL CIRCUIT BREAKERS WITH RESPECT TO WHAT THEY FEED.
5. EQUIPMENT SHELTER IS EQUIPPED WITH TRANSFER SWITCH FOR GENERATOR CONNECTIONS. REFER TO SHELTER DRAWINGS FOR DETAILS. BREAKERS ARE INTERLOCKED TO ALLOW ONLY 1 BREAKER CLOSED AT ANY GIVEN TIME.
6. THE CONTRACTOR SHALL REFER TO SHELTER DRAWINGS AND SPECIFICATIONS FOR CONTROL AND ALARM WIRING. INTERIOR ALARMS ARE PRE-WIRED.
7. CONTRACTOR SHALL PROVIDE AND INSTALL NAMEPLATE ON METER TO INDICATE "AT&T". NAMEPLATES SHALL BE PHENOLIC, WHITE LETTERS ON BLACK BACKGROUND.
8. CONTRACTOR SHALL BOND NEUTRAL TO GROUND AT ONE LOCATION ONLY PER NEC 250 AND LOCAL CODE REQUIREMENTS.
9. DO NOT BOND GENERATOR NEUTRAL TO GROUND OR GENERATOR FRAME. GENERATOR NEUTRAL IS BONDED TO SERVICE ENTRANCE NEUTRAL BOND VIA SOLIDLY GROUNDED ATS
10. SHELTER DISCONNECT IS FURNISHED WITH SHELTER. ON SITES WHERE SERVICE IS OBTAINED FROM AN EXISTING SOURCE (METER CENTER), OR SERVICE DISCONNECT IS LOCATED ON EQUIPMENT RACK, SHELTER DISCONNECT MAY BE OMITTED.

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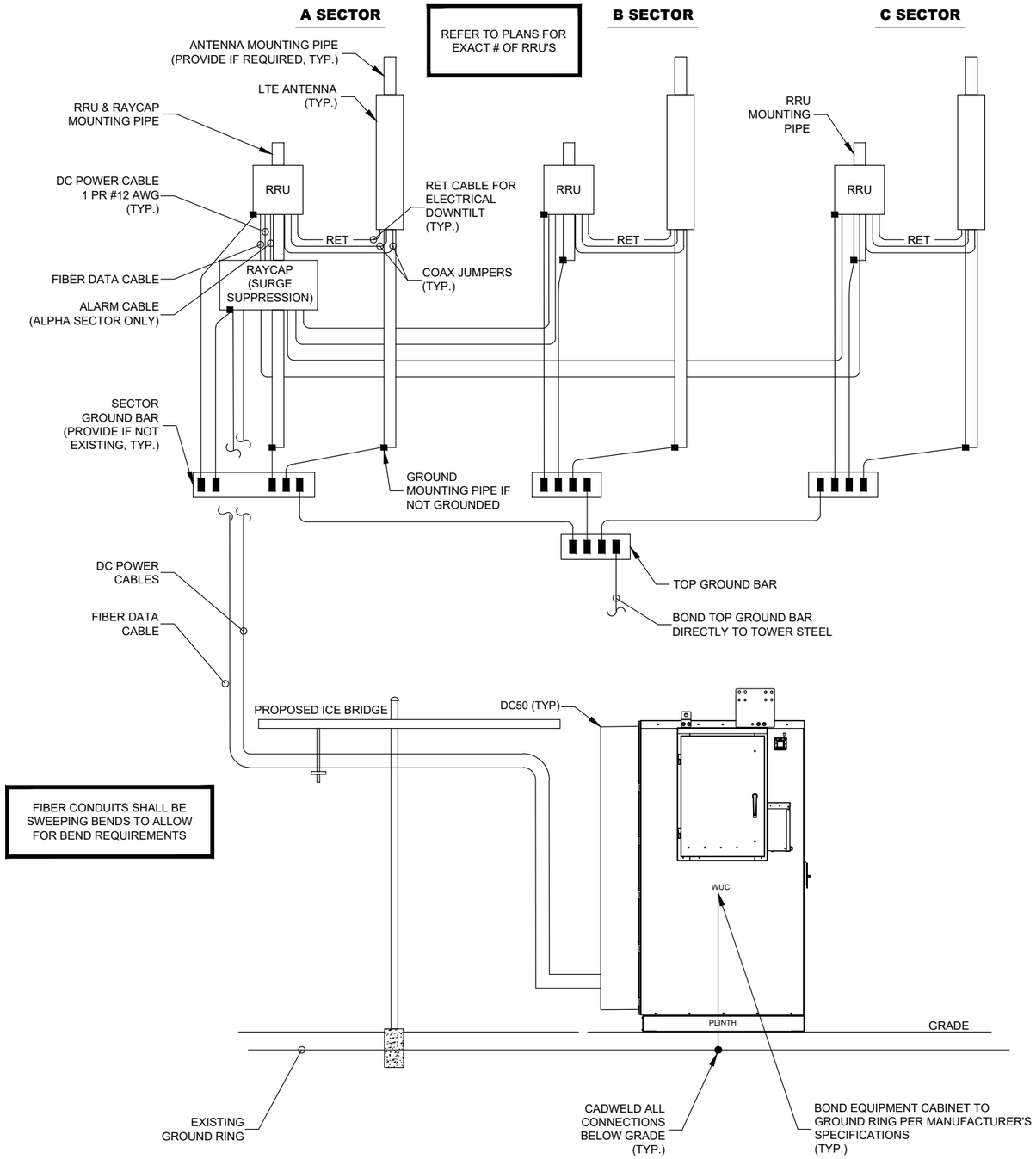
SHEET TITLE
SINGLE LINE DIAGRAM

SHEET NUMBER
E-4



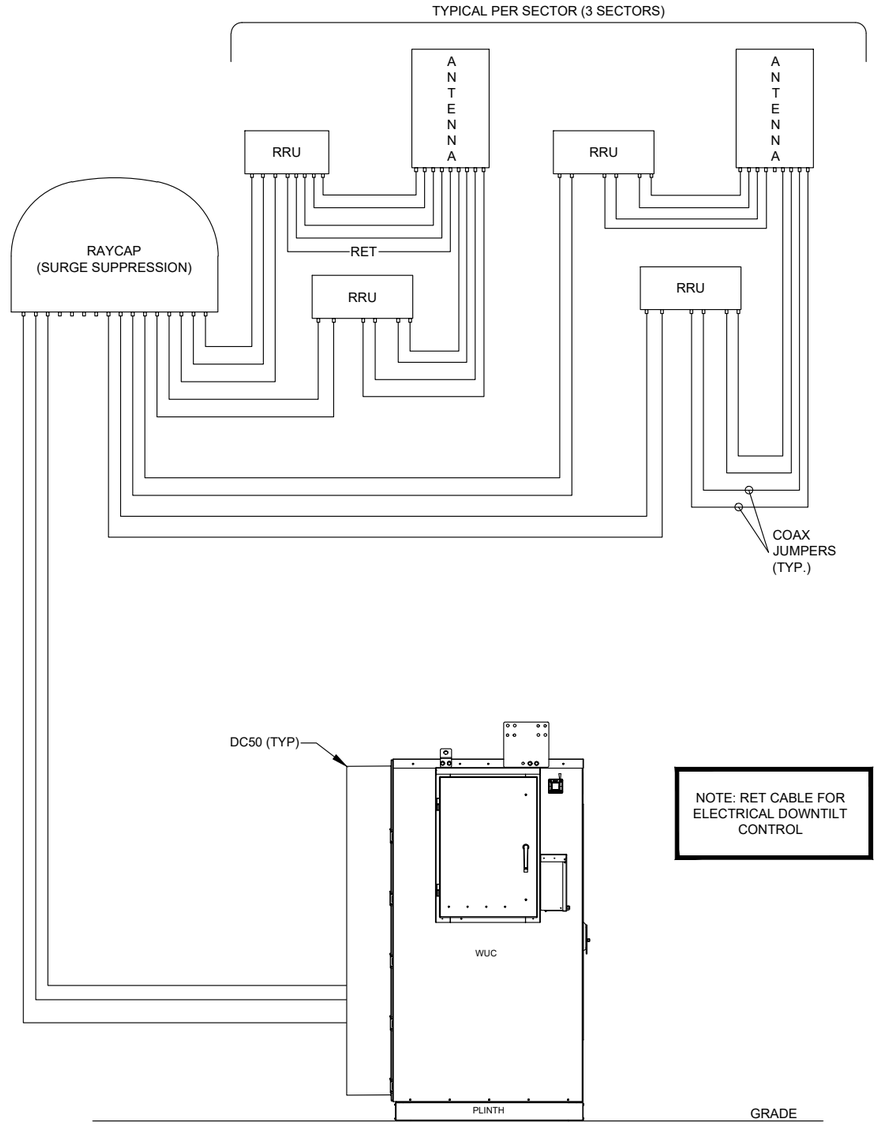
FIBER CONDUITS SHALL BE SWEEPING BENDS TO ALLOW FOR BEND REQUIREMENTS

GROUNDING DIAGRAM

11"x17" SCALE: N.T.S.

NOTE: CONTRACTOR TO PERFORM A 30 DAY LOAD STUDY USING A TRUE RMS METER PER NEC 220.87 TO DETERMINE ADDITIONAL SPARE CAPACITY ON EXISTING SUB-PANEL "DP". EXISTING PLUS NEW LOAD SHALL NOT EXCEED CAPACITY OF PANEL.

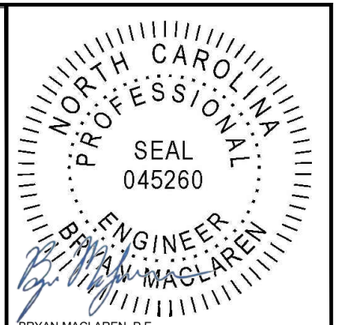
NOTE: REFER TO SHEET C-2 & C-3 FOR ADDITIONAL INFORMATION REGARDING POSSIBLE ADDITIONAL AND FUTURE ANTENNAS



NOTE: RET CABLE FOR ELECTRICAL DOWNTILT CONTROL

RF RISER DIAGRAM

11"x17" SCALE: N.T.S.



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FA LOCATION:
16299880

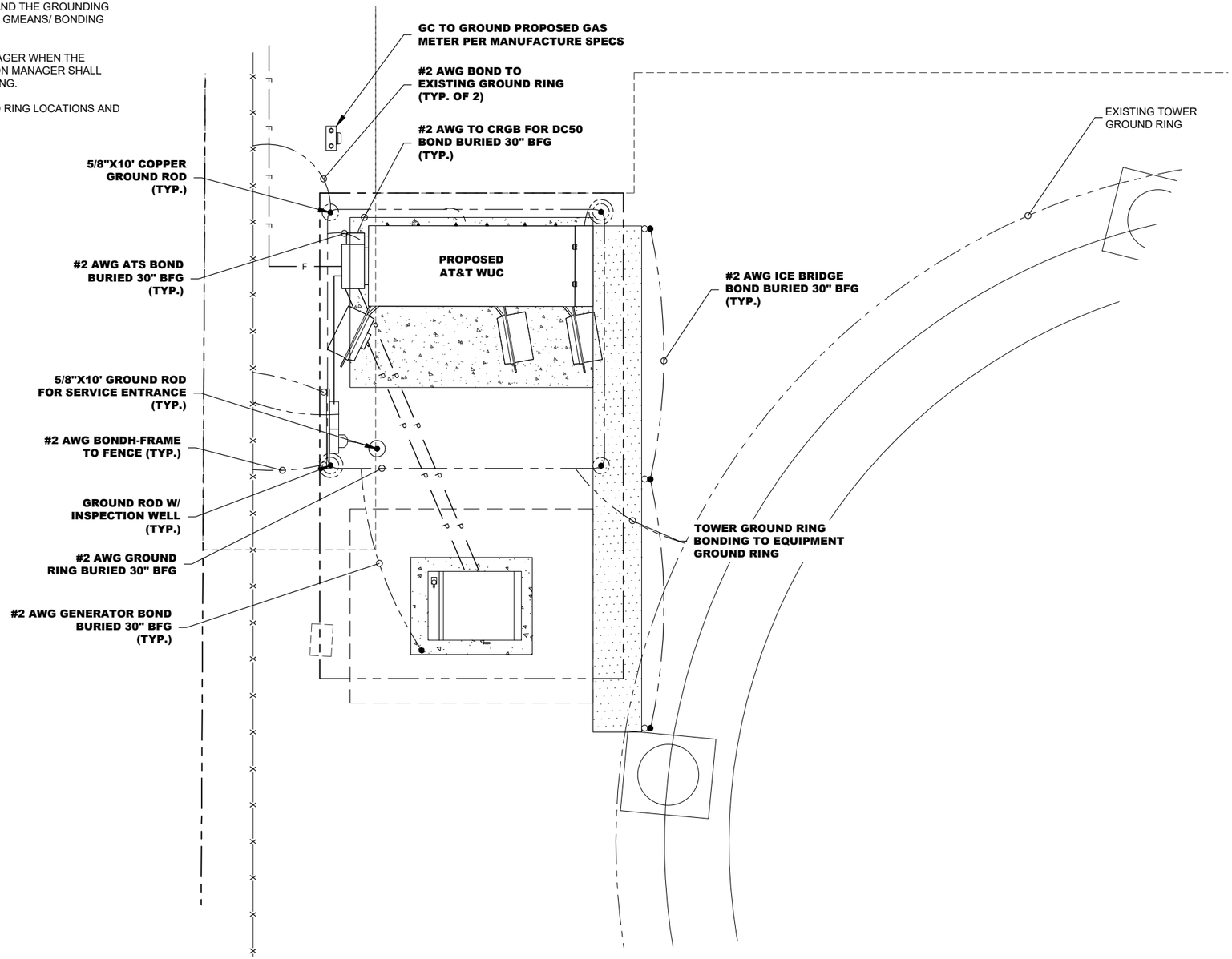
SITE NUMBER:
N/A

SHEET TITLE
RISER DIAGRAM

SHEET NUMBER
E-5

GROUNDING NOTES:

1. GROUNDING ELECTRODES SHALL BE CONNECTED IN A RING USING @2 AWG BARE TINNED COPPER WIRE. THE TOP OF THE GROUND RODS AND THE RING CONDUCTOR SHALL BE 2' BELOW FINISHED GRADE. GROUNDING ELECTRODES SHALL BE DRIVEN ON (10'-0" CENTERS MIN - 15'-0" MAX).
2. BONDING OF THE GROUNDED CONDUCTOR (NEUTRAL) AND THE GROUNDING CONDUCTOR SHALL BE AT THE SERVICE DISCONNECTIN GMEANS/ BONDING JUMPER SHALL BE INSTALLED PER NEC ARTICLE 250.30.
3. CONTRACTOR SHALL NOTIFY THE CONSTRUCTION MANAGER WHEN THE GROUNDING SYSTEM IS COMPLETE. THE CONSTRUCTION MANAGER SHALL INSPECT THE GROUNDING SYSTEM PRIOR TO BACKFILLING.
4. CONTRACTOR SHALL VERIFY EXISTING TOWER GROUND RING LOCATIONS AND LEADS TO FENCE CORNERS FOR YOUR TIE IN POINTS.



CONTRACTOR TO CONFIRM ALL INTERNAL & EXTERNAL GROUND RESISTANCE IS <5 OHMS

0 3' 6'

1" = 3'-0"

GROUNDING PLAN LAYOUT (TYPICAL)

11"x17" SCALE: 1"=3'-0"

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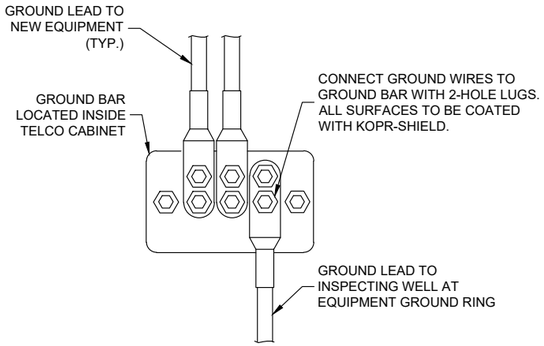
SHEET TITLE **TYPICAL GROUNDING PLAN**

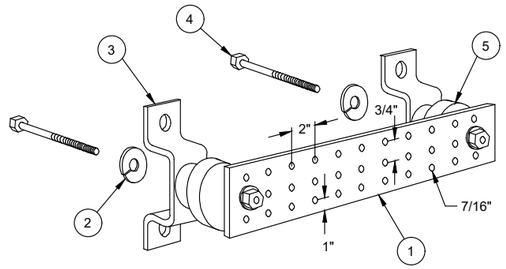
SHEET NUMBER **G-1**



GROUND BAR IN TELCO CABINET

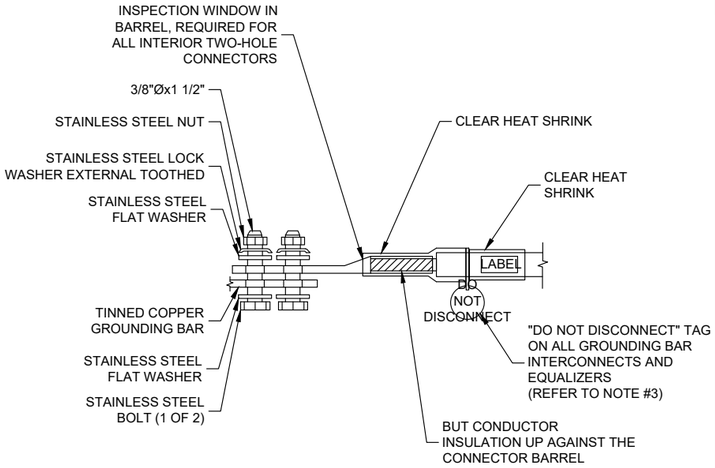
SCALE: N.T.S.

1. TINNED COPPER GROUND PLATE. 1/4" x 4" x20", NEWTON INSTRUMENT CO. CAT. NO. B-6142. HOLE CENTERS TO MATCH NEMA DOUBLE LUG CONFIGURATION.
2. 5/8" LOCKWASHERS, NEWTON INSTRUMENT CO. CAT NO. 3015-8.
3. WALL MOUNTING BRACKET, NEWTON INSTRUMENT CO. CAT NO. A-6056.
4. 5/8"-11 x1" H.H.C.S. BOLTS, NEWTON INSTRUMENT CO. CAT NO. 3012-1
5. INSULATOR, NEWTON INSTRUMENT CO. (CAT.# 3061-4)



GROUND BAR DETAIL

SCALE: N.T.S.



NOTES:

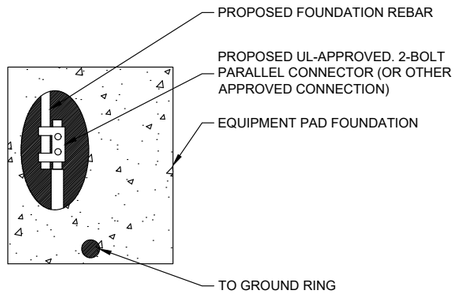
1. ALL HARDWARE 18-8 STAINLESS STEEL INCLUDING SPLIT WASHER. COAT ALL SURFACES WITH KIPR-SHIELD BEFORE MATING.
2. FOR GROUND BOND TO STEEL ONLY: INSERT A DRAGON TOOTH WASHER BETWEEN LUG AND STEEL, COAT ALL SURFACES WITH KOPR-SHIELD.
3. PROVIDE "DO NOT DISCONNECT" TAG AS REQUIRED.

INTERIOR & EXTERIOR TWO HOLE GROUND LUG DETAIL

SCALE: N.T.S.

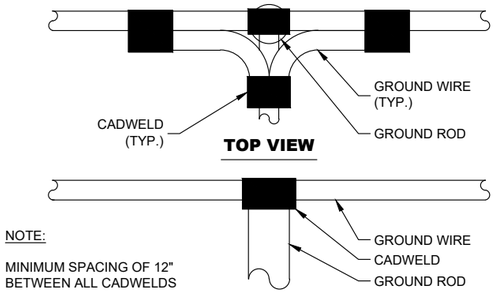
NOTES:

1. CONNECTION SHALL BE COVERED BY NO LESS THAN 2" OF CONCRETE.
2. ATTEMPT TO MAKE CONNECTION TO A 6'-0" RUN OF REBAR OR GREATER.
3. APPLY HEAT SHRINK OR ELECTRICAL TAPE AROUND THE CONDUCTOR TO AVOID CORROSION.



EQUIPMENT PAD GROUNDING

SCALE: N.T.S.



TOP VIEW

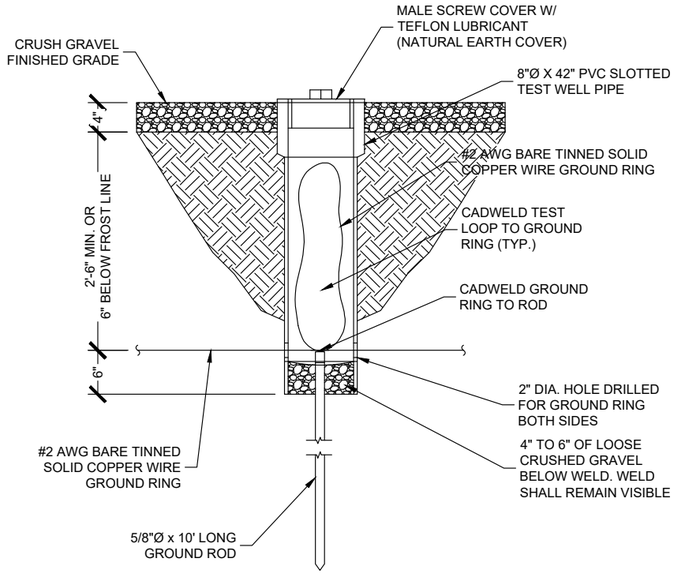
SIDE VIEW

CADWELD GROUNDING DETAIL

SCALE: N.T.S.

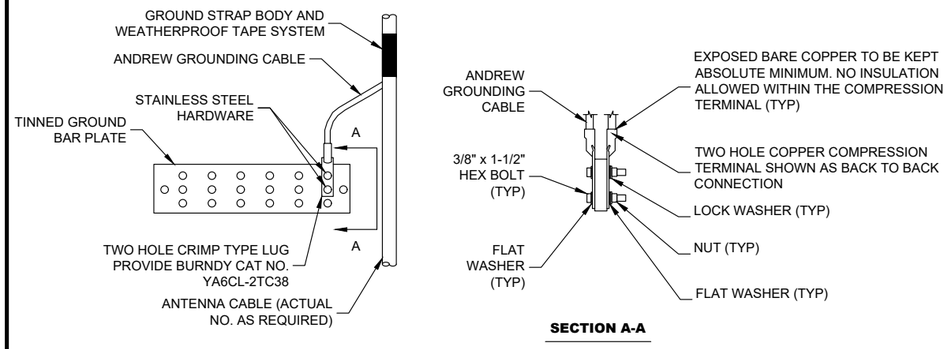
NOTES:

ONE TEST WELL SHALL BE PROVIDED BETWEEN THE TOWER GROUND LOOP AND THE EQUIPMENT GROUND LOOP



GROUND ROD TEST WELL DETAIL

SCALE: N.T.S.



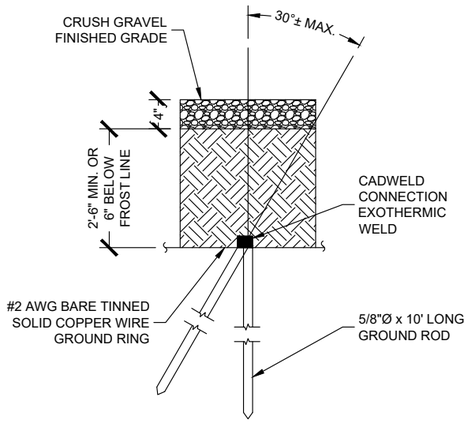
SECTION A-A

NOTES:

1. ANTENNA CABLE GROUNDING AT ANTENNA SHALL BE SIMILAR AS APPLICABLE. TYPICAL FOR ALL BONDING CONDUCTOR CONNECTIONS TO GROUND BAR PLATE.
2. DOUBLING "UP" OR "STACKING" OF CONNECTIONS IS NOT PERMITTED. OXIDE-INHIBITING JOINT COMPOUND TO BE USED ON ALL EXTERIOR CONNECTIONS.
3. PROVIDE ANDREW 36" GROUNDING CABLE REQUIRING FIELD ATTACHABLE CRIMP ON LUG. DO NOT USE THE LUGS PROVIDED WITH THE GROUNDING KIT. PROVIDE TWO HOLE LUGS AS SHOWN IN ANTENNA CABLE GROUNDING AND GROUND BR PLATE CONNECTIONS DETAILS. AT ANTENNA, PROVIDE CRIMP TYPE "C" TAP FOR CONNECTION TO GROUND CONDUCTOR. GROUNDING CABLE SHALL BE FIELD CUT TO SHORTEST LENGTH POSSIBLE.

ANTENNA CABLE & GROUND BAR CONNECTIONS

SCALE: N.T.S.



GROUND ROD DETAIL

SCALE: N.T.S.

NORTH CAROLINA PROFESSIONAL SEAL 045260 ENGINEER BRYAN MACLAREN

BRYAN MACLAREN, P.E.
NORTH CAROLINA LIC. NO. 045260 03/03/2026

SUBMITTALS

DATE	DESCRIPTION	REV	ISSUED BY
09/17/25	CONSTRUCTION	4	BM
09/25/25	CONSTRUCTION	5	BM
11/14/25	CONSTRUCTION	6	BM
01/27/26	CONSTRUCTION	7	BM
02/13/26	CONSTRUCTION	8	BM
03/03/26	CONSTRUCTION	9	BM
03/31/26	CONSTRUCTION	10	BM

DRAWN BY:	JW
CHECKED BY:	CS
APPV'D BY:	BM
DOG PROJECT NO:	25-27442

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PREPARED FOR:

at&t

PREPARED BY:

DELTA OAKS

DELTA OAKS GROUP
2724 DISCOVERY DRIVE STE 110-120
RALEIGH, NC 27216
PHONE: (919) 342-8247
www.deltaoaksgroup.com

SITE ID:

368-964

SITE NAME:

368-964

SITE ADDRESS:

521 LEE STREET
HOLLY SPRINGS, NC 27540

FA LOCATION:

16299880

SITE NUMBER:

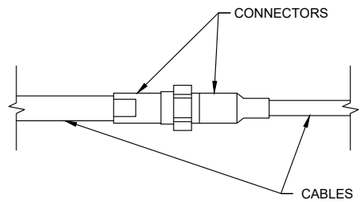
N/A

SHEET TITLE

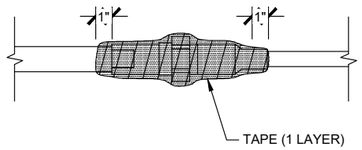
GROUNDING DETAILS I

SHEET NUMBER

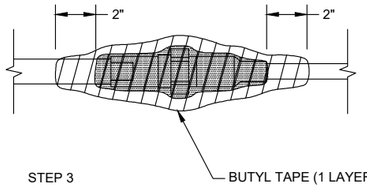
G-2



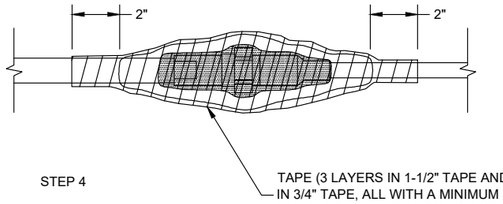
STEP 1



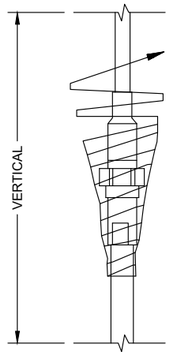
STEP 2



STEP 3



STEP 4

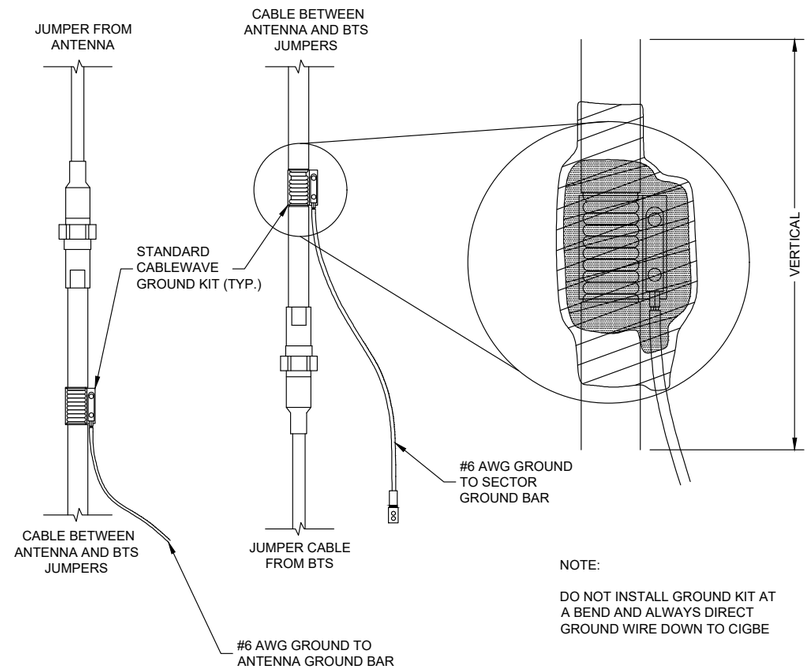


NOTES

1. VERTICAL CONNECTIONS SHOULD BE TAPED FROM THE BOTTOM UP SO OVERLAP SHEDS WATER AWAY FROM CONNECTION.
2. ELECTRICAL TAPE ENDS ARE TO BE CUT, (DO NOT STRETCH).

CABLE WEATHERPROOFING DETAILS

SCALE: N.T.S.

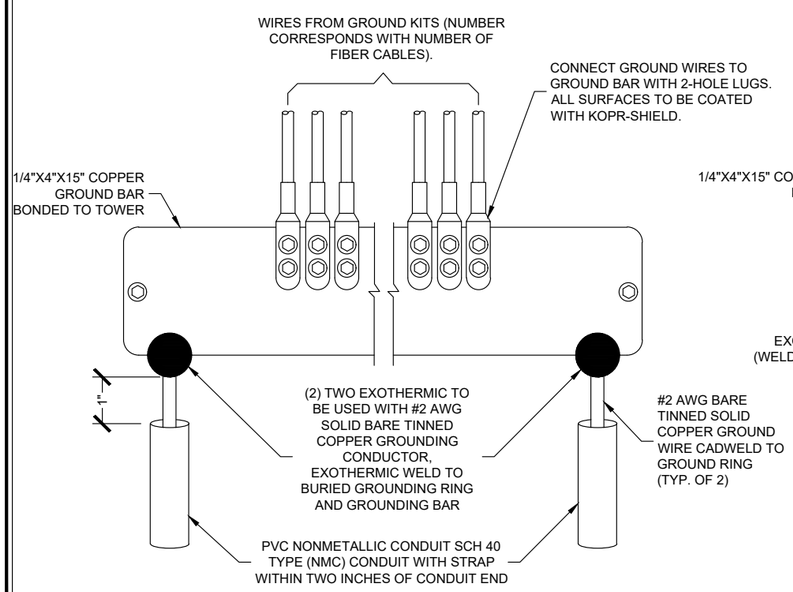


NOTE:

DO NOT INSTALL GROUND KIT AT A BEND AND ALWAYS DIRECT GROUND WIRE DOWN TO CIGBE

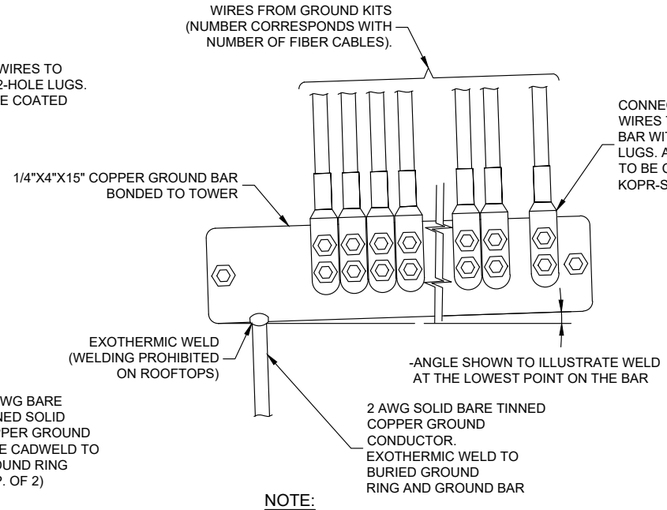
GROUND KIT CONNECTION DETAILS

SCALE: N.T.S.



LOWER GROUND BAR

SCALE: N.T.S.

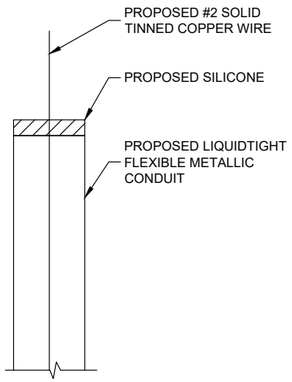


NOTE:

THE CONTRACTOR SHALL UTILIZE AN INTERMEDIATE GROUND BAR FOR ANTENNA RAD CENTERS OVER 200'-0".

UPPER/INTERMEDIATE GROUND BAR

SCALE: N.T.S.

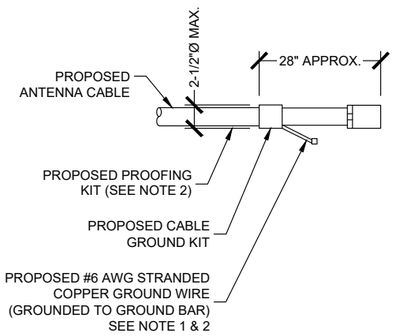


NOTE:

CONTRACTOR TO USE CLEAR OR GRAY SILICONE AS NECESSARY TO SEAL LIQUIDTIGHT FLEXIBLE METALLIC CONDUIT.

GROUND WIRE WEATHERPROOFING

SCALE: N.T.S.



GROUND KIT NOTES:

1. DO NOT INSTALL CABLE GROUND KIT AT A BEND AND ALWAYS DIRECT GROUND WIRE DOWN TO GROUND BAR.
2. GROUNDING KIT AND WEATHER PROOFING KIT SHALL BE OF THE SAME TYPE AND PART NUMBER AS SUPPLIED OR RECOMMENDED BY CABLE MANUFACTURER.

CABLE BAR DETAIL

SCALE: N.T.S.

NORTH CAROLINA PROFESSIONAL SEAL 045260 ENGINEER BRYAN MACLAREN

BRYAN MACLAREN, P.E.
NORTH CAROLINA LIC. NO. 045260 03/03/2026

SUBMITTALS

DATE	DESCRIPTION	REV	ISSUED BY
09/17/25	CONSTRUCTION	4	BM
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at&t

PREPARED BY:

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RALEIGH, NC 27216
PHONE: (919) 342-8247
www.deltaoaksgroup.com

SITE ID:
368-964

SITE NAME:
368-964

SITE ADDRESS:
521 LEE STREET
HOLLY SPRINGS, NC 27540

FA LOCATION:
16299880

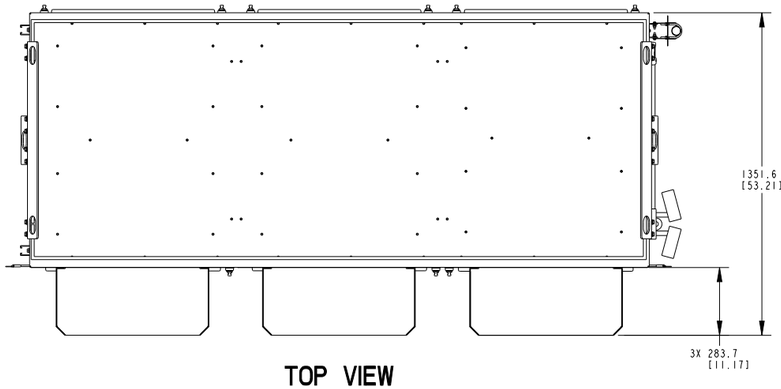
SITE NUMBER:
N/A

SHEET TITLE
GROUNDING DETAILS II

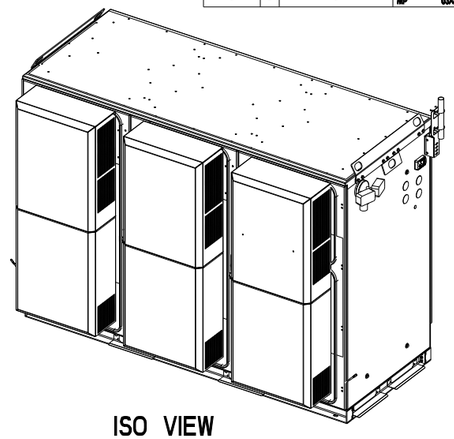
SHEET NUMBER
G-3

Bryan MacLaren

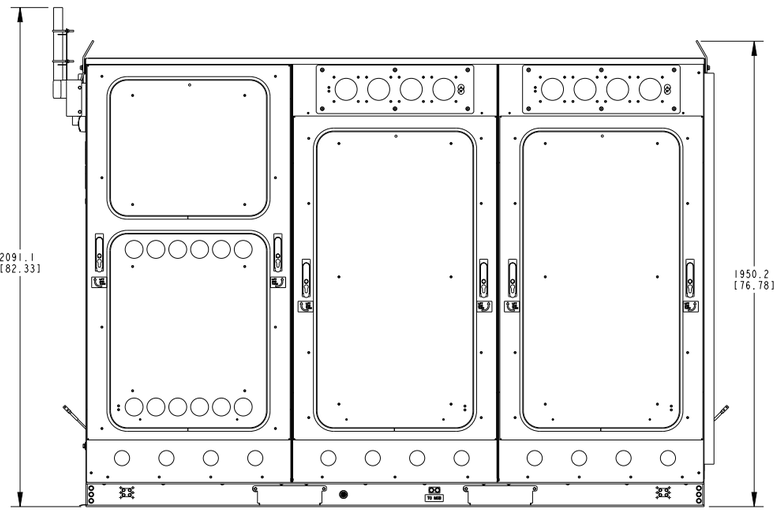
CO NO	REV	DESCRIPTION	DRAWN / APPROVED BY:	DATE
-	-	-	RM	03AUG23
			MP	03AUG23



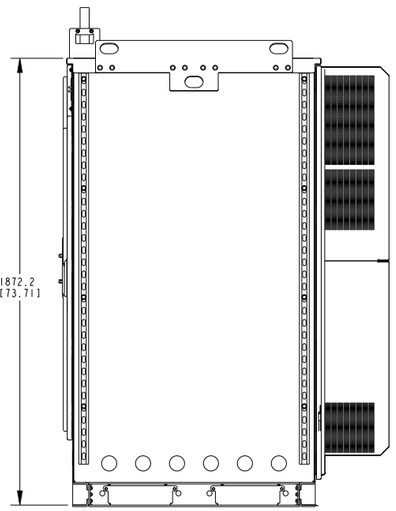
TOP VIEW



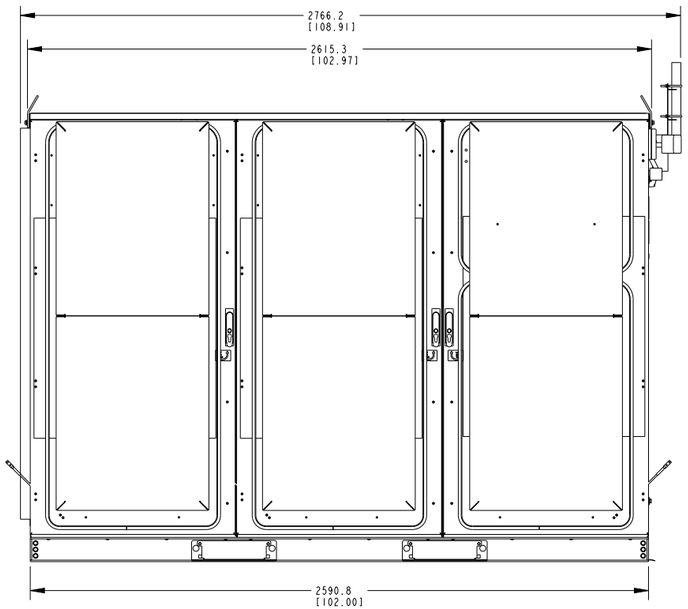
ISO VIEW



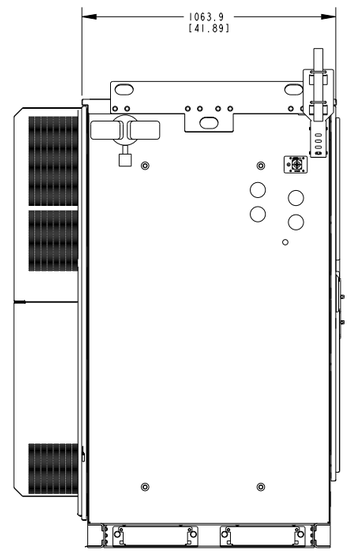
REAR VIEW



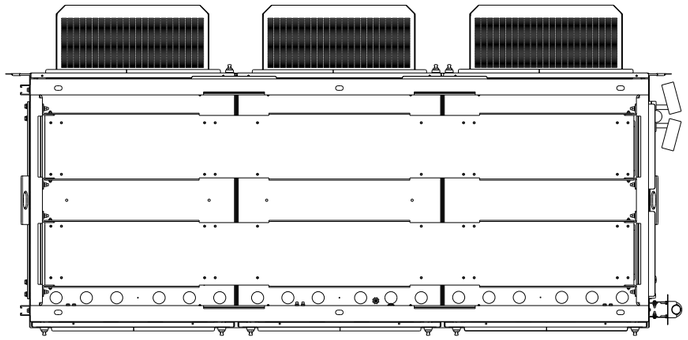
LEFT VIEW



FRONT VIEW



RIGHT VIEW



BOTTOM VIEW

CORPORATE CAGE CODE: 1EDC2	600 E. CLEVELAND AVE WESTERVILLE, OHIO 43082	F1011248 PART NUMBER	ASM, 3-BAY CAB, WUC DESCRIPTION

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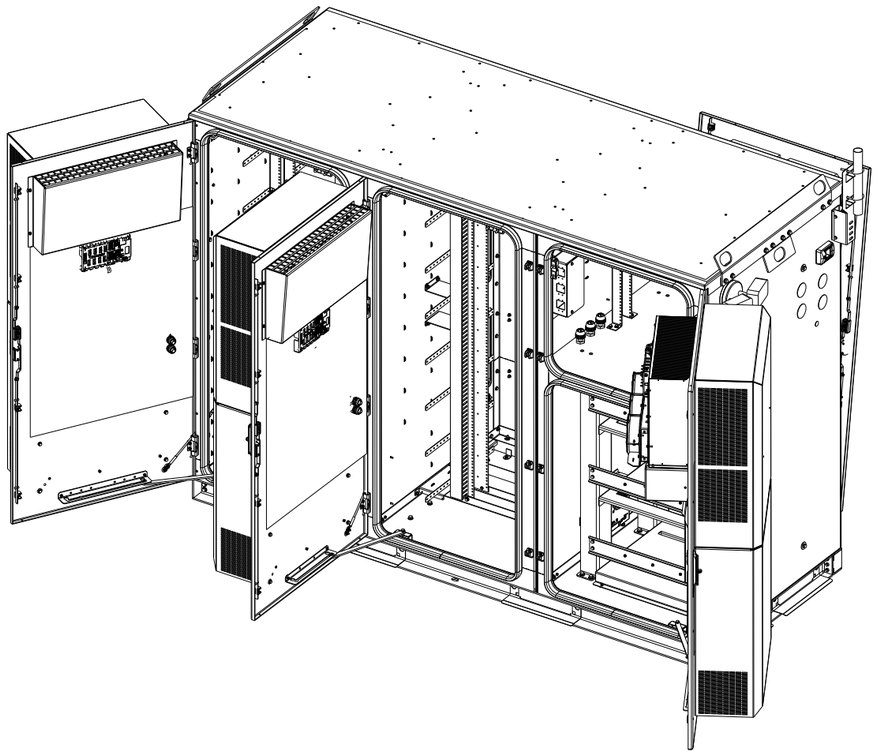
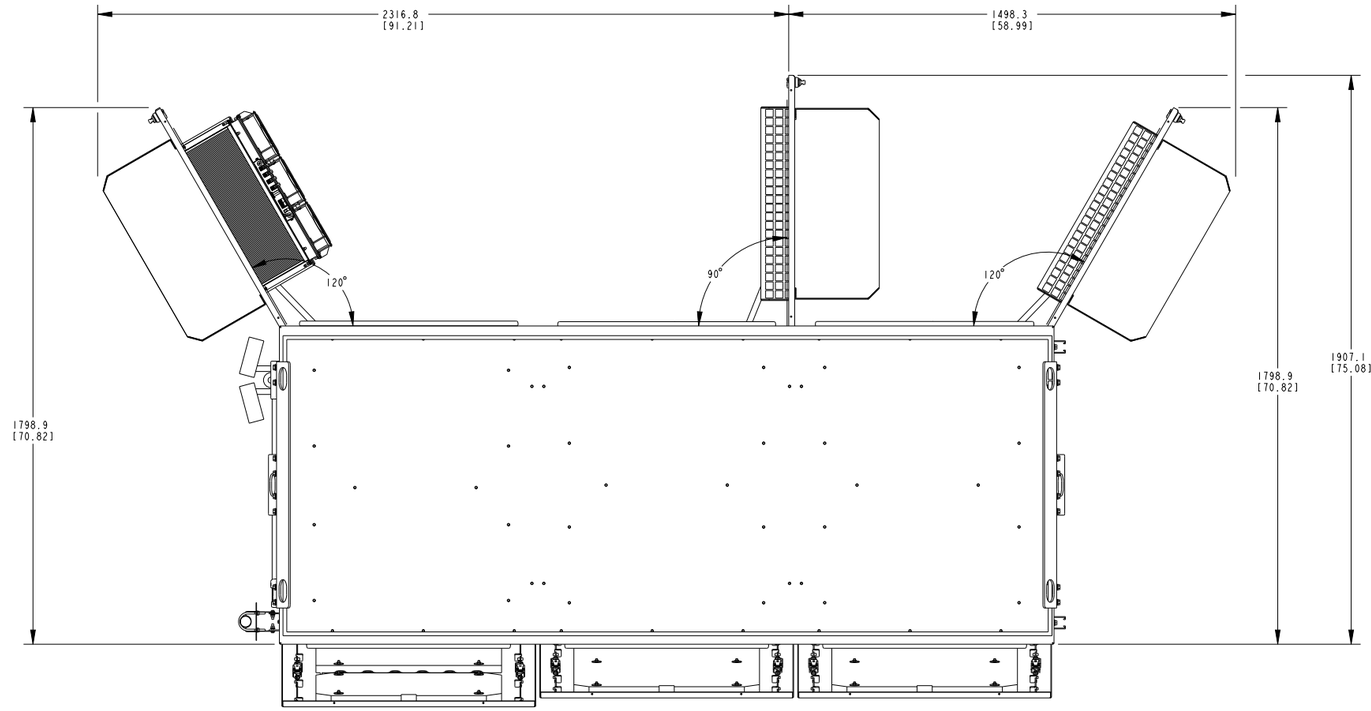
MATERIAL: NONE	UNLESS OTHERWISE SPECIFIED TOLERANCE: FRACTIONS ±.5 / .X ±.5 / .XX ±.25 / .XXX ±.125 / ANGLES ±1°	DECIMALS .X ±.1 / .XX ±.05 / .XXX ±.025	VERTIV.
FINISH: NONE			PART DESCRIPTION: ASM, 3-BAY CAB, WUC
DESIGNED BY: MB	DATE: 03AUG23	WEIGHT: -	CONTROL CHARACTERISTIC: C
DRAWN BY: RM	DATE: 03AUG23	SHEET: 1/2	THIRD ANGLE PROJECTION; SIZE: D; SCALE: 3:50; DOCUMENT NUMBER: F1011248_EL; REV: -



ISO VIEW WITH OPEN DOOR



TOP VIEW WITH OPEN DOOR

2/2/2026
Bryan MacLaren
Digitally signed by Bryan MacLaren
DN: C=US,
E=bmaclaren@deltaoaksgroup.com,
CN=Bryan MacLaren
Date: 2026.02.27-05:00'

GENERAC | INDUSTRIAL POWER

QT025A | 2.4L | 25 kW

INDUSTRIAL GASEOUS GENERATOR SET

EPA Certified Stationary Emergency

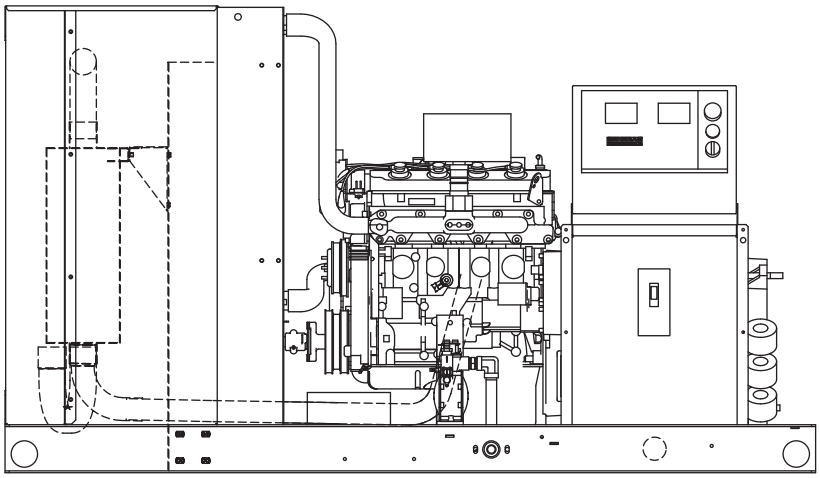


Image used for illustration purposes only

Standby Power Rating

kW, 31 kVA, 60 Hz 25

USA ENGINEERED & BUILT* *Assembled in the USA using domestic and foreign parts

ISO 9001:2008

Powering Ahead

Generac ensures superior quality by designing and manufacturing most of its generator components, such as alternators, enclosures, control systems and communications software. Generac also makes its own spark-ignited engines, and you'll find them on every Generac gaseous-fueled generator. We engineer and manufacture them from the block up — all at our facilities throughout Wisconsin. Applying natural gas and LP-fueled engines to generators requires advanced engineering expertise to ensure reliability, durability and necessary performance. By designing specifically for these dry, hotter-burning fuels, the engines last longer and require less maintenance. Building our own engines also means we control every step of the supply chain and delivery process, so you benefit from .single-source responsibility

Plus, Generac Industrial Power's distribution network provides all parts and service so you don't have to deal with third-party suppliers. It all leads to a positive owner -experience and higher confidence level. Generac spark ignited engines give you more options in commercial and industrial generator applications as well as extended run time .from utility-supplied natural gas

Codes and Standards

Not all codes and standards apply to all configurations. Contact .factory for details

UL2200, UL6200, UL1236, UL489	UL, ETL
CSA C22.2	CSA
BS5514 and DIN 6271	DIN
SAE J1349	SAE INTERNATIONAL
NFPA 37, 70, 99, 110	NFPA
NEC700, 701, 702, 708	nec
ISO 3046, 7637, 8528, 9001	ISO
NEMA ICS10, MG1, 250, ICS6, AB1	NEMA
ANSI C62.41	ANSI American National Standards Institute
,IBC 2009, CBC 2010, IBC 2012 -ASCE 7-05, ASCE 7-10, ICC-ES AC (2012) 156	oshpd, ICC

SPEC SHEET

of 5

2/2/2026
Bryan MacLaren
Digitally signed by Bryan MacLaren
DN: C=US, E=bmaclaren@deltaoaksgroup.com, CN=Bryan MacLaren
Date: 2026.02.02 15:37:05-05'00'

GENERAC | INDUSTRIAL POWER

QT025A | 2.4L | 25 kW

INDUSTRIAL GASEOUS GENERATOR SET

EPA Certified Stationary Emergency

STANDARD FEATURES

GENERATOR SET

- Internal Genset Vibration Isolation •
- Separation of Circuits-High/Low Voltage •
- Separation of Circuits-Multiple Breakers •
- Wrapped Exhaust Piping (Enclosed Units Only) •
- Standard Factory Testing •
- Year Limited Warranty 2 •
- Silencer Mounted in the Discharge Hood (Enclosed Units Only) •

ENCLOSURE (If Selected)

- Rust-Proof Fasteners with Nylon Washers to Protect Finish •
- High Performance Sound-Absorbing Material (Sound Attenuation Enclosures) •
- Gasketed Doors •
- Stamped Air-Intake Louvers •
- Upward Facing Discharge Hoods (Radiator and Exhaust) •
- Stainless Steel Lift Off Door Hinges •
- Stainless Steel Lockable Handles •
- RhinoCoat™ - Textured Polyester Powder Coat Paint •

Electrical System

- Battery Charging Alternator •
- Battery Cables •
- Battery Tray •
- Rubber-Booted Engine Electrical Connections •
- Solenoid Activated Starter Motor •

ALTERNATOR SYSTEM

- ™UL2200 GENprotect •
- Fault Protection •
- 10A UL Listed Float/Equalize Battery Charger •
- Main Line Circuit Breaker •
- Class H Insulation Material •
- Pitch 2/3 •
- Skewed Stator •
- Brush Excitation •
- Sealed Bearing •
- Full Load Capacity Alternator •

ENGINE SYSTEM

- Oil Drain Extension •
- Heavy Duty Air Cleaner •
- Fan Guard •
- Stainless Steel Flexible Exhaust Connection •
- Factory Filled Oil and Coolant •
- Radiator Duct Adapter (Open Set Only) •
- Critical Silencer (Enclosed Units Only) •

Fuel System

- Fuel Lockoff Solenoid •
- Secondary Fuel Regulator •
- Flexible Fuel Lines •
- Fuel Line - NPT Connection •
- Primary and Secondary Fuel Shutoff •

Cooling System

- Closed Coolant Recovery System •
- UV/Ozone Resistant Hoses •
- Factory-Installed Radiator •
- Ethylene Glycol Antifreeze 50/50 •
- 120VAC Coolant Heater •

CONFIGURABLE OPTIONS

CONTROL SYSTEM

- Compliant 21-Light Remote Annunciator ○
- Remote Relay Assembly (8 or 16) ○

ENCLOSURE

- Level 1 Sound Attenuated ○
- Steel Enclosure ○
- Aluminum Enclosure ○
- Up to 200 MPH Wind Load Rating (Contact Factory for Availability ○

- All Phase Currents •
- Oil Pressure •
- Coolant Temperature •
- Coolant Level •
- Engine Speed •
- Battery Voltage •
- Frequency •

Alarms and Warnings

- Oil Pressure •
- Coolant Temperature •
- Coolant Level •
- Low Fuel Pressure •
- Engine Overspeed •
- Battery Voltage •
- Alarms and Warnings Time and Date Stamped •
- Snap Shots of Key Operation Parameters During Alarms and Warnings •
- Alarms and Warnings Spelled Out (No Alarm Codes) •

- Waterproof/Sealed Connectors •
- Audible Alarms and Shutdowns •
- Not in Auto (Flashing Light) •
- Auto/Off/Manual Switch •
- E-Stop (Red Mushroom-Type) •
- NFPA110 Level I and II (Programmable) •
- Customizable Alarms, Warnings, and Events •
- Modbus® Protocol •
- Predictive Maintenance Algorithm •
- Sealed Boards •
- Password Parameter Adjustment Protection •
- Single Point Ground •
- Channel Remote Trending 16 •
- msec High Speed Remote Trending 0.2 •
- Alarm Information Automatically Annunciated on the Display •

Full System Status Display

- Power Output (kW) •
- Power Factor •
- kW Hours, Total, and Last Run •
- Real/Reactive/Apparent Power •
- All Phase AC Voltage •

CONTROL SYSTEM

Digital H Control Panel—Dual 4x20 Display

Program Functions

- Programmable Crank Limiter •
- Day Programmable Exerciser-7 •
- Special Applications Programmable Logic Controller •
- RS-232/485 Communications •
- All Phase Sensing Digital Voltage Regulator •
- Wire Start Capability-2 •
- Date/Time Fault History (Event Log) •
- Isochronous Governor Control •

SPEC SHEET

Digitally signed by Bryan MacLaren
DN: C=US, E=bmaclaren@deltaoaksgroup.com, CN=Bryan MacLaren
Date: 2026.02.04 16:46:05 -05'00'

GENERAC | INDUSTRIAL POWER

QT025A | 2.4L | 25 kW

INDUSTRIAL GASEOUS GENERATOR SET

EPA Certified Stationary Emergency

APPLICATION AND ENGINEERING DATA

ENGINE SPECIFICATIONS

General

Make	Generac
EPA Emissions Compliance	Stationary Emergency
EPA Emissions Engine Reference	See Emissions Data Sheet
# Cylinder	4
Type	In-Line
Displacement - in^3 (L)	(2.4) 146.4
Bore - in (mm)	(86.61) 3.41
Stroke - in (mm)	(100.08) 3.94
Compression Ratio	9.5:1
Intake Air Method	Naturally Aspirated
Number of Main Bearings	5
Connecting Rods	Forged Steel
Cylinder Head	Aluminum
Cylinder Liners	No
Ignition	High Energy
Piston Type	Aluminum Alloy
Crankshaft Type	Cast Steel
Lifter Type	Overhead Cam
Intake Valve Material	Steel Alloy
Exhaust Valve Material	Hardened Steel
Hardened Valve Seats	Yes

Engine Governing

Governor	Electronic
Frequency Regulation (Steady State)	±0.25%

Lubrication System

Oil Pump Type	Gear
Oil Filter Type	Full-Flow Spin-On Cartridge
Crankcase Capacity - qt (L)	(3.8) 4

Cooling System

Cooling System Type	Pressurized Closed Recovery
Fan Type	Pusher
Fan Speed - RPM	1,980
Fan Diameter - in (mm)	(457) 18

Fuel System

Fuel Type	Natural Gas, Propane Vapor
Carburetor	Down Draft
Secondary Fuel Regulator	Standard
Fuel Shut Off Solenoid	Standard
Operating Fuel Pressure - in H_2O (kPa)	(3.5 - 1.2) 14 - 5

Engine Electrical System

System Voltage	VDC 12
Battery Charger Alternator	Standard
Battery Size	See Battery Index 0161970SBY
Battery Voltage	VDC 12
Ground Polarity	Negative

ALTERNATOR SPECIFICATIONS

Standard Model	Generac 390 mm
Poles	4
Field Type	Revolving
Insulation Class - Rotor	H
Insulation Class - Stator	H
Total Harmonic Distortion	(Phase-3) 5%>
Telephone Interference Factor (TIF)	50>
Standard Excitation	Brushed
Bearings	Sealed Ball
Coupling	Flexible Disc
Load Capacity - Standby	100%
Prototype Short Circuit Test	Yes
Voltage Regulator Type	Full Digital
Number of Sensed Phases	All
Regulation Accuracy (Steady State)	±0.25%

SPEC SHEET

of 5

Bryan MacLaren
Digitally signed by Bryan MacLaren
DN: C=US, E=bmaclaren@deltaoaksgroup.com, CN=Bryan MacLaren
Date: 2026.02.02 15:56:05 0500

GENERAC® | INDUSTRIAL POWER

QT025A | 2.4L | 25 kW

INDUSTRIAL GASEOUS GENERATOR SET

EPA Certified Stationary Emergency

OPERATING DATA

POWER RATINGS—Natural Gas/Propane Vapor

Standby		
Amps: 104	kW 25	Single-Phase 120/240 VAC @1.0pf
Amps: 87	kW 25	Three-Phase 120/208 VAC @0.8pf
Amps: 75	kW 25	Three-Phase 120/240 VAC @0.8pf
Amps: 38	kW 25	Three-Phase 277/480 VAC @0.8pf

MOTOR STARTING CAPABILITIES (skVA)

skVA vs. Voltage Dip

VAC 208/240								VAC 277/480							
35%	30%	25%	20%	15%	10%	kW	Alternator	35%	30%	25%	20%	15%	10%	kW	Alternator
43	37	31	25	19	12	25	Standard	57	49	41	33	25	16	25	Standard

*FUEL CONSUMPTION RATES

Propane Vapor - scfm (m^3/hr)

Standby	Percent Load
(1.6) 56	25%
(2.5) 87	50%
(3.4) 119	75%
(4.3) 151	100%

Natural Gas – scfm (m^3/hr)

Standby	Percent Load
(3.9) 140	25%
(6.2) 220	50%
(8.5) 300	75%
(10.8) 380	100%

.Fuel supply installation must accommodate fuel consumption rates at 100% load *

COOLING

Standby		
(42.48) 1,500	scfm (m^3/min)	Air Flow (Fan Air Flow Across Radiator Radiator)
(160) 42	gpm (Lpm)	Coolant Flow
(9.5) 2.5	gal (L)	Coolant System Capacity
(50) 122	F (°C)°	Maximum Operating Ambient Temperature
See Bulletin No. 0199270SSD		Maximum Operating Ambient Temperature (Before Derate)
(0.12) 0.5	in H_2O (kPa)	Maximum Radiator Backpressure

COMBUSTION AIR REQUIREMENTS

Standby	
(2.0) 70	Flow at Rated Power scfm (m^3/min)

EXHAUST

Standby		
(6.2) 220	scfm (m^3/min)	Exhaust Flow (Rated Output)
(5.1) 1.5	inHg (kPa)	Maximum Exhaust Backpressure
(524) 975	F (°C)°	Exhaust Temp (Rated Output - Post Silencer)

ENGINE

Standby		
1,800	RPM	Rated Engine Speed
40	hp	**Horsepower at Rated kW
(360.3) 1,182	ft/min (m/min)	Piston Speed
(827) 120	psi (kPa)	BMEP

.Refer to "Emissions Data Sheet" for maximum bHP for EPA and SCAQMD permitting purposes **

.Deration – Operational characteristics consider maximum ambient conditions. Derate factors may apply under atypical site conditions
.Please contact a Generac Power Systems Industrial Dealer for additional details. All performance ratings in accordance with ISO3046, BS5514, ISO8528, and DIN6271 standards
Standby - See Bulletin 0187500SSB

2/2/2026
Bryan MacLaren
Digitally signed by Bryan MacLaren
DN: C=US,
E=bmaclaren@deltaoaksgroup.com,
CN=Bryan MacLaren
Date: 2026.02.05 05:00:00

GENERAC | INDUSTRIAL POWER

QT025A | 2.4L | 25 kW

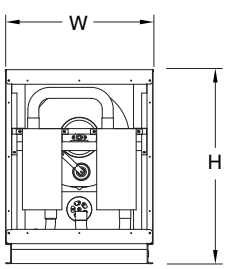
INDUSTRIAL GASEOUS GENERATOR SET

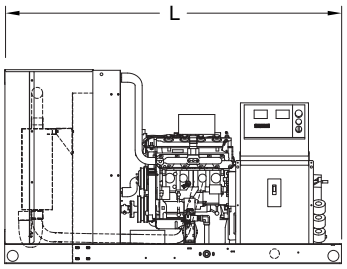
EPA Certified Stationary Emergency

*DIMENSIONS AND WEIGHTS

OPEN SET (Includes Exhaust Flex)

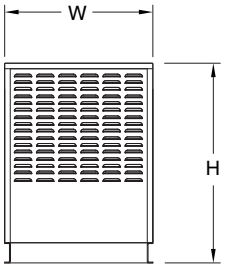
(1,092) x 34 (864) x 43 (1,956) 77	L x W x H - in (mm)
(528) 1,163	Weight - lbs (kg)

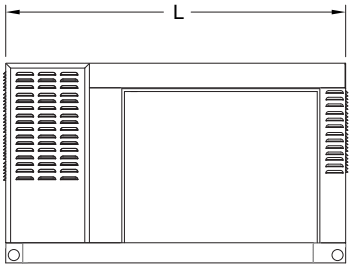




LEVEL 1 SOUND ATTENUATED ENCLOSURE

(1,168) x 34 (864) x 46 (1,956) 77	L x W x H - in (mm)
(641) 1,414	Weight - lbs (kg)





.All measurements are approximate and for estimation purposes only *

YOUR FACTORY RECOGNIZED GENERAC INDUSTRIAL DEALER

.Specification characteristics may change without notice. Please contact a Generac Power Systems Industrial Dealer for detailed installation drawings

SPEC SHEET

Part No. 0173110SBY
Rev. F 08/06/19

Generac Power Systems, Inc. | P.O. Box 8 | Waukesha, WI 53189
.P: (262) 544-4811 ©2019 Generac Power Systems, Inc. All rights reserved. All specifications are subject to change without notice.

0J7003

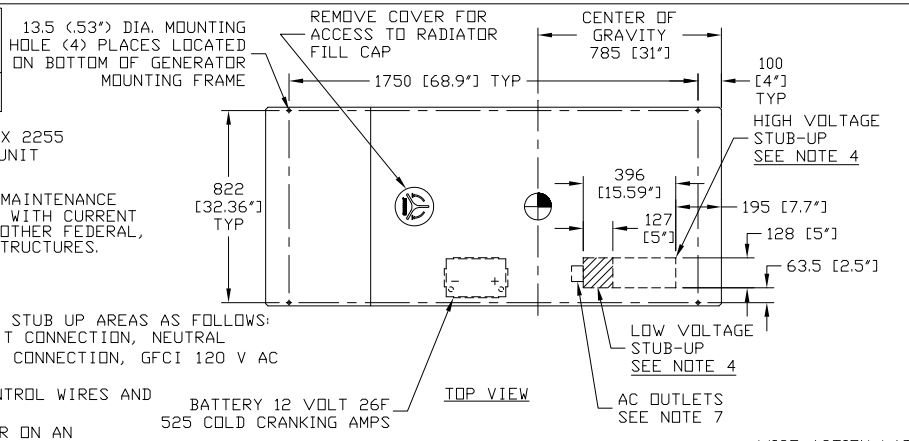
WEIGHT DATA
2.4L 25 KW 642KG (1414 LB)
WOODEN SHIPPING SKIDS INCREASE OVERALL WEIGHT - 42KG (98 LB)

NOTES:

1) MINIMUM RECOMMENDED CONCRETE PAD SIZE: 1155 (45.5") WIDE X 2255 (88.8") LONG. REFERENCE INSTALLATION GUIDE SUPPLIED WITH UNIT FOR CONCRETE PAD GUIDELINES.
2) ALLOW SUFFICIENT ROOM ON ALL SIDES OF THE GENERATOR FOR MAINTENANCE AND SERVICING. THIS UNIT MUST BE INSTALLED IN ACCORDANCE WITH CURRENT APPLICABLE NFPA 37 AND NFPA 70 STANDARDS AS WELL AS ANY OTHER FEDERAL, STATE AND LOCAL CODES FOR MINIMUM DISTANCES FROM OTHER STRUCTURES.
3) CIRCUIT BREAKER INFORMATION: SEE SPECIFICATION SHEET WITHIN OWNERS MANUAL
4) REMOVE THE CIRCUIT BREAKER BOX FRONT COVER TO ACCESS THE STUB UP AREAS AS FOLLOWS:
   -HIGH VOLTAGE CONNECTION INCLUDING AC LOAD LEAD CONDUIT CONNECTION, NEUTRAL CONNECTION, BATTERY CHARGER 120 VOLT AC (0.5 AMP MAX) CONNECTION, GFCI 120 V AC OUTLET CONNECTION.
   -LOW VOLTAGE CONNECTIONS INCLUDING TRANSFER SWITCH CONTROL WIRES AND ACCESSORY RELAY CONNECTION (QTY 4)

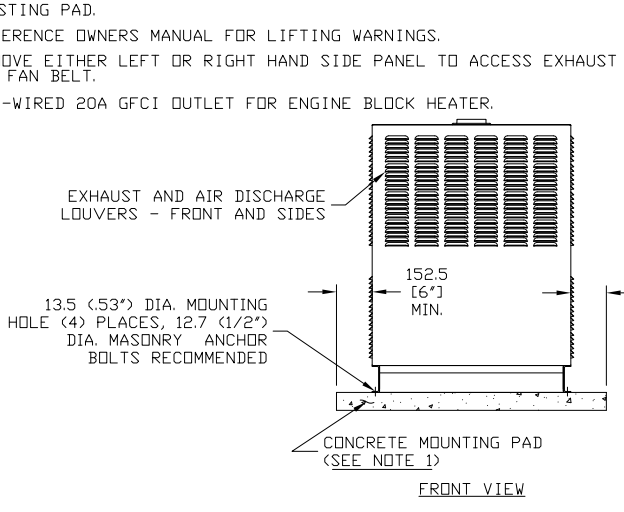
4A) FIELD CUT HOLE IS ONLY REQUIRED FOR MOUNTING OF GENERATOR ON AN EXISTING PAD.

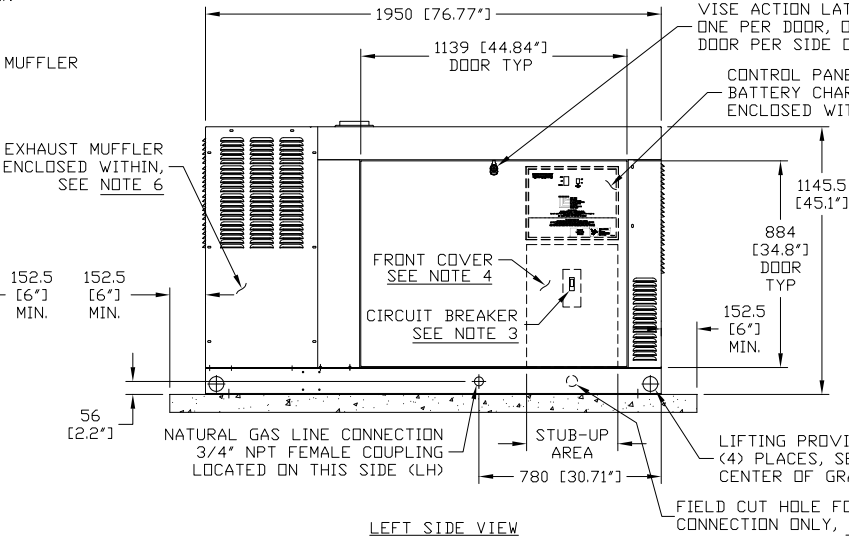
5) REFERENCE OWNERS MANUAL FOR LIFTING WARNINGS.
6) REMOVE EITHER LEFT OR RIGHT HAND SIDE PANEL TO ACCESS EXHAUST MUFFLER AND FAN BELT.
7) PRE-WIRED 20A GFCI OUTLET FOR ENGINE BLOCK HEATER.

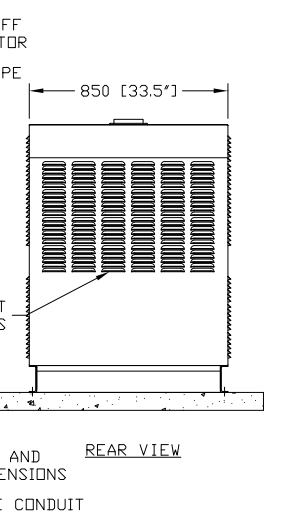


SERVICE ITEM ACCESSIBILITY CHART	
SERVICE ITEM	2.4L
OIL FILL CAP	EITHER DOOR
OIL DIP STICK	THRU RIGHT DOOR
OIL FILTER	THRU RIGHT DOOR
OIL DRAIN HOSE	THRU RIGHT DOOR
RADIATOR DRAIN HOSE	THRU LEFT DOOR
AIR CLEANER ELEMENT	EITHER DOOR
SPARK PLUGS	THRU RIGHT DOOR
MUFFLER	SEE NOTE 6
FAN BELT	SEE NOTE 6
BATTERY	THRU LEFT DOOR
AC OUTLET(S)	THRU LEFT DOOR

REFERENCE OWNERS MANUAL FOR PERIODIC REPLACEMENT PART LISTINGS







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QTA 25

2.4L (25 KW) - G2

-

ENCLOSURE - C2

ISSUE DATE 09/21/11

GENERAC POWER SYSTEMS
Waukesha
P.O. BOX 8
WAUKESHA, WIS. 53187

FILE NAME 0J7003.DWG | SIZE B

SCALE 1 = 20 | FIRST USE QTA SERIES

DWG NO. 0J7003 | REV A

INSTALLATION DRAWING

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 17.

Consent Agenda
Title: Acceptance of USTA Grant for Tennis Court Resurfacing at North Main Athletic Complex
Strategic Priority Area: Vibrant Community
Staff Resource: Adam Huffman, Parks & Recreation, LeeAnn Plumer, Parks & Recreation

Action(s):

- Accept $38,600 in grant funds from the United States Tennis Association (USTA), USTA Southern Division, USTA North Carolina, and Western Wake Tennis Association.
- Adopt Grants and Special Revenue Fund Ordinance (26-04)

Explanation:

- Holly Springs Parks and Recreation was awarded $38,600 in grant funds from the USTA, USTA Southern, USTA - NC, and Western Wake Tennis Association to help with the cost of resurfacing the eight (8) tennis courts at the North Main Athletic Complex (NMAC).
- The grants will cover just over 50% of the total project cost. The Town will match the grant award with operating and PAYGO funds.

Background:

- Holly Springs provides a variety of tennis programs at NMAC including youth and adult lessons, beginner "Try Tennis" offerings, private lessons and community leagues.
- There are eight (8) outdoor regulation tennis courts which are open from 6:00 am until 10:00 pm with on-demand sport lighting.
- Funding was awarded by USTA in the amount of $25,270, USTA Southern provided $10,330, USTA-NC provided $500, and Western Wake Tennis Association provided $2,500 for a total of $38,600.
- The resurfacing project includes preparing the surface by pressure washing, filling and repairing visible cracks, overlay treatment, leveling of any birdbaths and repainting the surface and lines with current striping.
- All grant agreements require that the courts remain dedicated to tennis for at least five years.

Funding Source(s):
Community Investment Plan — Grants / General Fund Sources

Attachment(s):
1. 2025 TIng Tennis Park NMAC RTN Award Letter 3-18-26
2. 2026 BIF Award Letter- TP-NMAC-NC (002)
3. Ting Park Tennis Complex_ TVS Award Ltr 2026

4. WWTA Resurfacing Grant Notice
5. Grants and Special Revenue Ordinance (26-04)
6. Summary of Ordinance Changes for April 21 2026

USTA North Carolina
2079 Henry St.
Greensboro, NC 27405
336.852.8577
nctennis.com

March 18, 2026

John Atkins
Town of Holly Springs
128 S Main Street PO Box 8
Holly Springs, NC 27540

re: USTA Tennis Venue Services Grant, 25NC32210 Ting Park Tennis Complex (Holly Springs, NC)

Dear John,

Congratulations! I am pleased to inform you that the Town of Holly Springs has been selected to receive **$500.00** from USTA North Carolina's "Raise the Net" grant program.

The grant funds will be distributed as the project construction progresses, and accountability information is received by the USTA National office. We will be notified by USTA as to when we can distribute Raise the Net funds, depending upon the accountability information they receive.

The goal of the grant is to provide communities with access to safe, appealing and functional tennis only environments and we are happy to partner with the Town of Holly Springs to help achieve this goal in Holly Springs, NC. The essence of this initiative is to assist communities leverage their tennis facilities to promote lifelong healthy activity and improve their programming by advancing the latest tennis innovations for all program types.

Please be advised that, by accepting these funds upon project completion, the Town of Holly Springs agrees not to add lines to the courts for any sport other than tennis for at least 5 years from the date the funds are received. Adding lines on these courts for any other sport will violate this grant and give USTA North Carolina the right to seek repayment of a pro-rata portion of the grant based upon the amount of time remaining in that 5-year period when the lines for another sport are added.

"Tennis courts eligible for USTA Southern sanctioned competition, including junior and adult tournaments and league, must contain only lines prescribed by the ITF Rules of Tennis, as set out in the USTA Handbook of Tennis Rules and Regulations." Courts that include both tennis AND pickleball lines are not eligible to host sanctioned events/play in the Southern Section.

Thank you for efforts to promote the game of tennis in your community and the commitment to keep the facility open to the public and provide programs for the next 5+ years.

Sincerely,

Kelly Gaines, Executive Director
USTA North Carolina

CC: Debbie Southern, President, USTA North Carolina
Matt Olson, Executive Director, USTA Southern
Karen Zuidema, USTA Facility Assistance
Laura Weygandt, Executive Director, Western Wake Tennis Association

USTA Southern
5685 Spalding Drive
Peachtree Corners, GA 30092
770.368.8200
usta.com

March 20, 2026

Ted Reese
President & CEO

Drew Meyers
Executive Vice President

John Herring
Treasurer

Carol Alan
Secretary

John Cox
Vice President

Ashley Massengale
Vice President

Jenifer Tucker
Vice President

Sara Barnett
Director At Large

Ernie James
Director at Large

Eric Schmook
Director at Large

Brett Schwartz
USTA Delegate

Matt Olson
Executive Director & COO

Cheri Grosvenor
Counsel

John Atkins
Town of Holly Springs
128 S Main Street PO Box 8
Holly Springs, NC 27540

re: USTA Tennis Venue Services Grant, 25NC32210 Ting Park Tennis Complex (Holly Springs, NC)

Dear John,

Congratulations! We are pleased to inform you that the Town of Holly Springs has been selected to receive $10,330 in USTA Tennis Venue Services Funding for the resurfacing of eight (8) 78' tennis courts complete with eight (8) 60' blended tennis playing lines at North Main Athletic Complex.

Please be advised that, by accepting these funds upon project completion, the Town of Holly Springs agrees not to add lines to the courts for any sport other than tennis for at least 5 years from the date the funds are received. Adding lines on these courts for any other sport will violate this grant and gives USTA Southern the right to seek repayment of a pro rata portion of the grant based upon the amount of time remaining in that 5-year period when the lines for another sport were added.

“Tennis courts eligible for USTA Southern sanctioned competition, including junior and adult tournaments and league, must contain only lines prescribed by the ITF Rules of Tennis, as set out in the USTA Handbook of Tennis Rules and Regulations.” Courts that include both tennis AND pickleball lines are not eligible to host sanctioned events/play in the Southern Section.

USTA Southern hopes you use this opportunity to publicize your facility and tennis in your community. We would like to celebrate the announcement with you. Please reach out to Ron Cioffi, Senior Manager, Communications at cioffi@sta.usta.com when you announce the award.

The sport of tennis can be an important part of improving communities, schools, the health of individuals and the quality of life for all. As members of the tennis family, we know how this sport can make a difference in people’s lives. We are happy to partner with the Ting Park Tennis Complex to help achieve this goal in Holly Springs, NC.

Thank you for efforts in promoting the game of tennis in your community.

Sincerely,

Ted Reese
President, USTA Southern

Matt Olson
Executive Director, USTA Southern

cc: Todd Carlson, Director, Tennis Venue Services, Parks & CTAs
cc: Kelly Gaines, Executive Director, USTA North Carolina
cc: Karen Zuidema, National Facilities Consultant
cc: Brett Schwartz, Build It Forward Committee Chair

United States Tennis Association
10000 USTA Boulevard
Orlando, FL 32827
407.675.2500
usta.com

March 13, 2026

John Atkins
Town of Holly Springs
128 S Main Street PO Box 8
Holly Springs, NC 27540

re: USTA Tennis Venue Services Grant, 25NC32210 Ting Park Tennis Complex (Holly Springs, NC)

Dear John

Congratulations! We are pleased to inform you that the Town of Holly Springs has been selected to receive **$25,270** in USTA Tennis Venue Services Funding for the resurfacing of eight (8) 78' tennis courts complete with eight (8) 60' blended tennis playing lines at North Main Athletic Complex.

The grant funds will be distributed when the project is complete, and the attached accountability form is returned and approved. These funds will be available for 12 months from the date of this letter. After this time, your grant funds may be forfeited. Please note that any changes to the scope of work after receipt of this letter requires written approval by the USTA. This award is based on the satisfactory completion of our technical review process and funds have been awarded based on the documentation provided and subsequently approved by the USTA. Any changes inconsistent with the submitted design drawings, including the addition of other playing lines will void your funding award.

The USTA hopes you use this opportunity to publicize your facility and tennis in your community. The USTA would like to celebrate the announcement with you; please call your National Project Consultant if you need additional information or to coordinate interviews with USTA staff as you announce the grant.

A goal of the grant is to provide communities access to safe, appealing, and functional tennis environments, and we are happy to partner with the Ting Park Tennis Complex to help achieve this goal in Holly Springs. The essence of this initiative is to assist communities, leveraging their tennis facilities to promote lifelong healthy activity, and to improve their programming by advancing the latest tennis innovations for all program types.

Thank you for your efforts to promote the game of tennis in your community.

Sincerely,

Todd Carlson
Senior Director, Tennis Venue Services Partnerships + Strategic Planning
United States Tennis Association

From: Laura Weygandt <laura@westernwaketennis.com>
Sent: Monday, April 6, 2026 8:00 AM
To: John Atkins; LeeAnn Plumer; Adam Huffman; Kristen Denton; Jay Bratschi; Angela Fugaro
Cc: WWTA President
Subject: --[EXTERNAL]--North Main Athletic Complex Resurfacing

All,

As you have heard me say many times, Western Wake Tennis Association is so grateful for our partnership with the Town of Holly Springs. The tennis boom in our area couldn't be happening without your courts and partnership at North Main Athletic Complex and Holly Springs High School. As mentioned at the Town Council meeting in February, we had about 25 adult league teams at NMAC in 2019 and that ballooned to 99 in 2025. Adult Leagues is only one tennis program you have in your town. There is Junior Team Tennis (through WWTA), RDU tennis, school team practices and more. The future of tennis is fantastic in Holly Springs and we are hopeful that a new facility will be coming soon! And good news, there is more USTA grant funding for new facilities!

With the growth and your great partnership, on behalf of our WWTA President, Kris Merck, copied on this email, and the WWTA Executive Board, WWTA is pleased to grant $2,500.00 to the Town of Holly Springs for the NMAC resurfacing project. We will pay the grant out similarly to the USTA payments - at the completion of the project. As a non-profit that manages and promotes tennis in the area, we know firsthand the importance of Holly Springs to our programs but more importantly to the tennis community.

Thank you for all you do for our tennis community and we are looking forward to the refurbished courts at NMAC....not looking forward to the actual "down time" of the courts but it will be worth it!

Sincerely,

Laura Weygandt & Kris Merck

Laura Weygandt
Executive Director
Western Wake Tennis Association
www.westernwaketennis.com
Facebook | Twitter | YouTube | Instagram
Promoting the game and spirit of tennis
"Life is like a game of tennis; the player who serves well seldom loses." (Author Unknown) Serve well.

Ordinance No. 26-04
Date Submitted: April 21, 2026
Date Adopted: April 21, 2026

Grants and Special Revenue Fund Project Ordinance
HOLLY SPRINGS, NORTH CAROLINA

BE IT ORDAINED by the Town Council of Holly Springs, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

SECTION I: The project authorized by this ordinance consists of general government projects funded by donations, grants, and local, state, and federal restricted funds.

SECTION II: The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

SECTION III: The following amounts are appropriated for the project funds effective April 21, 2026

Grant and Special Revenue Fund	
Expenditures:	
Code Enforcement	2,816,041
General Government	2,501,011
Police	452,581
Parks and Recreation	178,583
Development Services	25,000
Public Works	12,500
Fire	5,000
Total	**5,990,716**

SECTION IV: The following revenues are anticipated to be available to complete these projects:

Grant and Special Revenue Fund	
Revenues:	
Transfers from General Fund	2,959,347
State Grants and Intergovernmental Funds	2,139,289
Other Grants and Miscellaneous Revenues	504,275
Federal Grants and Intergovernmental Funds	379,205
Other Transfers In	8,600
Total	**5,990,716**

SECTION V: The Finance Officer hereby directed to maintain within the project funds detailed accounting records.

SECTION VI: The Budget Officer is directed to include a detailed analysis of the past and future costs and revenues on this capital project in every budget submission made to the Town Council.

SECTION VII: The Town Manager or designee is authorized to amend expenditures within the fund for expenditures that are authorized per section I of this ordinance that do not change the total appropriation within the fund.

SECTION VIII: Copies of this capital project ordinance shall be furnished to the Clerk to the Town Council, and to the Budget Officer and the Finance Officer for direction in carrying out this project.

SECTION IX: All ordinances in conflict with this ordinance are hereby repealed or amended to reflect the controlling nature of this Ordinance.

The provisions of this ordinance shall become effective April 21, 2026, in accordance with the laws of the State of North Carolina.

Adopted this, the 21st day of April 2026.

Town of Holly Springs by

_____
Michael D. Kondratick, Mayor

ATTEST:

_____
Linda McKinney, Town Clerk

Summary of Ordinance Changes for April 21, 2026, Town Council

Grants and Special Revenue Fund Project Ordinance

Current Ordinance Appropriation	**$5,918,516**
Grants for resurfacing project	$38,600
Transfers in from General Fund and General Fund PAYGO	$33,600
Grants and Special Revenue Fund Project Ordinance (26-04)	**$5,990,716**

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 18.

Consent Agenda
Title: Contract Amendment with Brenntag Mid-South, Inc. for Purchase of Wastewater Treatment Chemicals
Strategic Priority Area: Growth Management & Economic Vitality
Staff Resource: Rachel Ingham, Utilities and Infrastructure

Action(s):
Approve a $45,000 increase to the Brenntag Mid-South, Inc. Fiscal Year 26 (FY26) contract for Sodium Aluminate, to bring the new FY26 contract value to $135,000.

Explanation:

- The sole source purchasing and contract with Brenntag Mid-South, Inc. for up to $90,000 of Sodium Aluminate, a chemical used for increased phosphorus removal in wastewater treatment, was approved through the Consent Agenda Item #9 during the August 19, 2025 Town Council meeting.
- The $90,000 Purchase Order (PO) is expected to be exhausted with the most recent delivery of Sodium Aluminate to the Utley Creek Water Reclamation Facility this April. Without regular deliveries, the Utley Creek Water Reclamation Facility (UCWRF) will run out of Sodium Aluminate.
- While staff anticipated that Sodium Aluminate costs could exceed $90,000 due to treatment requirements, the original purchasing authorization did not fully account for ongoing usage levels, and this action is needed to provide adequate funding authority to amend the existing contract.
- Staff recommend allowing the purchase of Sodium Aluminate to exceed the $90,000 threshold on the approved Agenda item and current contract. For Fiscal year 2025-2026, staff recommend adding $45,000 to the Purchase Order (PO).

Background:

- Utley Creek Water Reclamation Facility uses a biological process to remove nutrients, particularly Nitrogen and Phosphorus. This means that microorganisms remove phosphorus from the treated wastewater.
- The facility's permitted discharge limit for phosphorus is very low. Microbiology alone cannot remove enough phosphorus to meet permit limits in the treated wastewater discharged to Utley Creek.
- Sodium Aluminate is added to enhance phosphorus removal during the wastewater treatment process.
- Without additional Sodium Aluminate, the Town risks exceeding permitted limits, which could result in Notices of Violation from the North Carolina Department of Environmental Quality.

Funding Source(s):

Operating Budget.

Attachment(s):

1. Brentag - Sole Source approved agenda item 8.19.25
2. Contract for PURCHASE OF ASSETS - Informal - Brenntag Mid-South-EXECUTED COPY (002)

Approved

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 9.

Consent Agenda
Title: Wastewater Chemical Supplier Sole Sourcing
Strategic Priority Area: Growth Management & Economic Vitality
Staff Resource: Sara Emig, Utilities and Infrastructure, Rachel Ingham, Utilities and Infrastructure

Action(s):

- Approve Brenntag Mid-South, Inc (Brenntag) as sole source for phosphorus removal chemicals.
- Approve Brenntag Mid-South, Inc contract for purchase of Sodium Alumniate up to $90,000.

Explanation:

- Sole-source purchasing is utilized and available when (1) performance or price competition is not available; (2) product is available from only one source; or (3) standardization or compatibility is the overriding consideration.
- In the management and monitoring of wastewater assets, regular purchase of chemicals and chemical monitoring are required. In order to avoid frequent, repetitive agenda items for sole source contract approvals, staff requests approval of this vendor as the sole source for the item indicated.
- This is a one-year contract for the purchase of sodium aluminate for the water reclamation facility.
- Sole-source approval for Brenntag is requested since Brenntag's Sodium Aluminate performs best in the Town's system. Previous testing of phosphorus removal chemicals from multiple suppliers showed that Brenntag's Sodium Aluminate achieved the optimal phosphorus removal to remain in compliance with permit limits. Use of chemicals that under perform requires high doses of chemicals, which has the potential to result in higher costs.
- Staff recommends a sole-source service provider for phosphorus removal chemicals.

Background:

- Phosphorus removal chemicals are used to manage the nutrients received into a wastewater system and minimize discharge of phosphorus into the receiving water body.
- The Utley Creek Water Reclamation Facility's approved limit for phosphorus discharge into Utley Creek is very low. Discharge of excess phosphorus harms water quality in downstream waterways.

Funding Source(s):

- Operating Budget – Utility Fund – Utilities & Infrastructure

Attachment(s):

1. Sole-Source Exception Memo (Brenntag)
2. Contract for PURCHASE OF ASSETS - Informal - Brenntag Mid-South

Docusign Envelope ID: 60C980C0-C3A5-4774-BCDB-3914FB8098EB

HOLLY SPRINGS
North Carolina

CONTRACT TO PURCHASE ASSET(S)
UP TO $90,000

THIS AGREEMENT dated 9/11/2025 | 4:38 PM CEST , between the **Town of Holly Springs**, North Carolina, for itself and its Successors & Assigns (hereinafter called the "Town") and **Brenntag Mid-South, Inc.** (herein after called the "Vendor").

Town hereby desires to enter into a contract for the purchase of certain assets with the Vendor and the Vendor agrees to enter into this contract and deliver the assets to the Town as set forth below or as stated in **Exhibit A**, in the manner and time hereinafter described, and both parties do hereby agree as follows:

SERVICES OF VENDOR

The assets to be purchased are described in **Exhibit A** (the "Quote") as attached hereto and incorporated by reference. Vendor agrees to employ such personnel as may be needed to secure, make, and deliver the assets in the manner and time prescribed herein. Such personnel shall be employees of the Vendor and said Vendor shall be an independent Vendor of the Town.

BRIEF SUMMARY OF PURCHASE(S) AND/OR SERVICE(S): This is a one-year contract for the purchase of sodium aluminate for the water reclamation facility, as further detailed in **Exhibit A**.

TOWN'S RESPONSIBILITIES

The Town shall make available the facilities to the Vendor, as necessary to complete delivery and/or installation of assets, and shall not impede the work of the Vendor, expect as necessary. Any additional Town responsibilities shall be listed in **Exhibit A**.

CONTRACT MANAGER

The Town shall comply with the bidding laws of the State of North Carolina. Failure to do so shall make this Contract void. The Town's Contract Manager for this Contract is:

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Terry Foster, Utilities & Infrastructure (Name, Department)
Email: terry.foster@hollyspringsnc.gov
Phone: (919) 567-4738

PAYMENT

The Town shall pay the Vendor the contract sum in the following manner:

__ The Vendor shall provide the Town with an invoice upon the receipt of the goods described in Exhibit A, which the Town shall have thirty (30) days to pay. Total not to exceed: **$_____.**

OR

_X_ Description of Alternative Payment Terms:

Purchase of sodium aluminate shall be at the price of $0.315 per pound. The vendor shall provide invoices after delivery with Net30 terms.

TIME AND MANNER FOR PURHASE OF ASSETS

The times and manner for the purchase of the assets subject to this Contract are set forth in **Exhibit A**, or as otherwise set forth below:

Contract term: July 1, 2025 to June 30, 2026.

All ownership terms shall be F.O.B. 128 S. Main Street, Holly Springs, NC 27540, unless the Town's Contract Administrator specifies a different delivery address below:

150 Treatment Road, Holly Springs, NC 27540

GENERAL CONSIDERATIONS

1. **Standards of Performance.**

1.1 The standard of care for all services performed or furnished by Vendor under this Agreement will be the care and skill ordinarily used by members of the Vendor's profession practicing under similar circumstances at the same time and in the same locality.

1.2 Vendor represents that, prior to submitting the Bid and executing this Contract, Vendor became and remains thoroughly acquainted with all matters relating to the performance of this Contract, all applicable laws and all of the terms and conditions of this Contract. All Services under this Contract shall be coordinated under and performed to the satisfaction of the Town Contact. Town is authorized to withhold payment of any funds under this Contract until complete delivery and/or installation

Docusign Envelope ID: 60C980C0-C3A5-4774-BCDB-3914FB8098EB

of assets as described in Exhibit A.

1.3 Vendor shall be responsible for the technical accuracy of its services and documents resulting therefrom, and Town shall not be responsible for discovering deficiencies therein. Vendor shall correct such deficiencies without additional compensation except to the extent such action is directly attributable to deficiencies in Town furnished information.

1.4 Vendor and Town shall comply with applicable Laws or Regulations and Town mandated standards. This Agreement is based on these requirements as of its Effective Date. Changes to these requirements after the Effective Date of this Agreement may be the basis for modifications to Town's responsibilities or to Vendor's scope of services, times of performance, or compensation.

1.5 Vendor is an independent Vendor of the Town. The Town and the Vendor mutually agree to indemnify and hold harmless each party from any claims of negligence brought forth. Vendor is familiar with the property and its condition.

2. Warranty.

2.1 Vendor knows and understands the purpose to which the assets are being purchased by the Town. Vendor hereby warrants that the materials that are the subject of this contract are fit for the purpose intended by the Town, and agrees to warrant good craftsmanship for a period of not less than 1 year, or any term longer stated in **Exhibit A**. In the event of any contradictory language in **Exhibit A**, this language shall apply.

3. Term and Termination.

3.1 The term for this contract is until the receipt of the good(s) described in **Exhibit A**, or one (1) year, whichever is shorter.

3.2 The mutual obligations of the Parties contained in this Agreement may be terminated:

3.2.1 For cause by either party upon 30 days written notice in the event of a failure by the other party to perform in accordance with the terms hereof.

3.2.2 For failure to consistently satisfy the Standards of Performance in the opinion of the Town Contract.

3.2.3 Upon mutual agreement.

4. Controlling Law.

4.1 This agreement is to be governed by the law of the State of North Carolina, regardless of any language in any quote, contract, agreement supplied by the Contractor.

Docusign Envelope ID: 60C980C0-C3A5-4774-BCDB-3914FB8098EB

4.2 Venue and jurisdiction are proper in the 10th Judicial District of North Carolina (Wake County).

5. Notices.

5.1 Any notice required under this Agreement will be in writing, addressed to the appropriate party at its address below, or given personally, or by regular, registered or certified mail postage prepaid, or by a commercial courier service. All notices shall be effective upon the date of the receipt.

5.1.1 For the Town:

Terry Foster, WRF Operations	(Name, Title)
Utilities & Infrastructure	(Department)
P.O. Box 8	(Address)
Holly Springs, NC 27540	
(919) 567-4738	(Phone)
Terry.foster@hollyspringsnc.gov	(e-mail)

5.1.2 For the Vendor/Vendor:

Carrie Gupton, Acct. Manager	(Name, Title)
Brenntag Mid-South, Inc.	(Company)
1405 HWY 136 West	(Address)
Henderson, KY 42420	
(270) 830-1269	(Phone)
Carrie.gupton@brenntag.com	(e-mail)

6. Severability.

6.1 Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Town and Vendor, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

7. Waiver.

7.1 Non-enforcement of any provision by either party shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

8. Attorney's Fees.

8.1 In the event of a breach of this Agreement, the substantially prevailing party shall be entitled to an award of reasonable attorney's fees and costs relating to compelling performance under this Agreement.

9. Insurance & Indemnification Requirement.

Docusign Envelope ID: 60C980C0-C3A5-4774-BCDB-3914FB8098EB

~~**9.1 If the Vendor is to provide installation services** on Town property or for Town assets, then Vendor shall provide general liability insurance for a minimum of $1,000,000 per occurrence, $2,000,000 aggregate, or an umbrella policy for at least $5,000,000 for the complete term of the contract. Additionally, the Vendor shall supply workman's compensation insurance coverage to all employees within the statutory limits. If this requirement is triggered, then the Vendor shall provide a Certificate of Insurance, naming the Town as an additional insured entity for so long as required to complete the installation, which Certificate is attached as **Exhibit B.** Any acceptance of lower insurance limits must be authorized on the **Exhibit B** cover page.~~

9.2 The Contractor agrees to waive any and all claims against the Town from itself or its employees arising from work performed by the Contractor pursuant to this Contract, except for claims related to non-payment of amounts. The Contractor shall protect, defend, indemnify and hold the Town 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 and character 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 out of this Agreement and the Contractor performance hereof, that are proximately caused by the negligence, willful or wanton conduct, or breach of contract relating to the Contractor's work in under this Agreement or any addendums or modifications thereto, except to the extent that the same are by the negligence or willful misconduct of the Town. For such claims, the Contractor/Licensee 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.

10. Prohibition Against Sex Offenders.

10.1 In the event that Vendor or its employees are being granted access to the Town's Park system and/or Town Facilities (collectively "Facility") during hours of operation. Vendor hereby agrees that it shall not employ or otherwise allow to perform any aspect of the Contract any person who is a registered sex offender for any scope of work requiring such employee or Vendor of the Vendor to access any area of the Facility. Vendor shall have an affirmative duty to ensure compliance with this section by checking the state and national registry for sex offenders against any employee, agent, Vendor, subcontractor, officer, director, or any person that shall in any way perform under this contract. Vendor shall check the registry initially and periodically during the term of the Contract as often as necessary to ensure compliance with this section at all times. Vendor additionally agrees to indemnify and hold the Town harmless for any act or omission that may arise out of the operation of the Contract, the ACP, or any parole agreement among the parties that arise from, directly or indirectly, the Vendor's failure to ensure compliance with this section. This indemnification includes a duty to provide a legal defense.

11. Independent Vendor.

Docusign Envelope ID: 60C980C0-C3A5-4774-BCDB-3914FB8098EB

11.1 Vendor's status shall be that of an independent Vendor and not an agent, servant, employee, or representative of Town in the performance of the Services. Vendor shall exercise independent judgment in performing duties under this Contract and is solely responsible for setting working hours, scheduling or prioritizing the workflow and determining how the work is to be performed. No term or provision of this Contract or act of Vendor in the performance of this Contract shall be construed as making Vendor the agent, servant or employee of Town, or making Vendor or any of its employees eligible for the fringe benefits, such as retirement, insurance and worker's compensation, which Town provides its employees.

11.2 Vendor's Control Over Services Provided for Installation. Vendor shall retain the unqualified right of control over the means, manner and methods by which the Installation is performed, and the right to perform such services at the locations and times as required to complete said installation of asset(s), and as approved by the Town. Vendor shall be responsible for providing all equipment, materials and supplies that Vendor determines are needed to timely complete the Installation.

11.3 The Vendor agrees to waive any and all claims against the Town from itself or its employees arising from materials supplied, delivery by the Vendor and work performed by the Vendor pursuant to this Contract and to protect, defend, indemnify and hold the Town 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 Vendor/Licensee 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.

12. Non-Discrimination.

12.1 As a condition of this Contract, Vendor covenants that Vendor will take all necessary actions to insure that, in connection with any operations under this Contract, Vendor, its officers, employees and subcontractors will not discriminate in the treatment or employment of any individual or groups of individuals on the grounds of race, color, religion, national origin, age, sex, sexual orientation, or handicap unrelated to job performance, either directly, indirectly or through contractual or other arrangements. Vendor shall also comply with all applicable requirements of the Americans with Disabilities Act, 42 U.S.C.A. §§12101-12213, as amended. In this regard, Vendor shall keep, retain and safeguard all records relating to this Contract or work performed hereunder for a minimum period of three (3) years from final Contract completion, with full access allowed to authorized representatives of Town, upon request, for purposes of evaluating compliance with this and other provisions of the Contract.

13. Vendor's Employees.

13.1 Vendor agrees and consents that the Town is allowing access to the Vendor to both publicly used and private sensitive Town facilities. Vendor, and any employee,

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agent, subagent, volunteer, or any person authorized to act on behalf of the Vendor shall maintain a professional demeanor at all times during the interaction with the Town's patrons and visitors to Town facilities. Vendor shall refrain from other commercial or political activity while performing this contract on Town Facilities. Vendor shall undergo criminal background checks on all employees and subcontractors working at the direction of the Vendor in this contract, and shall exclude any employees from working in any Town facility any employees that:

1) had a conviction of any felony within the past 10 years;

2) has a conviction in the past 10 years of any violent crime or crime involving theft or dishonesty; or

3) is currently a registered sex offender.

14. Assignment.

14.1 VENDOR shall not sell, assign, transfer or convey this Contract, in whole or in part, without the prior written consent of the Town. As an express condition of consent to any assignment, VENDOR shall remain liable for completion of the Contract work in the event of default by the successor Vendor or assignee.

15. Right of Review and Audit.

15.1 Town may review any and all of the services performed by Vendor under this Contract. Town is granted the right to audit, at Town's election, all of Vendor's records and billings relating to the performance of this Contract. Vendor agrees to retain such records for a minimum of three (3) years following completion of this Contract. Any payment, settlement, satisfaction, or release made or provided during the course of performance of this Contract shall be subject to Town's rights as may be disclosed by an audit under this section.

16. Non-Appropriations.

16.1 No provision of this agreement shall be construed or interpreted as creating a pledge of the faith and credit of the town within the meaning of any constitutional debt limitation. No provision of this agreement shall be construed or interpreted as creating a delegation of governmental powers nor as a donation by or a lending of the credit of the town within the meaning of the constitution of the state. This agreement shall not directly or indirectly or contingently obligate the town to make any payments beyond those appropriated in the sole discretion of the town for any fiscal year in which this agreement is in effect; provided, however, that any failure or refusal by the town to appropriate funds which results in the failure by the town to make any payment coming due hereunder will in no way obviate the occurrence of the event of default resulting from such nonpayment. No deficiency judgment may be rendered against the town in any action for breach of a contractual obligation under this agreement and the taxing power of the town is not and may not be pledged directly or indirectly or contingently to secure any moneys due under this agreement.

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17. **Full Agreement.** This Contract is the full agreement of the parties, and neither has, or is relaying on any information not contained in this Contract or its Exhibits. The terms of this Contract supersede any conflicting terms which may be contained in any Exhibit attached hereto and incorporated by reference.

18. **Exhibit List.** The following documents shall be attached hereto and incorporated by reference.

Exhibit A – Quote or Purchase Agreement

Exhibit B – Certificate of Insurance, if installation

Exhibit C – ~~Warranty, if applicable~~

[Signature Page Follows]

TOWN OF HOLLY SPRINGS:

Signed by:
BY: Randy Harrington
55CF97E2A384443...
Randy J. Harrington, Town Manager
Date: 9/15/2025 | 8:51 AM EDT

VENDOR:

DocuSigned by:
Signature: Ray Sibbitt 9/11/2025 | 4:38 PM CEST
757798B979C94C4...

Name: Ray Sibbitt

Title: Dir. Municipal Development

WITNESS:

DocuSigned by:
Linda McKinney
19AEC5DA5A02484...
Linda McKinney, Town Clerk
Date: 9/15/2025 | 8:53 AM EDT

Contract Manager: DocuSigned by: Terry Foster 2A43A70C87EA45E... Date: 8/28/2025 | 5:13 AM PDT

Purchasing Manager: DocuSigned by: Brettany DeVolld B3C182CCEFD464... Brettany DeVolld
Date: 9/12/2025 | 4:58 PM EDT

Purchase Order No.: 2026-0215 (if applicable)

Approved as to form:

DocuSigned by:
John Schifano
AF0387B51F49401...
John Schifano, Town Attorney Date: 9/11/2025 | 3:51 PM EDT

This instrument has been pre-audited in the manner Prescribed by the Local Government Budget and Fiscal Control Act.

DocuSigned by:
Tina Stroupe
05F8CDA1851C4FB...
Tina Stroupe, Director of Finance Date: 9/12/2025 | 5:02 PM EDT

CONTRACT TO PURCHASE ASSET(S)

Docusign Envelope ID: 60C980C0-C3A5-4774-BCDB-3914FB8098EB

EXHIBIT A

Docusign Envelope ID: 60C980C0-C3A5-4774-BCDB-3914FB8098EB

BRENNTAG

DATE: JUNE 25, 2025

To: TOWN OF HOLLY SPRINGS
ACCT# 501223

Attn: Terry Foster

SALESPERSON	SHIPPING TERMS	SHIPPING METHOD	NORMAL LEADTIME	PAYMENT TERMS	MINIMUM ORDER
Carrie Gupton	Delivered		2 weeks	30 days	$600

QTY	ITEM #	CONTAINER	DESCRIPTION	UNIT PRICE USD	UNIT
1	266222	BULK per LB	SODIUM ALUMINATE 38%	$0.315	LB
			Prices are subject to adjustment without prior notice based on fluctuations in market conditions.		

THANK YOU FOR YOUR BUSINESS!

Carrie Gupton
Account Manager
Mobile: (984) 220-0391
Carrie.Gupton@brenntag.com

Docusign Envelope ID: 60C980C0-C3A5-4774-BCDB-3914FB8098EB

Orders placed with us against this quotation will be subject to the following terms and conditions:

1. Any tax or governmental charge increasing the cost to the Seller of producing, selling, or delivering the article herein specified, or of procuring materials used therein, may, at the Seller's option, be added to the price herein specified.

2. Seller's liability as to delivery ceases upon making delivery of material to carrier at shipping point in good condition; the carrier acting as Buyer's agent.

3. The Seller makes no warranty of any kind, express or implied, except that the goods sold shall be of merchantable quality; and the Buyer assumes all risk and liability for results obtained by the use of the materials purchased, whether used singly or in the combination with other products.

4. No claim of any kind, whether as to goods delivered or for non-delivery of goods, shall be greater in amount than the purchase price of the goods in respect of which such damages are claimed; and failure to give notice of claim within 10 days from date of delivery, or the date fixed for delivery, respectively, shall constitute a waiver by the Buyer of all claims in respect of such goods.

5. In the event of fire, flood, drought, earthquake, windstorm, accident, explosion, civil commotion, labor trouble, embargo, car shortage, reduced supply of raw materials, inability of Seller to obtain from its regular source of supply any commodity ordered against this quotation which does not manufacture, or any other circumstances beyond the control of the parties, which interferes with the production, transportation, or consumption of the commodities ordered against this quotation, quantities so affected may be cancelled without liability.

6. The Seller shall not be liable for any loss or delay in furnishing the goods ordered against this quotation occasioned through acts of governmental authorities suspending contracts, commandeering or requisitioning businesses, industries, plants, materials, or machinery, creating embargoes, causing cessation or interruption of transportation, causing delay by reason of conscription of men, or in any other way interfering with the Seller's production. If by reason of any of the above causes the production of the Seller shall be partially or wholly curtailed, deliveries may be either proportionately or wholly suspended, as the case may be, and resumed after the removal of the cause and continued until the entire quantity purchased has been delivered; provided that, if such delay in delivery of any portion shall be for more than thirty days, the undelivered portion may be cancelled by either the Buyer or the Seller upon five days' written notice to the other.

7. Freight charges, unless otherwise specified, will be subject to change at time of shipment.

8. Any surcharges inherent to delivery of product to the Buyer, unless otherwise specified, will be for the account of the Buyer (charges for hoses, pumps, demurrage, pallets, container deposits, etc.)

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EXHIBIT B

____X____ **Insurance requirement waived**

_____ **Lower Insurance Limit Approved**

Approved by: DocuSigned by: John Schifano AF4587B51949401...

Printed Name: John Schifano

_____ **Certificate of Insurance attached**

COI Expires: _____

Docusign Envelope ID: 60C980C0-C3A5-4774-BCDB-3914FB8098EB

EXHIBIT C

WARRANTY INFORMATION:

_____ Attached hereto

_____ Found at the following link:

_____ Not Available/Applicable

Docusign Envelope ID: 60C980C0-C3A5-4774-BCDB-3914FB8098EB

SOLE-SOURCE EXCEPTION MEMORANDUM

For exemption from the requirements of General Statute Chapter 143 Article 8 Public Contracts. Applicable to the purchase of apparatus, supplies, materials, or equipment only.

Chapter 143-129 of the North Carolina General Statutes requires competitive bidding for formal purchases above $90,000.00, and Town of Holly Springs Purchasing Policy requires the same for purchases between $30,000.00 and up to $90,000.00.

Alternatively, G.S. 143-129(e)(6) permits an exception to the requirements of Article 8 for purchases of apparatus, supplies, materials, or equipment if one of the below conditions are met:

(i) performance or price competition for a product are not available;
(ii) a needed product is available from only one source of supply; or
(iii) standardization or compatibility is the overriding consideration.

Use of the exception under G.S. 143-129(e)(6) requires Town Council approval of the sole-source purchase(s) prior to the award of the contract/purchase.

Justification to apply G.S. 143-129(e)(6) sole-source exception:

Vendor: Brenntag Mid-South, Inc.

1405 HWY 136 West
Henderson, KY 42420

Purchase: Phosphorus removal chemicals

Brenntag provides chemicals for the removal of phosphorus to minimize discharge of this nutrient from the system to protect water quality and remain in compliance with wastewater permit limits. Previous testing indicates this chemical works optimally in the Town's system, which reduces the amount of chemical used thereby reducing the cost of phosphorus removal.

Authorization to apply the G.S. 143-129(e)(6) sole-source exception for the above referenced purchase:

Agenda Item #: 9

Date Approved by Town Council: Aug. 19, 2025

Linda C. McKinney

Linda McKinney, Town Clerk

Docusign Envelope ID: 60C980C0-C3A5-4774-BCDB-3914FB8098EB

Approved

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 9.

Consent Agenda
Title: Wastewater Chemical Supplier Sole Sourcing
Strategic Priority Area: Growth Management & Economic Vitality
Staff Resource: Sara Emig, Utilities and Infrastructure, Rachel Ingham, Utilities and Infrastructure

Action(s):

- Approve Brenntag Mid-South, Inc (Brenntag) as sole source for phosphorus removal chemicals.
- Approve Brenntag Mid-South, Inc contract for purchase of Sodium Alumniate up to $90,000.

Explanation:

- Sole-source purchasing is utilized and available when (1) performance or price competition is not available; (2) product is available from only one source; or (3) standardization or compatibility is the overriding consideration.
- In the management and monitoring of wastewater assets, regular purchase of chemicals and chemical monitoring are required. In order to avoid frequent, repetitive agenda items for sole source contract approvals, staff requests approval of this vendor as the sole source for the item indicated.
- This is a one-year contract for the purchase of sodium aluminate for the water reclamation facility.
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- Staff recommends a sole-source service provider for phosphorus removal chemicals.

Background:

- Phosphorus removal chemicals are used to manage the nutrients received into a wastewater system and minimize discharge of phosphorus into the receiving water body.
- The Utley Creek Water Reclamation Facility's approved limit for phosphorus discharge into Utley Creek is very low. Discharge of excess phosphorus harms water quality in downstream waterways.

Funding Source(s):

Docusign Envelope ID: 60C980C0-C3A5-4774-BCDB-3914FB8098EB

- Operating Budget – Utility Fund – Utilities & Infrastructure

Attachment(s):

1. Sole-Source Exception Memo (Brenntag)
2. Contract for PURCHASE OF ASSETS - Informal - Brenntag Mid-South

Docusign Envelope ID: 60C980C0-C3A5-4774-BCDB-3914FB8098EB

Town Clerk/Deputy Town Clerk of the Town of Holly Springs, hereby certifies that the following is a true summary of actions taken by the Holly Springs Town Council. For further approval information and conditions – reference approved Town Council minutes.

Holly Springs Town Council
7:00 PM **Tuesday August 19, 2025**
Regular Meeting
Holly Springs Town Hall Council Chambers
128 S. Main Street, 2nd Floor

Agenda

1. Call to Order
2. Pledge of Allegiance
3. Invocation
4. Adjustment and approval of August 19, 2025 meeting agenda

CONSENT AGENDA

5. June 17, 2025 and July 15, 2025 Town Council Meeting Minutes - Approved
6. North Carolina Cooperative Liquid Assets Securities System (NC CLASS) Investment Program Participation - Approved Resolution 25-33 Authorizing the Town to Participate in the North Carolina Cooperative Liquid Assets Securities System and Invest Town Funds to Pool for Investment.
7. 3313 Avent Ferry Rd. (Village at Harris Lake formerly Ragan) Voluntary Annexation A25-02 – Adopted Resolution 25-35 directing the Town Clerk to investigate the sufficiency of annexation petition A25-02, and setting the public hearing for September 16, 2025.
8. Change Order for Additional Upfitting Architectural and Engineering Design Services plus Commissioning for the Operations Campus Facilities - Approved the contract amendment with ADW Architects to increase the engineering design services fee by $110,550 and add Building Commissioning Services for $52,600, increasing ADW's Operations Campus contract by $163,150 and bringing the total contract amount to $3,321,150.
9. Wastewater Chemical Supplier Sole Sourcing - Approved Brenntag Mid-South, Inc (Brenntag) as sole source for phosphorus removal chemicals, and approved Brenntag Mid-South, Inc contract for purchase of Sodium Alumniate up to $90,000.
10. Management & Maintenance Agreement for Elevated Water Storage Tanks (25-008) - Approved a three-year contract with Utility Service Group (USG) Water Solutions, LLC for management and professional maintenance of the Town's elevated water storage tanks in the amount of $229,475.60.
11. Town Manager Contract Approval Authority for Purchase of Two Fire Engine Apparatus - Authorized the Town Manager to approve and execute future contracts for the replacement of two Fire Department engines (vehicles #177 and #245) utilizing Sourcewell cooperative purchasing program contracts that are within the approved scope and project budgets adopted by Town Council.

PUBLIC HEARINGS

12. Village at Harris Lake (formerly Ragan) Major Subdivision 24-MAS-03 - Quasi-Judicial Public Hearing - The Town Council adopted their findings of fact, and denied Major Subdivision 24-MAS-03
13. 1936 Ralph Stephens Road Development Plan 25-DP-02 - Quasi-Judicial Public Hearing - Adopted Resolution 25-36 to make and accept the Findings of Fact and approved Development Plan 25-DP-02 for 1936 Ralph Stephens Road; Approved Utility Allocation Request for 3,200 gallons per day.
14. Economic Development Agreement (EDA) with Genentech - Approved
15. 5900 Duncan Cook Road Hazel Ridge (formerly Tassel Ridge) Voluntary Annexation A25-05 - Legislative Public Hearing – Adopted Annexation Ordinance A25-05

NEW BUSINESS

16. Phase 1 - Utley Creek Water Reclamation Facility 6-8 Million Gallon per Day (MGD) Project – Approved bid, awarded the construction contract to O'Connor Co. of NC Inc., and authorized the Town Manager to

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Town Clerk/Deputy Town Clerk of the Town of Holly Springs, hereby certifies that the following is a true summary of actions taken by the Holly Springs Town Council. For further approval information and conditions – reference approved Town Council minutes.

negotiate and execute the contract and contingency as well as amendments 2 and 3 for construction administration, observation and design services for Utley Creek Reclamation Facility 6-8<GD expansion in the amount of $15,160,468; Authorized bond reimbursement for expenditures of $6,185,532 for debt issuance costs, design, permitting, project management, professional services (legal, environmental, and regulatory filings), program management and oversight (coordination, inspection, and compliance activities), an design engineering services associated with Phase I and Phase II elements of the plant expansion; Adopted the Bond Order authorizing the issuance of the Town's Enterprise Systems Revenue Bond Anticipation Note, Series 2025, in the amount of $21,346,000 and approving the forms of the documents related thereto.

PUBLIC COMMENT PERIOD

Each speaker may speak up to 3 minutes, and the total comment period will be 30 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.

OTHER BUSINESS

MANAGER'S REPORT

CLOSED SESSION

ADJOURNMENT

Certificate Of Completion

Envelope Id: 60C980C0-C3A5-4774-BCDB-3914FB8098EB
Status: Completed
Subject: Complete with Docusign: Brentag - Sole Source Contract FY 25-26.pdf, Brentag - Sole Source appr...
Source Envelope:
Document Pages: 19
Signatures: 8
Certificate Pages: 6
Initials: 0
AutoNav: Enabled
EnvelopeId Stamping: Enabled
Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Envelope Originator:
Debbie Abbene
PO Box 8
Holly Springs, NC 27540
debbie.abbene@Hollyspringsnc.gov
IP Address: 204.84.166.2

Record Tracking

Status: Original
8/27/2025 6:53:39 PM
Holder: Debbie Abbene
debbie.abbene@Hollyspringsnc.gov
Location: DocuSign

Signer Events	Signature	Timestamp
Terry Foster Terry.foster@hollyspringsnc.gov Security Level: Email, Account Authentication (None)	DocuSigned by: Terry Foster 2A43A70C87EA45E... Signature Adoption: Pre-selected Style Using IP Address: 204.84.166.2	Sent: 8/27/2025 7:01:31 PM Viewed: 8/28/2025 8:10:10 AM Signed: 8/28/2025 8:13:15 AM
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Ray Sibbitt Ray.Sibbitt@brenntag.com Dir. Municipal Development Security Level: Email, Account Authentication (None)	DocuSigned by: Ray Sibbitt 757798B979C94C4... Signature Adoption: Pre-selected Style Using IP Address: 155.190.19.5	Sent: 9/11/2025 10:38:03 AM Viewed: 9/11/2025 10:38:35 AM Signed: 9/11/2025 10:38:55 AM
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John Schifano john.schifano@hollyspringsnc.gov Town Attorney Town of Holly Springs Security Level: Email, Account Authentication (None)	DocuSigned by: John Schifano AF4587B51949401... Signature Adoption: Pre-selected Style Using IP Address: 204.84.166.2	Sent: 9/11/2025 10:38:58 AM Viewed: 9/11/2025 3:51:27 PM Signed: 9/11/2025 3:51:56 PM
Electronic Record and Signature Disclosure: Not Offered via Docusign		
Brettany DeVolld brettany.devolld@hollyspringsnc.gov Security Level: Email, Account Authentication (None)	DocuSigned by: Brettany DeVolld 7B3C182CCEFD464... Signature Adoption: Pre-selected Style Using IP Address: 97.89.233.108	Sent: 9/11/2025 3:51:58 PM Viewed: 9/12/2025 4:22:07 PM Signed: 9/12/2025 4:58:49 PM
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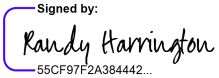
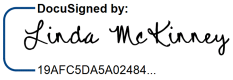
Signer Events	Signature	Timestamp
Tina Stroupe Tina.stroupe@hollyspringsnc.gov Finance Director Town of Holly Springs Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	DocuSigned by: 0BF68FA185164FD... Signature Adoption: Pre-selected Style Using IP Address: 47.134.3.228	Sent: 9/12/2025 4:58:51 PM Viewed: 9/12/2025 5:02:07 PM Signed: 9/12/2025 5:02:58 PM
Randy Harrington randy.harrington@hollyspringsnc.gov Town Manager Town of Holly Springs Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Accepted: 9/15/2025 8:54:58 AM ID: 24b29564-4b99-4c56-a6b6-644ee3d4ed17 Company Name: Town of Holly Springs	Signed by:  55CF97F2A384442... Signature Adoption: Pre-selected Style Using IP Address: 204.84.166.2	Sent: 9/12/2025 5:03:01 PM Resent: 9/15/2025 8:34:39 AM Viewed: 9/15/2025 8:51:24 AM Signed: 9/15/2025 8:51:47 AM
Linda McKinney linda.mckinney@hollyspringsnc.gov Town Clerk Carahsoft OBO Town of Holly Springs Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	DocuSigned by:  19AFC5DA5A02484... Signature Adoption: Pre-selected Style Using IP Address: 204.84.166.2	Sent: 9/15/2025 8:51:50 AM Viewed: 9/15/2025 8:53:01 AM Signed: 9/15/2025 8:53:17 AM

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
Carrie Gupton carrie.gupton@brenntag.com Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Accepted: 8/29/2025 9:45:02 AM ID: 5d707b0b-b7a8-48de-973b-4b8bd6d17bf2 Company Name: Town of Holly Springs	COPIED	Sent: 9/11/2025 10:38:08 AM
Lindsay Goldstein lindsay.goldstein@hollyspringsnc.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 9/15/2025 8:53:19 AM Viewed: 9/15/2025 8:55:02 AM

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
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Signing Complete	Security Checked	9/15/2025 8:53:17 AM
Completed	Security Checked	9/15/2025 8:53:19 AM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Town of Holly Springs (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a $0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Town of Holly Springs:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:
To contact us by email send messages to: jeff.wilson@hollyspringsnc.us

To advise Town of Holly Springs of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at jeff.wilson@hollyspringsnc.us and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Town of Holly Springs

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to jeff.wilson@hollyspringsnc.us and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Town of Holly Springs

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to jeff.wilson@hollyspringsnc.us and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: https://support.docusign.com/guides/signer-guide-signing-system-requirements.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Town of Holly Springs as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Town of Holly Springs during the course of your relationship with Town of Holly Springs.

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 19.

Consent Agenda
Title: Audit Services Engagement Contract Beginning Fiscal Year Ending June 30, 2026
Strategic Priority Area: Organizational Excellence
Staff Resource: Tina Stroupe, Finance

Action(s):
Approve Audit Services Engagement Contract with Cherry Bekaert Beginning Fiscal Year Ending June 30, 2026

Explanation:

- North Carolina General Statute §159-34 requires local governments to obtain an annual independent audit and present an Annual Comprehensive Financial Report.
- The audit fulfills the state legal requirement and provides accountability to the Town's citizens and other interested parties by reporting the Town's financial position and results of operations for the 2025-26 Fiscal Year.
- The North Carolina Local Government Commission requires all audit contracts be approved by their office.
- Cherry Bekaert LLP is the firm selected to perform the annual audit.
- The Fiscal Year 2025-26 annual audit fee is $68,000 and includes two single audit programs. Any additional single audit programs will be an additional $7,000 per program.

Background:

- The Town recently performed an audit services RFP for selection of firm to complete the Town's annual audit beginning June 30, 2026, and Cherry Bekaert LLP was selected after a detailed evaluation process. The audit contract will extend to fiscal years 2027 and 2028 with the option to extend an additional two years.
- The Town has worked with Cherry Bekaert LLP for the past five years, and has been highly satisfied with their responsiveness, knowledge, and quality of work provided.
- Finance staff have consulted with the NC Local Government Commission (LGC), who noted that the RFP process may be a best practice to perform every five or more years.

Funding Source(s):
Operating Budget - General Fund

Attachment(s):
1. Town of Holly Springs, North Carolina 6-30-26 LGC-205 Standard Audit Contract

CONTRACT TO AUDIT ACCOUNTS

The Governing Board: Town Council

of Primary Government Unit: Town of Holly Springs, North Carolina

and Discretely Presented Component Unit (DPCU) (if applicable): N/A

Primary Government Unit, together with DPCU (if applicable), hereinafter referred to as Governmental Unit(s)

and Auditor Name: Cherry Bekaert LLP

Auditor Address: 3800 Glenwood Avenue, Suite 200, Raleigh, North Carolina 27612

Hereinafter referred to as Auditor

for

Fiscal Year Ending	Date Audit Will Be Submitted to LGC
06/30/26	12/31/26

Must be within six months of FYE

hereby agree as follows:

1. The Auditor shall audit all statements and disclosures required by "U.S. Auditing Standards – AICPA (Clarified)," referred to as generally accepted auditing standards (GAAS) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit(s). The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion shall be rendered in relation to (as applicable) the governmental activities, the business-type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types). Budgetary comparison information shall be prepared in accordance with applicable GASB standards. Budget-to-actual comparisons at the level of the legally adopted budget ordinance shall be presented as required supplementary information and shall not be included in the basic financial statements. Any other budgetary comparison information shall be presented only as supplementary information for funds required to be budgeted under NCGS Chapter 159, Article 3.

2. At a minimum, the Auditor shall conduct the audit and render the report in accordance with GAAS. If the Governmental Unit expended $100,000 or more in combined Federal and State financial assistance during the reporting period, the Auditor shall perform the audit in accordance with *Generally Accepted Government Auditing Standards* (GAGAS). The Governmental Unit is subject to federal single audit requirements in accordance with Title 2 US Code of Federal Regulations Part 200 *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards*, Subpart F (*Uniform Guidance*) and the State Single Audit Implementation Act. Currently the threshold is $1,000,000 for federal and state single audits, or such other threshold as applicable for the fiscal year under audit. This audit and all associated audit documentation may be subject to review by federal and State agencies in accordance with federal and State laws, including the staff of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit requires a federal single audit in accordance with the Uniform Guidance (§200.501) the Auditor and Governmental Unit(s) should discuss, in advance of the execution of this contract, the responsibility for submission of the audit and the accompanying data collection form (form SF-FAC) to the Federal Audit Clearinghouse as required under the Uniform Guidance (§200.512) to ensure proper submission.

If the audit and Auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC State Board).

3. If an entity is determined to be a component of another government as defined by the group audit standards, the entity's auditor shall make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.

4. This contract contemplates an unmodified opinion being rendered. If during the process of conducting the audit, the Auditor determines that it will not be possible to render an unmodified opinion on the financial statements of the unit, the Auditor shall contact the LGC Staff to discuss the circumstances leading to that conclusion as soon as is practical and before the final report is issued. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.

5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards* (2018 revision or subsequent revisions, as applicable) issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he or she has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of the most recent peer review report to the Governmental Unit(s) and to the Secretary of the LGC prior to the execution of an audit contract. Subsequent submissions of the report are required only upon report expiration or upon the Auditor's receipt of an updated peer review report. If the audit firm receives a peer review rating other than pass, the Auditor shall not contract with the Governmental Unit(s) without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to *Government Auditing Standards* or if financial statements are not prepared in accordance with U.S. generally accepted accounting principles (GAAP) and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment to this contract or in an amendment.

6. It is agreed that time is of the essence in this contract. All audits are to be performed, and the report of audit submitted to LGC Staff, within six months of fiscal year end. At the time of the execution of this contract, if the parties know that the anticipated submission date of the audit exceeds six months after fiscal year end, a written explanation shall be provided to the Secretary of the LGC on this contract form (see the space provided on Page 7). If it becomes necessary to amend the audit fee or the date that the audit report will be submitted to the LGC, an amended contract along with a written explanation of the change shall be submitted to the Secretary of the LGC for approval.

7. It is agreed that GAAS include a review of the Governmental Unit's (Units') systems of internal control and accounting as they relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor shall make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth the Auditor's findings, together with his or her recommendations for improvement. That written report shall include all matters determined to be "significant deficiencies and material weaknesses" in accordance with AU-C §265 "Communicating Internal Control Related Matters Identified in an Audit" of GAAS. The Auditor shall file a copy of that report with the Secretary of the LGC.

For GAAS or *Government Auditing Standards* audits, if an Auditor issues an AU-C §260 report, "Auditor's Communication With Those Charged With Governance," commonly referred to as a "Governance Letter," LGC staff does not require the report to be submitted unless the Auditor cites significant findings or issues from the audit, as defined in AU-C §260 paragraphs 12 - 14. This would include issues such as difficulties encountered during the audit, significant or unusual transactions, uncorrected misstatements, matters that are difficult or contentious for which the Auditor consulted outside the engagement team and, in the Auditor's judgment, are significant and relevant to those charged with governance, and other findings or issues that the Auditor believes are significant and relevant. If matters identified during the audit were required to be reported as described in AU-C §260 paragraphs 12 - 14 and were communicated in a method other than an AU-C §260 letter, the written documentation must be submitted.

8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's records for audit, financial statement preparation, any finance-related investigations, or any other audit- related work in the State of North Carolina. Approval is also required for the Alternative Compliance Examination Engagement for auditing the Coronavirus State and Local Fiscal Recovery Funds expenditures as allowed by US Treasury. Approval is not required on audit contracts and invoices for system improvements and similar services of a non-auditing nature.

9. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit(s) until the invoice has been approved by the Secretary of the LGC. This also includes any progress billings [G.S. 159-34 and 115C-447]. All invoices for audit work shall be submitted in PDF format to the Secretary of the LGC for approval. The invoice marked 'approved' with approval date shall be returned to the Auditor to present to the Governmental Unit(s) for payment. This paragraph is not applicable to contracts for audits of hospitals.

10. In consideration of the satisfactory performance of the provisions of this contract, the Governmental Unit(s) shall pay to the Auditor, upon approval by the Secretary of the LGC if required, the fee, which includes any costs the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (federal and state grantor and oversight agencies or other organizations) as required under the Federal Single Audit Act and the State Single Audit Act. This does not include fees for any pre-issuance reviews that may be required by the North Carolina Association of Certified Public Accountants (NCACPA) Peer Review Committee or North Carolina State Board of CPA Examiners (see Paragraph 13).

11. If the Governmental Unit(s) has/have outstanding revenue bonds, the Auditor shall submit to LGC Staff, either in the notes to the audited financial statements or as a separate report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor shall submit to LGC Staff simultaneously with the Governmental Unit’s (Units’) audited financial statements any other bond compliance statements or additional reports required by the authorizing bond documents, unless otherwise specified in the bond documents.

12. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management’s Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit(s) and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the Governmental Unit(s) or required for full disclosure under the law, and (d) the Auditor’s opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board upon completion.

13. If the audit firm is required by the Secretary of the Local Government Commission to obtain a pre-issuance review or take corrective action as a result of peer review findings or quality control deficiencies, such corrective action shall be consistent with the authority and requirements of the North Carolina State Board of Certified Public Accountant Examiners, the AICPA Peer Review Program, and established Local Government Commission practice, including the use of report addenda or other remedial measures, as appropriate.

14. In accordance with G.S. 159-34, the Finance Officer of the Unit is responsible for filing the audited financial statements with the Secretary of the Local Government Commission.

The Auditor may upload the audit report and related documents through the LGC's electronic submission system; however, submission shall not be deemed complete until the Finance Officer has reviewed and certified the submission.

The Auditor, Finance Officer, other Unit staff member designated by the Finance Officer, or a third party approved by the Unit may enter all Data Input Report information except the information on the "transmittal doc info" tab. The "transmittal doc info" tab must be completed by the Auditor.

The Finance Officer shall review, approve, and certify the accuracy and completeness of the Data Input Report (DIR) in the LGC's LOGOS system prior to LGC review, regardless of whether the DIR is prepared by the Auditor or the Unit.

Finance Officer certification is required for any corrected or revised submissions.

Finance Officer certification of the DIR shall be completed in a timely manner following notification that the DIR is ready for review and within time frames prescribed by the LGC. Failure to complete certification in a timely manner may result in the audit being considered late due to unit action rather than auditor performance

The Auditor shall conduct the audit in accordance with generally accepted auditing standards and shall ensure that the financial statements are prepared in accordance with generally accepted accounting principles as of the fiscal year end. Budget-to-actual comparisons at the level of the legally adopted budget ordinance shall be presented in required supplementary information, separate from the basic financial statements, and shall not be included in the audit opinion. The Auditor shall confirm that such information reconciles to the financial statements and is consistent with applicable accounting guidance and any LGC reporting requirements.

The Finance Officer shall certify in a timely manner that all data inputted in LOGOS used for preparation of the financial statements and required supplementary information is complete and accurate.

For audits of units other than hospitals, the audit report should be submitted when (or prior to) submitting the final invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the LGC by any interested parties. Any subsequent revisions to these reports shall be sent to the Secretary of the LGC. These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and for other lawful purposes of the Governmental Unit(s) without requiring consent of the Auditor. If the LGC Staff determines that corrections need to be made to the Governmental Unit's (Units') financial statements and/or the compliance section, those corrections shall be provided within three business days of notification unless another deadline is agreed to by LGC Staff.

15. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the Secretary of the LGC, this contract may be modified or amended to include the increased time, compensation, or both as may be agreed upon by the Governing Board and the Auditor.

16. If an approved contract needs to be modified or amended for any reason, the change shall be made in writing and preaudited if the change includes a change in audit fee (preaudit requirement does not apply to hospitals). This amended contract shall be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract. It shall then be submitted to the Secretary of the LGC for approval. No change to the audit contract shall be effective unless approved by the Secretary of the LGC.

17. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit(s), shall be attached to this contract, and except for fees, work, and terms not related to audit services, shall be incorporated by reference as if fully set forth herein as part of this contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract shall take precedence. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Paragraph 30 of this contract. Engagement letters containing indemnification clauses shall not be accepted by LGC Staff.

18. Special provisions should be limited. Please list any special provisions in an attachment.

19. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in The Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU shall be named along with the primary government on this audit contract. DPCU Board approval date, signatures from the DPCU Board chairman and Finance Officer also shall be included on this contract.

20. The contract shall be executed, preaudited (preaudit requirement does not apply to hospitals) and physically signed by all parties including Governmental Unit(s) and the Auditor, then submitted in PDF format to the Secretary of the LGC.

21. The contract is not valid until it is approved by the Secretary of the LGC. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. The audit should not be started before the contract is approved.

22. Retention of Client Records: Auditors are subject to the NC State Board of CPA Examiners' Retention of Client Records Rule 21 NCAC 08N .0305 as it relates to the provision of audit and other attest services, as well as non-attest services. Clients and former clients should be familiar with the requirements of this rule prior to requesting the return of records.

23. This contract may be terminated at any time by mutual consent and agreement of the Governmental Unit(s) and the Auditor, provided that (a) the consent to terminate is in writing and signed by both parties, (b) the parties have agreed on the fee amount which shall be paid to the Auditor (if applicable), and (c) no termination shall be effective until approved in writing by the Secretary of the LGC.

24. The Governmental Unit's (Units') failure or forbearance to enforce, or waiver of, any right or an event of breach or default on one occasion or instance shall not constitute the waiver of such right, breach or default on any subsequent occasion or instance.

25. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.

26. E-Verify. The Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if the Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.

27. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and *Government Auditing Standards, 2018 or 2024 Revision* (as applicable). Preparing financial statements in their entirety shall be deemed a "significant threat" requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. If the Auditor cannot reduce the threats to an acceptable level, the Auditor cannot complete the audit. If the Auditor is able to reduce the threats to an acceptable level, the documentation of this determination, including the safeguards applied, must be included in the audit workpapers.

All non-attest service(s) being performed by the Auditor that are necessary to perform the audit must be identified and included in this contract. The Governmental Unit shall designate an individual with the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the services and accept responsibility for the results of the services performed. If the Auditor is able to identify an individual with the appropriate SKE, the Auditor must document and include in the audit workpapers how the Auditor reached that conclusion. If the Auditor determines that an individual with the appropriate SKE cannot be identified, the Auditor cannot perform both the non-attest service(s) and the audit. See "Fees for Audit Services" page of this contract to disclose the person identified as having the appropriate SKE for the Governmental Unit.

28. **Applicable to audits with fiscal year ends of June 30, 2021 and later.** The Auditor shall present the audited financial statements including any compliance reports to the Government Unit's Governing Board or audit committee in an official meeting in open session as soon as the audited financial statements are available but not later than 45 days after the submission of the audit report to the Secretary of the LGC. The Auditor's presentation to the Governing Board or audit committee shall include:

a) the description of each finding, including all material weaknesses and significant deficiencies, as found by the Auditor, and any other issues related to the internal controls or fiscal health of the Government Unit as disclosed in the management letter, the Single Audit or Yellow Book reports, or any other communications from the Auditor regarding internal controls as required by current auditing standards;

b) the status of the prior year audit findings;

c) the values of Financial Performance Indicators based on information presented in the audited financial statements; and

d) notification to the Governing Board that the Governing Board shall develop a "Response to the Auditor's Findings, Recommendations, and Fiscal Matters," if required under Rule 20 NCAC 03 .0508.

29. Information based on the audited financial statements shall be submitted to the Secretary of the LGC through the LGC's LOGOS system, including completion of the Data Input Report (DIR). Submission is not complete and shall not be accepted by the LGC until the Finance Officer has reviewed and certified the DIR in accordance with Paragraph 14 of this contract.

30. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted (See Paragraph 17 for clarification).

31. The process for submitting contracts, audit reports and invoices is subject to change. Auditors and Units should use the submission process and instructions in effect at the time of submission. Refer to the N.C. Department of State Treasurer website at https://www.nctreasurer.com/state-and-local-government-finance-division/local-government-commission/submitting-your-audit.

32. All communications regarding audit contract requests for modification or official approvals will be sent to the email addresses provided on the signature pages that follow.

33. **Applicable to audits with fiscal year ends of June 30, 2025, and later.** The Unit authorizes the LGC to grant access to the LGC's LOGOS system, including the Data Input Report (DIR), to employees of the contracted audit firm who are associated with and acting on behalf of the firm for purposes of performing audit and reporting services under this contract. Such access shall be limited to the scope necessary to perform contracted services and shall not relieve the Auditor or the Unit of their respective responsibilities under this contract.

34. Changes or edits to the text of this contract form are not permitted, except for the Secretary's authority to revise or update this contract form pursuant to LGC Rule 20 NCAC 03. 0502.

For contracts with an anticipated audit submission date exceeding six months after fiscal year end, please use this space to explain the reason for the late submission, as required by Paragraph 6 of this contract form:

FEES FOR AUDIT SERVICES

1. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct (as applicable) and *Government Auditing Standards,2018 Revision*. Refer to Paragraph 27 of this contract for specific requirements. The following information must be provided by the Auditor; contracts presented to the LGC without this information will be not be approved.

Financial statements were prepared by: ☐ Auditor ☐ Governmental Unit ☑ Third Party

If applicable: The individual at the Governmental Unit designated to have the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the non-attest services and accept responsibility for the results of these services:

Name:	***Title and Unit / Company:***	***Email Address:***
Tina Stroupe	Finance Director	tina.stroupe@hollyspringsnc.gov

OR Not Applicable ☐ *(Identification of SKE Individual on the LGC-205 Contract is not applicable for GAAS-only audits or audits with FYEs prior to June 30, 2020.)*

2. Fees may not be included in this contract for work performed on Annual Financial Information Reports (AFIRs), Form 990s, or other services not associated with audit fees and costs. Such fees may be included in the engagement letter but may not be included in this contract or in any invoices requiring approval of the LGC. See Paragraphs 8 and 13 for details on other allowable and excluded fees.

3. The audit fee information included in the table below for both the Primary Government Fees and the DPCU Fees (if applicable) should be reported as a specific dollar amount of audit fees for the year under this contract. If any language other than an amount is included here, the contract will be returned to the audit firm for correction.

4. Prior to the submission of the completed audited financial report and applicable compliance reports subject to this contract, or to an amendment to this contract (if required) the Auditor may submit interim invoices for approval for services rendered under this contract to the Secretary of the LGC, not to exceed 75% of the billings for the Unit's last annual audit that was submitted to the Secretary of the LGC. All invoices for services rendered in an audit engagement as defined in Rule 20 NCAC .0503 shall be submitted to the Secretary of the LGC for approval before any payment is made. Payment before approval is a violation of law. (This paragraph not applicable to contracts and invoices associated with audits of hospitals).

Primary Government Unit	Town of Holly Springs, North Carolina
Audit Fee (financial and compliance if applicable)	**$** 68,000
Fee per Major Program (if not included above)	**$** 7,000 per major program over 2
Additional Fees Not Included Above (if applicable):	
Financial Statement Preparation (incl. notes and RSI)	**$** N/A
All Other Non-Attest Services	**$** N/A
TOTAL AMOUNT NOT TO EXCEED	**$** 68,000

Discretely Presented Component Unit	N/A
Audit Fee (financial and compliance if applicable)	**$**
Fee per Major Program (if not included above)	**$**
Additional Fees Not Included Above (if applicable):	
Financial Statement Preparation (incl. notes and RSI)	**$**
All Other Non-Attest Services	**$**
TOTAL AMOUNT NOT TO EXCEED	**$**

SIGNATURE PAGE

AUDIT FIRM

Audit Firm* Cherry Bekaert LLP	
Authorized Firm Representative (typed or printed)* Lee Ann Watters	Signature*
Date* 04/13/26	Email Address* leeann.watters@cbh.com

GOVERNMENTAL UNIT

Governmental Unit* Town of Holly Springs, North Carolina	
Date Governing Board Approved Audit Contract* **(Enter date in box to right)**	
Mayor/Chairperson (typed or printed)*	Signature*
Date	Email Address*

Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address

GOVERNMENTAL UNIT – PREAUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1). Not applicable to hospital contracts.

This instrument has been preaudited in the manner required by The Local Government Budget and Fiscal Control Act or by The School Budget and Fiscal Control Act.

Sum Obligated by This Transaction:	$ 68,000
Primary Governmental Unit Finance Officer* (typed or printed) Tina Stroupe	Signature*
Date of Preaudit Certificate*	Email Address* tina.stroupe@hollyspringsnc.gov

SIGNATURE PAGE – DPCU
(complete only if applicable)

DISCRETELY PRESENTED COMPONENT UNIT

DPCU* N/A	
Date DPCU Governing Board Approved Audit Contract* **(Enter date in box to right)**	
DPCU Chairperson (typed or printed)*	Signature*
Date*	Email Address*

Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address

DPCU – PREAUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1). Not applicable to hospital contracts.

This instrument has been preaudited in the manner required by The Local Government Budget and Fiscal Control Act or by The School Budget and Fiscal Control Act.

Sum Obligated by this Transaction:	$
DPCU Finance Officer (typed or printed)*	Signature*
Date of Preaudit Certificate*	Email Address*

Remember to print this form, and obtain all
required signatures prior to submission.

PRINT

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 20.

Consent Agenda
Title: Downtown Investment Grant Policy (DIG) Update
Strategic Priority Area: Growth Management & Economic Vitality
Vibrant Community
Staff Resource: Neal Duncan, Economic Development

Action(s):
Approve the revised Downtown Investment Grant (DIG) Policy to include Vibrant Places as a policy grant category.

Explanation:

- The Downtown Investment Grant (DIG) Policy was created to stimulate job creation, private investment, and overall economic growth in the downtown area of Holly Springs.
- This action revises the existing Holly Springs downtown grant program to add an additional category to the policy covering Vibrant Places. This category will allow for downtown beautification as defined here: encourage the creation of Vibrant Places in the public realm, those highly visible public or semi-public areas located between buildings and the street. Vibrant Places are typically adjacent to or along buildings or tenant spaces, allow businesses to extend their unique identity beyond the building and provide opportunities for gathering, community interaction, and/or enjoyment (i.e. outdoor seating, landscaping, public art, shade structures, interactive features, such as play or water features, and/or lighting).
- The purpose of this proposed update is to enhance the beautification of the downtown area.
- The updated grant policy will add a new, third category called Vibrant Places.
- Category 3: Vibrant Places will allow for up to $2,000 per applicant towards the reimbursement of improvements (contingent on available budgeted funds).
- DIG grants are subject to funding availability.
- If approved, the effective date of the updated DIG policy will be May 1, 2026.

Background:

- The purpose of the DIG Policy is to encourage or stimulate certain development downtown because of challenges to development. Likewise, supporting improvements that create vibrant places can enhance visual interest, increase activity, and help realize the community's vision for a distinctive and lively downtown.
- Earlier versions of this policy were originally approved by the Council in 2008, 2020, and last updated in 2024.
- Proposed revisions to the DIG Policy were presented to the Mayor & Council at the December 9, 2025, Town Council Workshop.

- The Vibrant Places grants were discussed at the 2025 Town Council Retreat as a Downtown Area Plan implementation opportunity and were endorsed by the Town Council.

Funding Source(s):

Community Investment Plan - PAYGO

Attachment(s):

1. a. P-033.04_Downtown Investment Grant Policy_VibrantPlace_April2026_Final

Holly Springs, N.C.	**P-033.04** **Downtown Investment Grant Program**	
	Prepared By:	Daniel Weeks, Irena Krstanovic, Anna Murphy, Neal Duncan, Sean Ryan, Cheryl Caines
	Department:	Administration, Economic Development
Policy & Procedure Statements of the Holly Springs Town Council	Date Approved by Council:	April 21, 2026
	Effective Date:	May 1, 2026
	Supersedes Old #:	P-033 & P-033.01 & P-033.02 & P-033.03
	Old Effective Date:	November 1, 2024

1. PREAMBLE:

The Town of Holly Springs (the "Town") Town Council (the "Council"), has determined that the general welfare of the residents of the Town is directly benefited by a vibrant and growing geographic center of the Town, defined by the Town as the "Downtown" as specified in the Town's Comprehensive Plan, Vision Holly Springs, Section 1, Land Use & Character Plan, Small Area Plans, Downtown Area Plan. The Council understands that stimulating private sector investment, economic growth, and job creation in the Downtown is essential to the economic vitality of the Town as a whole. This policy supports the Council's 2024-2025 Strategic Plan priority areas:

a. Community Safety
b. Growth Management & Economic Vitality
c. Organizational Excellence
d. Vibrant Community

The Council further determines that it may be necessary to encourage or stimulate certain development in the Downtown because of challenges to development or limiting real estate market forces. Supporting improvements that create vibrant places can enhance visual interest, increase activity, and help realize the community's vision for a distinctive and lively Downtown.

To this end, for projects located within the Downtown, the Town will consider, on a case by case basis, to award specific Downtown Investment Grants (DIG) through which the Town may share in the expenses related to:

- public infrastructure (i.e. necessary public streets, on-street public parking, off-street public parking, sidewalks or side paths, greenways, street furnishings, undergrounding of power lines, water lines, sanitary sewer lines, and/or stormwater control measures),
- assist in such cost of non residential tenant construction upfit (i.e., approved reasonable physical improvements), which will either increase the ad valorem tax base or provide on-site employment opportunities, or
- encourage the creation of Vibrant Places in the public realm-those highly visible public or semi-public areas located between buildings and the street. Vibrant Places are typically adjacent to or along buildings or tenant spaces, allow businesses to extend their unique identity beyond the building and provide opportunities for public gathering, general community interaction, and public enjoyment (i.e. outdoor seating, landscaping, public art, shade structures, interactive features, such as play or water features, and/or lighting).
-

It is anticipated that these grants serve to stimulate development and small business growth while creating a vibrant Downtown for the general public welfare.

2. POLICY PURPOSE:

The purpose of this Policy is to establish a structured and consistent means for the DIG Committee to determine disbursement of DIG funds.

Category 1: New Construction / Renovation of Existing Building
Category 2: Tenant Leasing Within Existing Building
Category 3: Vibrant Places

Such proposals must have a significant and positive effect on the economic vitality of the community and be in compliance with sound public policy principles which, at a minimum, meet the following criteria:

a. Provide for an increase and diversification in the existing tax base of the Town, with a target objective of delivering a satisfactory return on the Town's investment, taking into account investment, new jobs created, increase of ad valorem tax base and intangible contributions to public use and enjoyment in the Downtown; and memorialize by entering binding, written contractual agreement(s) requiring the Applicant's compliance with no less than the minimum levels of performance described in this policy.
b. Comply with all existing laws, such as those laws governing economic development incentive grants under N.C.G.S. §158-7.1, and provide for openness and transparency to the extent possible.

3. DIG COMMITTEE:

This policy creates a DIG Committee ("Committee"), made up of the following members: Two Assistant Town Managers and Directors/Assistant Directors of the following Departments: Development Services, Economic Development, Parks & Recreation, and Utilities & Infrastructure. The Committee shall perform the following minimum activities which are managed by the Economic Development department: advertise the program and its benefits to the community, screen applicants based on the criteria established by this policy, recommend to the Town Manager those Applicants meeting the criteria (the "Applicants"), formulate and recommend to Council agreements with such successful Applicants (New Construction / Renovation of Existing Building projects between $50K &$100K), execute agreements approved by the Town Manager or Town Council, and monitor compliance.

4. DIG PROGRAM PARAMETERS:

4.1 Method for Determining Eligibility

In determining whether to award a DIG, the Committee will first evaluate if the project is located within the Downtown Area Plan Boundary according to the Downtown Area Plan (as shown on pg. 12 of the plan). Applicable projects include:

a. Commercial construction
b. Office development
c. Mixed-use projects
d. Residential development with ground floor retail.

OR

e. Tenant within one of these developments.

OR

f. Projects at any existing downtown business that include improvements to create Vibrant Places.

The Committee will then assess if the Applicant is part of one or more of the following required DIG target industries that the Town wishes to attract to the Downtown (these requirements do not apply to Category 3: Vibrant Places applications):

a. Retail
b. Restaurant
c. Technology & Innovation
d. Arts/Entertainment/Hospitality
e. Wellness & Healthy Lifestyle
f. Small Business Headquarters

4.2 Criteria Used to Determine Grant Eligibility

For projects meeting the above, grant eligibility will be recommended by the Committee, and approved by either the Town Manager or the Council at its sole discretion, taking into consideration that an applicant must fulfill at least 3 of the following criteria through their development or project they a proposing to use the grant funds for:

a. Job Creation
b. Private Investment
c. Public Art
d. Diversity of product in relation to existing market
e. Establishment that promotes foot traffic
f. Improvement of the quality of place/community character
g. Inclusion of green space/gathering space
h. Intangible contributions that add to the quality of the product and are deemed relevant by the Town Manager or Council in its discretion.

4.3 Options for Town Investment

DIG awards shall be limited to the following Town investment, which is determined based upon how the project meets performance criteria utilizing the guidelines specified in this policy and adopted by the Council.

a. <u>Category 1: New Construction / Renovation of Existing Building:</u>
   Up to $100,000 of public infrastructure cost (contingent on available budgeted funds)

   <u>OR</u>

b. <u>Category 2: Tenant Leasing Within Existing Building:</u>
   Up to $15,000 towards tenant construction upfit cost, approved reasonable physical improvements (contingent on available budgeted funds)

   <u>OR</u>

c. <u>Category 3: Vibrant Places</u>
   Up to $2,000 per applicant towards the reimbursement of improvements(contingent on available budgeted funds)

Any grant shall be awarded at the sole discretion of the Town Manager or Council based on DIG Committee recommendation. The Town Manager and Council shall endeavor to support uses that align with its strategic vision and enhance areas of its comprehensive plans and is otherwise compliant with its authority under North Carolina economic development law. In the

event of any modification, amendment, or termination of these guidelines, any DIG to which the Town previously committed will not be affected.

5. PROCEDURE FOR GRANT CONSIDERATION:

The following procedure will be utilized in considering a project for a DIG:

a. The Applicant requesting a DIG shall submit a DIG application and supporting documentation to the Economic Development department via the Town of Holly Springs website or in-person in concurrence with submission of final set of Preliminary Plans (Category 1)or during the upfit permit process (Category 2) or Unified Development Ordinance (UDO) permit process (Category 3) with Development Services.

b. The Economic Development department shall review the application for completeness and notify the applicant of acceptance and next steps or need for further documentation before acceptance.

c. Following acceptance, the Economic Development department shall notify the Committee with considerable notice (minimum 2 weeks before meeting), share the application and place this on the agenda for the first Development Review Committee meeting following the acceptance of the application. Based on the timing of the project, special meetings can be called if deemed necessary by the Committee.

d. The Committee shall review the information submitted, hold a formal meeting, and provide written recommendation to the Town Manager for or against the request for DIG based upon the project's plans to fulfill the performance criteria outlined in this policy.

e. The Town Manager shall review the information submitted by the Applicant and the written recommendation from the Committee and respond with his/her recommendation for approval during a follow-up meeting with the Economic Development department and Economic Development Director.

f. When the Committee recommends a DIG award amount less than $50,000, the Town Manager has final approval authority. For recommended DIG amounts $50,000 or more, Town Council approval is necessary. A diagram of the approval process is shown on Exhibit A of this policy.

g. *For Category 1: New Construction / Renovation of Existing Building Applicants & Category 2: Tenant Leasing within Existing Building (if applicable):*

    i. If there is a recommendation for DIG to be awarded, the Economic Development Department shall notify the Town Attorney. The Town Attorney shall review the request for conformance with this policy and all state and/or other regulations regarding such and prepare a draft agreement that includes performance criteria that must be met in order to receive DIG.

    ii. The Economic Development department will provide the final draft agreement to the applicant for review.

    iii. Upon completion of the terms of the final agreement by the Town Attorney and Committee, and at a time agreeable to the Applicant, given its confidentiality concerns, the Economic Development department shall provide public notice and schedule the public hearing regarding the

proposed incentives in accordance with the requirements of N.C. Gen. Stat. §158-7.1.

iv. The Economic Development department shall add the agreement as an agenda item for the following Town Council Meeting with respect to the public hearing. The Council will make a decision as to whether to approve the terms of the DIG agreement, modify the terms, or deny the DIG by way of vote at this meeting.

v. Upon Council or Town Manager approval, a DIG agreement will be executed which contractually binds the Town to make the investment, provides that the Applicant meets the performance criteria to which they mutually agreed in a manner agreed to between the Town and the Applicant, and provides for default mechanisms for the Applicant's failure to meet criteria.

h. The Applicant will provide periodic verification of its compliance with the requirements to which it has agreed. Periodic verification shall be a written letter sent to the Economic Development department, reporting the status of the project at a time period of 3, 6, and 12 months (as applicable) after signing of the Agreement, and/or upon completion of all public infrastructure projects shown by acceptance of this public infrastructure by the Town, and at the receipt of Certification of Occupancy (CO). Staff will inform Council of the final closeout of the project through a Friday Briefing Memo. For Category 3: Vibrant Places If there is a recommendation for DIG to be awarded, the Economic Development Department shall notify, the applicant. The applicant may complete the work specified in the approved DIG application and UDO Permit.

i. All approved grants shall use high-quality, durable materials that comply with Town design standards.

ii. Work must be completed within 6 months of the DIG award date.

iii. Once the work is completed the Development Services Department will inspect the work for compliance with the DIG and UDO Permit. After passing inspection, the applicant may submit receipts demonstrating the actual cost of the work in relation to the requested amount of reimbursement funding.

iv. If the actual amount of the work is less than the amount of funding specified in the application, the Town shall be responsible only for the actual cost. If the actual amount of the work is more than the amount granted, the Town shall be responsible only for the approved grant amount.

v. The Applicant is required to maintain improvements after installation for at least three (3) years.

6. <u>FORM OF TOWN INVESTMENT:</u>

The Town of Holly Springs DIG program does not consist of a standard set of grants or credits. Each fiscal year, the DIG program may receive funds obligated from the Town's general fund. These funds are not guaranteed and change each year based on the budget needs of the Town. On a case-by-case basis, the Town will consider contributions to qualifying projects, as funds are available, for required public infrastructure (i.e. necessary public streets, on-street public parking, off-street public parking, sidewalks or side paths, greenways, street furnishings, undergrounding of power lines, water lines, sanitary sewer lines, and/or stormwater control

measures), assist in the cost of tenant construction upfit, or encourage the creation of vibrant places (i.e. improvements to the public realm such as outdoor seating, landscaping, public art, shade structures, interactive features, such as play or water features, and/or lighting), by approving reasonable physical improvements to stimulate development and small business growth while creating a vibrant Downtown.

7. PROCEDURE FOR GRANT DISBURSEMENT:

Upon Council or Town Manager approval, a DIG agreement will be executed which contractually binds the Town to make the investment, provided that the Applicant meets the performance criteria to which they mutually agreed in a manner agreed to between the Town and the Applicant and provides for default mechanisms for the Applicant's failure to meet criteria.

The agreed upon grant amount shall be paid to the Applicant, upon written demand by the Applicant, within 30 days of such demand, after such time as the public infrastructure or Vibrant Places improvements are installed and accepted by the Town or a Certificate of Occupancy has been given.

1. For Category 1: New Construction or Renovation of Existing Building the grant amount shall be equal to or less than actual construction costs, no more than $100,000, and is not to exceed what was agreed to in the DIG agreement based on the cost estimate provided at the time of the Committee meeting and during the DIG agreement being written.
2. For Category 2: Tenant Leasing in Existing Building the grant amount shall be up to or equal to $15,000 and is not to exceed what was agreed to in the DIG agreement based on the cost estimate provided at the time of the Committee meeting and during the DIG agreement being written.
3. For Category 3: Vibrant Places the grant amount shall be up to the actual costs or equal to $2,000 (whichever is less) but not to exceed what was agreed to in the DIG agreement.

Upon request of the grant funds, the Applicant shall supply all documentation necessary to substantiate the Actual Construction Cost (the real cost incurred for completing the work up to finalization) of the installed public infrastructure, construction upfit, or public realm improvements to the Director of Economic Development, who shall verify the costs. For New Construction or Renovation of Existing Building the applicant must include a signed and sealed engineers estimate of all costs associated with the project. This includes every expense incurred during the planning, development, and execution phases. Adjustments should be made if the actual cost comes in under the agreed upon amount. In the event the Actual Construction Cost comes in lower than estimated and shared with the Committee at the time of the application submittal this will become the new amount awarded to the grantee.

8. CONCLUSION:

All DIG will be considered on a project-by-project basis, pursuant to these guidelines. By adopting these guidelines, the Town Manager or Council is not obligated to grant any DIG. These guidelines are not retroactive to any project which has been announced prior to the adoption of these guidelines. These guidelines are effective upon adoption by the Council.

End of Policy Statement No. P033.04

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 21.

Public Hearings
Title: Voluntary Annexation A25-02 3313 Avent Ferry Rd. Village at Harris Lake (formerly Ragan) - Legislative Public Hearing
Strategic Priority Area: Growth Management & Economic Vitality
Staff Resource: Sarah Sularz, Development Services

Action(s):

- Conduct Legislative Public Hearing.
- Adopt Annexation Ordinance A25-02.

Explanation:

- The Town has received a petition for voluntary annexation of 56.91 +/- acres.
- The property is located at 3313 Avent Ferry Road and is owned by Agarwal Family III, LLC.
- The parcel is in the Town's Extraterritorial Jurisdiction (ETJ) and not contiguous with the Town Limits.
- Staff requested feedback from all departments. The Fire Department noted distance from existing fire stations may result in longer response times until the future Rex Road Fire Station is built. Of note, fire service calls are typically dispatched to the nearest fire station, regardless of whether that station belongs to a municipality, supported by mutual aid. No other departments expressed concerns.
- The parcel is being annexed following the approval of the master subdivision plan (MAS) for Village at Harris Lake, formerly known as Ragan.
- The applicant will be extending Town utilities along with the development of the MAS. Connection to Town utilities requires annexation.

Background:

- Pursuant to NCGS 160A-31(c) Council is required, upon receiving a petition for annexation, "to cause the clerk of the municipality to investigate the sufficiency thereof and to certify the result of the investigation and to fix a date for a public hearing on the question of annexation."
- An annexation petition is deemed sufficient if it includes an adequate property description, is signed by all owners and includes their correct addresses, is contiguous with town limits or meets the requirements for a non-contiguous annexation, and is consistent with the annexation agreements between Holly Springs and Apex, Cary, and Fuquay-Varina.
- Annexation requires a two-step process with the first action being a determination of sufficiency, and a second action being the public hearing.
- The determination of sufficiency was approved by Town Council on March 17, 2026.

- On August 19, 2025, the Town Council denied a major subdivision plan for Greenhawk Corporation, Inc / AF-Ragan, LLC for a 279-dwelling-unit subdivision (Village at Harris Lake).
- The developer filed a Writ of Certiorari with Wake County Superior Court, alleging that the findings of fact relied on by the Town Council in denying the plan were not properly in the record.
- The Town Council approved a Consent Order to resolve the Writ of Certiorari that had the effect of approving the subdivision/development plan as submitted.
- This annexation was initially submitted to the Town Council for determination of sufficiency on August 19, 2025 but was withdrawn due to the subdivision project's initial denial.

Funding Source(s):

N/A

Attachment(s):

1. A25-02 map
2. A25-02 Resolution of Sufficiency - Signed
3. A25-02 Ordinance - DRAFT

Annexation Information

Annexation Number

A25-02

Total Acres

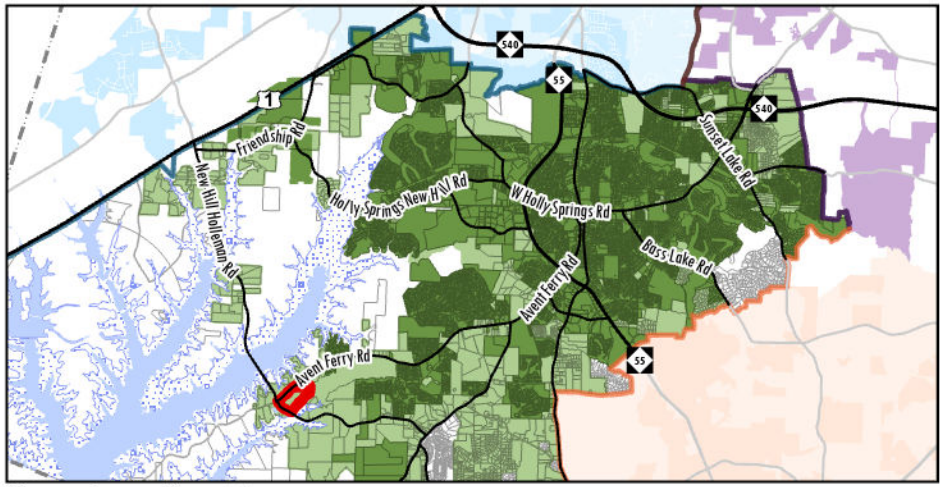
56.91 | Deed Acres

Property Address

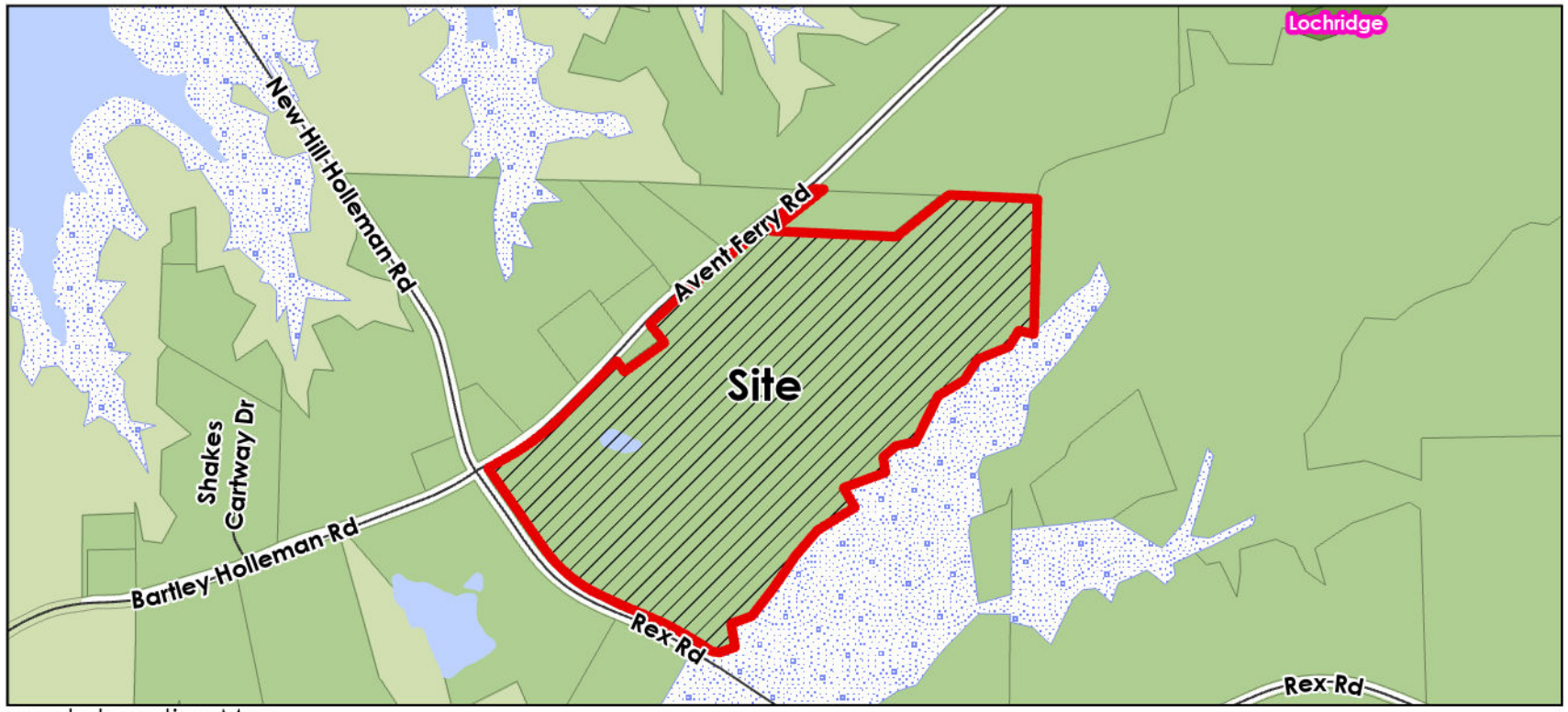
3313 Avent Ferry Rd

Contiguous to Town Limits

☐ Yes ■ No



Town Location Map



Property Location Map

Holly Springs
Town Limits
ETJ

Apex
Town Limits
ETJ

Fuquay-Varina
Town Limits
ETJ

Cary
Town Limits
ETJ

Subdivision

Apex/Cary Annexation Agreement

Apex/Holly Springs Annexation Agreement

Cary/Holly Springs Annexation Agreement

FV/Holly Springs Annexation Agreement

Shearon Harris

Future Lake Level

Parcels

Resolution No. 26-16
Date Adopted: March 17, 2026
Annexation No.: A25-02

RESOLUTION OF THE HOLLY SPRINGS TOWN COUNCIL DIRECTING THE TOWN CLERK TO INVESTIGATE A PETITION RECEIVED UNDER G.S. 160A-58 AND FIXING THE DATE OF A PUBLIC HEARING ON THE QUESTION OF ANNEXATION

WHEREAS, a petition requesting annexation of an area described in said petition was received by the Town of Holly Springs; and

WHEREAS, G.S. 160A-58.2 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and

WHEREAS, the Town Council of the Town of Holly Springs deems it advisable to proceed in response to this request for annexation, subject to the Clerk's satisfactory investigation of the sufficiency of the petition; and

WHEREAS, the area proposed for annexation is described as follows:

Lying and being in Holly Springs Township, Wake County, North Carolina, and more particularly described as follows:

BEGINNING AT AN IRON PIPE ON THE SOUTHERN RIGHT OF WAY OF AVENT FERRY ROAD, THE COMMON CORNER OF LOT 20 AND ALAN JONES AS SHOWN ON BOOK OF MAPS 2007, PAGE 1129 OF THE WAKE COUNTY REGISTRY, THE POINT OF BEGINNING; THENCE SOUTH 51°32'28" WEST A DISTANCE OF 294.99 FEET TO AN IRON PIPE; THENCE LEAVING SAID RIGHT OF WAY AND WITH THE COMMON LINE OF SAID LOT 20, SOUTH 87°24'12" EAST A DISTANCE OF 550.00 FEET TO AN IRON PIPE; THENCE NORTH 51°30'34" EAST A DISTANCE OF 295.08 FEET TO A REBAR ON THE COMMON LINE OF ALAN JONES; THENCE WITH SAID COMMON LINE SOUTH 87°25'33" EAST A DISTANCE OF 389.22 FEET TO AN IRON PIPE, THE COMMON CORNER OF DUKE ENERGY PROGRESS AND DESCRIBED AS TRACT TWO ON DEED BOOK 2124, PAGE 315 AND SHOWN AS TRACT 47 ON A MAP ENTITLED SHEARON HARRIS NUCLEAR POWER PLANT RESERVOIR SITE; THENCE WITH SAID COMMON LINE SOUTH 01°27'41" WEST A DISTANCE OF 594.84 FEET TO AN IRON PIPE, THE COMMON CORNER OF DUKE ENERGY PROGRESS AS DESCRIBED ON DEED BOOK 2564, PAGE 311 AND SHOWN AS TRACT 204 ON THE AFORE SAID MAP; THENCE WITH SAID COMMON LINE NORTH 77°22'53" WEST A DISTANCE OF 4.16 FEET TO AN IRON PIPE; THENCE NORTH 76°32'22" WEST A DISTANCE OF 64.14 FEET TO AN IRON PIPE; THENCE SOUTH 31°16'45" WEST A DISTANCE OF 82.94 FEET TO AN IRON PIPE; THENCE SOUTH 68°02'38" WEST A DISTANCE OF 147.75 FEET TO AN IRON PIPE; THENCE SOUTH 33°22'26" WEST A DISTANCE OF 111.43 FEET TO AN IRON PIPE; THENCE SOUTH 59°10'05" WEST A DISTANCE OF 132.04 FEET TO A CONCRETE MONUMENT; THENCE SOUTH 26°06'48" WEST A DISTANCE OF 225.30 FEET TO A POINT; THENCE SOUTH 77°59'00" WEST A DISTANCE OF 87.30 FEET TO AN IRON PIPE; THENCE SOUTH 49°10'38"

WEST A DISTANCE OF 74.67 FEET TO AN IRON PIPE; THENCE SOUTH 08°04'00" EAST A DISTANCE OF 68.06 FEET TO AN IRON PIPE; THENCE SOUTH 69°49'17" WEST A DISTANCE OF 195.75 FEET TO AN IRON PIPE; THENCE SOUTH 29°58'32" EAST A DISTANCE OF 99.59 FEET TO AN IRON PIPE; THENCE SOUTH 58°39'11" WEST A DISTANCE OF 193.22 FEET TO AN IRON PIPE; THENCE SOUTH 40°38'59" WEST A DISTANCE OF 146.27 FEET TO AN IRON PIPE; THENCE SOUTH 34°16'55" WEST A DISTANCE OF 170.74 FEET TO AN IRON PIPE; THENCE SOUTH 37°42'05" WEST A DISTANCE OF 158.35 FEET TO AN IRON PIPE; THENCE SOUTH 70°08'00" WEST A DISTANCE OF 96.90 FEET TO AN IRON PIPE; THENCE SOUTH 09°28'20" EAST A DISTANCE OF 104.64 FEET TO AN IRON PIPE; THENCE SOUTH 70°41'23" WEST A DISTANCE OF 71.34 FEET TO AN IRON PIPE; THENCE NORTH 81°40'13" WEST A DISTANCE OF 34.96 FEET TO A REBAR ON THE NORTHERN RIGHT OF WAY OF REX ROAD; THENCE WITH SAID RIGHT OF WAY NORTH 56°27'18" WEST A DISTANCE OF 26.61 FEET TO A REBAR; THENCE A CURVE TO THE LEFT, A RADIUS OF 1,605.53 FEET, AN ARC LENGTH OF 244.23 FEET, A CHORD BEARING OF NORTH 60°36'48" WEST, A CHORD LENGTH OF 243.99 FEET TO A REBAR; THENCE NORTH 66°56'55" WEST A DISTANCE OF 188.16 FEET TO A REBAR; THENCE A CURVE TO THE RIGHT, A RADIUS OF 1,185.34 FEET, AN ARC LENGTH OF 134.05 FEET, A CHORD BEARING OF NORTH 64°09'11" WEST, A CHORD LENGTH OF 133.98 FEET TO A REBAR; THENCE A CURVE TO THE RIGHT, A RADIUS OF 627.06 FEET, AN ARC LENGTH OF 277.36 FEET, A CHORD BEARING OF NORTH 48°31'08" WEST, A CHORD LENGTH OF 275.11 FEET TO A REBAR; THENCE NORTH 34°58'35" WEST A DISTANCE OF 433.97 FEET TO A POINT IN THE CENTER OF AVENT FERRY ROAD; THENCE WITH SAID ROAD NORTH 60°02'01" EAST A DISTANCE OF 139.97 FEET TO A POINT; THENCE A CURVE TO THE LEFT, A RADIUS OF 1,012.87 FEET, AN ARC LENGTH OF 190.96 FEET, A CHORD BEARING OF NORTH 53°37'52" EAST, A CHORD LENGTH OF 190.68 FEET TO A POINT; THENCE NORTH 47°28'59" EAST A DISTANCE OF 76.25 FEET TO A PARKER-KAYLON NAIL; THENCE A CURVE TO THE LEFT, A RADIUS OF 5,466.95 FEET, AN ARC LENGTH OF 333.13 FEET, A CHORD BEARING OF NORTH 44°29'31" EAST, A CHORD LENGTH OF 333.08 FEET TO A PARKER-KAYLON NAIL, THE SOUTHERN CORNER OF TRACT 1, AS SHOWN ON BOOK OF MAPS 1999, PAGE 116; THENCE WITH SAID COMMON LINE SOUTH 36°51'22" EAST A DISTANCE OF 58.70 FEET TO AN IRON PIPE; THENCE NORTH 54°15'35" EAST A DISTANCE OF 217.00 FEET TO AN IRON PIPE; THENCE NORTH 38°30'24" WEST A DISTANCE OF 104.00 FEET TO A POINT IN THE CENTER OF AVENT FERRY ROAD; THENCE WITH SAID ROAD, A CURVE TO THE RIGHT, A RADIUS OF 1,959.04 FEET, AN ARC LENGTH OF 216.00 FEET, A CHORD BEARING OF NORTH 47°07'13" EAST, A CHORD LENGTH OF 215.89 FEET TO A POINT; THENCE A CURVE TO THE RIGHT, A RADIUS OF 9,257.05 FEET, AN ARC LENGTH OF 214.34 FEET, A CHORD BEARING OF NORTH 51°04'25" EAST, A CHORD LENGTH OF 214.34 FEET TO A POINT; THENCE NORTH 51°36'03" EAST A DISTANCE OF 397.21 FEET TO A PARKER-KAYLON NAIL; THENCE NORTH 50°28'19" EAST A DISTANCE OF 105.48 FEET TO A POINT; THENCE SOUTH 87°22'30" EAST A DISTANCE OF 47.57 FEET TO THE POINT OF BEGINNING; CONTAINING 2,479,017 SQUARE FEET OR 56.91 ACRES.

NOW, THEREFORE BE IT RESOLVED by the Town Council of the Town of Holly Springs, North Carolina, that:

Section 1. The Town Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the Holly Springs Town Council the result of her investigation.

Section 2. Subject to the Town Clerk's satisfactory result of her investigation, a public hearing on the question of annexation of the area described herein will be held at the Town Hall Council Chambers, located at 128 S. Main Street, at 7 p.m. (or as soon thereafter as is practicable) on

Tuesday, April 21, 2026.

Section 3. Notice of the public hearing shall be published in the Raleigh News & Observer, newspapers having general circulation in the Town of Holly Springs, at least ten (10) days prior to the date of the public hearing.

Adopted this, the 17th day of March, 2026.

ATTEST:

Michael D. Kondratick, Mayor

Linda C. McKinney, Town Clerk

Annexation Ordinance No.: **A25-02**

Please mail after recordation to:
Town of Holly Springs
Town Clerk's Office
P. O. Box 8
Holly Springs, NC 27540

An Ordinance to Extend the Corporate Limits of the Town of Holly Springs, North Carolina

WHEREAS, the Town Council of the Town of Holly Springs has been petitioned pursuant to the provisions of N.C.G.S. 160A-31 to annex the area described herein; and

WHEREAS, the Town Council of the Town of Holly Springs has directed the Town Clerk to investigate the sufficiency of the petition for annexation; and

WHEREAS, following the certification of the sufficiency of the petition by the Town Clerk, the Town Council fixed a date for a public hearing on the question of annexation and caused a notice thereof to be published in a paper of general circulation in the Town of Holly Springs once ten days prior to the date of the hearing; and

WHEREAS, the Town Council found as a fact following public hearing on the matter that the petition for annexation is sufficient and meets all of the requirements set forth in N.C.G.S. 160A-31;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF HOLLY SPRINGS, NORTH CAROLINA:

Section 1. By virtue of the authority granted by N.C.G.S. 160A-31, the following described territory is hereby annexed and made part of the Town of Holly Springs effective as of the 21st day of April, 2026.

Being that area of land marked Annexation Area as shown on the map recorded in Book of Maps ___, Page ___ in the Wake County Register of Deeds office and described as follows:

BEGINNING AT AN IRON PIPE ON THE SOUTHERN RIGHT OF WAY OF AVENT FERRY ROAD, THE COMMON CORNER OF LOT 20 AND ALAN JONES AS SHOWN ON BOOK OF MAPS 2007, PAGE 1129 OF THE WAKE COUNTY REGISTRY, THE POINT OF BEGINNING; THENCE SOUTH 51°32'28" WEST A DISTANCE OF 294.99 FEET TO AN IRON PIPE; THENCE LEAVING SAID RIGHT OF WAY AND WITH THE COMMON LINE OF SAID LOT 20, SOUTH 87°24'12" EAST A DISTANCE OF 550.00 FEET TO AN IRON PIPE; THENCE NORTH 51°30'34" EAST A DISTANCE OF 295.08 FEET TO A REBAR ON THE COMMON LINE OF ALAN JONES; THENCE WITH SAID COMMON LINE SOUTH 87°25'33" EAST A DISTANCE OF 389.22 FEET TO AN IRON PIPE, THE COMMON CORNER OF DUKE ENERGY PROGRESS AND DESCRIBED AS TRACT TWO ON DEED BOOK 2124, PAGE 315 AND SHOWN AS TRACT 47 ON A MAP ENTITLED SHEARON HARRIS

NUCLEAR POWER PLANT RESERVOIR SITE; THENCE WITH SAID COMMON LINE SOUTH 01°27'41" WEST A DISTANCE OF 594.84 FEET TO AN IRON PIPE, THE COMMON CORNER OF DUKE ENERGY PROGRESS AS DESCRIBED ON DEED BOOK 2564, PAGE 311 AND SHOWN AS TRACT 204 ON THE AFORE SAID MAP; THENCE WITH SAID COMMON LINE NORTH 77°22'53" WEST A DISTANCE OF 4.16 FEET TO AN IRON PIPE; THENCE NORTH 76°32'22" WEST A DISTANCE OF 64.14 FEET TO AN IRON PIPE; THENCE SOUTH 31°16'45" WEST A DISTANCE OF 82.94 FEET TO AN IRON PIPE; THENCE SOUTH 68°02'38" WEST A DISTANCE OF 147.75 FEET TO AN IRON PIPE; THENCE SOUTH 33°22'26" WEST A DISTANCE OF 111.43 FEET TO AN IRON PIPE; THENCE SOUTH 59°10'05" WEST A DISTANCE OF 132.04 FEET TO A CONCRETE MONUMENT; THENCE SOUTH 26°06'48" WEST A DISTANCE OF 225.30 FEET TO A POINT; THENCE SOUTH 77°59'00" WEST A DISTANCE OF 87.30 FEET TO AN IRON PIPE; THENCE SOUTH 49°10'38" WEST A DISTANCE OF 74.67 FEET TO AN IRON PIPE; THENCE SOUTH 08°04'00" EAST A DISTANCE OF 68.06 FEET TO AN IRON PIPE; THENCE SOUTH 69°49'17" WEST A DISTANCE OF 195.75 FEET TO AN IRON PIPE; THENCE SOUTH 29°58'32" EAST A DISTANCE OF 99.59 FEET TO AN IRON PIPE; THENCE SOUTH 58°39'11" WEST A DISTANCE OF 193.22 FEET TO AN IRON PIPE; THENCE SOUTH 40°38'59" WEST A DISTANCE OF 146.27 FEET TO AN IRON PIPE; THENCE SOUTH 34°16'55" WEST A DISTANCE OF 170.74 FEET TO AN IRON PIPE; THENCE SOUTH 37°42'05" WEST A DISTANCE OF 158.35 FEET TO AN IRON PIPE; THENCE SOUTH 70°08'00" WEST A DISTANCE OF 96.90 FEET TO AN IRON PIPE; THENCE SOUTH 09°28'20" EAST A DISTANCE OF 104.64 FEET TO AN IRON PIPE; THENCE SOUTH 70°41'23" WEST A DISTANCE OF 71.34 FEET TO AN IRON PIPE; THENCE NORTH 81°40'13" WEST A DISTANCE OF 34.96 FEET TO A REBAR ON THE NORTHERN RIGHT OF WAY OF REX ROAD; THENCE WITH SAID RIGHT OF WAY NORTH 56°27'18" WEST A DISTANCE OF 26.61 FEET TO A REBAR; THENCE A CURVE TO THE LEFT, A RADIUS OF 1,605.53 FEET, AN ARC LENGTH OF 244.23 FEET, A CHORD BEARING OF NORTH 60°36'48" WEST, A CHORD LENGTH OF 243.99 FEET TO A REBAR; THENCE NORTH 66°56'55" WEST A DISTANCE OF 188.16 FEET TO A REBAR; THENCE A CURVE TO THE RIGHT, A RADIUS OF 1,185.34 FEET, AN ARC LENGTH OF 134.05 FEET, A CHORD BEARING OF NORTH 64°09'11" WEST, A CHORD LENGTH OF 133.98 FEET TO A REBAR; THENCE A CURVE TO THE RIGHT, A RADIUS OF 627.06 FEET, AN ARC LENGTH OF 277.36 FEET, A CHORD BEARING OF NORTH 48°31'08" WEST, A CHORD LENGTH OF 275.11 FEET TO A REBAR; THENCE NORTH 34°58'35" WEST A DISTANCE OF 433.97 FEET TO A POINT IN THE CENTER OF AVENT FERRY ROAD; THENCE WITH SAID ROAD NORTH 60°02'01" EAST A DISTANCE OF 139.97 FEET TO A POINT; THENCE A CURVE TO THE LEFT, A RADIUS OF 1,012.87 FEET, AN ARC LENGTH OF 190.96 FEET, A CHORD BEARING OF NORTH 53°37'52" EAST, A CHORD LENGTH OF 190.68 FEET TO A POINT; THENCE NORTH 47°28'59" EAST A DISTANCE OF 76.25 FEET TO A PARKER-KAYLON NAIL; THENCE A CURVE TO THE LEFT, A RADIUS OF 5,466.95 FEET, AN ARC LENGTH OF 333.13 FEET, A CHORD BEARING OF NORTH 44°29'31" EAST, A CHORD LENGTH OF 333.08 FEET TO A PARKER-KAYLON NAIL, THE SOUTHERN CORNER OF TRACT 1, AS SHOWN ON BOOK OF MAPS 1999, PAGE 116; THENCE WITH SAID COMMON LINE SOUTH 36°51'22" EAST A DISTANCE OF 58.70 FEET TO AN IRON PIPE; THENCE NORTH 54°15'35" EAST A DISTANCE OF 217.00 FEET TO AN IRON PIPE; THENCE NORTH 38°30'24" WEST A DISTANCE OF 104.00 FEET TO A POINT IN THE CENTER OF AVENT FERRY ROAD; THENCE WITH SAID ROAD, A CURVE TO THE RIGHT, A RADIUS OF 1,959.04 FEET, AN ARC LENGTH OF 216.00 FEET, A CHORD BEARING OF NORTH 47°07'13" EAST, A CHORD LENGTH OF 215.89 FEET TO A POINT; THENCE A CURVE TO THE RIGHT, A RADIUS OF 9,257.05 FEET, AN ARC LENGTH OF 214.34 FEET, A CHORD BEARING OF NORTH 51°04'25" EAST, A CHORD LENGTH OF 214.34 FEET TO A POINT; THENCE NORTH 51°36'03" EAST A DISTANCE OF 397.21 FEET TO A PARKER-KAYLON NAIL; THENCE NORTH 50°28'19" EAST A DISTANCE OF 105.48 FEET TO A POINT; THENCE SOUTH 87°22'30" EAST A DISTANCE OF 47.57 FEET TO THE POINT OF BEGINNING; CONTAINING 2,479,017 SQUARE FEET OR 56.91 ACRES.

Adopted this, the 21st day of April, 2026.

ATTEST TO:

Linda C. McKinney Town Clerk

Michael D. Kondratick, Mayor

I, Linda C. McKinney, Town Clerk of the Town of Holly Springs, do hereby certify that the foregoing is a true and accurate copy of an annexation ordinance duly adopted by the Town Council of the Town of Holly Springs, North Carolina, at a meeting held April 21, 2026, at 7 o'clock p.m. at the Town Hall in the Town of Holly Springs.

IN WITNESS WHEREOF, I have here unto set my hand and have caused the official corporate seal of said Town to be affixed, this the 21st day of April, 2026.

Linda C. McKinney Town Clerk

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 22.

Public Hearings
Title: Voluntary Annexation A26-01 Innovate Ave - Legislative Public Hearing
Strategic Priority Area: Growth Management & Economic Vitality
Staff Resource: Sarah Sularz, Development Services

Action(s):

- Conduct Legislative Public Hearing.
- Adopt Annexation Ordinance A26-01.

Explanation:

- The Town has received a petition for voluntary annexation of 9.772 +/- acres.
- The annexation area is the right-of-way for Innovate Ave and is owned by the Town of Holly Springs.
- The majority of the right-of-way is in the Town's Extraterritorial Jurisdiction (ETJ) and is contiguous with the Town Limits.
- The Town accepted the street from NCDOT by resolution adopted by the Town Council on March 3, 2026.
- The annexation of the right-of-way will subject the right-of-way to all Town ordinances and allow for Town police to have full jurisdiction.

Background:

- Pursuant to NCGS 160A-31(c) Council is required, upon receiving a petition for annexation, "to cause the clerk of the municipality to investigate the sufficiency thereof and to certify the result of the investigation and to fix a date for public hearing on the question of annexation."
- An annexation petition is deemed sufficient if it includes an adequate property description, is signed by all owners and includes their correct addresses, is contiguous with town limits or meets the requirements for a non-contiguous annexation, and is consistent with the annexation agreements between Holly Springs and Apex, Cary, and Fuquay-Varina.
- Staff requested feedback from all departments and no concerns were raised.
- Annexation requires a two-step process with the first action being a determination of sufficiency and a second action being a public hearing.
- The determination of sufficiency was approved by Town Council on March 17, 2026.

Funding Source(s):
N/A

Attachment(s):

1. A26-01Map-InnovateAve
2. A26-01 Resolution of Sufficiency - Signed
3. A26-01 - Ordinance - DRAFT

Annexation Information

Annexation Number

A26-01

Total Acres

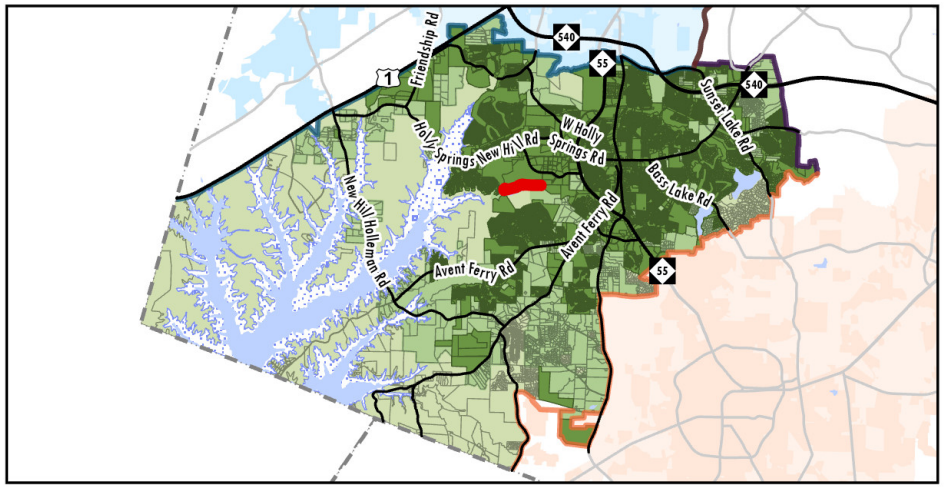
9.772 +/- | Deed Acres

Property Address

Innovate Ave

Contiguous to Town Limits

■ Yes ☐ No



Town Location Map

Property Location Map

Holly Springs
Town Limits | ETJ

Apex
Town Limits | ETJ

Fuquay-Varina
Town Limits | ETJ

Cary
Town Limits | ETJ

Subdivision

Apex/Cary Annexation Agreement

Apex/Holly Springs Annexation Agreement

Cary/Holly Springs Annexation Agreement

FV/Holly Springs Annexation Agreement

Shearon Harris Lake

Future Lake Level

Parcels

Resolution No. 26-18
Date Adopted: March 17, 2026
Annexation No.: A26-01

RESOLUTION OF THE HOLLY SPRINGS TOWN COUNCIL DIRECTING THE TOWN CLERK TO INVESTIGATE A PETITION RECEIVED UNDER G.S. 160A-58 AND FIXING THE DATE OF A PUBLIC HEARING ON THE QUESTION OF ANNEXATION

WHEREAS, a petition requesting annexation of an area described in said petition was received by the Town of Holly Springs; and

WHEREAS, G.S. 160A-58.2 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and

WHEREAS, the Town Council of the Town of Holly Springs deems it advisable to proceed in response to this request for annexation, subject to the Clerk's satisfactory investigation of the sufficiency of the petition; and

WHEREAS, the area proposed for annexation is described as follows:

LYING AND BEING HOLLY SPRINGS TOWNSHIP, WAKE COUNTY, NORTH CAROLINA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

NEW R/W 1 (In Fee Simple)

BEGINNING AT PROPOSED NCDOT ROW MONUMENT ON THE RIGHT SIDE OF THE ALIGNMENT, 50 FEET NORMAL TO STATION 11+00.00, SAID ROW MONUMENT BEING NORTH 62 DEGREES 10 MINUTES 45 SECONDS EAST A DISTANCE OF 535.71 FEET FROM AN EXISTNG IRON PIPE, THE POINT OF COMMENCEMENT (HAVNG NORTH CAROLINA STATE PLANE COORDNATES OF NORTHING: 689,985.72' EASTNG: 2,037,238.32')(NAD 83 (NSRS 2011)), SAID ROW MONUMENT BEING THE TRUE POINT OF BEGINNING (HAVING NORTH CAROLINA STATE PLANE COORDINATES OF NORTHING: 690,235.79' EASTING: 2,037,712.12'); THENCE RUNNING FROM THE TRUE POINT OF BEGINNING IN A COUNTERCLOCKWISE DIRECTION NORTH $76^0$47'14" EAST, A DISTANCE OF 1,167.60 FEET TO A PROPOSED NCDOT MONUMENT; THENCE NORTHEASTWARDLY, WITH THE ARC OF A CURVE TO THE LEFT HAVING A RADIUS OF 583.00 FEET, A CENTRAL ANGLE OF $18^0$49'44", AND A CHORD THAT BEARS NORTH $67^0$22'22" EAST, A CHORD DISTANCE OF 190.73 FEET TO A NCDOT MONUMENT; THENCE NORTH $57^0$57'30" EAST, A DISTANCE OF 211.91 FEET TO A PONT; THENCE SOUTH $76^0$48'02" WEST, A DISTANCE OF 1,383.52 FEET TO AN EXISTING IRON PIPE; THENCE NORTH 07^0 17'20" WEST, A DISTANCE OF 0.09 FEET TO A PONT; THENCE SOUTH $76^0$47'14" WEST, A DISTANCE OF 65.26 FEET TO A PROPOSED NCDOT MONUMENT; THENCE SOUTH $76^0$47'14" WEST, A DISTANCE OF 107.56 FEET TO A PROPOSED NCDOT MONUMENT; AND THENCE SOUTH $13^0$12'46" EAST, A DISTANCE OF 100.00 FEET TO PONT OF BEGINNING; CONTAINING 3.219 ACRES (140,238 SQUARE FEET), MORE OR LESS, AND BEING ALL OF "NEW R/W 1" AS THE SAME IS SHOWN AND MORE PARTICULARLY DESCRIBED ON THAT PLAT ENTITLED "RIGHT-OF-WAY AND EASEMENT PLAT ON THE PROPERTY OF DUKE ENERGY PROGRESS, LLC" DATED AUGUST 5, 2025, PREPARED BY SURVEYING AND MAPPING, LLC, AND WHICH IS RECORDED BOOK OF MAPS 2025, PAGE 1582, WAKE COUNTY REGISTRY.

NEW R/W 2 (In Fee Simple)

BEGINNING AT A POINT ON THE LEFT SIDE OF THE ALIGNMENT, 50 FEET NORMAL TO STATION 33+65.24; SAID POINT BEING SOUTH 01 DEGREES 49 MINUTES 08 SECONDS WEST A DISTANCE OF 99.12 FEET FROM AN EXISTING IRON PIPE, THE POINT OF COMMENCEMENT (HAVING NORTH CAROLINA STATE PLANE COORDINATES OF NORTHING: 690,996.56' EASTING: 2,039,862.22') (NAD 83 (NSRS 2011)), SAID POINT BEING THE TRUE POINT OF BEGINNING (HAVING NORTH CAROLINA STATE PLANE COORDINATES OF NORTHING: 690,914.48' EASTING: 2,039,859.61'); THENCE RUNNING FROM THE TRUE POINT OF BEGINNING IN A COUNTERCLOCKWISE DIRECTION SOUTH $01^0$49'08" WEST, A DISTANCE OF 100.22 FEET TO A POINT; THENCE SOUTH $84^0$23'18" EAST, A DISTANCE OF 322.66 FEET TO A PROPOSED NCDOT MONUMENT; THENCE SOUTHEASTWARDLY, WITH THE ARC OF A CURVE TO THE LEFT HAVING A RADIUS OF 4,820.00 FEET, A CENTRAL ANGLE OF $05^0$02'07", AND A CHORD THAT BEARS SOUTH $86^0$54'22" EAST, A CHORD DISTANCE OF 423.46 FEET TO A PROPOSED NCDOT MONUMENT; THENCE SOUTH $89^0$25'25" EAST, A DISTANCE OF 857.85 FEET TO A POINT; THENCE NORTH 01^0 14'32" EAST, A DISTANCE OF 100.01 FEET TO A POINT; THENCE NORTH $89^0$25'25" WEST, A DISTANCE OF 859.01 FEET TO A PROPOSED NCDOT MONUMENT; THENCE NORTHWESTWARDLY, WITH THE ARC OF A CURVE TO THE RIGHT HAVING A RADIUS OF 4,720.00 FEET, A CENTRAL ANGLE OF $05^0$02'07", AND A CHORD THAT BEARS NORTH $86^0$54'22" WEST, A CHORD DISTANCE OF 414.68 FEET TO A PROPOSED NCDOT MONUMENT; AND THENCE NORTH $84^0$23'18" WEST, A DISTANCE OF 329.29 FEET TO THE POINT OF BEGINNING; CONTAINING 3.681 ACRES (160,361 SQUARE FEET), MORE OR LESS, AND BEING ALL OF "NEW R/W 2" AS THE SAME IS SHOWN AND MORE PARTICULARLY DESCRIBED ON THAT PLAT ENTITLED "RIGHT-OF-WAY AND EASEMENT PLAT ON THE PROPERTY OF DUKE ENERGY PROGRESS, LLC" DATED AUGUST 5, 2025, PREPARED BY SURVEYING AND MAPPNG, LLC, AND WHICH IS RECORDED IN BOOK OF MAPS 2025, PAGE 1582, WAKE COUNTY REGISTRY.

NEW R/W 3 (In Fee Simple)

BEGINNING AT A POINT ON THE LEFT SIDE OF THE Y-1 ALIGNMENT, 40 FEET NORMAL TO STATION 12+19.34; SAID POINT BENG NORTH 32 DEGREES 51 MINUTES 46 SECONDS WEST A DISTANCE OF 150.53 FEET FROM AN EXISTNG IRON PIPE, THE PONT OF COMMENCEMENT (HAVING NORTH CAROLINA STATE PLANE COORDINATES OF NORTHING: 690,372.56' EASTING: 2,037,857.52') (NAD 83 (NSRS 2011)), SAID POINT BEING THE TRUE POINT OF BEGINNING (HAVING NORTH CAROLINA STATE PLANE COORDINATES OF NORTHING: 690,499.00' EASTING: 2,037,775.84'); THENCE RUNNING FROM TRUE PONT OF BEGINNING IN A COUNTERCLOCKWISE DIRECTION SOUTH 57 DEGREES 31 MINUTES 44 SECONDS WEST A DISTANCE OF 88.38 FEET TO A POINT; THENCE SOUTH 07 DEGREES 18 MINUTES 59 SECONDS EAST A DISTANCE OF 93.09 FEET TO A PONT; THENCE SOUTH 42 DEGREES 28 MINUTES 16 SECONDS WEST A DISTANCE OF 35.34 FEET TO A POINT; THENCE NORTH 76 DEGREES 47 MINUTES 14 SECONDS EAST A DISTANCE OF 107.56 FEET TO A POINT; AND THENCE NORTH 07 DEGREES 18 MNUTES 59 SECONDS WEST A DISTANCE OF 142.43 FEET TO THE POINT OF BEGINNING; CONTAINNG 0.241 ACRE (10,492 SQUARE FEET), MORE OR LESS, AND BENG ALL OF "NEW R/W 3" AS THE SAME IS SHOWN AND MORE PARTICULARLY DESCRIBED ON THAT PLAT ENTITLED "RIGHT-OF-WAY AND EASEMENT PLAT ON THE PROPERTY OF DUKE ENERGY PROGRESS, LLC" DATED AUGUST 5, 20253 PREPARED BY SURVEYING AND MAPPING, LLC, AND WHICH IS RECORDED IN BOOK OF MAPS 2025, PAGE 1582, WAKE COUNTY REGISTRY.

SEQIRUS R/W 1- PROPOSED NEW ROW:

BEGINNING AT POINT ON THE RIGHT SIDE OF THE ALIGNMENT, 50 FEET NORMAL TO STATION 33+71.85, SAID POINT BEING SOUTH 01 DEGREES 49 MINUTES 08 SECONDS WEST A DISTANCE OF 199.34 FEET FROM AN

EXISTING IRON PIPE, THE POINT OF COMMENCING (HAVING NORTH CAROLINA STATE PLANE COORDINATES OF NORTHING: 690,996.56' EASTING: 2,039,862.22'), SAID POINT OF COMMENCING BEING A PROPERTY CORNER OF A PARCEL CONVEYED TO DUKE ENERGY PROGRESS IN DEED 15289 PAGE 2437, SAID POINT BEING THE TRUE POINT OF BEGINNING (HAVING NORTH CAROLINA STATE PLANE COORDINATES OF NORTHING: 690,797.32' EASTING: 2,039,855.89').
THENCE RUNNING IN A COUNTERCLOCKWISE DIRECTION NORTH 84 DEGREES 23 MINUTES 18 SECONDS WEST A DISTANCE OF 250.01 FEET TO A PROPOSED NCDOT ROW MONUMENT; THENCE ALONG A CURVE TO THE LEFT WITH A RADIUS OF 483.00' A CHORD BEARING OF SOUTH 76 DEGREES 47 MINUTES 06 SECONDS WEST AND A CHORD DISTANCE OF 311.73 FEET TO A PROPOSED NCDOT ROW MONUMENT; THENCE SOUTH 57 DEGREES 57 MINUTES 30 SECONDS WEST A DISTANCE OF 116.92 FEET TO A POINT ON THE SOUTHERN PROPERTY LINE, SAID POINT BEING SOUTH 76 DEGREES 48 MINUTES 02 SECONDS WEST A DISTANCE OF 275.75 FEET FROM AN EXISTING IRON PIPE; THENCE ALONG THE SOUTHERN PROPERTY LINE SOUTH 76 DEGREES 48 MINUTES 02 SECONDS WEST A DISTANCE OF 1,383.52 FEET TO AN EXISTING IRON PIPE, SAID IRON PIPE BEING THE SOUTHWESTERN CORNER OF A PROPERTY CONVEYED TO SEQIRUS INC IN DEED 16104 PAGE 1384; THENCE LEAVING THE SOUTHERN PROPERTT' LINE NORTH 13 DEGREES 12 MINUTES 46 SECONDS WEST A DISTANCE OF 0.09 FEET TO A POINT; THENCE NORTH 76 DEGREES 47 MINUTES 14 SECONDS EAST A DISTANCE OF 994.79 FEET TO A PROPOSED NCDOT ROW MONUMENT; THENCE ALONG A CURVE TO THE LEFT WITH A RADIUS OF 483.00' A CHORD BEARING OF NORTH 67 DEGREES 22 MINUTES 22 SECONDS EAST AND A CHORD DISTANCE OF 158.01 FEET TO A PROPOSED NCDOT ROW MONUMENT; THENCE NORTH 57 DEGREES 57 MINUTES 30 SECONDS EAST A DISTANCE OF 328.83 FEET TO A PROPOSED NCDOT ROW MONUMENT; THENCE ALONG A CURVE TO THE RIGHT WITH A RADIUS OF 583.00' A CHORD BEARING OF NORTH 76 DEGREES 47 MINUTES 06 SECONDS EAST AND A CHORD DISTANCE OF 376.28 FEET TO A PROPOSED NCDOT ROW MONUMENT; THENCE SOUTH 84 DEGREES 23 MINUTES 18 SECONDS EAST A DISTANCE OF 243.38 FEET TO A POINT; THENCE SOUTH 01 DEGREES 49 MINUTES 08 SECONDS WEST A DISTANCE OF 100.22 FEET TO THE POINT OF BEGINNING.
CONTAINING 86,618 SQ. FT. OR 1.988 ACRES MORE OR LESS.

SEQIRUS R/W 2- PROPOSED NEW ROW:

BEGINNING AT POINT ON THE RIGHT SIDE OF THE ALIGNMENT, 50 FEET NORMAL TO STATION 49+71.58, SAID POINT BEING SOUTH 01 DEGREES 14 MINUTES 32 SECONDS EAST A DISTANCE OF 622.05 FEET FROM AN EXISTING IRON PIPE, THE POINT OF COMMENCING (HAVING NORTH CAROLINA STATE PLANE COORDINATES OF NORTHING: 691,356.17' EASTING: 2,041,471.13'), SAID POINT OF COMMENCING BEING THE NORTHWESTERN PROPERTY CORNER OF A PARCEL CONVEYED TO SEQIRUS INC IN DEED 16104 PAGE 1384, SAID POINT BEING THE TRUE POINT OF BEGINNING (HAVING NORTH CAROLINA STATE PLANE COORDINATES OF NORTHING: 690,734.28' EASTING: 2,041,457.65'). THENCE RUNNING IN A CLOCKWISE DIRECTION NORTH 01 DEGREES 14 MINUTES 32 SECONDS EAST A DISTANCE OF 100.01 FEET TO A POINT; THENCE SOUTH 89 DEGREES 25 MINUTES 25 SECONDS EAST A DISTANCE OF 281.45 FEET TO A POINT, SAID POINT BEING SOUTH 02 DEGREES 46 MINUTES 46 SECONDS WEST A DISTANCE OF 6.32 FEET FROM AN EXISTING IRON PIPE, SAID IRON PIPE BEING A CORNER OF A PARCEL CONVEYED TO SEQIRUS INC IN DEED 16104 PAGE 1384; THENCE SOUTH 02 DEGREES 46 MINUTES 46 SECONDS WEST A DISTANCE OF 100.07 FEET TO A POINT; THENCE NORTH 89 DEGREES 25 MINUTES 25 SECONDS WEST A DISTANCE OF 278.46 FEET TO THE POINT OF BEGINNING.
CONTAINING 28,011 SQ. FT. OR 0.643 ACRES MORE OR LESS.

NOW, THEREFORE BE IT RESOLVED by the Town Council of the Town of Holly Springs, North Carolina, that:

Section 1. The Town Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the Holly Springs Town Council the result of her investigation.

Section 2. Subject to the Town Clerk's satisfactory result of her investigation, a public hearing on the question of annexation of the area described herein will be held at the Town Hall Council Chambers, located at 128 S. Main Street, at 7 p.m. (or as soon thereafter as is practicable) on Tuesday, April 21, 2026.

Section 3. Notice of the public hearing shall be published in the Raleigh News & Observer, newspapers having general circulation in the Town of Holly Springs, at least ten (10) days prior to the date of the public hearing.

Adopted this, the 17th day of March, 2026.

ATTEST:

Michael D. Kondratick, Mayor

Linda C. McKinney Town Clerk

Annexation Ordinance No.: **A26-01**

Please mail after recordation to:
Town of Holly Springs
Town Clerk's Office
P. O. Box 8
Holly Springs, NC 27540

An Ordinance to Extend the Corporate Limits of the Town of Holly Springs, North Carolina

WHEREAS, the Town Council of the Town of Holly Springs has been petitioned pursuant to the provisions of N.C.G.S. 160A-31 to annex the area described herein; and

WHEREAS, the Town Council of the Town of Holly Springs has directed the Town Clerk to investigate the sufficiency of the petition for annexation; and

WHEREAS, following the certification of the sufficiency of the petition by the Town Clerk, the Town Council fixed a date for a public hearing on the question of annexation and caused a notice thereof to be published in a paper of general circulation in the Town of Holly Springs once ten days prior to the date of the hearing; and

WHEREAS, the Town Council found as a fact following public hearing on the matter that the petition for annexation is sufficient and meets all of the requirements set forth in N.C.G.S. 160A-31;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF HOLLY SPRINGS, NORTH CAROLINA:

Section 1. By virtue of the authority granted by N.C.G.S. 160A-31, the following described territory is hereby annexed and made part of the Town of Holly Springs effective as of the 21st day of April, 2026.

Being that area of land marked Annexation Area as shown on the map recorded in Book of Maps ___, Page ___ in the Wake County Register of Deeds office and described as follows:

NEW R/W 1 (In Fee Simple)

BEGINNING AT PROPOSED NCDOT ROW MONUMENT ON THE RIGHT SIDE OF THE ALIGNMENT, 50 FEET NORMAL TO STATION 11+00.00, SAID ROW MONUMENT BEING NORTH 62 DEGREES 10 MINUTES 45 SECONDS EAST A DISTANCE OF 535.71 FEET FROM AN EXISTNG IRON PIPE, THE POINT OF COMMENCEMENT (HAVNG NORTH CAROLINA STATE PLANE COORDNATES OF NORTHING: 689,985.72' EASTNG: 2,037,238.32')(NAD 83 (NSRS 2011)), SAID ROW MONUMENT BEING THE TRUE POINT OF BEGINNING (HAVING NORTH CAROLINA STATE PLANE COORDINATES OF NORTHING: 690,235.79' EASTING: 2,037,712.12'); THENCE RUNNING FROM THE TRUE POINT OF BEGINNING IN A COUNTERCLOCKWISE DIRECTION NORTH

76^{0}47’14" EAST, A DISTANCE OF 1,167.60 FEET TO A PROPOSED NCDOT MONUMENT; THENCE NORTHEASTWARDLY, WITH THE ARC OF A CURVE TO THE LEFT HAVING A RADIUS OF 583.00 FEET, A CENTRAL ANGLE OF 18^{0}49'44", AND A CHORD THAT BEARS NORTH 67^{0}22’22" EAST, A CHORD DISTANCE OF 190.73 FEET TO A NCDOT MONUMENT; THENCE NORTH 57^{0}57'30" EAST, A DISTANCE OF 211.91 FEET TO A PONT; THENCE SOUTH 76^{0}48’02" WEST, A DISTANCE OF 1,383.52 FEET TO AN EXISTING IRON PIPE; THENCE NORTH 07^0 17'20" WEST, A DISTANCE OF 0.09 FEET TO A PONT; THENCE SOUTH 76^{0}47’14" WEST, A DISTANCE OF 65.26 FEET TO A PROPOSED NCDOT MONUMENT; THENCE SOUTH 76^{0}47’14" WEST, A DISTANCE OF 107.56 FEET TO A PROPOSED NCDOT MONUMENT; AND THENCE SOUTH 13^{0}12’46" EAST, A DISTANCE OF 100.00 FEET TO PONT OF BEGINNING; CONTAINING 3.219 ACRES (140,238 SQUARE FEET), MORE OR LESS, AND BEING ALL OF "NEW R/W 1" AS THE SAME IS SHOWN AND MORE PARTICULARLY DESCRIBED ON THAT PLAT ENTITLED "RIGHT-OF-WAY AND EASEMENT PLAT ON THE PROPERTY OF DUKE ENERGY PROGRESS, LLC" DATED AUGUST 5, 2025, PREPARED BY SURVEYING AND MAPPING, LLC, AND WHICH IS RECORDED BOOK OF MAPS 2025, PAGE 1582, WAKE COUNTY REGISTRY.

NEW R/W 2 (In Fee Simple)

BEGINNING AT A POINT ON THE LEFT SIDE OF THE ALIGNMENT, 50 FEET NORMAL TO STATION 33+65.24; SAID POINT BEING SOUTH 01 DEGREES 49 MINUTES 08 SECONDS WEST A DISTANCE OF 99.12 FEET FROM AN EXISTING IRON PIPE, THE POINT OF COMMENCEMENT (HAVING NORTH CAROLINA STATE PLANE COORDINATES OF NORTHING: 690,996.56' EASTING: 2,039,862.22’) (NAD 83 (NSRS 2011)), SAID POINT BEING THE TRUE POINT OF BEGINNING (HAVING NORTH CAROLINA STATE PLANE COORDINATES OF NORTHING: 690,914.48' EASTING: 2,039,859.61’); THENCE RUNNING FROM THE TRUE POINT OF BEGINNING IN A COUNTERCLOCKWISE DIRECTION SOUTH 01^{0}49'08" WEST, A DISTANCE OF 100.22 FEET TO A POINT; THENCE SOUTH 84^{0}23’18" EAST, A DISTANCE OF 322.66 FEET TO A PROPOSED NCDOT MONUMENT; THENCE SOUTHEASTWARDLY, WITH THE ARC OF A CURVE TO THE LEFT HAVING A RADIUS OF 4,820.00 FEET, A CENTRAL ANGLE OF 05^{0}02'07", AND A CHORD THAT BEARS SOUTH 86^{0}54'22" EAST, A CHORD DISTANCE OF 423.46 FEET TO A PROPOSED NCDOT MONUMENT; THENCE SOUTH 89^{0}25'25" EAST, A DISTANCE OF 857.85 FEET TO A POINT; THENCE NORTH 01^0 14'32" EAST, A DISTANCE OF 100.01 FEET TO A POINT; THENCE NORTH 89^{0}25’25" WEST, A DISTANCE OF 859.01 FEET TO A PROPOSED NCDOT MONUMENT; THENCE NORTHWESTWARDLY, WITH THE ARC OF A CURVE TO THE RIGHT HAVING A RADIUS OF 4,720.00 FEET, A CENTRAL ANGLE OF 05^{0}02'07", AND A CHORD THAT BEARS NORTH 86^{0}54'22" WEST, A CHORD DISTANCE OF 414.68 FEET TO A PROPOSED NCDOT MONUMENT; AND THENCE NORTH 84^{0}23’18" WEST, A DISTANCE OF 329.29 FEET TO THE POINT OF BEGINNING; CONTAINING 3.681 ACRES (160,361 SQUARE FEET), MORE OR LESS, AND BEING ALL OF "NEW R/W 2" AS THE SAME IS SHOWN AND MORE PARTICULARLY DESCRIBED ON THAT PLAT ENTITLED "RIGHT-OF-WAY AND EASEMENT PLAT ON THE PROPERTY OF DUKE ENERGY PROGRESS, LLC" DATED AUGUST 5, 2025, PREPARED BY SURVEYING AND MAPPNG, LLC, AND WHICH IS RECORDED IN BOOK OF MAPS 2025, PAGE 1582, WAKE COUNTY REGISTRY.

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243.38 FEET TO A POINT; THENCE SOUTH 01 DEGREES 49 MINUTES 08 SECONDS WEST A DISTANCE OF 100.22 FEET TO THE POINT OF BEGINNING.
CONTAINING 86,618 SQ. FT. OR 1.988 ACRES MORE OR LESS.

SEQIRUS R/W 2- PROPOSED NEW ROW:

BEGINNING AT POINT ON THE RIGHT SIDE OF THE ALIGNMENT, 50 FEET NORMAL TO STATION 49+71.58, SAID POINT BEING SOUTH 01 DEGREES 14 MINUTES 32 SECONDS EAST A DISTANCE OF 622.05 FEET FROM AN EXISTING IRON PIPE, THE POINT OF COMMENCING (HAVING NORTH CAROLINA STATE PLANE COORDINATES OF NORTHING: 691,356.17' EASTING: 2,041,471.13'), SAID POINT OF COMMENCING BEING THE NORTHWESTERN PROPERTY CORNER OF A PARCEL CONVEYED TO SEQIRUS INC IN DEED 16104 PAGE 1384, SAID POINT BEING THE TRUE POINT OF BEGINNING (HAVING NORTH CAROLINA STATE PLANE COORDINATES OF NORTHING: 690,734.28' EASTING: 2,041,457.65'). THENCE RUNNING IN A CLOCKWISE DIRECTION NORTH 01 DEGREES 14 MINUTES 32 SECONDS EAST A DISTANCE OF 100.01 FEET TO A POINT; THENCE SOUTH 89 DEGREES 25 MINUTES 25 SECONDS EAST A DISTANCE OF 281.45 FEET TO A POINT, SAID POINT BEING SOUTH 02 DEGREES 46 MINUTES 46 SECONDS WEST A DISTANCE OF 6.32 FEET FROM AN EXISTING IRON PIPE, SAID IRON PIPE BEING A CORNER OF A PARCEL CONVEYED TO SEQIRUS INC IN DEED 16104 PAGE 1384; THENCE SOUTH 02 DEGREES 46 MINUTES 46 SECONDS WEST A DISTANCE OF 100.07 FEET TO A POINT; THENCE NORTH 89 DEGREES 25 MINUTES 25 SECONDS WEST A DISTANCE OF 278.46 FEET TO THE POINT OF BEGINNING. CONTAINING 28,011 SQ. FT. OR 0.643 ACRES MORE OR LESS.

Adopted this, the 21st day of April, 2026.

ATTEST TO:

Linda C. McKinney Town Clerk

Michael D. Kondratick, Mayor

I, Linda C. McKinney, Town Clerk of the Town of Holly Springs, do hereby certify that the foregoing is a true and accurate copy of an annexation ordinance duly adopted by the Town Council of the Town of Holly Springs, North Carolina, at a meeting held April 21, 2026, at 7 o'clock p.m. at the Town Hall in the Town of Holly Springs.

IN WITNESS WHEREOF, I have here unto set my hand and have caused the official corporate seal of said Town to be affixed, this the 21st day of April, 2026.

Linda C. McKinney Town Clerk

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 23.

New Business
Title: e-Bike Safety Ordinance Changes
Strategic Priority Area: Community Safety
Staff Resource: Paul Liquorie, Police Chief

Action(s):
Adopt Ordinance 26-06 regarding the safe use of e-bikes.

Explanation:

- An amendment to the Holly Springs Town Code is recommended to help address the proliferation of electric-assisted conveyances, including electric personal conveyance vehicles, e-scooters, e-bikes, and e-motos and the increasing number of careless and reckless driving incidents by some riders observed throughout Town.
- The Town's Emergency Communications Center (ECC) is receiving an increasing number of calls and police officers are observing more unregistered e-motos operated by unlicensed pre-teen and teenage drivers speeding, impeding traffic, driving in-between lanes of traffic and performing stunts such as "wheelies" while on the roadway with cars, trucks and other larger vehicles. Residents also report discourteous and unsafe behavior by young e-bike and e-moto operators at Town parks, negatively affecting the quality of life for others. In addition, there have been calls for service for an e-moto passenger falling off the bike into the roadway and at least two collisions between an e-bike and e-moto and other vehicles.
- Staff has engaged with a number of community organizations to gather their feedback, including the Parks & Recreation Advisory Committee (PRAC), Teen Recreation Advisory Committee (TRAC), and school groups. These organizations, along with residents, have shared a growing number of e-bike and e-moto operators driving in an unsafe manner, without due regard to pedestrians on sidewalks, side paths and greenways, in addition to conflicts with motor vehicles on the roadways.
- Staff has evaluated various ordinances from across the country and North Carolina and have worked with the Town Attorney to draft revised legislation that acknowledges the community’s desire to take advantage of these new technologies recreationally and incorporate their full potential into the Town’s transportation planning and development, while addressing unsafe and illegal uses of personal electric conveyances that are dangerous and hamper the quality of life in the community.
- Proposed changes to the Town's ordinance include:
    - affirming pedestrians' right of way on sidewalks, side paths, and greenways
    - ensuring passing electric assisted devices give audible notice when overtaking pedestrians and slower vehicles
    - adopting definitions of electric assisted devices and restrictions consistent with State law
    - imposing fines for repeated violations of General Statutes and Town ordinances

    - allows for the impoundment of unlawful uses of e-motos and e-bikes and personal conveyance vehicles by Town police officers.
- The recommended effective date of the proposed ordinance revisions is June 1, 2026.
- Staff is developing a strategic communications plan to address this issue that includes:
    - an online parent resource guide
    - social media posts designed to educate the Town's youth
    - Pop-up and planned special event community engagement activities are planned for in-person information sessions.

Background:

- Currently, Town ordinances do not allow for any motorized vehicles on greenways, side paths, and park property.
- The Council has expressed, and Town staff recognize, the growing use of electric-assisted devices, in particular e-bikes, and want to encourage the safe and courteous use of these forms of transportation to travel throughout Town and to help ease motor vehicle congestion on our roadways.
- However, there also has been an increase in dangerous and unlawful uses, primarily by pre-teen and teenage operators. These careless and sometimes reckless uses of more powerful e-motos are occurring on roadways, conflicting with other motor vehicles and impeding traffic and in parks negatively affecting the ability of others to enjoy the amenities and open community spaces.
- During the 2026 Council Retreat, staff were given direction to modify and/or draft ordinances allowing for the proper use of electric-assisted conveyances on greenways and other park property, while addressing the illegal and dangerous behaviors associated with some young operators.

Funding Source(s):

N/A

Attachment(s):

1. Ordinance 26-06

Ordinance No. 26-06
Date Submitted: April 21, 2026
Date Adopted: April 21, 2026

AN ORDINANCE TO AMEND THE TOWN CODE OF THE TOWN OF HOLLY SPRINGS, N.C. TO AMEND CHAPTER TWELVE, ARTICLE VII, DIVISION III, SECTION 516

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

Part 1: Amending Section 516 as follows, with additions indicated with underline, and deletions indicated with ~~strikethrough~~:

Sec. 12-516. - Operation of unlicensed ~~motorized~~ motor vehicles prohibited.

For purposes of this section, motor vehicles have the same meaning as defined in N.C.G.S. 20-4.01(23). It shall be unlawful to operate a ~~motorized~~ motor vehicle on the town streets, Town property, or thoroughfares unless said vehicle is a properly licensed motor vehicle. The use of go-carts in any area other than private property~~, scooters, and golfcarts, except to the extent that they are crossing the street at an intersection marked for golf crossings,~~ is hereby prohibited. Violation of this section shall be either in the form of a civil penalty or a misdemeanor and vehicles in violation will be issued a citation and/or may be towed and impounded at ~~vehicle~~ the owner's expense~~.~~

Sec. 12-516.1 REGULATION OF BICYCLES, E-BIKES, AND PERSONAL CONVEYANCE VEHICLES

(a) Definitions - For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.
(1) BICYCLE. A bicycle is a device that is human powered, propelled solely by pedals, operated by one or more persons, and having two or more wheels, except children's tricycles.
(2) ELECTRIC-ASSIST BICYCLES AND BICYCLES WITH HELPER MOTORS ("E-BIKES"). Low speed electrically assisted bicycles with two or three wheels, each having pedals which allow the rider to propel the vehicle without motor assistance, and an electric motor of no more than 750 watts, or one horsepower, and a top motor-powered speed of no more than 20 miles an hour when operated by a rider on a paved level surface, and that operate in a manner such that the electric motor disengages or ceases to function when the brakes are applied or the rider stops pedaling.
(3) PERSONAL CONVEYANCE VEHICLE ("PCV"). A device that is designed to be ridden by the user and is human powered or powered by an electric motor that is capable of

propelling the device with or without human propulsion at a speed no greater than 20 miles per hour. Examples of PCVs include but are not limited to, scooters, skateboards, hoverboards, etc. This term shall not include a device which is designed for and intended to be used as a means of transportation for a person with a mobility impairment, or who uses the device for mobility enhancement, is suitable for use both inside and outside a building, including on sidewalks, and is limited by design to 15 miles per hour when the device is being operated by a person with a mobility impairment, or who uses the device for mobility enhancement.

(4) Moped. As defined in N.C.G.S. 20-4.01 (27) (j), which for purpose of clarity is a motorized (either electric or gasoline) two or three wheeled device with no external shifter that is designed to propel the rider more than 20 miles per hour but less than 30 miles per hour, by design. Mopeds may not be operated by anyone under 16 years of age and must be registered and insured, pursuant to state law.

(5) Motorcycle. As defined in N.C.G.S. 20-4.01(27)(h), which for purpose of clarity is a motorized (either electric or gasoline) two or three wheeled device other than an E-Bike or Moped. Motorcycles must be driven by licensed and insured operators who have properly obtained a motorcycle endorsement on their license, pursuant to state law.

(6) Vehicle. As defined in N.C.G.S. 20-4.01(49), which for purpose of clarity includes any device designed for the purpose of carrying any person or property, including bicycles, electric assisted bicycles, and mopeds, however which does not include a device required by a person with a mobility impairment operating such device under 15 miles per hour.

(b) Mopeds, Motorcycles, and Golf Carts (as defined by Ordinance 12-600(1)) may not be operated on any town greenway, sidewalk, multiuse path, sidepath, walkway, or any other area designed and used for pedestrian activity.

(c) Bicycles, E-Bikes, PCVs, and mobility impairment assisting devices may be operated on town greenways, sidewalks, multiuse paths, sidepaths, walkways, or other areas designed as used for pedestrian use, unless a duly erected sign indicates otherwise, subject to the following restrictions: Operators shall at all times yield to pedestrians and shall not pass or overtake pedestrians at an unreasonable speed. Operators traveling in the same direction as pedestrians must announce their presence by stating “on your left” and pass to the left of pedestrians, if safe to do so.

(d) No person may operate a vehicle on any area owned or controlled by the Town that is not a greenway, sidewalk, multiuse path, sidepath, walkways, parking area, or other areas that are not intended for egress or ingress, such as public park areas, common spaces, ball fields, picnic areas, play areas, or any other similar area

(e) No person who is an owner of a Mopeds or Motorcycles shall allow violations of this ordinance or any provision of state law such as allowing use by anyone under 16 in the case of a moped, or allowing unlicensed or unendorsed riders in the event of a motorcycle.

(f) Penalties:

(1) Impoundment: The Town Manager, his designee or any law enforcement officer of the Town may impound any bicycle, E-bike, PCV, moped, motorcycle or other Vehicle operated in violation of the provisions of this ordinance, retain possession of the same until ownership is established, issue a civil penalty in accordance with Ordinance 12-81 (except the fine amount shall be according to this subjection) and shall be subject to forfeiture of the vehicle if ownership is not established and civil citations are not paid within 90 days of issuance; provided that nothing herein contained shall be construed to limit the authority of law enforcement officers to take into custody any bicycle, E-bike, PCV or Vehicle believed to be stolen.

(2) In addition to impoundment, owners who knowingly operate or allow to be operated a Bicycle, E-Bike, PVC, Moped, Motorcycle or Vehicle in violation of this chapter will be subject to civil citations as follows:

a. ~~.~~ Written Warning for first offense cited under this Chapter.
b. $250 for second offense cited under this Chapter.
c. $500 for a third and subsequent offenses cited under this Chapter.

(3) Owners who knowingly operate or allow to be operated a Moped, Motorcycle or Vehicle upon the roadways of the Town in violations of state law requiring proof of financial responsibility (N.C.G.S. 20-313) shall be guilty of a class 3 misdemeanor, subject to impoundment and forfeiture as set forth herein, and also guilty of any other applicable state law.

(4) Owners who knowingly operate or allow to be operated a Moped, Motorcycle or Vehicle upon the roadways of the Town in violations of state laws requiring proper registration of the Vehicle (N.C.G.S. 20-111) shall be guilty of a class 3 misdemeanor and also guilty of any other applicable state law, and subject to impoundment and forfeiture herein.

(5) It shall be unlawful for any person to cause or knowingly permit any minor under the age of 16 years to drive a motor vehicle upon a highway as an operator, unless such minor shall have first obtained a license to so drive a motor vehicle under the provisions of state law shall be guilty of a class 3 misdemeanor, subject to impoundment and forfeiture of the vehicle, and also guilty of any other applicable state law.

Part 2: Amending Section 10-6 as follows, with additions indicated with underline, and deletions indicated with ~~strikethrough~~:

Sec. 10-6. - Vehicles and motorized wheeled devices.

(a) Except as provided in Ordinance 12-516, ~~No~~ no person shall ride or drive any motor vehicle, golf cart, motorcycle, electric scooter, E-bike, ~~motor-driven cycle~~moped, PCV, go-cart, or any other form of ~~off-highway,~~ motor-driven vehicle upon any park land except upon the roads or on areas which are designed and provided for such purposes. This shall not include the operation of mobility assisted devices such as electric wheel chairs or motor vehicles engaged in property maintenance or in other services authorized by the town. All ordinances regarding operation of a motor vehicle upon public streets or highways apply to operation

upon streets within park land: Speed limits within all park lands shall be 15 miles per hour unless otherwise posted. There shall be no parking at any time except in designated areas as provided for in section 12-513.

(b) No bicycles , skateboards or rollerblades are to be ridden in areas that have been posted by signs or other duly enacted Parks and Recreation regulation that expressly prohibit such.

Part 3. This ordinance shall be effective as of June 1, 2026.

Adopted this, the 21st day of April 2026.

Town of Holly Springs by

_____
Mike Kondratick, Mayor

ATTEST:

_____
Linda McKinney, Town Clerk

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 24.

New Business
Title: Womble Park Basketball Courts and Dugouts Design-Build Services Contract (2023 Parks Bond)
Strategic Priority Area: Vibrant Community
Staff Resource: Chelsea Davis, Utilities and Infrastructure, Adam Huffman, Parks & Recreation

Action(s):

- Authorize the Town Manager to enter into a contract with Muter Construction for the Womble Park Basketball Courts and Dugouts Design-Build Services (Phase 1 - Design/Pre-Construction) in the amount of $319,625.
- Authorize the Town Manager to negotiate, sign, and execute any other required agreements, amendments, or change orders necessary for the design and pre-reconstruction services associated with the Womble Park Courts and Dugouts project, consistent with Council authorization and scope, and within the approved funding.

Explanation:

- The addition of new basketball courts and the replacement of the player dugouts at Womble Park were identified as priority projects from the voter-approved 2023 parks and recreation bond.
- The closed-off, concrete-style dugouts will be replaced with open-air, modern structures for improved visibility and safety.
- The Town's park amenity inventory is below standard for outdoor basketball courts, and this project will help close that service gap.
- Womble Park Courts and Dugouts scope includes the following:
    - Design and construct two new outdoor asphalt basketball courts, including fences, benches, lighting, and ADA-compliant walkways to the parking area.
    - The removal and replacement of eight (8) concrete-walled baseball dugouts with new aluminum chain-link dugout structures and separate storage areas.
- The town is utilizing design-build project delivery method for this project. Design-build is a project delivery method where the Town hires one team, typically a contractor partnered with a designer to handle both the design and construction of a project. The delivery method allows the town to streamline delivery, reduce risk, and accelerate construction for projects that are relatively straightforward but still benefit from tight coordination, like new basketball courts and replacement dugouts.
- The actions taken to date include:
    - Design-build team selection (complete)
    - Receive a not-to-exceed project budget ($1,075,000) with appropriate contingencies and allowances (complete)
- Future actions to take place include:

- Authorize the execution of Phase 1 services (design/pre-construction) contract (Town Council Vote 04-21-26)
- Complete pre-construction design and provide the town with a Cost of Work
- Early procurement of materials (mitigating supply chain delays)
- Execution of Phase 2 Construction service contract (Future Town Council Review)
- Construction and inspection services anticipated early 2027

Background:

- Design-Build Team Selection
  - Statements of Qualification were received for design-build services for the Womble Park Courts and Dugouts project on 2/16/26.
  - The selection committee reviewed and ranked the qualification statements based on the qualification criteria. The selection committee met and finalized its selection on 2/25/26.
  - The selected firm (Muter Construction) was notified of its selection, and a scope-and-fee proposal for Phase 1 — Design/Pre-Construction was provided for the amount of $319,625, including bonding, insurance, and contingency amounts. The Phase 1 cost was based on a preliminary Cost of Work for Phase 2—Construction and a not-to-exceed project budget amount of $1,075,000. The Phase 2 contract amendment approval will be submitted at a future Council meeting for Town Council review and approval consideration following submittal of construction drawings.

Funding Source(s):

Community Investment Plan — Parks and Recreation General Obligation Bond

Attachment(s):

1. Womble Park Courts and Dugouts Design Phase Proposal
2. RFQ#26-24008 Design Build Womble Park Courts and Dugouts + Detailed Scope & Existing Conditions

MUTER CONSTRUCTION

CERTIFIED CHC AMERICAN HOSPITAL ASSOCIATION

111 East Vance Street
Zebulon, North Carolina 27597
919-404-8330 phone
www.muterconstruction.com
NC General Contractors No. 73095

3/16/2026

Chelsea Davis
Project Engineer
Town of Holly Springs
128 S. Main St.
Holly Springs, NC 27540

RE: Town of Holly Springs Design Build for Womble Park Courts and Dugouts

Dear Ms. Davis,

We are pleased to submit this proposal for the design phase of the subject project for the amount of $319,625.00 as outlined in the attached cost proposal. Muter Construction shall conduct the work outlined in the proposal in an open book method with the Town of Holly Springs to maximize scope within the budgetary constraints. The design-phase proposal is based on the cost of work totaling $750,000. Assumed scope of work included in this contract is as follows:

- Preconstruction services to include cost estimates, design and constructability reviews.
- Design and construct two new outdoor asphalt basketball courts, including fences, benches, lighting, and ADA compliant walkways to the parking area
- The removal and replacement of eight (8) concrete-walled baseball dugouts with new modern aluminum chain-link dugout structures and separate storage areas.
- Coordinate with delegated-design sports lighting at the Basketball Courts
- Only a CD submittal will be developed.
- Submission of documents to the Town of Holly Springs for review and approval.
- Making presentations to commissioners or other public boards is not included.
- Services not included in this proposal:
    - Construction testing
    - Hazardous materials testing or abatement
    - Surveys
    - Geotechnical engineering reports
    - Commissioning
    - Acoustical design
    - Lightning protection

We appreciate this opportunity to work with the Town of Holly Springs. Should you have any questions, please do not hesitate to contact me.

Very truly yours,

Ryan Strickland

Project name	**Town of Holly Springs Womble Park Courts and Dugouts**
Document	**Womble Park Courts and Dugouts Design Phase Estimate**
Estimator	Ryan Strickland
Project	**Design/Build**

Estimate Totals

Description	Amount	Totals	Rate
Cost of Work	750,000		
	750,000	**750,000**	
Design Fees	89,000		
DB General Conditions	75,000		10.000 %
DB Insurances	11,250		1.500 %
DB P&P Bond	9,375		1.250 %
DB Overhead	30,000		4.000 %
DB Fee	60,000		8.000 %
Owner Contingency	22,500		3.000 %
DB Contingency	22,500		3.000 %
	319,625	**1,069,625**	
Total		***1,069,625***	

Town of Holly Springs, North Carolina

REQUEST FOR QUALIFICATIONS
RFQ 26-24008 Design Build for Womble Park Courts and Dugouts
Issue Date: January 15, 2026
Due Date: February 16, 2026, at 2:00 PM

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1 PURPOSE

The Town of Holly Springs ("the Town") is requesting qualifications from licensed design-build contractors for improvements at the Town of Holly Springs Parrish Womble Park. The scope of the desired park improvements includes the addition of two new regulation-sized basketball courts with amenities and the replacement of eight baseball dugouts.

Project site:
Parrish Womble Park is located at 300 Stinson Avenue in Holly Springs, North Carolina, adjacent to the Hunt Recreation Center. The park can be accessed from both Stinson Avenue to the north and Grigsby Avenue to the south. Current amenities of the 46-acre park include two synthetic turf soccer fields, tennis and pickleballs courts, picnic shelters, four lighted baseball/softball fields, playground, amphitheater band shell, greenway trails, horseshoe pits, and sand volleyball courts, and a concession and picnic area.

Project budget:
The total project budget not to exceed is $1,075,000; inclusive of all costs associated with the design, construction, and installation.

Project schedule:

DATE (*All dates are estimated*)	**EVENT**
March/April 2026	Contract with selected team
June/July 2026	100% Design and Submittals
July 2026	Project Construction Start
August 2026	Dugouts Replacement Complete prior to Fall Season
October 2026	Project Substantial Completion/Punchlist Inspection
November/December 2026	Project Closeout and start of warranty period

Project goal:
The Town has a 10% M/W/SBE participation goal for this project.

2 PROJECT SCOPE

The design-build team must be properly licensed in NC and qualified to perform the work outlined in this solicitation and shall provide complete design, construction drawings for permit & construction, labor, materials, transportation, equipment, and all other items necessary to complete the project. The firm selected is expected to adhere to all federal, state, and local requirements. Major components include:

- Design and construct two new outdoor asphalt basketball courts, including fences, benches, lighting, and ADA compliant walkways to the parking area.
- Plan and perform the removal and replacement of eight (8) concrete-walled baseball dugouts with new modern aluminum chain-link dugout structures and separate storage areas.

The scope of work to include, but is not limited to:

1. Coordination and Project Administration
   - Conduct an initial scoping meeting with Town representatives to finalize the project scope, operational requirements, and confirm standards for construction.
   - Provide project management through the design and construction phases, including regular progress meetings at agreed intervals.
   - Coordination with utilities for relocation, if applicable.
   - Potential coordination with third-party design team for nearby stormwater projects.
2. Survey, Design, and Permitting
   - Complete initial survey to document existing conditions.
   - Develop design concepts and construction documentation for new basketball courts and amenities, submitting plan drawings for Town review at 30%, 90%, and 100%. Further description of new basketball courts and amenities scope details can be found in Appendix A with site layout and existing conditions found in Appendix B.
   - Regular updates on construction timeline and estimates during design development with consideration to the approved project budget and schedule.
   - Develop a demolition and installation phasing plan for the dugouts for town approval. More information on scope details in Appendix A and on existing site conditions of baseball field dugouts in Appendix B.
   - Develop traffic control plan identifying access to site, laydown area(s), and staging of equipment.
   - Prepare and submit for all required permits as needed.
   - Provide submittals for approval before purchasing for products such as lighting, benches, fencing, court sealants and markings, ADA ramp dome mats, dugout structures, etc.
3. Site Work & Construction
   - Perform construction administration and quality assurance during construction.
   - Stakeholder engagement and communication including regular progress meetings with minimum bi-weekly updates to construction schedule.
   - Construct basketball courts per approved design.
   - Install connecting walkways and modify existing parking area for accessibility.
   - Demolish, remove, and properly dispose of eight concrete dugouts.
   - Install eight new dugouts and separate storage areas.
4. Project Closeout and Warranty
   - Schedule and perform punchlist/warranty inspection with town staff upon issuance of Certificate of Substantial Completion.
   - Preparation and submittal of record drawings and closeout documents to include as-builts, warranties, material/test reports, and operations manuals.
   - Conduct an inspection of the project 30 days prior to one-year warranty expiration.

3 RESPONSE INSTRUCTIONS

3.1 Format

Responses shall be submitted in a single, digital PDF file and contain the content described below. The file should include the cover letter, resumes or licenses/certifications. Please use size 11 point or larger font for readability.

Content

Responses must satisfy the criteria outlined below to be responsive to this solicitation. **No work product, design, or costs/fees specific to this project may be submitted. Failure to meet the requirements listed in this section may deem the submission as non-responsive and removed from consideration.**

3.2 Cover Letter

- Provide the legal name, address, and telephone number of the firm along with the designated contact's name, title, email address, and telephone number. Include a statement attesting to the response's accuracy and signed by an individual authorized to execute binding legal documents for the firm. Clearly communicate understanding of the scope and a brief description of your approach to perform the requested services.

3.3 Basic Qualifications

- Qualified firms must demonstrate a minimum of 5 years' experience in the design and construction of outdoor courts and park amenities. Prior experience with county or municipality park projects preferred.
- Provide the firm's history and experience with sports courts and other park amenity projects in the last 5 years, to include:
    - Profiles of projects similar to the proposed project that your firm has completed within the past 5 years. Emphasize turn-key projects managed by the key personnel you're proposing for this project and demonstrate the firm's knowledge/experience coordinating with the design team. Links to examples may be provided, if available.
    - Include at least 2 customer references for each project including contact name, firm, phone number, and email. The evaluation team reserves the right to contact any or all listed references, and to contact other public entities regarding past performances on similar projects.
    - Include the total amount invoiced for each listed project, the length of the project, and list of personnel involved in the project who are also proposed for the subject project.

3.4 Staff Qualifications

- Provide an overview of the qualifications of the project manager(s) and key staff proposed for this project
    - Provide staff member's resumé, certification, and any applicable supporting documentation
    - Describe who will perform the various tasks, their level of involvement and responsibilities, and their qualifications for this specific project
    - Include resumés of individuals and relevant licensure/certifications, where applicable
    - Indicate the location of the office that agent(s) will work out of while services will be performed
- Identify subcontractors, to include all information above, if any. Prime contractors are encouraged to take affirmative steps to maximize M/W/SBE participation in this project.

3.5 Project Approach

- Provide a detailed description of your firm's approach to the project that demonstrates understanding of the intent, objectives, and overall approach to the project to deliver services in an effective, timely, and professional manner.
- Include an estimated project timeline with a description of each task and deliverable.
- Outline communication and progress meeting expectations.

3.6 Project Team Selection Explanation

- Submit an explanation of your project team selection per either Option A or Option B below. If the firm is not self-performing the design work, respondents are required to certify in their response that the design professional(s) selected for the design-build team, including subconsultants, were selected based on demonstrated competence and qualifications per G.S. 143-64-31. License information to be provided for all contractors and design professionals listed on the project team.

    Option A: Submit a list of the licensed contractors, licensed subcontractors, and design professionals whom the design-builder proposes to use for the project's design and construction. If this project team selection option is used, the design-builder may self-perform some or all of the work with employees of the design-builder and, without bidding, also enter into negotiated subcontracts to perform some or all of the work with subcontractors, including, but not

exclusively with, those identified in the list. In submitting its list, the design-builder may, but is not required to, include one or more unlicensed subcontractors the design-builder proposes to use. If this project team selection option is used, the design-builder may, at its election and with or without the use of negotiated subcontracts, accept bids for the selection of one or more of its first-tier subcontractors.

Option B: A list of the licensed contractors and design professionals whom the design-builder proposes to use for the project's design and construction and an outline of the strategy the design-builder plans to use for open subcontractor selection based upon the provisions of Article 8 of Chapter 143 of the General Statutes. If this project team selection option is used, the design-builder may also self-perform some of the work with employees of the design-builder but shall not enter into negotiated contracts with first-tier subcontractors.

3.7 Formal M/W/SBE Required Forms

The documentation required per this section is dependent upon the contractor's intent to perform the work with their own workforce or subcontracting out portions of the work. Please review and complete the applicable forms, as outlined below.

- Submit "Affidavit B – Intent to Perform with Own Workforce" (if no subcontracting)

-OR-

- Submit "Affidavit A – Good Faith Efforts" and;
- Submit Form 1: "Identification of Minority Business Participation"

FORM 1 **Identification of Minority Business Participation**

I, _____
(Name of Bidder)

do hereby certify that on this project, we will use the following minority business enterprises as construction subcontractors, vendors, suppliers or providers of professional services.

Firm Name, Address and Phone #	Work Type	*Minority Category

***Minority categories: Black, African American (B), Hispanic (R), Asian American (A). American Indian (I), Female (F), Socially and Economically Disadvantaged (D)**

The total value of minority business contracting will be ($) _____.

AFFIDAVIT A

Town of Holly Springs **Good Faith Efforts**

County of _____

Affidavit of _____
(Name of Bidder)

I have made a good faith effort to comply under the following areas checked:
A minimum of 50 points is required to have achieved a "good faith effort."
(Y/N)

_____ (1) Contacting minority businesses that reasonably could have been expected to submit a quote and that were known to the contractor or available on State or local government-maintained lists at least 10 days before the bid or proposal date and notifying them of the nature and scope of the work to be performed. Value = 10 points

_____ (2) Making the construction plans, specifications, and requirements available for review by prospective minority businesses or providing these documents to them at least 10 days before the bid or proposals are due. Value = 10 points

_____ (3) Breaking down or combining elements of work into economically feasible units to facilitate minority participation. Value = 10 points

_____ (4) Working with minority trade, community, or contractor organizations identified by the Office of Historically Underutilized Businesses and included in the bid documents that provide assistance in recruitment of minority businesses. Value = 10 points.

_____ (5) Attending any pre-bid meetings scheduled by the public owner. Value = 10 points.

_____ (6) Providing assistance in getting required bonding or insurance or providing alternatives to bonding or insurance for subcontractors. Value = 20 points.

_____ (7) Negotiating in good faith with interested minority businesses and not rejecting them as unqualified without sound reasons based on their capabilities. Any rejection of minority business based on lack of qualification should have the reasons documented writing. Value = 15 points.

_____ (8) Providing assistance to an otherwise qualified minority business in need of equipment, loan capital, lines of credit, or joint pay agreements to secure loans, supplies, or letters of credit, including waiving credit that is ordinarily is required. Assisting minority businesses in obtaining the same unit pricing with the bidder's suppliers in order to help minority businesses in establishing credit. Value = 25 points.

_____ (9) Negotiating joint venture and partnership arrangements with minority businesses in order to increase opportunities for minority business participation on a public construction or repair project when possible. Value = 20 points.

_____ (10) Providing quick pay agreements and policies to enable minority contractors and suppliers to meet cash-flow demands. Value = 20 points.

In accordance with GS 143-128.2(d) the undersigned will enter into a formal agreement with the firms listed in the Identification of Minority Business Participation form conditional upon execution of a contract with the Town of Holly Springs. Failure to abide by this statutory provision will constitute a breach of the contract.

The undersigned hereby certifies that he or she has read the terms of the minority business commitment and is authorized to bind the bidder to the commitment herein set forth.

Date: _____ Name of Authorized Officer: _____

Signature: _____

Title: _____

Seal

State of North Carolina, County of _____
Subscribed and sworn to before me this _____day of _____20____
Notary Public _____
My commission expires _____

AFFIDAVIT B

Town of Holly Springs **Intent to Perform Contract with Own Workforce**

County of _____

Affidavit of _____
(Name of Bidder)

I hereby certify that it is our intent to perform 100% of the work required for the following contract:

_____
(Name of Project)

In making this certification, the Bidder states that the Bidder does not customarily subcontract elements of this project type and normally performs, has the capability to perform, and will perform all elements of the work on this project with his/her own current work forces; and

The Bidder agrees to provide any additional information or documentation requested by the owner in support of the above statement.

The undersigned hereby certifies that he or she has read this certification and is authorized to bind the Bidder to the commitments contained herein.

Date: _____ Name of Authorized Officer: _____

Signature: _____

Title: _____

Seal

State of North Carolina, County of _____
Subscribed and sworn to before me this _____day of _____20____
Notary Public _____
My commission expires _____

3.8 Submission

Responses to this solicitation shall be submitted via email to the contact identified below and by the response due date and time identified in the Procurement Process Schedule located in Section 4.1. Please reference the solicitation name and number in the email's subject line.

Brettany DeVolld, Purchasing Manager
RFQ #: 26-24008 DESIGN BUILD FOR WOMBLE PARK COURTS AND DUGOUTS
brettany.devolld@hollyspringsnc.gov

Responses received after the deadline will not be considered. Upon receipt, all responses and supporting materials become property of the Town and are subject to public record laws. Apart from response submissions, respondents should refrain from contacting Town staff prior to the response deadline.

4 PROCUREMENT PROCESS

4.1 Schedule

The following table shows the schedule of events for the conduct of this solicitation. Details for some of the events are described in subsequent sections.

DATE / TIME	EVENT
January 15, 2026	Issuance of RFQ by the Town.
January 30, 2026 by 4:00 p.m.	Deadline for respondents to submit written questions.
February 9, 2026 by 4:00 p.m.	Deadline for Town's answers to question submissions.
February 16, 2026 by 2:00 p.m.	Responses due from respondents.
On or after February 16, 2026	Evaluation begins and contract negotiation(s) will follow
March 17, 2026	Town Council Approval (anticipated)

4.2 Questions

Respondents shall submit all questions, in writing, to the contacts' e-mail address listed below. Questions submitted via telephone will not be answered. When submitting questions, please refer to the solicitation name and number, as well as the page and section, if applicable. Question submissions are due by the date and time listed in the Procurement Process Schedule located in Section 4.1. Questions submitted after the deadline do not require a response, though the Town will make reasonable efforts to provide clarification before the response deadline, if able.

Subject Line: "RFQ #26-24008 Design Build for Womble Park Courts and Dugouts Questions"

Question Contact Information:

Chelsea Davis, Project Engineer
chelsea.davis@hollyspringsnc.gov

Thomas Gull, Park and Greenway Planner
thomas.gull@hollyspringsnc.gov

4.3 Responses to Questions & Addenda

Responses to question submissions and addenda (if applicable) will be posted on the Department of Administration's Electronic Vendor Portal (eVP) under the referenced solicitation number/project, as well as the Town of Holly Springs website at the following hyperlink: https://www.hollyspringsnc.gov/2456/Bids-Requests-for-Proposals. It is suggested that you sign up for email updates at the bottom of this page to ensure you receive all relevant information, as it is posted. It is the respondent's responsibility to ensure they have received, reviewed, and understand all posted addenda. Bidders are required to certify all Addenda were received in their bid submission.

4.4 Evaluation Criteria

The Town will evaluate respondents' qualifications based on the following criteria and weighted values, maximum score of 100 points:

- Experience and qualifications relevant to key personnel and/or sub-contractors (25 points)
- Level of experience with similar projects (25 points)
- Detail explanation on project/construction approach (25 points)
- Reference information and results from prior related work (15 points)
- Ability to meet schedule; detailed and efficient schedules receive higher scores (5 points)
- Quality, clarity, and completeness of submittal package (5 points)

4.5 Selection

Firms will be selected on the basis of demonstrated competence and qualification for the services required and in accordance with Chapter 143, Article 3D of the North Carolina General Statutes. The Town encourages minority firm participation. A resident firm, defined as a firm that has paid unemployment taxes or income taxes and whose principal place of business is located in the state of North Carolina, shall be granted a preference over a nonresident firm. No project-specific work product, design, or costs/fees, with the exception of unit price information, will be considered as part of the selection process.

Post-selection, contract negotiations for the services at a fair and reasonable fee with the best qualified firm will occur. If a contract cannot be negotiated with the best qualified firm, negotiations with that firm shall be terminated and initiated with the next best-qualified firm.

4.6 Contract and Award

Upon completion of response evaluations, if the Town has determined a suitable candidate, a contract will then be negotiated, for a fair and reasonable fee, with the most qualified firm. If a contract cannot be negotiated with the most qualified firm, negotiations with that firm shall be terminated and initiated with the next best qualified firm. All respondents will be notified of the contract award decision via email.

Bonding: A performance and payment bond is required for projects costing $300,000 or more per Chapter 44A, Article 3 of NCGS.

Key Personnel Change Approval: The awarded contractor shall obtain written approval from the Town prior to changing any members of the project team provided in response to this solicitation.

5 TOWN OF HOLLY SPRINGS MINORITY BUSINESS PARTICIPATION OUTREACH PLAN

Holly Springs, N.C.	**P-036** **Minority Business Participation Outreach Plan**	
	Prepared By:	**John Schifano**
	Department:	**Town Attorney**
Policy & Procedure Statements of the Holly Springs Town Council	Date Approved by Board:	**Sept. 15, 2009**
	Effective Date:	**Sept. 15, 2009**
	Supersedes Old #:	**N/A**
	Old Effective Date:	**N/A**

I. Goal:

The goal of the Town of Holly Springs in adopting its plan for expansion of participation by Minority Businesses is to provide minority businesses as defined in GS 143-128.2(g), equal access and opportunity to participate fully in all aspects of construction projects. It is the policy of the State of North Carolina and the Town of Holly Springs to encourage all those associated with the construction projects to commit to this goal through a good faith effort.

II. Statement of Policy:

It is the policy of the Town of Holly Springs to award public building contracts, including those awarded under G.S. 143-128.1, 143-129, and 143-131, without regard to race, religion, color, creed, national origin, sex, age, or handicapping condition, as defined in G.S. 168A-3.

III. Plan Objectives and Applicability:

The Town of Holly Springs's Minority Business Participation Outreach Plan is developed to comply with State Law 2001-496 (Senate Bill 914, signed December 2001, and effective January 1, 2002, as subsequently amended).

This plan has further been developed to assist the Town of Holly Springs in reaching its verifiable percentage goal of ten percent (10%) minority business participation in all construction contracts, originally adopted by resolution September 15, 2009.

It is not the intent of this plan to require the Town of Holly Springs to take additional steps beyond those required by G.S. 143-128.2. Rather, it is the intent of this plan to establish the procedures that the Town of Holly Springs will use to comply with G.S. 143-128.2. This plan establishes the good faith efforts that the Town of Holly Springs will take to meet the plan objectives and accomplish the plan goal.

This plan applies only to projects required to have a verifiable percentage goal as stipulated under G.S 143-128.2. It will remain in this form unless modifications are necessary to further comply with any applicable change in construction procurement rules or regulations.

IV. Plan Administration:

The Town Manager, or his designee, will cause this policy to be implemented and will be responsible for all activities contained in this document.

In addition, the Town Manager, or his designee, will be responsible for the following:

1. Promote the Town's commitment to utilization of minority businesses within the organization as well as externally to the prospective bidders and contractors.

2. Participate in training seminars for the purpose of informing potential bidders, proposers, or vendors of the Minority Business Participation Outreach Plan and business opportunities available.

3. Assure that projects are reviewed by appropriate staff to determine the possibility of subdividing the work among multiple contractors. Requests for bids may be subdivided to encourage minority business participation.

4. Assist the design team in developing methods for structuring bids, proposals, specifications, and plans so as not to unreasonably prejudice or limit minority business participation.

5. Use the NC Department of Administration's HUB Office, local municipal MWBE/HUB offices, community and contractor groups and any other MWBE/HUB offices that provide assistance in the recruitment of minority businesses.

6. Become knowledgeable of minority businesses that are potential contractors and include those minority businesses on the solicitation lists.

7. Ensure that minority business participation goals and "Good Faith Effort" requirements are included in requests for bid/proposals and are discussed during pre- bid/proposal conferences.

8. Attend proposal (designer, construction manager, etc.) interviews to discuss plans to meet minority business participation goals and utilization of minority businesses.

9. Assist minority businesses in obtaining adequate information about plans, specifications, and construction requirements.

10. Conduct debriefing sessions, when requested, on awarded contracts, to explain why bids/proposals by minority businesses may have been unsuccessful.

11. Maintain records sufficient for verification of steps taken and evaluate efforts to increase minority business participation.

12. Maintain a file of successful bid/proposal documents and permit minority businesses to review and evaluate these documents.

13. Monitor minority business utilization throughout the duration of construction.

V. Good Faith Efforts:

1. The Town of Holly Springs establishes these procedures as the "Minority Business Participation Outreach Plan" as required by G.S. 143-128.

   a. The town of Holly Springs, its employees and their consultants will take whatever measures it deems appropriate to encourage the education, recruitment and interaction between minority business entities, non-minority business entities and the Town.

   b. The town of Holly Springs will make efforts to require bidders and contractors to undertake the good faith efforts established in G.S. 143-128.2.

2. The Town of Holly Springs will schedule and hold a pre-bid conference for potential bidders and interested historically underutilized business (HUB) subcontractors.

   a. At this pre-bid meeting, the Town of Holly Springs will furnish upon request a copy of the Town's solicitation list of HUB subcontractors.

3. The Town of Holly Springs will establish a solicitation list of HUBS.

   a. The Town of Holly Springs will research the HUB web site periodically and record all HUBs who have registered on the site, in the general geographic area of the Town.

b. Periodically, the Town of Holly Springs will research the Federal web sites that also list HUBs and record those HUBs who have registered on the site, in the general area of the Town.

c. The Town of Holly Springs will also record HUBs who directly contact the Town to request that they be contacted in the event of a public bid offering.

4. The Town of Holly Springs will directly solicit HUBs in the Town's solicitation list.

   a. Prior to the bid opening date, the Town of Holly Springs will furnish to requesting HUBs a copy of advertisements for bids in the categories that they have requested. The advertisements will include a description of the work for which the bid is being solicited, the date, time and location where bids may be submitted and where bids will be opened, the name of the Town employees or representatives who are available to answer questions about the project, where the bid documents may be reviewed or a copy obtained, and any other special requirements that may exist.

   b. The Town of Holly Springs may contact such HUBs by email, fax or other means.

5. The Town of Holly Springs will widely advertise opportunities to bid so as to open to HUB bidders the opportunity to solicit work on projects.

   a. The Town of Holly Springs will advertise opportunities to bid as follows:

      i. Local Newspaper
      ii. One or more newspapers or web sites serving the minority business enterprises in the Holly Springs area.

VI. Post Award Monitoring:

To enable the Town of Holly Springs to properly report MBE participation, the Town may require contractors engaged in the construction projects subject to this plan to submit Documentation for Contract payment indicating MBE contractors prior to any payments being made.

A contractor who has been awarded a project based upon a given level of minority business participation is responsible for ensuring that the minority business participation goal does not materially vary from that originally specified when receiving the contract award.

Contractor must follow the requirements of G.S. 143-128.2 and those of the contract documents. The Town of Holly Springs will consider failure to comply with the law and contract documents to be a breach of contract and may annul the contract.

VII. Reporting and Review

With respect to each project, the Town of Holly Springs will report the following to the North Carolina Department of Administration Office of Historically Underutilized Business (HUB) annually:

1. The verifiable percentage goal.
2. The type and total dollar value of the project, minority business utilization by minority category, trade, total dollar value of contracts awarded to each minority group for each project, the applicable good faith effort guidelines or rules used to recruit minority business participation, and good faith documentation accepted by the public entity from the successful bidder.
3. The utilization of minority businesses under the various construction methods under G.S. 143-128(a1).

The reports shall be in the format and contain the data prescribed by the Secretary of Administration. If no building projects occurred during the previous annual reporting period, the Town of Holly Springs will report that to the Secretary of Administration.

Adopted this the 15th day of September in Holly Springs, North Carolina.

End Policy Statement No. P-036

I, Joni Powell, Town Clerk of the Town of Holly Springs, certify that this policy statement was adopted by the Holly Springs Town Council on September 15, 2009 following a motion by Councilman VanFossen, a second by Councilman Sack and a carrying vote of 3-0-2.

Joni Powell, CMC
Town Clerk

6 DISCLOSURES

6.1 Accuracy of Solicitation and Related Documents

Each respondent must independently evaluate all information provided by the Town. The Town makes no representations or warranties regarding any information presented in, or otherwise made available during this procurement process, and assumes no responsibility for conclusions or interpretations derived from such information. Additionally, the Town will not be bound by or responsible for any explanations or conclusions regarding this or any related documents other than those provided by an addendum issued by the Town. Respondents may not rely on any oral statement by the Town or its agents, advisors, or consultants.

If a respondent identifies potential errors or omissions in this or any other related documents, the respondent should immediately notify the provided contacts of such potential discrepancy in writing. The Town may issue a written addendum if it determines correction is necessary.

6.2 Town's Right and Options

The Town reserves the right, at the Town's sole discretion, to take any action affecting this solicitation, this solicitation process, or the services or facilities subject to this solicitation, that would be in the best interests of the Town, including:

- To supplement, amend, substitute, or otherwise modify this solicitation, including the schedule, or to cancel this solicitation, at any time.
- To require any respondent to supplement or clarify its bid or provide additional information relating to its response.
- To investigate the qualifications, experience, capabilities, and financial standing of each respondent submitting a bid.
- To waive any defect or irregularity in any response received.
- To reject any or all responses.
- To share the responses with Town employees and contractors, in addition to the Evaluation Committee, as deemed necessary by the Town.
- To award all, none, or any part of the services and enter into contracts with one or more of the respondents deemed by the Town to be in the best interest of the Town, which may be done with or without re-solicitation.
- To discuss and negotiate with any respondents their bid terms and conditions, including but not limited to financial terms; and
- To terminate discussions and negotiations with any respondent at any time and for any reason.

6.3 Expense of Bid Preparation

The Town accepts no liability, and respondents will have no actionable claims for reimbursement of any costs or expenses incurred while participating in this solicitation process. This includes expenses and costs related to bid submission, submission of written questions, attendance at Prebid conference, contract negotiations, or activities required for contract execution.

6.4 Vendor Inclusion

The Town's vendor management philosophy supports a fair, open, and inclusive process that offers the same access and information to all vendors. The Town provides an email alert option to allow vendors optimal notice and access to all solicitations as they are posted. This can be found on the Town of Holly Springs website at the following hyperlink: https://www.hollyspringsnc.gov/2456/Bids-Requests-for-Proposals

6.5 Dispute Resolution Process

No services shall be delayed or postponed pending the resolution of any dispute unless Town otherwise agrees in writing. Any and all suits or actions to enforce, interpret or seek damages with respect to any provision of, or the performance or non-performance of, this Agreement shall be brought exclusively in the

General Court of Justice of North Carolina sitting in Wake County, North Carolina and it is agreed by the parties that no other court shall have jurisdiction or venue with respect to such suits or actions. For any amount in controversy in excess of $15,000 the Contractor shall participate in the Town's dispute resolution process which shall be considered part of Basic Services or Scope of Work unless specifically agreed otherwise herein. The Town's dispute resolution process is to engage in prelitigation mediation under the rules of Mediation for Superior Court notwithstanding the amount in controversy.

6.6 Confidentiality

Responses to the solicitation will become public records and, therefore, will be subject to public disclosure after contract award. However, North Carolina General Statutes Section 132-1.2 provides a method for protecting some documents from public disclosure. If the Consulting firm follows the procedures prescribed by those statutes and designates a confidential document or trade secret, the Town will withhold the document from public disclosure to the extent that is entitled or required to do so by applicable law, and will return the document after selection.

6.7 Equal Employment Opportunity

The Town of Holly Springs does not discriminate in administering any of its programs and activities. The consultant awarded the contract for work will be required to ensure that no person shall be denied employment, fair treatment or be discriminated against on the basis of race, sex, religion, age, national origin, or handicap.

6.8 Minority/Women/Small Business Enterprise

It shall be the practice of the Town of Holly Springs to provide minority-owned, women owned, and small business enterprises (collectively "M/W/SBE") as well as other responsible vendors with fair and reasonable opportunity to participate in the Town's business opportunities including but not limited to employment, construction development projects, and material/services consistent with the laws of the State of North Carolina. The policy of the Town prohibits discrimination against any person or business in pursuit of these opportunities on the basis of race, color, national origin, religion, sex, age, disability, or veteran's status. It is further the policy of the Town to conduct its contracting and procurement programs so as to prevent such discrimination and to resolve all claims of such discrimination.

6.9 Good Faith Efforts

The Town will make a good-faith effort to comply with G.S. 143-128.2, G.S. 143-128.4, where applicable, and to recruit and select small business entities. The governmental entity shall not limit or otherwise preclude any respondent from submitting a response so long as the respondent, itself or through its proposed team, is properly licensed and qualified to perform the work defined by this solicitation.

6.10 Contracting

Any contract developed for work shall be construed and enforced in accordance with the laws of the State of North Carolina. Any controversy or claim arising because of contracting shall be settled by an action initiated in the appropriate division of the General Court of Justice in Wake County, North Carolina.

6.11 Conditions and Limitations

The Town expects to select a consulting firm from the bids submitted but reserves the right to reject any or all responses to the solicitation, to advertise for new responses, or to accept any response deemed to be in the best interest of the Town. A response to this solicitation should not be construed as a contract nor an indication of a commitment of any kind on the part of the Town nor does it commit either to pay for costs incurred in the submission of a response to this request or for any cost incurred prior to the execution of a final contract. The Town will reserve the right to dismiss any part or all of the contracted team when, in the Town's opinion, the project is not moving as scheduled or is hindered in any way by the actions or personalities of team members.

APPENDIX A: Womble Park Basketball Courts and Baseball Dugouts Detailed Scope

Basketball Courts

Court Dimensions

- Two asphalt basketball courts high school court dimensions (84 feet in length by 50 feet in width with three-pointer arc 19 feet 9 inches from center of the basket, consistent with National Federation of State High School Associations standards).
- Surface shall be smooth, consistent, and slightly sloped to prevent pooling and prevent uneven playing conditions.
- Additional 8 feet of buffer space beyond each sideline and a buffer of 10 feet beyond each endline for improved safety and movement around the courts.

Surface and Markings

- Court pavement surface to be asphalt, finished with UV-resistant non-slip coating. Coating color scheme and any custom logo graphic, if applicable, to be submitted for town review and approval.
- All court lines, including boundaries, center circle, free-throw lane, and three-point arc, shall be applied using weather-resistant paint or heat-applied thermoplastic material to withstand rain, UV-exposure, and heavy foot traffic.

Backboards and Hoops

- Outdoor hoops to be 10 feet high from playing surface to top of rim and built for durability, including powder-coated steel support posts with padding, reinforced breakaway rims, and shatterproof polycarbonate backboards. All hardware must be outdoor rated, vandal-resistant, and corrosion protected.

Court Fencing

- Fencing to be 10-foot tall with center rail black powder coated chain-link fence at either end of both courts, extending at least 20 feet additional on the sides.

Site Furnishing

- Outdoor-rated player benches, two per court, set a safe distance from sidelines.
- One of each trash and recycling cans. May need to relocate existing dog-waste station.

Court Lighting

- Musco sports lighting system designed for uniform illumination with minimal spillover. Lights to include controls for scheduled and manual lighting operation. Manual lighting operation to include push-button activation.
- All electrical work must comply with North Carolina State Electrical Code.

Parking and Accessibility

- Modify existing parking area and asphalt walking path to add ADA-compliant parking spaces in proximity to the courts with addition of concrete curb ramp and safe, accessible walkway connections complying with ADA and local standards.
- Associated signage for parking spaces, walkways, and courts as required.

Landscaping and Drainage

- Perimeter landscaping for visual appeal, noise-mitigation, shade, erosion control, and runoff mitigation with irrigation as needed for establishment. All plantings must be native and selected for low maintenance.
- Drainage solutions to prevent ponding on or around courts and amenities to integrate with existing and future park stormwater best management practices.

Baseball Dugouts

Size and Layout

- New dugouts must be high-strength powder-coated chain-link fencing sized to comfortably accommodate players, coaches, and equipment, with minimum dimensions of 8-10 feet deep and 24-30 feet long, as space permits.
- Concrete floor to be modified/extended to cover the floor area of the new dugouts, including the area that leads to the field entry gate.

Shade and Canopy Structure

- Fixed roof system over each dugout, constructed with either powder-coated steel framing and metal roofing panels or heavy-duty weatherproof shade mesh rated for outdoor use.
- Roofing to extend beyond front for additional sun and rain protection, designed to direct water runoff away from player seating and entrances.

Storage Facilities

- Two storage sheds for ground maintenance equipment to be sized and placed near the baseball fields in locations designated by Town staff to provide the same or more space that is currently provided by storage areas adjacent to dugouts.

Benches and Seating

- Player benches, if existing ones are not reused, are to be aluminum with backrests. Benches must be anchored for stability and positioned to maximize space.
- Include bat racks, helmet hooks, and shelving for team equipment.

Safety and Accessibility

- Entrances to dugouts to have protective railings, step-free ADA access, and protective fencing enclosing field-side and fan-side.
- All construction to meet relevant local, ADA, and league safety standards.

Finish and Color

- Chain-link fencing and metal components to be powder-coated in a color approved by the town for aesthetics and long-term corrosion protection.
- Dugouts to be marked with logo or other Home/Away team designation upon town request and approval.

APPENDIX B: Womble Park Site Layout and Existing Conditions

Picture 1

Picture 2

Picture 3

Picture 4

Picture 5

Picture 6

Womble Park Basketball Courts & Baseball Dugouts

STINSON STREET

GRIGSBY AVENUE

430 FT

420 FT

Legend

- Catch Basin
- Drop Inlet
- Junction Box
- Riser Box
- Outfalls
- Underground Pipe
- Impervious Surfaces
- Property
- Normal Index Contours

Scope Project Locations

- Basketball Courts Concept Location
- Baseball Dugouts Existing Location
- Existing Conditions Photo Angle

N

W E

S

0 50 100 200

Feet

1:1,600

PCS: NAD 1983 StatePlane North Carolina FIPS 3200 Feet

The Town expressly denies any and all responsibility for errors, if any, in the information/data or for the misuse of the information/data by the user or anyone else. The user understands that he or she should verify the accuracy of the information/data before using it.

For More Information contact:
Town of Holly Springs
128 S Main Street
Holly Springs, NC 27540
www.hollyspringsnc.gov

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 25.

New Business
Title: Fiscal Year 2026-2027 Strategic Plan
Strategic Priority Area: Growth Management & Economic Vitality
Organizational Excellence
Vibrant Community
Community Safety
Staff Resource: Corey Petersohn, Budget, Innovation, and Strategy, Randy Harrington, Town Manager

Action(s):
Adopt the Fiscal Year 2026-2027 Strategic Plan.

Explanation:

- The proposed Fiscal Year 2026-27 Strategic Plan follows feedback and discussion at the February Mayor and Town Council Annual Retreat as well as feedback at the March and April Workshop meetings.
- The Strategic Plan articulates the Mayor and Council's vision and top priorities for the community; the plan is divided into four strategic priority areas:
    - Community Safety
    - Growth Management & Economic Vitality
    - Organizational Excellence
    - Vibrant Community
- This year's update includes:
    - Eight (8) completed strategic initiatives on economic development, transportation investments, implementation of microtransit, cultural and recreational offerings, and providing high-quality public services.
    - Four (4) new initiatives related to public safety, investing in infrastructure, resident engagement, and planning for the opening of Eagles Landing Park.
    - Updates to goals and initiative language to align with the Mayor and Town Council's vision on multi-modal transportation, housing affordability, and working with neighboring municipal partners on regional transportation investments.

Background:

- The strategic plan is a living document that is updated annually by the Mayor and Town Council in advance of the recommended budget for the upcoming fiscal year.
- The strategic plan provides the "road map" for the direction of the organization, which in turn guides development of the budget, policies, staff concentration areas, and communicates what is most important for advancing the quality of life in Holly Springs.

Funding Source(s):
N/A

Attachment(s):
1. FY2026-2027 Strategic Plan - Proposed Updates
2. FY2026-2027 Strategic Plan - Final

Town of Holly Springs

Fiscal Year 2026-27 Strategic Plan

Vision Statement

Holly Springs offers an unmatched quality of life that reflects the joys of small town living in a safe, family-friendly community that residents and businesses are proud to call home.

Strategic Priority Areas

Community Safety - Holly Springs is one of the safest communities in North Carolina built on a foundation of trust, respect, and community partnerships.

Growth Management & Economic Vitality - Holly Springs preserves its small-town charm, characteristics, and history through strategic transportation & land-use planning, economic development, and infrastructure management.

Organizational Excellence - Holly Springs is a leader in responsible and responsive government with a high-performing organization that meets the public service needs of its residents.

Vibrant Community - Holly Springs provides a high quality of life with abundant amenities, exceptional customer service, and superior public services.

Community Safety

Holly Springs is one of the safest communities in North Carolina built on a foundation of trust, respect, and community partnerships.

1. Maintain the Town's high level of public safety by applying professional best practices and policies.

Initiative 1.1: Obtain Police Department CALEA (Commission on Accreditation for Law Enforcement Agencies) accreditation, recognizing commitment to professional policing and national best practices and standards.

Initiative 1.2: Complete a Fire Department organizational self-assessment and draft a department strategic plan in preparation for seeking accreditation from the Center for Public Safety Excellence.

2. Plan for adequate infrastructure that promotes a safe community.

Initiative 2.1: Design and construct Fire Station 4.

New Initiative: Design and construct Fire Station 5.

3. Invest in innovative approaches to ensure a safe and welcoming community.

Initiative 3.1: Promote a community-policing philosophy with an emphasis on purposeful policing building on "organic" partnerships, resident and business visibility and engagement, and unique approaches to address community needs and cultivate strong relationships.

Initiative 3.2: Invest in data-driven, geo-based and analytical policing strategies to develop a more technologically advanced approach to crime prevention and investigations.

Initiative 3.3: Develop multi-disciplinary approaches and partnerships to address social, physical and mental health issues with the goal of interrupting recurring cycles and making appropriate referrals to organizations with subject matter expertise.

Growth Management & Economic Vitality

Holly Springs preserves its small-town charm, characteristics, and history through strategic transportation & land-use planning, economic development, and infrastructure management.

1. Enhance, attract, and engage diverse economic development opportunities.

Initiative 1.1: Concentrate business recruitment efforts and site-readiness programs in the target industries of Wake County Economic Development, specifically Life Sciences, Advanced Manufacturing, IT & Technology, Clean Tech & Smart Grid, and Corporate or Divisional headquarters.

Initiative 1.2: Be a development resource to support, sustain, and grow small businesses, start-ups, and entrepreneurs.

2. Create a vibrant downtown center.

Initiative 2.1: Facilitate multi-modal accessibility to the downtown center, with an emphasis on walkability, pedestrian and bicycle safety.

Initiative 2.2: Enhance the public spaces and character of the downtown area through investments in signage, streetscapes, branding, and civic spaces as outlined in the Downtown Area Plan.

Initiative 2.3: Explore partnerships and funding opportunities to advance investments in the downtown such as a public market, additional downtown parking, and further development of Mims Park.

Initiative 2.4: Advance feasibility analysis and design for a festival street investment on Avent Ferry Rd.

3. Plan, maintain, and invest in sustainable and resilient water, sewer, and stormwater infrastructure.

Initiative 3.1: Develop a coordinated long-range master plan for water, wastewater, reclaimed, and stormwater systems.

Initiative 3.2: Develop a water, sewer, and reclaimed asset management plan to ensure system integrity and identify needed maintenance and investments to handle future growth.

New Initiative: Assess and determine future options for wastewater treatment capacity beyond 8 million gallons per day (MGD)

4. Support land use planning, policies, and partnerships that provide for sustainable and economic growth while balancing small town characteristics.

Completed Initiative 4.1: Pursue a residential/non-residential tax base ratio of 70%/30%.

~~**Initiative 4.2:** Evaluate and identify potential modifications to Vision Holly Springs Comprehensive Plan Section 1: Land Use & Character to support greater housing diversity, specifically along transportation corridors and targeted economic development areas.~~

~~**Initiative 4.3:** Establish criteria for Area Median Income (AMI) and percentage of workforce housing units within a development in order for a development project to be considered for fee or improvement credits.~~

Updated Initiative: Create a Housing Affordability Action Plan that identifies the policies, programs, and resources necessary to implement near-term efforts through incentive zoning, expedited approval processes, and land-use / regulatory updates to encourage affordability as well as future policy and program considerations to advance a homeowner rehabilitation program.

Initiative 4.4: Develop streamlined customer engagement processes for simple building or renovation permit requests and specialized customer service approaches to assist non-building industry experts in navigating permitting processes.

Initiative 4.5: Develop policies, procedures, and/or mitigation strategies for management of property nuisance abatement.

5. ~~Partner with neighbors to promote smart regional transportation infrastructure investments.~~ Advance a balanced approach to multi-modal transportation through plan-driven investments and regional partnerships.

Completed Initiative 5.1: Complete the Main St. right turn lane, NC-55 Bypass right turn lane, Avent Ferry Rd pedestrian improvements, and Holly Springs Rd. East bond projects.

Initiative 5.2: Support an efficient and connected local and regional multi-modal transportation system through engagement with adjacent municipal partners. ~~on projects including the NC-540 Southeast Extension and Wake Transit Plan.~~

Initiative 5.3: Deploy pedestrian safety devices and traffic control measures to enhance pedestrian and bicycle safety.

Initiative 5.4: Develop a network for an innovative and intelligent transportation system with NCDOT to assist in managing traffic congestion.

Initiative 5.5: Complete construction of Holly Springs Rd "Central" widening (Flint Point Lane to Main St).

Initiative 5.6: Complete design of Holly Springs Rd "West" widening (NC-55 Bypass to Main St).

Initiative 5.7: ~~Explore roadway priority investments to include Cass Holt Rd, Sunset Lake Rd, and Main St "diet" streetscape (on-street parking / pedestrian improvements).~~ Identify and prioritize future transportation investment areas – beyond the Holly Springs Road corridor – that consider multi-modal approaches to enhance options for mobility across town.

Completed Initiative 5.8: Seek financial and implementation partnerships for the creation of a micro-transit transportation mobility option.

Organizational Excellence

Holly Springs is a leader in responsible and responsive government with a high-performing organization that meets the public service needs of its residents.

1. As an employer of choice, we will retain and recruit a highly skilled workforce.

Initiative 1.1: Invest in employee skills training and leadership development at all levels in the organization.

Initiative 1.2: Provide competitive pay and benefits and fulfilling workplace experiences that attracts and retains top talent.

Initiative 1.3: Expand employee diversity and inclusion.

2. Leverage technology and innovative business approaches to improve business efficiencies.

Initiative 2.1: Create and apply data-driven decision-making tools, including performance management and benchmarking, to enhance strategic and daily service delivery management.

Initiative 2.2: Research and pilot Smart City initiatives that leverage data and technology to improve operational efficiencies and information sharing with residents.

Initiative 2.3: Pursue professional accreditation of departments (Utilities and Infrastructure, Parks and Recreation, and Public Works).

3. Leverage community engagement opportunities to expand resident connections with their town government and community.

Initiative 3.1: Plan and create a town-wide celebration of the sesquicentennial (150th) anniversary. ~~(in 2026)~~

Initiative 3.2: Expand sense of place and belonging through celebrations, branding, and unique engagement experiences.

New Initiative: Seek new, creative opportunities for the Governing Body and staff to engage residents, neighborhood organizations, and businesses on community issues; sharing information in transparent, accessible ways.

4. Ensure financial stewardship.

Initiative 4.1: Update and apply financial best management practices such as internal controls, budgetary enhancements, and asset management.

Initiative 4.2: Develop new Town-wide risk management program and reduce the Town's risk exposure and actual risk liability experiences.

5. Establish sustainability and resiliency practices that balance the protection and preservation of historical and environmental assets with fiscal and operational efficiency.

Initiative 5.1: Engage staff and community partners to increase awareness and understanding of sustainability opportunities and practices.

Initiative 5.2: Identify opportunities to transition Town light duty non-public safety vehicles to hybrid or electric, as appropriate.

Initiative 5.3: Reduce Town facility energy consumption by 10% over the next 5 years (by 2028).

Vibrant Community

Holly Springs provides a high quality of life with abundant amenities, exceptional customer service, and superior public services.

1. Develop comprehensive parks and recreation amenity offerings to include a variety of parks, greenways, and recreation facilities.

Initiative 1.1: Prioritize recommended park improvements from the Sugg Farm concept plan and pursue amenity construction.

Initiative 1.2: Advance design and construction of Eagles Landing Park to build the first park in Holly Springs west of Hwy 55.

Initiative 1.3: Construct Utley Creek Phase 2 greenway.

Initiative 1.4: Begin design and construction planning to complete ~~Ting Park~~ Oak Hall Connector and Middle Creek to Camp Branch Greenway segments to enhance connectivity of the greenway network.

Initiative 1.5: Establish a funding strategy to advance priority park and greenway investments, including opportunities to leverage public-private and regional partnerships.

Initiative 1.6: Conduct a Request for Proposal process to match desired uses for available Town-owned land at ~~Ting~~ the North Main Athletic Complex (NMAC) Park with suitable private development that will further enhance the ~~Ting~~ NMAC Park area as a top destination area.

Initiative 1.7: Enhance development community awareness of ~~Ting~~ NMAC Park area vision plan and identify opportunities to advance other private investment surrounding the athletic complex.

2. Provide a broad offering of cultural and recreational events and programming.

Completed Initiative 2.1: Install informational signage to bring community awareness to the unique natural resource areas throughout town.

Completed Initiative 2.2: Leverage mutually-beneficial partnerships to provide additional events and offerings to complement existing offerings by the Town.

Completed Initiative 2.3: Assess the Town's cultural and recreational offerings to ensure programming and resources align to meet the needs of a growing and changing population.

New Initiative: Assess new cultural and recreational program offerings to coincide with the opening of Eagles Landing Park.

3. Cultivate a creative and friendly atmosphere that is welcoming to all cultures and the diversity of our residents and visitors.

Initiative 3.1: Identify innovative and receptive approaches to engage communities that are traditionally underserved.

4. Provide high quality public services and exceptional customer service.

Completed Initiative 4.1: Align appropriate communications tools and enhance resident notification capabilities for emergency situations and/or isolated customer service disruptions (e.g. watermain breaks, solid waste collection delays, etc.)

Completed Initiative 4.2: Implement final phase of 311 Customer Care Center technology capabilities through the implementation of AI generated "bot" interaction option for customer questions.

Initiative 4.3: Establish facility management practices and procedures to maximize the life and return on investment for town owned facilities and assets.

Town of Holly Springs
Fiscal Year 2026-27 Strategic Plan

Vision Statement

Holly Springs offers an unmatched quality of life that reflects the joys of small town living in a safe, family-friendly community that residents and businesses are proud to call home.

Strategic Priority Areas

Community Safety - Holly Springs is one of the safest communities in North Carolina built on a foundation of trust, respect, and community partnerships.

Growth Management & Economic Vitality - Holly Springs preserves its small-town charm, characteristics, and history through strategic transportation & land-use planning, economic development, and infrastructure management.

Organizational Excellence - Holly Springs is a leader in responsible and responsive government with a high-performing organization that meets the public service needs of its residents.

Vibrant Community - Holly Springs provides a high quality of life with abundant amenities, exceptional customer service, and superior public services.

Community Safety

Holly Springs is one of the safest communities in North Carolina built on a foundation of trust, respect, and community partnerships.

1. Maintain the Town's high level of public safety by applying professional best practices and policies.

Initiative 1.1: Obtain Police Department CALEA (Commission on Accreditation for Law Enforcement Agencies) accreditation, recognizing commitment to professional policing and national best practices and standards.

Initiative 1.2: Complete a Fire Department organizational self-assessment and draft a department strategic plan in preparation for seeking accreditation from the Center for Public Safety Excellence.

2. Plan for adequate infrastructure that promotes a safe community.

Initiative 2.1: Design and construct Fire Station 4.

Initiative 2.2: Design and construct Fire Station 5.

3. Invest in innovative approaches to ensure a safe and welcoming community.

Initiative 3.1: Promote a community-policing philosophy with an emphasis on purposeful policing building on "organic" partnerships, resident and business visibility and engagement, and unique approaches to address community needs and cultivate strong relationships.

Initiative 3.2: Invest in data-driven, geo-based and analytical policing strategies to develop a more technologically advanced approach to crime prevention and investigations.

Initiative 3.3: Develop multi-disciplinary approaches and partnerships to address social, physical and mental health issues with the goal of interrupting recurring cycles and making appropriate referrals to organizations with subject matter expertise.

Growth Management & Economic Vitality

Holly Springs preserves its small-town charm, characteristics, and history through strategic transportation & land-use planning, economic development, and infrastructure management.

1. Enhance, attract, and engage diverse economic development opportunities.

Initiative 1.1: Concentrate business recruitment efforts and site-readiness programs in the target industries of Wake County Economic Development, specifically Life Sciences, Advanced Manufacturing, IT & Technology, Clean Tech & Smart Grid, and Corporate or Divisional headquarters.

Initiative 1.2: Be a development resource to support, sustain, and grow small businesses, start-ups, and entrepreneurs.

2. Create a vibrant downtown center.

Initiative 2.1: Facilitate multi-modal accessibility to the downtown center, with an emphasis on walkability, pedestrian and bicycle safety.

Initiative 2.2: Enhance the public spaces and character of the downtown area through investments in signage, streetscapes, branding, and civic spaces as outlined in the Downtown Area Plan.

Initiative 2.3: Explore partnerships and funding opportunities to advance investments in the downtown such as a public market, additional downtown parking, and further development of Mims Park.

Initiative 2.4: Advance feasibility analysis and design for a festival street investment on Avent Ferry Rd.

3. Plan, maintain, and invest in sustainable and resilient water, sewer, and stormwater infrastructure.

Initiative 3.1: Develop a coordinated long-range master plan for water, wastewater, reclaimed, and stormwater systems.

Initiative 3.2: Develop a water, sewer, and reclaimed asset management plan to ensure system integrity and identify needed maintenance and investments to handle future growth.

Initiative 3.3: Assess and determine future options for wastewater treatment capacity beyond 8 million gallons per day (MGD)

4. Support land use planning, policies, and partnerships that provide for sustainable and economic growth while balancing small town characteristics.

Initiative 4.1: Create a Housing Affordability Action Plan that identifies the policies, programs, and resources necessary to implement near-term efforts through incentive zoning, expedited approval processes, and land-use / regulatory updates to encourage affordability as well as future policy and program considerations to advance a homeowner rehabilitation program.

Initiative 4.2: Develop streamlined customer engagement processes for simple building or renovation permit requests and specialized customer service approaches to assist non-building industry experts in navigating permitting processes.

Initiative 4.3: Develop policies, procedures, and/or mitigation strategies for management of property nuisance abatement.

5. Advance a balanced approach to multi-modal transportation through plan-driven investments and regional partnerships.

Initiative 5.1: Support an efficient and connected local and regional multi-modal transportation system through engagement with adjacent municipal partners.

Initiative 5.2: Deploy pedestrian safety devices and traffic control measures to enhance pedestrian and bicycle safety.

Initiative 5.3: Develop a network for an innovative and intelligent transportation system with NCDOT to assist in managing traffic congestion.

Initiative 5.4: Complete construction of Holly Springs Rd "Central" widening (Flint Point Lane to Main St).

Initiative 5.5: Complete design of Holly Springs Rd "West" widening (NC-55 Bypass to Main St).

Initiative 5.6: Identify and prioritize future transportation investment areas – beyond the Holly Springs Road corridor – that consider multi-modal approaches to enhance options for mobility across town.

Organizational Excellence

Holly Springs is a leader in responsible and responsive government with a high-performing organization that meets the public service needs of its residents.

1. As an employer of choice, we will retain and recruit a highly skilled workforce.

Initiative 1.1: Invest in employee skills training and leadership development at all levels in the organization.

Initiative 1.2: Provide competitive pay and benefits and fulfilling workplace experiences that attracts and retains top talent.

Initiative 1.3: Expand employee diversity and inclusion.

2. Leverage technology and innovative business approaches to improve business efficiencies.

Initiative 2.1: Create and apply data-driven decision-making tools, including performance management and benchmarking, to enhance strategic and daily service delivery management.

Initiative 2.2: Research and pilot Smart City initiatives that leverage data and technology to improve operational efficiencies and information sharing with residents.

Initiative 2.3: Pursue professional accreditation of departments (Utilities and Infrastructure, Parks and Recreation, and Public Works).

3. Leverage community engagement opportunities to expand resident connections with their town government and community.

Initiative 3.1: Plan and create a town-wide celebration of the sesquicentennial (150th) anniversary.

Initiative 3.2: Expand sense of place and belonging through celebrations, branding, and unique engagement experiences.

Initiative 3.3: Seek new, creative opportunities for the Governing Body and staff to engage residents, neighborhood organizations, and businesses on community issues; sharing information in transparent, accessible ways.

4. Ensure financial stewardship.

Initiative 4.1: Update and apply financial best management practices such as internal controls, budgetary enhancements, and asset management.

Initiative 4.2: Develop new Town-wide risk management program and reduce the Town's risk exposure and actual risk liability experiences.

5. Establish sustainability and resiliency practices that balance the protection and preservation of historical and environmental assets with fiscal and operational efficiency.

Initiative 5.1: Engage staff and community partners to increase awareness and understanding of sustainability opportunities and practices.

Initiative 5.2: Identify opportunities to transition Town light duty non-public safety vehicles to hybrid or electric, as appropriate.

Initiative 5.3: Reduce Town facility energy consumption by 10% over the next 5 years (by 2028).

Vibrant Community

Holly Springs provides a high quality of life with abundant amenities, exceptional customer service, and superior public services.

1. Develop comprehensive parks and recreation amenity offerings to include a variety of parks, greenways, and recreation facilities.

Initiative 1.1: Prioritize recommended park improvements from the Sugg Farm concept plan and pursue amenity construction.

Initiative 1.2: Advance design and construction of Eagles Landing Park to build the first park in Holly Springs west of Hwy 55.

Initiative 1.3: Construct Utley Creek Phase 2 greenway.

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Initiative 1.5: Establish a funding strategy to advance priority park and greenway investments, including opportunities to leverage public-private and regional partnerships.

Initiative 1.6: Conduct a Request for Proposal process to match desired uses for available Town-owned land at the North Main Athletic Complex (NMAC) Park with suitable private development that will further enhance the NMAC Park area as a top destination area.

Initiative 1.7: Enhance development community awareness of NMAC Park area vision plan and identify opportunities to advance other private investment surrounding the athletic complex.

2. Provide a broad offering of cultural and recreational events and programming.

Initiative 2.1: Assess new cultural and recreational program offerings to coincide with the opening of Eagles Landing Park.

3. Cultivate a creative and friendly atmosphere that is welcoming to all cultures and the diversity of our residents and visitors.

Initiative 3.1: Identify innovative and receptive approaches to engage communities that are traditionally underserved.

4. Provide high quality public services and exceptional customer service.

Initiative 4.1: Establish facility management practices and procedures to maximize the life and return on investment for town owned facilities and assets.

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 26.

New Business
Title: Fiscal Year 2025-2026 Nonprofit Grants
Strategic Priority Area: Growth Management & Economic Vitality
Organizational Excellence
Community Safety
Vibrant Community
Staff Resource: Mayor Kondratick, Council Member Larson

Action(s):
Award grants to nonprofits in the following amounts recommended by Town Council's Grant Committee:

- Holly Springs Civitans $500
- Mbolden Ministry $500
- Arts Holly Springs $1,500
- Pride of Holly Springs $1,000
- Neighbor Up $2,000
- Toward Zero Waste $1,500
- Diaper Train $1,500
- Holly Strings Youth Orchestra $1,000
- Holly Springs High School PTSA $500
- Hawktimus Prime $500
- The Sword Conservatory $250
- KIRAN $500
- Military Missions in Action $500
- Holly Springs MLK Jr. Committee $500
- Interfaith Hospitality $500
- BeSHE Inc. $500
- Center for Volunteer Caregiving $750
- InterAct - $750
- Kraft YMCA $1,000
- White Oak Foundation - $750
- For Girls Like Quaneisha $1,000
- Holly Springs Community Band $1,000
- Nepal Center of NC $500
- Felton Grove Band Boosters $500
- Holly Springs Elementary PTA $500

Explanation:

- The two-member Council Grant Committee (comprised of Mayor Kondratick and Council

member Larson) evaluated the applications for the Civic Nonprofit Grants for Fiscal Year 2025-26 and determined funding recommendations for full Council consideration.
- The Council considers nonprofit civic grants for activities that support Council's strategic priorities, augment existing Town services, and activities that promote community well-being.

Background:

- The 2025-2026 Budget includes $20,000 in grant funding for allocation to local civic nonprofit organizations. In January, the applications were posted to the Town website and distributed to all groups who requested an application.
- Twenty-nine organizations applied, requesting a total of $57,399.
- The Town also funds Council-designated strategic community partners in the annual budget: Holly Springs Food Cupboard ($5,000), LaunchHOLLYSPRINGS ($5,000 base plus a 1:1 private match up to an additional $5,000), and the Holly Springs Chamber of Commerce ($20,000) for specific governmental support programs. Strategic partner grants are included with the Town Manager's recommended budget, separate from the non-profit funding process in this Council agenda item.

Funding Source(s):

Operating Budget - General Fund Grants

Attachment(s):

1. Council Committee Evaluation 2026--final
2. Combined Applications

Applicant	Availability 0 to 2 pts	Locally based/direct impact to HS 0-2	Amount Requested 0-2	Clarity of Public Purpose 0-2	Strategic Priority Areas 1 for 1; 2 for >1	Year-round leadership/ Active Board	Total (12 max)	**AMOUNT**
Civitans	2	2	2	2	2	2	12	$ 500
Mbolden Ministry	2	2	2	2	2	2	12	$ 500
Arts Holly Springs	2	2	0	2	2	2	10	$ 1,500
Pride of Holly Springs	2	2	1	2	1	2	10	$ 1,000
Neighbor Up	2	2	0	2	2	2	10	$ 2,000
Toward Zero Waste	2	2	0	2	2	2	10	$ 1,500
Diaper Train	2	2	0	2	1	2	9	$ 1,500
Holly Strings Youth Orchestra	2	2	0	2	1	2	9	$ 1,000
HSHS PTSA	1	1	0	2	1	1	6	$ 500
Hawktimus Prime	1	1	0	1	1	1	5	$ 500
The Sword Conservatory	2	2	2	2	1	2	11	$ 250
KIRAN	1	2	0	2	2	2	9	$ 500
CAPA	1	1	0	2	1	2	7	$ -
HSHS Band Boosters	1	2	0	2	1	1	7	$ -
Military Missions in Action	1	1	1	1	1	2	7	$ 500
HSHS Choral Booster Club	1	2	0	1	1	1	6	$ -
Women of Color on the Move	0	0	0	0	0	0	0	$ -
MLK Committee	2	2	2	2	2	2	12	$ 500
Interfaith Hospitality	2	2	2	2	2	2	12	$ 500
BeSHE Inc	2	2	1	2	1	2	10	$ 500
Center for Volunteer Caregiving	2	2	0	2	2	2	10	$ 750
InterAct	2	2	0	2	2	2	10	$ 750
Kraft YMCA	2	2	0	2	2	2	10	$ 1,000
White Oak Foundation	2	2	0	2	2	2	10	$ 750

For Girls Like Quaneisha	1	2	0	2	2	2	9	$ 1,000
Holly Springs Community Band	2	2	0	2	1	2	9	$ 1,000
Nepal Center of NC	1	2	0	1	2	2	8	$ 500
Felton Grove Band Boosters	1	1	0	2	1	1	6	$ 500
Holly Springs Elementary PTA	1	2	0	1	1	1	6	$ 500
								$ 20,000

TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: Arts Holly Springs

Mailing address: 104 Avent Ferry Rd, Holly Springs, NC 27540

Current Presiding Officer: AsheLee Bonham Gahagan

Mailing address: 108 Harmony Creek Place, Apex, NC 27539

Telephone: 202-329-9069 Fax: _____ E-Mail: info@artshollyspringsnc.org

(Check one)

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

Date Organization Formed or Chartered: July 31, 2025

Agency 501 C-3 Number: _____ Or, Federal Tax ID Number: 39-3612862

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

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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)**

Arts Holly Springs hosts a range of community arts programming throughout the year in partnership with downtown businesses and local artists. Our programming includes downtown Art Walks that create a walkable arts experience, bringing residents together while supporting local shops and restaurants.

Arts Holly Springs is also collaborating with the Town on Chalk the Town by curating the Artist Market and supporting participating artists, helping connect local creatives with the community.

Additional programming includes artist exhibitions and meet-the-artist opportunities connected to performances at Ashe Music Hall, including a July exhibition featuring artist Keith Norville, as well as a September plein air art activity that encourages artists and visitors to explore and be inspired by locations throughout downtown Holly Springs.

Together, these programs create opportunities for residents of all ages to experience the arts while supporting local artists and strengthening the cultural life of the downtown Holly Springs community.

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 requested funding will support artist stipends, materials, and promotion for free public arts programming in downtown Holly Springs. Arts Holly Springs hosts community arts experiences throughout the year, including Art Walks, artist exhibitions, and interactive visual arts activities presented in partnership with downtown businesses that invite residents and visitors to explore downtown and engage with local creatives.

These programs increase foot traffic and encourage visitors to explore local shops, restaurants, and gathering spaces, creating opportunities for small businesses to benefit from increased activity. By supporting community arts programming, the Town of Holly Springs helps strengthen the cultural identity of the community while supporting local artists and contributing to the vitality of the downtown district.

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

Arts Holly Springs is a newly established nonprofit and is currently relying on private donations and community support to launch its programming. Generous early donations totaling approximately $10,000 have allowed us to begin building these programs, but additional support is needed to expand the number of artists we can feature and the scale of the events we are able to offer.

Without grant funding, the scope of our free public events would be reduced and artist stipends would likely need to be scaled back.

Support from the Town of Holly Springs will help ensure that these events remain free and accessible to the community while allowing us to fairly compensate participating artists and continue building a sustainable arts presence in downtown Holly Springs.

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	$ 2500	Amount	17	% 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	$ 10000	Amount	66	% of Annual Budget
☐	Fundraisers	$ _____	Amount	_____	% 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

March 4, 2026
Date

Return completed application and all attachments by March 4, 2022 to:
Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
E = Linda.McKinney@hollyspringsnc.gov

Applicant Checklist:

☑ **Completed application**

☑ **Attachment 1** - Copy of current year budget, if applying for more than $500

N/A ☐ **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.

AHS FY 2026 Budget

INCOME

Restricted Donation (50% Admin / 50% Program) – $5,000
Unrestricted Donation – $5,000
Ticket Revenue (Projected) – $2,500
Town of Holly Springs Grant (Requested) – $2,500

Total – $15,000

EXPENSES

Program Services – $10,500

Artist stipends – $7,500
Event production and rentals – $1,800
Supplies and materials – $700
Insurance allocation to programs – $500

Administrative – $3,000

Annual general liability – $1,500
Accounting/bookkeeping – $600
Website and hosting – $400
Banking and filing – $200
Governance/compliance – $300

Marketing & Outreach – $1,500

Design and branding – $500
Printing – $300
Digital promotion – $500
Photography/documentation – $200

Total – $15,000

	A	B	C	D
1	**Arts Holly Springs**			
2	**FY 2026 Operating Financial Summary**			
3	Total Revenue	$15,000		
4	Total Expenses	$15,000		
5	Net Position	$0		
6				
7	**Art Holly Springs FY2026 Financial Summary**	**Budgeted Income**	**Budgeted Expenses**	**Budget Net**
8				
9	**Revenue**			
10	Restricted Donation (50% Admin / 50% Program	$5,000.00	-	$5,000.00
11	Unrestricted Donation	$5,000.00	-	$5,000.00
12	Ticket Revenue	$2,500.00	-	$2,500.00
13	Town of Holly Springs Grant (Requested)	$2,500.00	-	$2,500.00
14	**RevenueTotals**	**$15,000.00**	**-**	**$15,000.00**
15				
16		-	-	-
17	**Expenses**			
18	**Program Services**			
19	Artist Stipend	-	$7,500.00	-$7,500.00
20	Event Production & Rentals	-	$1,800.00	-$1,800.00
21	Supplies & Materials	-	$700.00	-$700.00
22	Insurance Allocation	-	$500.00	-$500.00
23	**Program ServicesTotals**	**-**	**$10,500.00**	**-$10,500.00**
24				
25	**Administrative**	**Budgeted Income**	**Budgeted Expenses**	**Budget Net**
26	General Liability Insurance	-	$1,500.00	-$1,500.00
27	Accounting/ Bookkeeping	-	$600.00	-$600.00
28	Website/ Hosting	-	$400.00	-$400.00
29	Banking & Filing	-	$200.00	-$200.00
30	Goverance/Compliance	-	$300.00	-$300.00
31	**Administrative Totals**	**-**	**$3,000.00**	**-$3,000.00**
32				
33	**Marketing & Outreach**	**Budgeted Income**	**Budgeted Expenses**	**Budget Net**
34	Design and Branding	-	$500.00	-$500.00
35	Printing	-	$300.00	-$300.00
36	Digital Promotion	-	$500.00	-$500.00
37	Photography/Documentation	-	$200.00	-$200.00
38	**Marketing & Outreach Totals**	**-**	**$1,500.00**	**-$1,500.00**
39				
40	**Grand Totals**			
41		**$15,000.00**	**$15,000.00**	-
42				
43				

Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

Date:
01/23/2026
Employer ID number:
39-3612862
Person to contact:
Name: L. Battle
ID number: 5650813
Telephone: (877) 829-5500
Accounting period ending:
June 30
Public charity status:
509(a)(2)
Form 990 / 990-EZ / 990-N required:
Yes
Effective date of exemption:
July 31, 2025
Contribution deductibility:
Yes
Addendum applies:
No
DLN:
26053414003246

ARTS HOLLY SPRINGS
C/O ASHELEE BONHAM GAHAGAN
108 HARMONY CREEK PLACE
APEX, NC 27539

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: BeSHE Inc

Mailing address: 711 Verdoucq Drive Holly Springs NC 27540

Current Presiding Officer: Shonquella Terrell

Mailing address: Holly Springs NC 27540

Telephone: 919 862-7358 Fax: none E-Mail: besheinc@gmail.com

(Check one)

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

Date Organization Formed or Chartered: 2021

Agency 501 C-3 Number: 87-1480935 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

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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)**

BeSHE is applying to the Town of Holly Springs Local Civic Grant Program to request financial support that will allow the organization to aid victims of domestic violence in the community. BeSHE, a nonprofit organization, has been actively involved in aiding domestic violence victims, such as securing housing to serve as a safe haven for those in need and providing counseling services to victims and family members.

Through the efforts of BeSHE, individuals experiencing domestic violence have been provided with a supportive environment to start rebuilding their lives. This assistance has been made possible through various fundraising initiatives conducted by BeSHE throughout the year.

Therefore, the purpose of seeking grant funding from the Town of Holly Springs is to obtain the designated training necessary to enhance BeSHE's ability to support domestic violence victims effectively and to enhance community awareness efforts by using social media and other educational materials. This training will further empower BeSHE to setup in emergency situations, provide comprehensive assistance, and contributed to the overall safety and well-being of the Holly Springs community.

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)

BeSHE seeks to use the grant funds to obtain essential training for its members, particularly focusing on domestic violence response and support techniques. This training will enhance the organization's capacity to effectively assist domestic violence victims in the community. Additional, BeSHE intends to allocate a portion of the grant funds to enhance its website, social media presence and education materials. A more robust and user-friendly website will serve as a central hub for information, resources, and outreach efforts related to domestic violence awareness and support services. This enhanced online presence will help BeSHE reach a broader audience within the town of Holly Springs and surrounding areas, raising awareness about domestic violence issues and providing a platform for individuals to seek help and support.

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

BeSHE needs the funds to continuing training to enhance its expertise in handing domestic violence situations. Additionally, funds are requested to support enhancing the website, educational materials, and social media presences. If funds are reduced or not provided BeSHE's ability to stay current with training standards/guidelines and community outreach efforts will be impacted. Awareness and education are key to preventing domestic violence.

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	11	% 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	$ 750 Amount	9	% of Annual Budget
☑	Fundraisers	$ 7000 Amount	80	% 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.

BeSHE used the funding to invest in training and professional development opportunities for its staff and volunteers. This could involve attending conferences, workshops and seminars related to domestic violence prevention, intervention, and victim support. Additionally, funds were allocated for certifications and specialized training programs to enhance the organization's expertise in serving survivors.

Community Outreach and Education: Funding has been directed towards community outreach initiatives aimed at raising awareness about domestic violence and promoting prevention strategies. This may include distributing informational materials, conducting awareness campaigns, and collaborating with local schools, businesses, and community groups to reach a wider audience. Overall, the funding received from the Town of Holly Springs last year have been used strategically to support BeSHE's mission and advance its efforts to combat domestic violence in the community.

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.

3/5/26

Signature of Executive or Applicant — Date

Return completed application and all attachments by March 4, 2022 to:
Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
E = Linda.McKinney@hollyspringsnc.gov

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.

2026 BeSHE Inc Annual Expenses		
Budget Funding Estimates	**Total**	**%**
Community Grants (Holly Springs)	1000	**11**
Private Donations	750	**9**
Fundraisers (plate sale (2)/gala(1)/raffles/community giving days)	7000	**80**
Total Budget	8750	**100**
Item	Billing	$Total
Operating Business Insurance	Annual	700
Training (3 workshops, 2 in person events)/Client support	Annual	800
Gas/parking/rental trucks for moving clients	Annual	500
Website Fee	Annual	200
Office Supplies/Printing Materials	Annual	150
Accountant	Annual	1200
Hotel/SafeStay ($125/night @ 48 days)	Annual	6000
Client clothing/hygiene items	Annual	250
Client Transportation	Annual	200
Client Food	Annual	300
Storage Unit	Annual	400
Membership Fee(s)- various organizations	Annual	250
Fundraiser/Gala Supplies/Plate Sale Supplies	Annual	150
WBON Membership	Annual	99
Total		11199

TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: Holly Springs Civitan Club

Mailing address: 108 Wallsburg Court, Cary, NC 27518

Current Presiding Officer: David Kranau

Mailing address: 108 Wallsburg Court, Cary, NC 27518

Telephone: (919) 971-7602 Fax: _____ E-Mail: davekranau@gmail.com

(Check one)

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

Date Organization Formed or Chartered: _____

Agency 501 C-3 Number: _____ Or, Federal Tax ID Number: 26-1434085

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)**

The Holly Springs Civitan Club is a member of Civitan International which advocates for people with developmental and intellectual disabilities. The Holly Springs Civitan Club fulfills this mission by: 1) hosting events that bring the community together in an uplifting fashion to help make Holly Springs an even better place to live, and 2) helping to sponsor educational forms (such as the annual Resource Fair which brings organizations together to provide resources for parents/guardians of special needs children/adults). The two biggest events are: 1) the annual Trunk or Treat event held in October at the Sunrise United Methodist Church, and 2) the annual Holly Springs Steppin' Out Dance held in the Spring for the past twelve years (excluding two years due to Covid). The dance is a prom that celebrates the lives of residents who have special needs and has had more than 300 dancers and volunteers gather at the Sunrise Church. It is a magical and moving event for all participants. This year's dance is scheduled for May 1, 2026.

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 seek to bring together residents of all abilities and races where everyone is equally cherished and loved. We seek to help strengthen the community and to show others why Holly Springs is such an outstanding place to live. The two years we weren't able to have the Dance due to Covid made us appreciate this amazing event even more. 2026 is the fourth year we'll have this event after that Covid break and we are so excited and looking forward to the Dance in less than two months!

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 grant is critical to the operation and planning for the Dance. The church provides space for free and the Civitan provides all funding for the Dance DJ and most of the funding for the event decorations and supplies. The Dance typically costs approximately $1,000 to put on, and is in addition to the $500 the Civitan funds for the annual Trunk or Treat event and the Resource Fair. Holly Springs Civitan is a very small volunteer organization that relies on community grants and donations from local businesses to support our events. The Town of Holly Springs has been very supportive in the past with $500 grants including a $500 grant we received last year.

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	$ 500	Amount	42	% 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	$ 400	Amount	33	% of Annual Budget
■	Fundraisers	$ 300	Amount	25	% 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.

$500 funding was last received in 2025. As stated above, all funding is used for 3 primary purposes - 1) the annual Steppin' Out Dance, 2) the annual Trunk or Treat event, and 3) the annual Resource Fair to educate parents/guardians of locally available agencies for special needs resources.

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.

3/6/2026

Signature of Executive or Applicant Date

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.

$500 funding was last received in 2025. As stated above, all funding is used for 3 primary purposes - 1) the annual Steppin' Out Dance, 2) the annual Trunk or Treat event, and 3) the annual Resource Fair to educate parents/guardians of locally available agencies for special needs resources.

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.

David Kronau — 3/6/2026

Signature of Executive or Applicant — Date

Return completed application and all attachments by March 4, 2022 to:
Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
E = Linda.McKinney@hollyspringsnc.gov

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.

TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: Diaper Train

Mailing address: 1812 Tillery Place, Suite 100 Raleigh, NC 27604

Current Presiding Officer: Katie Lowek, Executive Director

Mailing address:

Telephone: 919-833-6400 Fax: E-Mail: katie@diapertrain.org

(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: 56-2265577 Or, Federal Tax ID Number:

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)**

Diaper Train serves families across Wake County, North Carolina, with a focus on households experiencing economic hardship. 100% of the families we serve are low-income, many navigating barriers such as unstable employment, housing insecurity, or limited access to transportation and childcare.

While many social service agencies address food, housing, or medical needs, very few provide diapers, which are not covered by public assistance programs such as SNAP or WIC and are even taxed as “ luxury items ” by the state of North Carolina. This creates a gap that directly impacts a parent ’ s ability to work, a child ’ s ability to attend childcare, and a family ’ s overall health and economic mobility. Families experiencing diaper need, report missing an average of 5 work days/shifts per month. When a child does not have adequate diapers for daycare, parents cannot go to work and the cycle of poverty continues.

In 2025 alone, we supported over 4,700 unique children through 28,000 service visits and distributed more than 1.2 million diapers to local families.
In 2025 Diaper Train supported 116 unique children from Holly Springs with diaper support.

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)

A $2500 grant to Diaper Train will be used exclusively to purchase diapers for distribution through our partner agency network servingHolly Springs residents in the zip code 27540. These funds will specifically strengthen our supply to the Holly Springs community, ensuring families that don ' t have access to this important essential
We currently purchase diapers at an average cost of $0.20 per diaper - approximately 60% below market price. A $2500 investment will therefore provide approximately 12,500 diapers. Because we distribute an average of 50 diapers per child per month, this funding can support up to 250 " child-months " of diaper assistance.
By directing these funds directly to Holly Springs residents, this grant will not only supply essential hygiene items but also expand localized access, reduce hardship for families experiencing resource scarcity, and ensure that children in a part of the county that is under-resourced, receive the basic necessities they need to stay healthy and thrive.

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 funds are not provided, Diaper Train will continue to serve any and all residents of Wake County, including those living in Holly Springs. However, reduced funding would limit our ability to scale services to match rapidly growing demand in the region. Over the past two years, due to expanded partnerships with agencies and faith communities in southwest Wake County, the number of clients we serve from Apex, Fuquay-Varina, and surrounding communities has increased by more than 200%, and we anticipate continued growth.

Without additional support, we may be forced to reinstate or expand waitlists, reduce diaper quantities per child, or delay onboarding new partner agencies serving families in these areas. Funding from Holly Springs would allow us to respond responsibly to this documented increase in local need, ensuring that families in the Town and surrounding communities can continue to rely on consistent, equitable access to essential diaper supplies.

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	$ 149,000	Amount	28	% of Annual Budget
☐	State of N.C.	$ _____	Amount	_____	% of Annual Budget
☐	Other Private Funding	$ 379,000	Amount	71	% of Annual Budget
☐	Fundraisers	$ _____	Amount	_____	% 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.

3/3/2026

Signature of Executive or Applicant Date

Return completed application and all attachments by March 4, 2022 to:
Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
E = Linda.McKinney@hollyspringsnc.gov

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.

B. If your organization received funding from the Town of Holly Springs last year, describe how the 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**

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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

3/3/2026

Date

Diaper Train
dget Overview: Budget_FY26_P&L - FY26 P&
January - December 2026

	Total
Revenue	
43000 Direct Public Support	0.00
43100 Grants	0.00
43120 Congregations	94,760.00
43130 Foundations/Corporations	57,500.00
Total 43100 Grants	**$ 152,260.00**
43200 Donations	0.00
43210 Individuals, Small Businesses	334,000.00
43220 Congregations	15,000.00
43230 Foundations/Corporation Gifts	0.00
Total 43200 Donations	**$ 349,000.00**
Total 43000 Direct Public Support	**$ 501,260.00**
45000 Investments	0.00
45030 Interest-Savings, Short-term CD	1,680.00
Total 45000 Investments	**$ 1,680.00**
46400 Other Types of Income	0.00
46405 Rent from Resident Programs	0.00
Total 46400 Other Types of Income	**$ 0.00**
47200 Program Income	0.00
47230 Membership Dues (deleted)	0.00
Total 47200 Program Income	**$ 0.00**
Total Revenue	**$ 502,940.00**
Gross Profit	**$ 502,940.00**
Expenditures	
61000 Programs	0.00
61100 Program Supplies	264,000.00
61200 Program Operations	1,542.06
Total 61000 Programs	**$ 265,542.06**
63000 Development	0.00
63100 Annual Fundraiser	13,500.00
63300 General Development Expenses	3,680.00
63350 Credit Card & Banking Fees	7,113.21
63400 Publications & Marketing	0.00
63410 Printing and Copying	4,900.00
63450 Postage - Mailing Services	210.85
Total 63400 Publications & Marketing	**$ 5,110.85**
63800 Advertising	2,110.00
63900 Website - Social Media	4,440.00
63990 Outside Contract Services	2,500.00
Total 63000 Development	**$ 38,454.06**
65000 Personnel	0.00

65100 Payroll		157,999.92
65400 Taxes (state and federal)		11,491.92
65700 Professional Development		0.00
65701 Prof. Dev. Fees/Courses - ED		1,000.00
Total 65700 Professional Development	**$**	**1,000.00**
Total 65000 Personnel	**$**	**170,491.84**
67000 Building and Grounds		0.00
67005 Rent for Office		66,375.00
67100 Maintenance & Repairs		0.00
67150 Dumpster		0.00
Total 67100 Maintenance & Repairs	**$**	**0.00**
67400 Building Security		0.00
67500 Utilities		0.00
67510 Electric		3,704.57
67520 Gas		0.00
67530 Water & Sewer		0.00
Total 67500 Utilities	**$**	**3,704.57**
67700 Insurance		286.03
67710 Property, Liability & WC		4,500.00
67720 Directors and Officers Ins		1,400.00
Total 67700 Insurance	**$**	**6,186.03**
67800 Janitorial		0.00
67805 Janitorial Services		7,272.00
Total 67800 Janitorial	**$**	**7,272.00**
Total 67000 Building and Grounds	**$**	**83,537.60**
68000 Administration		0.00
68001 Professional Fees		0.00
68002 Payroll Services		1,120.00
68006 Outside Contract Services		12,610.00
Total 68001 Professional Fees	**$**	**13,730.00**
68010 Postage		0.00
68011 Postage - General		130.00
Total 68010 Postage	**$**	**130.00**
68020 Telephone, Telecommunications		0.00
68021 Telephone & Internet		1,448.76
Total 68020 Telephone, Telecommunications	**$**	**1,448.76**
68025 Office Supplies		0.00
68026 Office Supplies		1,560.00
Total 68025 Office Supplies	**$**	**1,560.00**
68030 Office Equipment		335.54
68031 Office Equipment Rental		2,013.24
68037 Computers		144.00
Total 68030 Office Equipment	**$**	**2,492.78**
68040 Auto		5,073.45
68060 Volunteer Recognition/Supplies		360.00
68085 Books, Subscriptions, Reference		1,254.44
68300 Travel and Meetings		0.00

68310 Conference, Convention, Meeting		1,000.00
68320 Travel		25.73
Total 68300 Travel and Meetings	**$**	**1,025.73**
Total 68000 Administration	**$**	**27,075.16**
Total Expenditures	**$**	**585,100.72**
Net Operating Revenue	**-$**	**82,160.72**
Net Revenue	**-$**	**82,160.72**

DIAPER TRAIN, INC.

FINANCIAL STATEMENTS

DECEMBER 31, 2023 and 2022

MADDISON & CAISON, LLP
CERTIFIED PUBLIC ACCOUNTANTS
RALEIGH, NORTH CAROLINA

Independent Auditor's Report

To the Board of Directors
Diaper Train, Inc.
Raleigh, North Carolina

Opinion

We have audited the accompanying financial statements of Diaper Train, Inc. (a nonprofit organization), which comprise the statements of financial position as of December 31, 2023 and 2022, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Diaper Train, Inc. as of December 31, 2023 and 2022, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Diaper Train, Inc. and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Diaper Train Inc.'s ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements, including omissions, are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Diaper Train Inc.'s internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Diaper Train Inc.'s ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

December 6, 2024

Maddison & Caison, LLP

DIAPER TRAIN, INC.
STATEMENTS OF FINANCIAL POSITION
December 31

	2023	2022
ASSETS		
Current assets		
Cash and cash equivalents	$ 335,713	$ 378,121
Certificate of deposit	50,581	-
Contribution receivable	16,700	-
Rent receivable	8,000	-
Sales tax receivable	4,237	5,455
Contributed use of facilities, net	101,792	122,150
Prepaid expenses	4,762	2,085
Total current assets	521,785	507,811
Fixed assets		
Furniture and equipment	24,428	24,428
Website	12,356	12,356
Leasehold improvements	69,853	69,165
Less accumulated depreciation	(90,143)	(89,232)
Net fixed assets	16,494	16,717
Other assets		
Equipment not in service	23,000	-
Contributed use of facilities, long-term	-	101,792
TOTAL ASSETS	$ 561,279	$ 626,320
LIABILITIES AND NET ASSETS		
Current liabilities		
Accounts payable	$ 16,628	$ 3,141
Total current liabilities	16,628	3,141
Net assets		
Without donor restrictions		
Net investment in fixed assets	16,494	16,717
Available for general activities	426,365	382,520
Total net assets without donor restrictions	442,859	399,237
With donor restrictions		
Time restrictions	101,792	223,942
Total net assets with donor restrictions	101,792	223,942
Total net assets	544,651	623,179
TOTAL LIABILITIES AND NET ASSETS	$ 561,279	$ 626,320

See accompanying accountant's report.
See accompanying notes to financial statements.

DIAPER TRAIN, INC.
STATEMENT OF ACTIVITIES
Year Ended December 31, 2023

		Without Donor Restrictions	With Donor Restrictions	Total
Support and revenues				
Contributions		$ 245,413	$ -	$ 245,413
Fundraising event	142,523			
Cost of direct benefit to donors	(11,953)			
Fundraising event, net		130,570	-	130,570
Donated supplies		28,052		28,052
Rental income		40,700	-	40,700
Interest income		858	-	858
Realized loss on sale of securities		(30)	-	(30)
Net assets released from restriction		122,150	(122,150)	-
Total support and revenues		567,713	(122,150)	445,563
Expenses				
Program services		400,601	-	400,601
Management and general		62,200	-	62,200
Fundraising		61,290	-	61,290
Total expenses		524,091	-	524,091
Change in net assets		43,622	(122,150)	(78,528)
Net assets - beginning of year		399,237	223,942	623,179
Net assets - end of year		$ 442,859	$ 101,792	$ 544,651

See accompanying accountant's report.
See accompanying notes to financial statements.

DIAPER TRAIN, INC.
STATEMENT OF ACTIVITIES
Year Ended December 31, 2022

		Without Donor Restrictions	With Donor Restrictions	Total
Support and revenues				
Contributions		$ 189,740	$ -	$ 189,740
Fundraising event	92,064			
Cost of direct benefit to donors	(8,139)			
Fundraising event, net		83,925	-	83,925
Donated facilities		-	244,300	244,300
Donated supplies		34,164	-	34,164
Rental income		36,200	-	36,200
Interest and dividend income		267	-	267
Realized loss on sale of securities		(45)	-	(45)
Net assets released from restriction		122,150	(122,150)	-
Total support and revenues		466,401	122,150	588,551
Expenses				
Program services		400,667	-	400,667
Management and general		75,170	-	75,170
Fundraising		43,886	-	43,886
Total expenses		519,723	-	519,723
Change in net assets		(53,322)	122,150	68,828
Net assets - beginning of year		452,559	101,792	554,351
Net assets - end of year		$ 399,237	$ 223,942	$ 623,179

See accompanying accountant's report.
See accompanying notes to financial statements.

DIAPER TRAIN, INC.
STATEMENT OF FUNCTIONAL EXPENSES
Year Ended December 31, 2023

	Program Expenses	Management and General	Fundraising	Total
Salaries & benefits	$ 58,483	$ 16,709	$ 43,252	$ 118,444
Professional services	-	20,338	-	20,338
Rent & utilities	141,196	7,431	-	148,627
Depreciation	5,339	281	-	5,620
Repairs & maintenance	8,179	430	-	8,609
Insurance	1,902	1,078	-	2,980
Janitorial	10,877	573	-	11,450
Office supplies	-	2,121	-	2,121
Postage	-	129	-	129
Development & marketing	18,058	3,363	4,612	26,033
Program supplies & operations	141,144	-	-	141,144
Contract services	12,570	6,125	8,120	26,815
Fundraising events	-	-	16,668	16,668
Telecommunication	2,343	670	335	3,348
Office equipment & computer expense	510	1,789	256	2,555
Miscellaneous	-	1,163	-	1,163
	400,601	62,200	73,243	536,044
Less expenses included with revenues on the statement of activities - cost of direct benefit to donors	-	-	(11,953)	(11,953)
Total expenses included in the expense section of the statement of activities	$ 400,601	$ 62,200	$ 61,290	$ 524,091

See accompanying accountant's report.
See accompanying notes to financial statements.

DIAPER TRAIN, INC.
STATEMENT OF FUNCTIONAL EXPENSES
Year Ended December 31, 2022

	Program Expenses	Management and General	Fundraising	Total
Salaries & benefits	$ 66,754	$ 19,075	$ 36,449	$ 122,278
Professional services	-	10,878	-	10,878
Rent & utilities	143,821	7,570	-	151,391
Depreciation	2,181	115	-	2,296
Repairs & maintenance	5,389	284	-	5,673
Insurance	3,732	1,060	-	4,792
Janitorial	12,474	656	-	13,130
Office supplies	1,284	144	-	1,428
Postage	671	134	536	1,341
Development & marketing	769	28,074	-	28,843
Program supplies & operations	154,086	-	-	154,086
Fundraising events	-	-	15,040	15,040
Telecommunications	3,017	754	-	3,771
Office equipment & computer expense	6,489	3,513	-	10,002
Miscellaneous	-	2,913	-	2,913
	400,667	75,170	52,025	527,862
Less expenses included with revenues on the statement of activities - cost of direct benefit to donors	-	-	(8,139)	(8,139)
Total expenses included in the expense section of the statement of activities	$400,667	$ 75,170	$ 43,886	$ 519,723

See accompanying accountant's report.
See accompanying notes to financial statements.

DIAPER TRAIN, INC.
STATEMENTS OF CASH FLOWS
Year Ended December 31

	2023	2022
Cash flows from operating activities		
Change in net assets	$ (78,528)	$ 68,828
Adjustments to reconcile change in net assets to net cash flows:		
Contributed use of facilities	-	(244,300)
Amortized rent expense	122,150	122,150
Depreciation	5,620	2,296
Donated securities	(1,759)	(1,817)
Realized loss on sale of securities	30	45
Changes in:		
Donated securities	1,728	1,772
Receivables	(23,482)	(2,686)
Prepaid expenses	(2,677)	7,814
Accounts payable	13,487	(1,446)
Net cash flows provided (used) by operating activities	36,569	(47,344)
Cash flows from investing activities		
Purchase of fixed assets and other assets	(28,396)	(12,357)
Purchase of certificate of deposit	(50,581)	-
Net cash flows used by investing activities	(78,977)	(12,357)
Net decrease in cash and cash equivalents	(42,408)	(59,701)
Cash and cash equivalents - beginning of year	378,121	437,822
Cash and cash equivalents - end of year	$ 335,713	$ 378,121

See accompanying accountant's report.
See accompanying notes to financial statements.

Note 1 - Organizational Purpose

Diaper Train, Inc. (the "Organization") was incorporated in North Carolina in 2001 as a nonprofit organization called Saint Saviour's Center. On March 23, 2023, the Organization changed its name to the Diaper Train, Inc. The Organization is a community outreach ministry that addresses unmet needs for low-income residents in Raleigh and Wake County. The Organization is home to programs that keep children, seniors and families healthy and safe and that fill gaps in services for low-income families. The Organization's revenues are derived principally from contributions from the general public and rental income from sublet space (see Note 7).

Note 2 - Significant Accounting Policies

Basis of Accounting

The Organization prepares its financial statements on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America. Accordingly, revenues are recorded as earned rather than when received, and expenses are recorded as incurred rather than when paid.

Basis of Presentation

The Organization's financial statement presentation follows the recommendations of the Financial Accounting Standards Board ("FASB") in its Statement of Financial Accounting Standards ASC 958, *Not-for-Profit Entities*.

Cash and Cash Equivalents

For purposes of the statements of cash flows the Organization considers all money market accounts and highly liquid debt instruments with an original maturity of three months or less to be cash equivalents.

Property and Equipment

Fixed assets with a value of more than $750 are stated at cost at date of acquisition or fair market value at the date of donation. Depreciation of furniture, equipment and leasehold improvements is recorded on a straight-line basis over the estimated useful life of the asset.

Net Assets

Net assets and revenues received 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-imposed stipulations.

Net assets with donor restrictions - net assets subject to donor-imposed stipulations that may or will be met either by action of the Organization and/or the passage of time. Restricted funds may only be utilized in accordance with the purposes established by the donor of such funds.

Note 2 - Significant Accounting Policies (continued)

Contributions

The Organization follows the guidance provided in 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*, specifically for recognizing revenue from contributions. All contributions are considered to be for unrestricted purposes unless specifically restricted by the donor. Contributions received without donor-imposed restrictions are recognized as revenue in the period when the contribution is received. Contributions received with donor-imposed restrictions are recognized as revenue when the related qualifying expenses are incurred, and the purposes set forth by the donor are substantially met. Contributions that are restricted by donors are reported as increases in net assets without donor restrictions if the restrictions expire in the reporting period in which the support is recognized. All other donor-restricted contributions are reported as increases in net assets with donor restrictions, depending on the nature of the restrictions. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), 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.

Revenue Recognition

Rental income is recognized over the period of lease agreements in effect or on a month to month basis as the space is used by the Organization's tenants. Rental and fundraising income connected to benefits received by donors at events are considered point-in-time exchange transactions and as such are recorded upon delivery of benefits or other consummation of the exchange.

Contributed Services and Non-Cash Donations

A substantial number of volunteers make significant contributions of their time to the Organization. These contributed services are not reported as they do not meet the definition for recording or disclosure under current standards. Contributed services are only recognized for those that require specialized skills.

The Organization records non-cash donations at the fair market value of the goods or services at the date of donation. It is the policy of the Organization to liquidate donated securities immediately upon receipt or as soon as reasonably possible.

Functional Allocation of Expenses

The costs of program and supporting services of the Organization have been summarized on a functional basis in the statements of activities. The statements of functional expenses present the natural classification detail of expenses by function. Accordingly, certain costs have been allocated among the programs and general and administrative services benefited.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and revenues and expenses during the reporting period. Actual results could differ from those estimates.

Note 3 – Contributed Non-Financial Assets

As of December 31, 2022, the Organization adopted and implemented ASU 2020-07 (Topic 958) – *Presentation and Disclosures by Not-for-Profit Entities for Contributed Nonfinancial Assets.* For the years ended December 31, 2023 and 2022, non-cash contributions consisted of program supplies donated by the general public and the donated use of its facility (see Note 7). The contributed supplies, primarily diapers and baby wipes, were valued at current retail prices, and the facility was valued based on market rates for similar rental space in downtown Raleigh. All non-financial assets were employed in the Organization's program activities.

Note 4 – Liquidity and Availability

Financial assets without donor or other restrictions limiting their use that are available for general expenditure within one year of December 31, 2023 are as follows:

Cash and cash equivalents	$ 335,713
Contribution receivable	16,700
Rent receivable	8,000
Sales tax receivable	4,237
	$ 364,650

Management believes these assets are sufficient to provide for operations in the coming year. The Organization operates with very little overhead. To manage liquidity, management regularly prioritizes expenditures and adheres to a detailed monthly budget plan. Donor restricted net assets of $101,792 are time restricted as of December 31, 2023 and, therefore, are available for expenditure in the coming year.

Note 5 – Concentrations of Credit Risk

The Organization maintains its cash balances at multiple financial institutions. Balances on account are insured by the Federal Deposit Insurance Corporation ("FDIC") up to $250,000 per institution. As of December 31, 2023, the Organization had no funds on deposit in excess of insured limits. The Organization believes there is minimal risk regarding its cash and cash equivalents.

Note 6 – Net Assets with Donor Restrictions

Net assets with donor restrictions as of December 31 were as follows:

	2023	2022
Time restrictions:		
Contributed use of facilities	$ 101,792	$ 223,942

Note 7 – Leases, Subleases and Donated Facilities

The Organization leases two buildings from the City of Raleigh Housing Authority at 616 and 618 Tucker Street in Raleigh, North Carolina. The original lease had a term of five years and a cost of $2 per year. The original lease expired in February of 2008. The Organization verbally exercised its option to renew for another five years. The renewed lease expired in February of 2013 and the Organization began operating on a year-to-year lease with the city. A new two-year lease agreement was signed on October 17, 2016 with an effective date of November 1, 2016 and again on October 12, 2018 with an effective date of November 1, 2018 increasing the rent to $500 per month. The lease was renewed with similar terms on October 15, 2020 and again on October 28, 2022.

The difference between the fair market value of the space and the stated amount of the lease payments was recognized during the year ended December 31, 2022 as a contribution of $244,300 with a corresponding unconditional promise to give called contributed use of facilities on the statement of financial position as of December 31, 2022. The Organization is amortizing the related expense of use (as rent expense) on a straight-line basis over the term of the lease at a rate of $10,179 per month. Future minimum rent payments as of December 31, 2023 are $5,000.

The Organization also signed a lease for copier equipment on June 17, 2016. This lease agreement was for a term of 60 months at a rate of $118 per month. The lease expired in June 2021 and was automatically converted to a month-to-month lease contract. The copier lease was not subjected to ASU 2016-03, *Leases* (Topic 842) as it is not material to the financial statements.

As part of its mission, the Organization sublets space to other nonprofit organizations. During 2018, the Organization received monthly rental income from several organizations. These subleasing organizations paid rent under month-to-month written agreements. On January 15, 2019, the Organization executed new sublease agreements with three tenants through October 31, 2020. On October 25, 2020, the Organization executed new two-year sublease agreements with the remaining tenants. The leases were effective as of November 1, 2020 and expired on October 31, 2022. Starting in November 2022, the subleasing organizations again paid rent under a month-to-month understanding. The Organization executed new sublease agreements in January 2024.

Note 8 – Functionalized Expenses

Certain expenses in these financial statements are attributable to more than one program or supporting function. Under ASU 2016-14, these expenses must be allocated over functional categories on a reasonable basis that is consistently applied. Accordingly, management has allocated salaries, related taxes and benefits based on an analysis of staff time and efforts. Estimated square footage related to the programs and sublet space was used to allocate rent and utilities, depreciation, repairs and maintenance, and janitorial services. The direct costs of supplies were allocated in full to program expense. The cost of the annual fundraising event and subscriptions related to fundraising were allocated to fundraising. Management’s estimate of usage is the basis for allocating all other costs such as office supplies, printing and publications, and telecommunications.

Note 9 – Income Taxes

The Organization is a nonprofit organization as described in Section 501c(3) of the Internal Revenue Code and is exempt from federal and state income taxes. The Organization has evaluated its tax positions as of December 31, 2023 and believes they exceed the “more likely than not” standard set by FASB ASC 740-10. Consequently, it has not recorded a liability for any potentially imposed taxes or any potentially unrecognized tax benefits.

Note 10 - Subsequent Events

The Organization’s management has evaluated subsequent events through December 6, 2024, the date on which the financial statements were available to be issued. The Organization received notice from the Raleigh Housing Authority in November 2024 that they must vacate the premises by April 30, 2025. As a result, the Organization will no longer receive the donated use of a facility or sublet rental revenue after that date. The Organization has signed a lease for new space beginning January 1, 2025.

TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: For Girls Like Quaneisha Mentoring Program

Mailing address: 160 Riverwood Drive Fuquay Varina, NC 27526

Current Presiding Officer: Quaneisha Smith

Mailing address: 160 Riverwood Drive Fuquay Varina, NC 27526

Telephone: 919-721-0727 Fax: _____ E-Mail: forgirlslikequaneisha@gmail.com

(Check one)

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

Date Organization Formed or Chartered: November 22, 2019

Agency 501 C-3 Number: 84-4069869 Or, Federal Tax ID Number: _____

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

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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)**

Following the completion of our Girl$ Who Grow Wealth financial literacy series, For Girls Like Quaneisha Mentoring Program will launch a Children' s Business Fair designed to provide girls ages 8 - 14 with hands-on entrepreneurial experience. This project will allow participants to apply the financial principles they have learned—such as saving, budgeting, investing, and goal setting—by creating and operating their own small businesses in a supportive, real-world marketplace environment.

Through guided workshops, mentorship, and planning sessions, participants will develop a product or service, create a simple business plan, practice marketing and customer service skills, and manage money earned during the fair. The event will also invite families and community members to attend, strengthening community engagement while fostering confidence, creativity, and economic awareness among youth.

This initiative aligns with the community-focused mission of Town of Holly Springs by promoting youth development, financial capability, and civic connection while empowering young girls to envision themselves as future leaders, innovators, and business owners.

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)

Requested funds will support the implementation of our Children's Business Fair by covering materials for product development, educational supplies, venue support costs, marketing, and youth entrepreneurship resources. These funds will allow participants to design, produce, and sell their own goods while learning practical skills in financial literacy, problem-solving, communication, and responsible decision-making.This project directly advances our organizational mission to strengthen, encourage, empower, and inspire young girls to reach their fullest potential by providing real-world learning experiences that build confidence, leadership, and economic awareness. By investing in youth development, Town of Holly Springs will benefit from increased community engagement, support for local families, and the cultivation of future entrepreneurs and responsible citizens who are prepared to contribute positively to the town' s economic and civic vitality.

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 funds are reduced or not provided, the Children' s Business Fair would have to be scaled back significantly, limiting the number of girls who can participate and reducing the quality of hands-on learning experiences. We may be unable to provide essential materials, mentorship resources, and an accessible venue, which would restrict students' ability to fully develop and operate their businesses. This would lessen opportunities for participants to apply financial literacy skills in a real-world setting and diminish community engagement. Support from Town of Holly Springs is critical to ensuring equitable access, meaningful programming, and a successful event that benefits both our participants and the broader community.

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	$ 2,500	Amount	10.72%	% 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	$ 7,830	Amount	33.56%	% of Annual Budget
☐	State of N.C.	$	Amount		% of Annual Budget
☑	Other Private Funding	$ 5,000	Amount	21.43%	% of Annual Budget
☑	Fundraisers	$ 5,000	Amount	21.43%	% 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.

Last year, For Girls Like Quaneisha Mentoring Program received funding from the Town of Holly Springs, which was used to support our Girl$ Who Grow Wealth financial literacy series. Specifically, the funds covered educational materials, activity supplies, and interactive resources that allowed participants to learn key concepts in saving, budgeting, and money management. The support also helped provide a safe and welcoming space for our girls to engage in hands-on learning and mentorship. As a result, the funding directly contributed to building participants' financial knowledge, confidence, and practical skills, while strengthening community engagement and reinforcing our mission to empower young girls to reach their fullest potential.

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 4, 2026
Date

Return completed application and all attachments by March 4, 2022 to:
Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
E = Linda.McKinney@hollyspringsnc.gov

Applicant Checklist:

☑ **Completed application**

☑ **Attachment 1** - Copy of current year budget, if applying for more than $500

☐ n/a **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.

For Girls Like Quaneisha Mentoring Program
Fiscal Year 2026 Organizational Operating Budget
January 1, 2026--December 31, 2026

Expenses	Budget
Payroll & Benefits	$0
Professional Fees -- Bookkeeping, Audits, & Legal	500
Printing and Reproduction, Advertising & Marketing	1,000
Travel/Mileage Reimbursement	0
Rent (venue)	2,800
Insurance (liability, directors & officers	600
Supplies (office & field)/ Props for Lessons/Curriculum/	2,000
Bank Fees & Payroll Processing Fees	0
Postage/ PO Box	180
Food-Mentoring Sessions	2,000
Equipment, Software, CRMs	500
Internet Access & Web Page Design	500
Special Programs for the Mentoring Sessions	5,000
General Fundraising Expenses	5,000
Referral Rewards	0
Guest Speakers	0
T-Shirts	0
Giveaways/door pries	**$250**
Total Expenses	20,330.00

Total	

Statement of Financial Position Detail

For Girls Like Quaneisha Mentoring Program

January 1-December 31, 2025

TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT ACCOUNT	DEBIT	CREDIT	AMOUNT	BALANCE
Assets									
Basic Business Checking (7009) - 1									
Beginning Balance									3,162.44
Total for Basic Business Checking (7009) - 1									
Book for Lessons									
Beginning Balance									118.02
Total for Book for Lessons									
Christmas Cards for Donors									
Beginning Balance									19.29
Total for Christmas Cards for Donors									
Christmas Gifts for the girls									
Beginning Balance									118.25
Total for Christmas Gifts for the girls									
Consulting									
Beginning Balance									864.00
Total for Consulting									
Donation									
Beginning Balance									226.00
Total for Donation									
Fundraiser Prizes									
Beginning Balance									75.00
Total for Fundraiser Prizes									
Gift bags									
Beginning Balance									325.73
Total for Gift bags									

Statement of Financial Position Detail

For Girls Like Quaneisha Mentoring Program

January 1-December 31, 2025

TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT ACCOUNT	DEBIT	CREDIT	AMOUNT	BALANCE
Gift Cards for prizes									
Beginning Balance									215.00
Total for Gift Cards for prizes									
Gift Cards/Prizes									
Beginning Balance									45.00
Total for Gift Cards/Prizes									
Giveaway Prizes									
Beginning Balance									45.00
Total for Giveaway Prizes									
Lunch for the girls									
Beginning Balance									1,802.00
Total for Lunch for the girls									
Lunch with Volunteer Staff									
Beginning Balance									60.68
Total for Lunch with Volunteer Staff									
Mailings and PO Box									
Beginning Balance									381.85
Total for Mailings and PO Box									
Mother's Day Giveaway									
Beginning Balance									200.00
Total for Mother's Day Giveaway									
Occupancy-Rent									
Beginning Balance									685.00
Total for Occupancy-Rent									
Pink carpet- Prop									
Beginning Balance									28.84
Total for Pink carpet- Prop									

Statement of Financial Position Detail

For Girls Like Quaneisha Mentoring Program

January 1-December 31, 2025

TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT ACCOUNT	DEBIT	CREDIT	AMOUNT	BALANCE
Programming									
Beginning Balance									4,567.09
Total for Programming									
Program supplies									
Beginning Balance									4,161.72
Total for Program supplies									
Snacks									
Beginning Balance									633.27
Total for Snacks									
Snacks and Props									
Beginning Balance									62.10
Total for Snacks and Props									
Staff Development									
Beginning Balance									120.00
Total for Staff Development									
STEM Grant									
Beginning Balance									1,790.72
Total for STEM Grant									
T-Shirts									
Beginning Balance									624.21
Total for T-Shirts									
Total for Assets with sub-accounts									
Liabilities and Equity									
Liabilities									

Statement of Financial Position Detail

For Girls Like Quaneisha Mentoring Program

January 1-December 31, 2025

TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT ACCOUNT	DEBIT	CREDIT	AMOUNT	BALANCE
Equity									
Retained Earnings								19,849.06	
Net Income									
Opening balance equity									
Beginning Balance									482.15
Total for Opening balance equity									
Total for Equity with sub-accounts								**$19,849.06**	
Total for Liabilities and Equity with sub-accounts								**$19,849.06**	

TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: Holly Springs Elementary PTA

Mailing address: 401 Holly Springs Rd

Current Presiding Officer: Michael Haag

Mailing address: 401 Holly Springs Rd

Telephone: 678.665.2022 Fax: _____ E-Mail: hsesncpta@gmail.com

(Check one)

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

Date Organization Formed or Chartered: _____

Agency 501 C-3 Number: _____ Or, Federal Tax ID Number: 56-1943861

Amount and Type of Town funds requested: $ 2100 .00 for (check below all that apply)

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

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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 Elementary PTA would like to use these funds to purchase a KUBO robotic kit for our STEM program. Robotics are expensive, so we have coordinated with Pitsco Education to secure a reduced price on a 12 pack kit for $2,048.53.

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)

At Holly Springs Elementary, we believe that all children deserve opportunities to learn and grow. We would like to introduce all of our students to robotics and coding using technology that is accessible and intuitive. Through Wake County Public Schools Technology Lending Library, we have discovered that the KUBO robotics program is an ideal tool for this mission. We aren't reinventing the wheel - KUBO has free lesson plans on their site and the robots aren't going to become outdated, go unsupported, or defunct with time. Without words to read or screens to distract, ALL of our students have tested these robots in their classrooms and are able to participate. We are seeking funding to help purchase a 12 pack classroom kit that will be loaned out to all classrooms.

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

As a PTA, we provide semi-annual grants to teachers to cover their out-of-pocket expenses. If funds are not secured through this grant, other fundraising and grant opportunities will be pursued until our goal has been met.

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	$ _____	Amount	_____	% of Annual Budget
☐	State of N.C.	$ _____	Amount	_____	% of Annual Budget
☐	Other Private Funding	$ _____	Amount	_____	% of Annual Budget
■	Fundraisers	$ 88,000	Amount	100	% 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.

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.

3/8/2026

Signature of Executive or Applicant Date

Return completed application and all attachments by March 4, 2022 to:
Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
E = Linda.McKinney@hollyspringsnc.gov

Applicant Checklist:

■ **Completed application**

☐ **Attachment 1** - Copy of current year budget, if applying for more than $500

NA **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.

		Budgeted Income	Budgeted Expense
Reserve	Transfer to Balance	$7,155.00	
	Long-Term Project	$10,000.00	$10,000.00
	Digital Learning		
Mem	Membership Dues	$1,500.00	$750.00
	PTA Meetings		$500.00
Fundraising	Member Donations	-	-
	No Fuss Fundraising	$3,000.00	
	Sponsorships	$7,500.00	
	GoPlaySave	$750.00	
	Boosterthon	$30,000.00	$100.00
	CheetahBlast Sales	$11,000.00	
	Book Fair	$5,000.00	$300.00
	Cheetah Pride Nights	$500.00	
	Paw Prints	$600.00	
	Rent the Rock	$600.00	
	Spiritwear	$1,500.00	$100.00
	School Store	$5,000.00	$4,000.00
Students	Student Support		$3,000.00
	Cultural Arts Programs		$6,000.00
	Science Fair		$150.00
	Kid Vote		$25.00
	Spelling Bee		$185.00
	Field Day		$2,250.00
	5th Grade Celebrations	$1,000.00	$3,500.00
	Cheetah Pride Fridays		$75.00
	Yearbook	$750.00	$750.00
	Recess Refills		$500.00
	Clubs	$150.00	$450.00
	Safety Patrol		$300.00
	Student Shirts		
Community	Back to School Event		$3,250.00
	CheetahBlast Event		$5,000.00
	Spring Event		$2,000.00
	Talent Show		$150.00
	Walk to School		$50.00
	Family Events		$150.00
	Staff Kickoff		$4,000.00
	Teacher Grants		$8,000.00
	Media Center Grant		$3,000.00
	PLC Grants		$4,000.00
	Admin. Support		$2,600.00

Faculty & School	Technology Upgrades		$2,000.00
	SIT Support		$500.00
	Teacher/IA of the Year		$475.00
	NCTIES		$2,200.00
	Staff Appreciation		$8,000.00
	Teacher Mentor Program		$500.00
	Positivity Project		$3,795.00
	Outdoor Maintenance		$2,500.00
Operations	Insurance		$400.00
	Banking	$1,000.00	$1,000.00
	Financial Software		$400.00
	Sales Tax Refund	$1,600.00	
	Tax Preparation		$550.00
	Office Supplies		$400.00
	PTA Training		$250.00
	PTA Hospitality		$500.00
OVERALL TOTAL		**$88,605.00**	**$88,605.00**

Holly Springs Elementary School PTA FY 2025

Treasurer's Report

07/01/2025 - 06/30/2026

Reserves	Income	Expenses	Year to Date	Net Budget	More/-Less
Transer for Budget					
Transfer to Balance	-	-	-	-$4,470.00	$4,470.00
Transfer to Start Year	-	-	-	-$10,769.89	$10,769.89
Transer for Budget Totals	**-**	**-**	**-**	**-$15,239.89**	**$15,239.89**
Long-term Project					
Mural	-	$10,200.00	-$10,200.00	-	-$10,200.00
Long-term Project Totals	**-**	**-$10,200.00**	**-$10,200.00**	**-**	**-$10,200.00**
Fundraising Carry Over					
Digital Learning 25-26	-	$12,740.55	-$12,740.55	-	-$12,740.55
Fundraising Carry Over Totals	**-**	**-$12,740.55**	**-$12,740.55**	**-**	**-$12,740.55**
Reserves Totals	**-**	**-$22,940.55**	**-$22,940.55**	**-$15,239.89**	**-$7,700.66**

Membership	Income	Expenses	Year to Date	Net Budget	More/-Less
Membership Dues					
State Dues	-	$789.00	-$789.00	-$750.00	-$39.00
Individual Member	$196.00	-	$196.00	$400.00	-$204.00
Family Member	$572.00	-	$572.00	$600.00	-$28.00
Staff Member	$402.00	-	$402.00	$500.00	-$98.00
Membership Dues Totals	**$1,170.00**	**-$789.00**	**$381.00**	**$750.00**	**-$369.00**
PTA Meetings					
PTA Meeting Food	-	$134.20	-$134.20	-$300.00	$165.80
PTA Meeting Community Use	-	-	-	-$200.00	$200.00
PTA Meetings Totals	**-**	**-$134.20**	**-$134.20**	**-$500.00**	**$365.80**
Membership Totals	**$1,170.00**	**-$923.20**	**$246.80**	**$250.00**	**-$3.20**

Fundraising	Income	Expenses	Year to Date	Net Budget	More/-Less
Member Donations					
Member Donations	-	-	-	$1,000.00	-$1,000.00
Paw Partner	$400.00	-	$400.00	-	$400.00
Cub Champion	$900.00	-	$900.00	-	$900.00
Spirit of the Cheetah	$500.00	-	$500.00	-	$500.00
Member Donations Totals	**$1,800.00**	**-**	**$1,800.00**	**$1,000.00**	**$800.00**
No Fuss Fundraising					
Donations	$258.72	-	$258.72	$300.00	-$41.28
Box Tops	$99.20	-	$99.20	$50.00	$49.20
Store Loyalty	$176.92	-	$176.92	$100.00	$76.92
Shop to Give	$292.34	-	$292.34	$1,050.00	-$757.66
No Fuss Fundraising Totals	**$827.18**	**-**	**$827.18**	**$1,500.00**	**-$672.82**

Fundraising	Income	Expenses	Year to Date	Net Budget	More/-Less
Sponsorships					
Business Sponsorships	$13,350.00	-	$13,350.00	$7,800.00	$5,550.00
Family Sponsorships	-	-	-	$200.00	-$200.00
Sponsor Signs	-	$94.97	-$94.97	-	-$94.97
Sponsorships Totals	**$13,350.00**	**-$94.97**	**$13,255.03**	**$8,000.00**	**$5,255.03**
GoPlaySave					
GoPlaySave Sales	$1,352.50	-	$1,352.50	$800.00	$552.50
GoPlaySave Totals	**$1,352.50**	**-**	**$1,352.50**	**$800.00**	**$552.50**
Boosterthon					
Boosterthon Donations	$42,632.39	-	$42,632.39	$30,000.00	$12,632.39
Boosterthon Corporate Match	$2,672.31	-	$2,672.31	$5,000.00	-$2,327.69
Boosterthon Events	-	-	-	-$100.00	$100.00
Boosterthon Totals	**$45,304.70**	**-**	**$45,304.70**	**$34,900.00**	**$10,404.70**
CheetahBlast Sales					
CB Game Band Sales	$1,177.00	-	$1,177.00	$1,000.00	$177.00
CB Basket Sales	$7,706.22	-	$7,706.22	$10,000.00	-$2,293.78
CheetahBlast Sales Totals	**$8,883.22**	**-**	**$8,883.22**	**$11,000.00**	**-$2,116.78**
Book Fair					
Book Fair Sales	-	-	-	$9,000.00	-$9,000.00
Book Fair Events	-	-	-	-$200.00	$200.00
Book Fair Decor	-	-	-	-$800.00	$800.00
Book Fair Payment	-	-	-	-$3,000.00	$3,000.00
Book Fair Totals	**-**	**-**	**-**	**$5,000.00**	**-$5,000.00**
Cheetah Pride Nights					
CPN #3	-	-	-	$100.00	-$100.00
CPN #4	-	-	-	$100.00	-$100.00
CPN #5	-	-	-	$100.00	-$100.00
CPN #1 - Salamanders	$141.00	-	$141.00	$100.00	$41.00
CPN #2 - Mathnasium	$240.00	-	$240.00	$100.00	$140.00
Cheetah Pride Nights Totals	**$381.00**	**-**	**$381.00**	**$500.00**	**-$119.00**
Paw Prints					
Paw Prints	$380.00	-	$380.00	$750.00	-$370.00
Paw Prints Totals	**$380.00**	**-**	**$380.00**	**$750.00**	**-$370.00**
Rent the Rock					
Rent the Rock	$700.00	-	$700.00	$750.00	-$50.00
Rent the Rock Totals	**$700.00**	**-**	**$700.00**	**$750.00**	**-$50.00**
Spiritwear					
Spiritwear Sales	$1,318.00	-	$1,318.00	$2,500.00	-$1,182.00
Spiritwear Restock	-	-	-	-$1,000.00	$1,000.00
Spiritwear Totals	**$1,318.00**	**-**	**$1,318.00**	**$1,500.00**	**-$182.00**
School Store					
School Store K-2 Sales	$1,587.06	-	$1,587.06	$2,500.00	-$912.94
School Store 3-5 Sales	$1,734.87	-	$1,734.87	$3,000.00	-$1,265.13
School Store Restock	-	$2,744.26	-$2,744.26	-$4,000.00	$1,255.74
School Store Totals	**$3,321.93**	**-$2,744.26**	**$577.67**	**$1,500.00**	**-$922.33**

Fundraising	Income	Expenses	Year to Date	Net Budget	More/-Less
Fundraising Totals	**$77,618.53**	**-$2,839.23**	**$74,779.30**	**$67,200.00**	**$7,579.30**
Students	**Income**	**Expenses**	**Year to Date**	**Net Budget**	**More/-Less**
Student Support					
Student EOG Support	-	-	-	-$200.00	$200.00
Student Field Trips	-	-	-	-$200.00	$200.00
Student Support	-	$55.74	-$55.74	-$600.00	$544.26
Student Support Totals	**-**	**-$55.74**	**-$55.74**	**-$1,000.00**	**$944.26**
Cultural Arts Programs					
Cultural Arts Programs	-	$6,163.70	-$6,163.70	-$6,000.00	-$163.70
Cultural Arts Programs Totals	**-**	**-$6,163.70**	**-$6,163.70**	**-$6,000.00**	**-$163.70**
Science Fair					
Science Fair Community Use	-	-	-	-$100.00	$100.00
Science Fair Awards	-	$113.58	-$113.58	-$100.00	-$13.58
Science Fair Totals	**-**	**-$113.58**	**-$113.58**	**-$200.00**	**$86.42**
Kid Vote					
Kid Vote Supplies	-	-	-	-$25.00	$25.00
Kid Vote Totals	**-**	**-**	**-**	**-$25.00**	**$25.00**
Spelling Bee					
Spelling Bee Registration	-	$199.00	-$199.00	-$180.00	-$19.00
Spelling Bee Awards	-	$60.03	-$60.03	-$5.00	-$55.03
Spelling Bee Totals	**-**	**-$259.03**	**-$259.03**	**-$185.00**	**-$74.03**
Field Day					
Field Day #1	-	-	-	-$1,125.00	$1,125.00
Field Day #2	-	-	-	-$1,125.00	$1,125.00
Field Day Totals	**-**	**-**	**-**	**-$2,250.00**	**$2,250.00**
5th Grade Celebrations					
5th Grade Shirts	-	-	-	-$1,500.00	$1,500.00
5th Grade Signs	-	-	-	$300.00	-$300.00
5th Grade Fundraising	$147.00	$178.15	-$31.15	$300.00	-$331.15
5th Grade Celebrations	-	-	-	-$1,100.00	$1,100.00
5th Grade Celebrations Totals	**$147.00**	**-$178.15**	**-$31.15**	**-$2,000.00**	**$1,968.85**
Cheetah Pride Fridays					
Cheetah Pride Friday Prizes	-	$177.81	-$177.81	-$100.00	-$77.81
Cheetah Pride Fridays Totals	**-**	**-$177.81**	**-$177.81**	**-$100.00**	**-$77.81**
Yearbook					
Yearbook Sales	-	-	-	$750.00	-$750.00
Yearbook Co. Payment	$295.19	-	$295.19	-	$295.19
Yearbook Totals	**$295.19**	**-**	**$295.19**	**$750.00**	**-$454.81**
Recess Refills					
Recess Refills	-	$42.50	-$42.50	-$250.00	$207.50
Recess Refills Totals	**-**	**-$42.50**	**-$42.50**	**-$250.00**	**$207.50**

Students	Income	Expenses	Year to Date	Net Budget	More/-Less
Clubs					
Choir	-	$108.25	-$108.25	-$200.00	$91.75
Student Council	$209.26	$175.61	$33.65	-	$33.65
Chess Club	-	-	-	-	-
Soccer Club	-	-	-	-	-
Ukulele Club	-	$29.98	-$29.98	-$250.00	$220.02
ECS Club	-	$96.19	-$96.19	-	-$96.19
Run Club	-	$176.67	-$176.67	-$200.00	$23.33
Honors Choir	-	$254.72	-$254.72	-$250.00	-$4.72
Clubs Totals	**$209.26**	**-$841.42**	**-$632.16**	**-$900.00**	**$267.84**
Safety Patrol					
Safety Patrol Pizza Party	-	-	-	-$300.00	$300.00
Safety Patrol Totals	**-**	**-**	**-**	**-$300.00**	**$300.00**
Student Shirts					
Student Shirts	$2,229.02	$4,458.03	-$2,229.01	-$5,500.00	$3,270.99
Student Shirts Totals	**$2,229.02**	**-$4,458.03**	**-$2,229.01**	**-$5,500.00**	**$3,270.99**
Students Totals	**$2,880.47**	**-$12,289.96**	**-$9,409.49**	**-$17,960.00**	**$8,550.51**

Community	Income	Expenses	Year to Date	Net Budget	More/-Less
Back to School Event					
CFF Community Use	-	-	-	-$250.00	$250.00
CFF Event	-	$1,925.71	-$1,925.71	-$3,000.00	$1,074.29
Back to School Event Totals	**-**	**-$1,925.71**	**-$1,925.71**	**-$3,250.00**	**$1,324.29**
CheetahBlast Event					
CB Community Use	-	-	-	-$250.00	$250.00
CB Event	-	$2,988.88	-$2,988.88	-$4,750.00	$1,761.12
CheetahBlast Event Totals	**-**	**-$2,988.88**	**-$2,988.88**	**-$5,000.00**	**$2,011.12**
Spring Event					
Bingo Community Use	-	-	-	-$120.00	$120.00
Bingo Event	-	-	-	-$880.00	$880.00
Spring Event Totals	**-**	**-**	**-**	**-$1,000.00**	**$1,000.00**
Talent Show					
Talent Show Community Use	-	-	-	-$120.00	$120.00
Talent Show Event	-	-	-	-$30.00	$30.00
Talent Show Totals	**-**	**-**	**-**	**-$150.00**	**$150.00**
Walk to School					
Walk to School Spring	-	-	-	-$40.00	$40.00
Walk to School Fall	-	$61.52	-$61.52	-$35.00	-$26.52
Walk to School Totals	**-**	**-$61.52**	**-$61.52**	**-$75.00**	**$13.48**
Family Events					
Family Events	-	-	-	-$100.00	$100.00
Boohoo Yahoo	-	$160.16	-$160.16	-$100.00	-$60.16
Family Events Totals	**-**	**-$160.16**	**-$160.16**	**-$200.00**	**$39.84**
Community Totals	**-**	**-$5,136.27**	**-$5,136.27**	**-$9,675.00**	**$4,538.73**

Faculty & School	Income	Expenses	Year to Date	Net Budget	More/-Less

Faculty & School	Income	Expenses	Year to Date	Net Budget	More/-Less
Staff Kickoff					
Staff Kickoff 26/27	-	-	-	-$2,000.00	$2,000.00
Staff Kickoff 25/26	-	$683.57	-$683.57	-$2,000.00	$1,316.43
Staff Kickoff Totals	**-**	**-$683.57**	**-$683.57**	**-$4,000.00**	**$3,316.43**
Grants					
CB Spring Grant	-	-	-	-$5,700.00	$5,700.00
PLC Grant	-	$728.70	-$728.70	-$4,000.00	$3,271.30
Specialist Grant	-	$214.99	-$214.99	-$700.00	$485.01
Start-up Grant	-	$2,044.47	-$2,044.47	-$2,300.00	$255.53
Media Center Grant	-	$3,352.90	-$3,352.90	-$3,000.00	-$352.90
Grants Totals	**-**	**-$6,341.06**	**-$6,341.06**	**-$15,700.00**	**$9,358.94**
Admin Support					
Admin Support	-	$633.48	-$633.48	-$2,500.00	$1,866.52
McTeacher Night	-	-	-	$1,500.00	-$1,500.00
Admin Support Totals	**-**	**-$633.48**	**-$633.48**	**-$1,000.00**	**$366.52**
Technology Upgrades					
Tech. Upgrades	-	$2,000.00	-$2,000.00	-$2,000.00	-
Technology Upgrades Totals	**-**	**-$2,000.00**	**-$2,000.00**	**-$2,000.00**	**-**
SIT Support					
Literacy Night	-	-	-	-$250.00	$250.00
STEAM Night	-	$302.44	-$302.44	-$250.00	-$52.44
SIT Support Totals	**-**	**-$302.44**	**-$302.44**	**-$500.00**	**$197.56**
Teacher/IA of the Year					
TOY	-	$260.00	-$260.00	-$200.00	-$60.00
IAOY	-	$10.00	-$10.00	-$200.00	$190.00
Teacher/IA of the Year Totals	**-**	**-$270.00**	**-$270.00**	**-$400.00**	**$130.00**
NCTIES					
NCTIES Conference	-	$975.00	-$975.00	-$1,200.00	$225.00
NCTIES School Donation	-	-	-	-$1,000.00	$1,000.00
NCTIES Totals	**-**	**-$975.00**	**-$975.00**	**-$2,200.00**	**$1,225.00**
Staff Appreciation					
Staff Appreciation Days	-	-	-	-$400.00	$400.00
Staff Snacks/Lunches	-	$1,036.24	-$1,036.24	-$1,000.00	-$36.24
Teacher Appreciation Week	-	-	-	-$1,200.00	$1,200.00
Staff Shirts	-	-	-	-$1,500.00	$1,500.00
Staff Appreciation Items	-	$937.78	-$937.78	-$900.00	-$37.78
Staff Appreciation Totals	**-**	**-$1,974.02**	**-$1,974.02**	**-$5,000.00**	**$3,025.98**
Teacher Mentor Program					
Teacher Mentor	-	-	-	-$500.00	$500.00
Teacher Mentor Program Totals	**-**	**-**	**-**	**-$500.00**	**$500.00**
Positivity Project					
P2 26/27	-	-	-	-$3,795.00	$3,795.00
Positivity Project Totals	**-**	**-**	**-**	**-$3,795.00**	**$3,795.00**

Faculty & School	Income	Expenses	Year to Date	Net Budget	More/-Less
Outdoor Maintenance					
Outdoor Maintenance	-	-	-	-$1,000.00	$1,000.00
Outdoor Maintenance Totals	**-**	**-**	**-**	**-$1,000.00**	**$1,000.00**
Faculty & School Totals	**-**	**-$13,179.57**	**-$13,179.57**	**-$36,095.00**	**$22,915.43**

Operations	Income	Expenses	Year to Date	Net Budget	More/-Less
Insurance					
AIM Insurance	-	$400.00	-$400.00	-$400.00	-
Insurance Totals	**-**	**-$400.00**	**-$400.00**	**-$400.00**	**-**
Banking					
Banking Fees	-	-	-	-$5.00	$5.00
Banking Interest	-	-	-	$5.00	-$5.00
Cash Boxes	$120.00	$320.00	-$200.00	-	-$200.00
Banking Totals	**$120.00**	**-$320.00**	**-$200.00**	**-**	**-$200.00**
Financial Software					
MoneyMinder	-	$299.00	-$299.00	-$400.00	$101.00
Financial Software Totals	**-**	**-$299.00**	**-$299.00**	**-$400.00**	**$101.00**
Sales Tax Refund					
Sales Tax Refund Fall	$1,735.10	-	$1,735.10	$800.00	$935.10
Sales Tax Refund Spring	-	-	-	$800.00	-$800.00
Sales Tax Refund Totals	**$1,735.10**	**-**	**$1,735.10**	**$1,600.00**	**$135.10**
Tax Preparation					
CPA for Tax Prep	-	$550.00	-$550.00	-$550.00	-
Tax Preparation Totals	**-**	**-$550.00**	**-$550.00**	**-$550.00**	**-**
Office Supplies					
Office Supplies	-	$358.32	-$358.32	-$400.00	$41.68
Office Supplies Totals	**-**	**-$358.32**	**-$358.32**	**-$400.00**	**$41.68**
PTA Trainings					
PTA Trainings	-	-	-	-$50.00	$50.00
PTA Trainings Totals	**-**	**-**	**-**	**-$50.00**	**$50.00**
PTA Hospitality					
PTA Food	-	-	-	-$200.00	$200.00
PTA Gifts	-	-	-	-$50.00	$50.00
PTA Hospitality Totals	**-**	**-**	**-**	**-$250.00**	**$250.00**
Operations Totals	**$1,855.10**	**-$1,927.32**	**-$72.22**	**-$450.00**	**$377.78**

Grand Totals					
	$83,524.10	**-$59,236.10**	**$24,288.00**	**-$11,969.89**	**$36,257.89**

Bank Account Balances	07/01/2025	06/30/2026	Last reconciled
Regular Checking	$44,531.14	$70,789.80	10/31/2025
Reserves	$13,590.53	$11,619.87	Never
Totals	**$58,121.67**	**$82,409.67**	

Review Reconciled Bank Statement Reports along with this Treasurer's Report to ensure its accuracy.

Summary for the Period		
Starting Total		$58,121.67
Income	$83,524.10	
Expenses	-$59,236.10	$24,288.00
Ending Total		$82,409.67

Submitted by:

Name: _____ Signature: _____ Date: _____

RYAN DISSELER

EDUCATION ADVISOR

rdisseler@pitsco.com

800-835-0686

QUOTE

QUOTE NUMBER:	**112945AA**
SENT TO CUSTOMER:	**1/28/2026**
PRICES GOOD THROUGH:	**3/14/2026**

BILLING

Jessica Whaley-Davis
Holly Springs Elementary School
401 Holly Springs Rd
Holly Springs, NC 27540-9027 US
919-557-2660
jwhaleydavis@wcpss.net

SHIPPING

Jessica Whaley-Davis
Holly Springs Elementary School
401 Holly Springs Rd
Holly Springs, NC 27540-9027 US

DESCRIPTION	ITEM NO.	PRICE	QTY	TOTAL
KUBO Coding Starter Set	45892	$156.47	12	$1,877.64

Product Subtotal:	**$1,877.64**
Freight:	**$32.41**
Tax:	**$138.48**
Total:	**$2,048.53**

PITSCO EDUCATION

RYAN DISSELER

EDUCATION ADVISOR

rdisseler@pitsco.com

800-835-0686

LET'S COMPLETE YOUR ORDER

TWO EASY WAYS TO ORDER:

1. ORDER VIA THE PITSCO PAYMENT PORTAL

It's fast and secure and gives you two payment options:

- Upload your official school or district purchase order
- Pay using a credit or debit card

2. EMAIL YOUR PURCHASE ORDER

Send to orders@pitsco.com - **please include Quote #112945AA on the PO.**

- **Important:** Please include Quote #112945AA on your purchase order. This helps us process your order quickly and accurately, ensuring a timely turnaround.

TAX EXEMPT ORDERS

We must have a valid tax certificate on file for your organization to process your tax-free order. If we do not have the certificate on file, your order may be delayed. Upload your organization's tax certificate using our online document uploader or email it to AR@pitsco.com.

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LET'S MAKE HANDS-ON, MINDS-ON, HEARTS-ON LEARNING HAPPEN.

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TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: Holly Strings Youth Orchestra (HSYO)

Mailing address: P.O. Box 192, Holly Springs, NC 27540

Current Presiding Officer: Erin P. Pare

Mailing address: 5300 Lake Edge Drive, Holly Springs, NC 27540

Telephone: 919-605-7444 Fax: n/a E-Mail: hsyouthorchestra@gmail.com

(Check one)

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

Date Organization Formed or Chartered: July 29, 2018

Agency 501 C-3 Number: _____ Or, Federal Tax ID Number: 82-4972670

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

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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 HSYO is growing quickly, which is wonderful! Here are the programs that will receive funding if the HSYO were to receive a grant from the Town of Holly Springs:

1. Added a new ensemble: This spring the HSYO added a new preparatory ensemble for musicians who completed the beginner group classes, but weren't quite ready for the larger orchestra with older musicians. This is an important ensemble for the HSYO, which is comprised of our youngest musicians, so that we can offer the appropriate skill level instruction and an introduction to an ensemble setting with a variety of string instruments for these youth musicians who need it. We will use grant funding to help pay for additional music stands (biggest need), more sheet music for our music library, and additional instructional materials and supplies. We believe this new ensemble will double in size in the fall.

2. Expanding the summer program to serve more musicians: This summer the HSYO would like to add a third skills instruction class to our summer program. This third skills instruction class will help prepare our youngest musicians for the upcoming fall program by focusing on strenthening fundamentals, sight reading, varying rhythms and dynamics, and overall musicality. Funds for this additional program will be spent on instruction matierials, sheet music, and supplies.

3. Invited to visit area schools: The HSYO is delighted to receive multiple invitations to visit area public elementary school music classrooms to introduce string instruments to the children and give a beginner instrument instruction tutorial. Funds for this program will pay for our instructors to visit the schools and provide the tutotial, as well as pay for supplies to support the effort.

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 HSYO mission is to make available to area youth the opportunity to learn a string instrument (violin, viola, cello, bass), master the instrument through high-quality and professional instruction, and perform as part of an orchestra ensemble, all while making sure cost is not a barrier to participation for area youth. The HSYO was formed to fill a need in the community in music education because strings instruction isn't offered in most area schools. A grant from the Town of Holly Springs would help the HSYO achieve the HSYO mission and put these additional programs in to action now so more area youth can benefit. The Holly Strings Youth Orchestra was named after Holly Springs, and began as a Town of Holly Springs sponsored program. The majority of youth enrolled in the HSYO are residents of Holly Springs. The HSYO is a key organization supporting the Town's Arts endeavor. Wake Forest has a youth orchestra, Raleigh has a youth orchestra, and now Holly Springs has a youth orchestra that bears the Town's name. The sky is the limit for the HSYO and we want to partner with the Town to serve more community youth.

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 the HSYO is not awarded funds through this grant process, the HSYO will need to wait longer to expand the summer program in order to include more youth musicians, and also delay accepting invitations from area public school music teachers to go to schools and do "Strings Exploration Days" in elementary school music classes.

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	2.6	% 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	$ $500	Amount	1.3	% of Annual Budget
☐	State of N.C.	$	Amount		% of Annual Budget
☐	Other Private Funding	$ $33,000	Amount	86.8	% of Annual Budget
☐	Fundraisers	$ $3,500	Amount	9.2	% 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 HSYO was fortunate to receive a $1,000 grant from the Town of Holly Springs last year. Thank you! With this funding we purchased a much-needed conductor's podium. This piece of equipment enabled our conductor to stand in a higher position so HSYO musicians can see her directions more easily. We have used this podium in every rehearsal and every concert since we were able to purchase it with the Town's grant. This important piece of equipment has been a game-changer for our musicians and our program, and we cannot thank you enough!

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 3, 2026
Date

Return completed application and all attachments by March 4, 2022 to:
Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
E = Linda.McKinney@hollyspringsnc.gov

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.

* We are in the middle of doing our audit now - I will send when complete.

Holly Strings Youth Orchestra 2025-2026 Budget

			PROPOSED	ACTUAL
1	**7/1/2025 Opening Balance**		**$ 2,311.81**	**$ 2,311.81**
2	**INCOME**			
3	Enrollment + concert tickets		$ 32,000.00	
4	Bank Interest		$ -	$ -
5	Intrument Loaner Program		$ 100.00	
6	Grants and Donations		$ 10,000.00	
7	**TOTAL INCOME**		**$ 42,100.00**	**$ -**
8	**Total Cash On Hand + Proposed Income**		**$ 44,411.81**	
9	**EXPENSES**			
10	Facility Rental		$ 2,500.00	
11	Bank Fees, checks		$ 50.00	
12	Instructor/Conductor Wages		$ 30,000.00	
13	Website, domain name registration	3 yr. renew (5/2028)	$ -	$ -
14	Marketing		$ 500.00	$ -
15	Music/Program materials		$ 750.00	
16	T-shirts		$ -	$ -
17	Supplies: *instruction books,binders, pencils, stickers, copies,etc.*		$ 500.00	
18	Trophies		$ 700.00	
19	Concert décor, concert programs		$ 200.00	$ -
20	Liability Insurance		$ 300.00	
21	Legal		$ 1,000.00	$ -
22	Accounting Fees		$ -	$ -
23	Equipment		$ 1,000.00	
24	*Miscellaneous*		$ 1,500.00	
26	**TOTAL EXPENSES**		**$ 39,000.00**	**$ -**
27	**TOTAL INCOME minus EXPENSES**		**$ 5,411.81**	
28	**Carry Over to 2026-2027 Budget**		**$ 5,411.81**	

Holly Strings Youth Orchestra (HSYO) FY2024-2025 Excel Spreadsheet Financial Statement			
	INCOME		
1	Balance + Enrollment + concert tickets	$	32,844.55
2	Grants/fundraising/donations	$	5,442.96
3	**TOTAL INCOME**	**$**	**38,287.51**
4	**EXPENSES**		
5	Facility Rental	$	5,517.50
6	Bank Fees, checks	$	50.00
7	Tuition waivers/refund due to disenrollment	$	175.00
8	Staff wages	$	26,550.00
9	Website, domain name registration 3yr	$	730.69
10	Supplies: *instruction books,binders, pencils, stickers, copies,etc.*	$	152.54
11	Trophies	$	329.08
12	Liability Insurance	$	300.00
13	Equipment/Misc supplies	$	2,170.89
14	**TOTAL EXPENSES**	**$**	**35,975.70**
15	**TOTAL INCOME minus EXPENSES**	**$**	**2,311.81**

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 Rd, Holly Springs, NC 27540

Current Presiding Officer: Jaimie Russell & Paul Alvarez (Co-Presidents)

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

Telephone: (304)906-9519 Fax: NA E-Mail: goldenhawksbandhshs@gmail.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: NA Or, Federal Tax ID Number: 11-3787117

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

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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 Band Boosters organization was established to ensure the sustainability and growth of our comprehensive band program, which currently relies heavily on funds raised through parent volunteers, student-led initiatives, and participant fair-share contributions. While these efforts demonstrate strong community commitment, additional financial support is essential to maintain equitable access and program excellence.

Band funding directly supports all operational and educational components of the program, including music licensing and rights, production design and sets, instrument purchase and maintenance, specialized instructional staff for educational enrichment, transportation to community performances and events, and need-based scholarships for students who would otherwise be unable to participate due to financial hardship.

Our band program provides students with meaningful opportunities to develop as musicians, performers, leaders, and responsible community members. The program includes the Golden Hawks Regiment (marching band), two concert ensembles, jazz and chamber ensembles, indoor percussion, and a comprehensive guard program that extends opportunities to elementary and middle school students.

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 Golden Hawks Regiment proudly celebrates 20 years of excellence representing Holly Springs High School through its marching band program. For two decades, our students have been led onto the field at every football game, parade, and community performance behind the Golden Hawks Regiment banner—an enduring symbol of school pride, tradition, and unity.

As we mark this milestone anniversary, we seek grant funding to replace the original banner that has faithfully served the program since its inception. While this banner has been a meaningful and recognizable emblem of our organization for 20 years, it has experienced significant wear and is now in need of replacement.

A new banner will honor the legacy of the program while providing a refreshed and durable symbol that reflects the continued growth, excellence, and community presence of the Golden Hawks Regiment for years to come.

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 grant funding, the Golden Hawks Regiment will need to continue using a banner that has significantly deteriorated after 20 years of consistent use. As a highly visible symbol of our program at football games, parades, and community events, the condition of the current banner no longer reflects the pride, professionalism, and excellence our students demonstrate in every performance.

Because the band program relies primarily on funding as described above, allocating funds for a new banner would divert resources away from core educational needs.

Without this grant, the opportunity to commemorate our 20-year milestone with a renewed symbol of unity and tradition will be delayed, and our students will continue to represent the school with a banner that no longer meets the standard of excellence they work so hard to uphold.

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	$ 2500 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	$ _____ Amount		% of Annual Budget
☐	State of N.C.	$ _____ Amount		% of Annual Budget
☐	Other Private Funding	$ _____ Amount		% of Annual Budget
☐	Fundraisers	$ _____ Amount		% 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.

Last year, we were grateful to receive a grant from the Town of Holly Springs that allowed us to purchase materials to properly outfit, organize, and secure equipment within one of our transport trailers. These trailers are essential to our program, as they safely carry instruments, props, and technical equipment for ensembles that perform and compete locally and regionally throughout the 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.

Jaime Russell 03Mar2026

Signature of Executive or Applicant Date

Return completed application and all attachments by March 4, 2022 to:
Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
E = Linda.McKinney@hollyspringsnc.gov

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
NA (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.

Proposed Budget				
For School Year 2025-2026				
		2025-2026		
Income	**Description**	**Proposed**		
	Grants	$1,000.00		
	Corporate Sponsor	$5,000.00		
	Music Sponsorship	$200.00		
	Donations	$0.00		
	Fundraiser: HT VIC Card	$200.00		
	Fundraiser: Car Wash	$1,500.00		
	Fundraiser: Spirit Night	$0.00		
	Fundraiser: PNC/Walnut Creek	$7,000.00		
	Fundraiser: Ornaments	$0.00		
	Fundraiser: Friends and Family	$2,000.00		
	Fundraiser: Winter Showcase	$14,000.00		
	Fundraiser: Poinsettias	$1,000.00		
	Fundraiser: Miscellaneous	$5,000.00		
	Total Income	$36,900.00		
Expenses			**Marching**	**Classroom**
	Student Awards and Gifts		$750.00	$750.00
	Student Leadership Camp and Registration		$775.00	
	*General Expenses		$450.00	$300.00
	Clinicians		$40,000.00	$1,000.00
	Directors Expense		$200.00	$400.00
	Concert Expense			$500.00
	All District/All State (NCMEA Ensembles)			$2,500.00
	Music/Show/Drill-Marching		$10,000.00	
	Music/Class/Concert/Instrument Expenses			$2,000.00
	Meals: Band Banquet/Luncheons		$1,400.00	$1,400.00
	Meals: Football Games		$3,400.00	
	Meals: Band Camp		$5,500.00	
	Theme T Shirts		$1,500.00	
	Visual Package		$20,000.00	
	Equipment Expense		$800.00	
	Field Maintenance and Lights		$550.00	
	Truck and Workmen Expenses		$1,200.00	
	Travel: Truck Rental and gas		$2,100.00	
	Travel: Bus Driver Charges		$2,000.00	$700.00
	Contest and Competition Fees		$1,500.00	$350.00
	Overnight Competition (1-night; 2 day)		$15,510.00	
	Expense Totals		**$107,635.00**	**$9,900.00**

Proposed Budget				
For School Year 2025-2026				
	Calculations for Fair Share using Estimated Year End Amounts			
			Marching	**Classroom**
	Expense Totals		**$107,635.00**	**$9,900.00**
	Calculations for Fair Share			
	Marching Band Students	**90**	$1,195.94	
	Classroom Students	**90**		$110.00
	Less: Trip Fund		$10,000.00	
	Less: Corporate Sponsor Fund		$2,500.00	$2,500.00
	Calculations for Fair Share Less Booster Contribution		**$1,057.06**	**$82.22**
	Rounded Fair Share		**$1,050.00**	**$80.00**

ASSETS	Value		LIABILITIES AND NET WORTH	Loan Balance
Deposits in banks and other financial institutions	$134,805		Balance of loans on vehicles and equipment	N/A
Value of marketable stocks and bonds	N/A		Balance of loans on real estate	N/A
Value of vehicles & equipment	N/A		Balance of other loans	N/A
Value of real estate	N/A		Cost of other liabilities (itemize)	N/A
Value of other assets	$13,979		(Deferred Revenue)	$1,603
			TOTAL LIABILITIES	**$1,603**
TOTAL ASSETS	**$148,784**		**NET WORTH**	**$147,181**

TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: HSHS Choral Booster Club

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

Current Presiding Officer: Lisa McNabb, President

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

Telephone: (919) 577-1444 Fax: _____ E-Mail: hshschorusdept@gmail.com

(Check one)

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

Date Organization Formed or Chartered: 07/01/2014

Agency 501 C-3 Number: _____ Or, Federal Tax ID Number: 47-1385236

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

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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 Choral Booster Club is seeking support from the 2026 Local Civic Nonprofit Grant Program to fund a special artistic initiative celebrating the school's 20th anniversary. As part of this milestone year, we will commission three original musical works, each created specifically for our choir and the Holly Springs community. Grant funding from the Town of Holly Springs will directly support the commissioning fees required to bring these new works to life. The total price for the commissioned pieces is approximetly $12,000.

This project provides a clear and meaningful public benefit by enriching the cultural landscape of Holly Springs. Once completed, the three commissioned works will receive their world premiere at our Spring Concert, which will be open to the public including accessibility for those with disabilities. Community members, families, alumni, and local supporters will be invited to attend and participate in this shared celebration.

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)

HSHS choir students will collaborate with world-renowned composer Sherry Blevins to create three personalized commissioned pieces, giving them firsthand experience with theme development, rhythm selection, lyric writing, and the full choral composition process. These works will honor the school's 20-year legacy and reflect the experiences of the Holly Springs community. Their public debut will offer residents a high-quality musical experience close to home, bringing students, families, alumni, and community members together in a celebration of shared pride while supporting the creation of new choral music connected to the town's story.

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 commissioned musical works will become part of the choir's permanent repertoire, allowing them to be performed in future years and at various community events. If full funding is not awarded, the choir will need to redirect money from another budget line or seek additional fundraising opportunities. Reduced funding would limit our ability to provide opportunities like this to students in the future.

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	$ _____ Amount		_____% of Annual Budget
☐	State of N.C.	$ _____ Amount		_____% of Annual Budget
■	Other Private Funding	$ 26% Amount		_____% of Annual Budget
■	Fundraisers	$ 74% Amount		_____% 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], HSHS choral Booster President — 06March 2026

Signature of Executive or Applicant — Date

Return completed application and all attachments by March 4, 2022 to:
Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
E = Linda.McKinney@hollyspringsnc.gov

Applicant Checklist:

☑ **Completed application**

☑ **Attachment 1** - Copy of current year budget, if applying for more than $500

n/a **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.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI OH 45201

DEPARTMENT OF THE TREASURY

Date: AUG 19 2014

HSHS CHORAL BOOSTER CLUB
5329 CASS HOLT ROAD
HOLLY SPRINGS, NC 27540

Employer Identification Number:
47-1385236
DLN:
204204058
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
509(a)(2)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
July 1, 2014
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 5436

Attachment 1

Holly Springs High School Choral Boosters

2025 - 2026 Budget

	Budgeted Income	Budgeted Expenses	Budget Net
Accompanists		-$2,500.00	-$2,500.00
Accountant		-$700.00	-$700.00
Audio/Visual Concerts		-$2,300.00	-$2,300.00
Awards/Memorabilia		-$650.00	-$650.00
Accounting Program		-$315.00	-$315.00
Basket Raffle	$1,650.00		$1,650.00
Busch Gardens		-$3,000.00	-$3,000.00
Cheddar Up Fees		-$500.00	-$500.00
Choral Banquet		-$750.00	-$750.00
Choral Picnic		-$350.00	-$350.00
Clinicians		-$1,500.00	-$1,500.00
Composite Photo/Frame		-$1,000.00	-$1,000.00
Concert Attire		-$1,000.00	-$1,000.00
Concerts	$6,000.00	-$2,500.00	$3,500.00
CV Trip		-$4,000.00	-$4,000.00
Discretionary Fund		-$2,000.00	-$2,000.00
Equipment/Subscriptions		-$800.00	-$800.00
Fairshare	$8,500.00		$8,500.00
Honors Chorus		-$600.00	-$600.00
Butterbraids	$750.00		$750.00
Insurance		-$275.00	-$275.00
Mattress Fundraiser	$2,000.00		$2,000.00
Miscellaneous Supplies		-$250.00	-$250.00
MPA		-$1,100.00	-$1,100.00
Music		-$4,500.00	-$4,500.00
Patron Sponsors	$10,000.00		$10,000.00
Lenovo Center Fundraising	$1,500.00		$1,500.00
Professional Development		-$460.00	-$460.00
Scholarships		-$1,000.00	-$1,000.00
Singing Valentines	$1,200.00		$1,200.00
Spirit Nights	$1,350.00		$1,350.00
Substitute Teachers		-$400.00	-$400.00
CV Retreat		-$500.00	-$500.00
Totals	$32,950.00	-$32,950.00	

attachment 3

Holly Springs High School Choral Boosters

Financial Statement

February 27, 2026

Asset Type	Ending Balance
Checking Account	$76,594.13

TOWN OF HOLLY SPRINGS

Local civic organization grant application

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

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

Current Presiding Officer: Melissa Katafiasz

Mailing address: _____

Telephone: 919-868-2018 Fax: _____ E-Mail: melisllew@gmail.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: 20-5068089

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

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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 HSHS PTSA provides funds to the HSHS staff to be used for instruction-related materials and activities, ultimately benefiting the +2000 students who attend and emphasis is given to programs that will also support the community of Holly Springs as a whole. Funds are used to purchase educational materials that enhance curriculum and provide enhanced technology and resources to broaden the learning experience of the students. Funds are NOT used for salaries, special training or registrations of any kind. Everything purchased is the property of Holly Springs High and is maintained by HSHS and all materials/technologies are accessible to the entire HSHS community. Proposals are submitted in September and staff submit a detailed application that provides the benefits and a cost breakdown. Requests are reviewed by HSHS Administration and PTSA Executive board who select as many grants as the PTSA budget allows. Grants are awarded in October allowing the recipients to obtain their awards early in the year so the resources may be used all year.

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)

Holly Springs High is the only high school in Holly Springs, so as a result, the PTSA directly/indirectly impacts most of the community. The PTSA is the only organization at HSHS that benefits ALL students, with no academic, artistic or athletic requirements. All of our parent programs are open to the entire Holly Springs community, and the PTSA welcomes their involvement and support! The PTSA continues to be a strong supporter and advocate for HSHS staff, with this Grant Program, as well as Hospitality events throughout the year, and Teacher Appreciation Week in May. The PTSA is also supporting a community event this year to celebrate the 20th anniversary of HSHS and inviting the entire community in April. HSHS is continuously working to collaborate with the community and residents through programs, volunteer work by our students and staff and community events.

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 many educational materials and programs continues to erode each year. As a result, many schools rely heavily on PTSA and other organizations to fill in the gaps, and Holly Springs High is no different! There are many programs and educational opportunities that might not come to fruition if the Grant funding program is reduced or eliminated. The main goal of our PTSA is to support HSHS so that all students recsive the best learning opportunities possible. It is our wish that all students become responsible and productive members of the Holly Springs community, which benefits us alll The support from our town that we receive through the Grant Program allows the PTSA to continue this very important work.

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	$ .01%	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	$ _____	Amount	_____	% of Annual Budget
☐	State of N.C.	$ _____	Amount	_____	% of Annual Budget
■	Other Private Funding	$ 10.99%	Amount	_____	% of Annual Budget
■	Fundraisers	$ 89%	Amount	_____	% of Annual Budget

** Our budget for 2026 includes a major fundraiser that has not gotten off the ground as we hoped as you can see on the financial statement.

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.

This year we were able to award teacher grants to support our Career Development programs, library, student cooking classes and student programs that plant and harvest vegetables that are donated to the Holly Springs Food Cupboard. Our Career Development program meets monthly to bring in community members to work together to connect students and businesses with internship and learning opportunities.

As a PTSA, we awarded $3500 in PTA grants. We appreciate the Town of Holly Springs assistance to make this happen.

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

3/4/24
Date

Return completed application and all attachments by March 4, 2022 to:
Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
E = Linda.McKinney@hollyspringsnc.gov

Applicant Checklist:

☑ **Completed application**

☑ **Attachment 1** - Copy of current year budget, if applying for more than $500

N/a ☐ **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.

Approved 25-26 HSHS PTSA Budget

			25/26 Approved BUDGET
INCOME			
Fundraising			
	Senior Signs		$6,000.00
	Spirit Wear		$6,000.00
	No Frills (grocery cards, Target, Spirit Night, etc.)		$5,000.00
	Donations & Sponsorships		$2,000.00
	Town of Holly Springs Grant		$1,000.00
	Major Fundraiser		$60,000.00
	Tax Refund		$500.00
			$80,500.00
Membership			
	Dues for 200 members		$2,500.00
		Income	$83,000.00
		June 25 Bal	**$2,865.08**
			$85,865.08
EXPENSES			
Fundraising			
	Senior Signs		$4,000.00
	Spiritwear		$500.00
	Misc.		$500.00
			$5,000.00
Hospitality			
	Staff Breakfasts & Lunches		$5,500.00
	Staff Dinner for open house nights		$1,500.00
	Graduation Hospitality		$500.00
	Senior Gift		$2,500.00
			$10,000.00
Service			
	Academic Support Materials		$10,000.00
	Updated School Signage		$20,000.00
	Updated Student Spaces		$20,000.00
			$50,000.00
Programs			
	Reflections & Mural Contest		$200.00
	Student Emergency		$500.00

	Monthly PTSA and Admin Morning Meetings with parents	$1,000.00
	HS Chamber of Commerce	$200.00
	Advocacy	$500.00
	Unified Sports Day	$300.00
		$2,700.00
Scholarships/Grants		
	Senior Scholarships	$2,000.00
	Teacher Grants	$4,000.00
		$6,000.00
PTSA Operations		
	Administration & Communication	$500.00
	BAC Meeting	$500.00
	Donations & Sponsorships	$500.00
	Leadership Development Training	$100.00
	AIG Insurance	$400.00
	Wake County Dues & Reflections Dues	$75.00
	NCPTA/National PTA Membership Dues	$1,500.00
		$3,575.00
Staff Appreciation		
	Teacher Appreciation Week	$2,000.00
	IA, Bus, Custodial, Admin Apprec Days	$1,000.00
	Staff Encouragement	$1,000.00
	On-Going Appreciation	$400.00
	WCPSS Teacher/IA of the Year	$550.00
		$4,950.00
Miscellaneous		
	Contingency	$500.00
	Expenses	$82,725.00

ASSETS	Value		LIABILITIES AND NET WORTH	Loan Balance
Deposits in banks and other financial institutions	$6,479		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	**$6,479**		**NET WORTH**	**$6,479**

1/31/2026

TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: Holly Springs Inter-faith Alliance (HSIA)

Mailing address: _____

Current Presiding Officer: Mark Savoldi

Mailing address: 3134 Holly Green Lane, Holly Springs NC 27540

Telephone: 919-656-7342 Fax: _____ E-Mail: marksavoldi@gmail.com

(Check one)

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

Date Organization Formed or Chartered: 11/18/20

Agency 501 C-3 Number: 85-3954525 Or, Federal Tax ID Number: _____

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

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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 mission of the HSIA, which is comprised of the different faith communities within Holly Springs, NC, is to work together towards unity, love, and acceptance for the betterment of all people in the community by providing a platform rooted in service, leadership, education, and sharing.
Using each of our unique faiths to promote a united understanding, appreciation, and love amongst the community's diverse population that recognizes the divine worth of all people.
We recognize and affirm our differences.
Providing opportunities for community members to serve together towards common goals, such as:
- Standing firm against discrimination, racism, and division within the community
- Working closely with Local Government and Community Organizations to ensure the safety and livelihood of community members
- Leading programs to foster service in the community
- Committing to eliminate poverty, hunger, and homelessness
- Honoring each other's religious festivities, whenever possible, and sharing together in an effort to learn and build relationships

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)

HSIA is specifically seeking grant funds to aid in multiple opportunities throughout the year. Funding will help with: * Printing of educational information to hand out at events (ex: Holly Fest) * Supplies for some events that include Town service opportunities (ex: Road Cleanup, Greenway cleanup) * Social Media assistance to help us become more known for greater impact * Block Party supplies for serving in-need neighborhoods (ex: Block Party at Maple Ridge Apartments) (* Continued projects that represent HSIA and it's purpose including displays (ex: world map display @ Town events) * For 2026/27 funding will allow us to save space for the National Day of Prayer, distribution of the Wilkins Impact award and setting up a scholarship to be awarded to a student at HSHS for

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

Not receiving the grant will adversely impact HSIA in a way that limits and stifles our community engagement. While HSIA will always attempt to be present when we see fit, offering tangible resources and educational information will always be the goal. Without the additional funding, we will be limited in regards to quality speakers, service opportunities (cases of water, groceries, clothing and other resources for in-need families), printing and creation of educational resources...all of these reduces our impact of connecting to and unifying our community.
We believe that with your support, we can move forward with making this happen.

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	$ 500	Amount	83	% 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	$ 100.00	Amount	17	% of Annual Budget
☐	Fundraisers	$ _____	Amount	_____	% 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 generous blessing that the Town of Holly Springs awarded us last year went towards our expenses for educational sinage ($148.67), basic functions for a website ($88.87) materials for our float at the Christmas Parade ($63.12) and the ability to create and handout the first Wilkins Impact Award. HSIA is trying to steward the funds well by saving as much as possible to allow us to particpate in larger events, including Compassion Day and other projects coming up in 2026. We would also like to expand our opportunites though planning and stewardship of National Day of Prayer and other events that bring community unity to the forefront.

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.

Sandy Byrne 3/09/26

Signature of Executive or Applicant Date

Return completed application and all attachments by March 4, 2022 to:
Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
E = Linda.McKinney@hollyspringsnc.gov

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.

TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: Pride of Holly Springs

Mailing address: 112 Split Trunk Path, Holly Springs, NC 27540

Current Presiding Officer: Donna J. Friend

Mailing address: 112 Split Trunk Path, Holly Springs, NC 27540

Telephone: 804-241-1256 Fax: _____ E-Mail: chair@prideofhollysprings.com

(Check one)

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

Date Organization Formed or Chartered: 12/17/2023

Agency 501 C-3 Number: 99-4403867 Or, Federal Tax ID Number: _____

Amount and Type of Town funds requested: $ 1,800.00 for (check below all that apply)

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

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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)**

Our grant application is respectfully submitted to allow the Pride of Holly Springs 501(c)3 to purchase a bench as outlined in the Holly Springs Memorial Gift Program to be placed in one of our town parks or green-ways. Our organization exists to uplift and celebrate the LGBTQIA+ community by creating inclusive spaces, offering educational opportunities, and centering the safety and visibility of historically excluded identities. We envision a Holly Springs where everyone (regardless of gender identity, sexual orientation, or background) feels safe, supported, and empowered to thrive in a truly inclusive community. With the approval of this application, the town will be lending its support in helping us fulfill our mission.

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)

Approval of our application will directly support our mission statement and will continue to demonstrate that Holly Springs is a welcoming place with support for all its residents. The bench will provide a place where our residents can sit, relax and reflect. Today, more than ever, people need a place to come together to escape the daily stresses of life and renew the mind, body and spirit.

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

No funds or reduced funds would delay the project beyond this year.

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	$ _____	Amount	_____% of Annual Budget
☐	State of N.C.	$ _____	Amount	_____% of Annual Budget
☐	Other Private Funding	$ _____	Amount	_____% of Annual Budget
■	Fundraisers	$ 11,500	Amount	16 % 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.

Donna J. Freund, CHAIR — 3/2/26

Signature of Executive or Applicant — Date

Return completed application and all attachments by March 4, 2022 to:
Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
E = Linda.McKinney@hollyspringsnc.gov

Applicant Checklist:

- ☒ **Completed application**
- ☒ **Attachment 1** - Copy of current year budget, if applying for more than $500
- N/A ☐ **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.

2025 PRIDE OF HOLLY SPRINGS INCOME AND EXPENSE STATEMENT

2025 EXPENSES		
Committee Expenses	$	(725.07)
Pride Festival/Walk Expenses	$	(6,465.32)
Teen/Family Monthly Events	$	(101.80)
Adult Monthly Events	$	-
Scholarships	$	(1,000.00)
Outreach	$	-
Other	$	-
2025 TOTAL EXPENSES	**$**	**(8,292.19)**

2025 INCOME		
Sponsors / Vendors	$	9,050.00
Raffles	$	3,340.00
Pride Festival T Shirts and Other Sales	$	2,560.00
Donations	$	250.00
Refunds / Reimbursements	$	1,227.23
Benevity - Corporate donations from volunteers hours	$	2,790.00
Other		
2025 TOTAL INCOME	**$**	**19,217.23**

2025 TOTAL YEAR END REVENUE	**$**	**10,925.04**

2026 PRIDE OF HOLLY SPRINGS BUDGET	
PROJECTED EXPENSES	
Marketing	$ (1,500.00)
Pride Festival/Walk	$ (5,000.00)
Teen/Family Monthly Events	$ (500.00)
Adult Monthly Events	$ (250.00)
Scholarships	$ (4,000.00)
Outreach	$ (250.00)
TOTAL PROJECTED EXPENSES	**$ (11,500.00)**
PROJECTED INCOME	
Membership	$ 250.00
Grants	$ 2,500.00
Benevity - Employer Contributions Corporate donations from volunteers hours	$ 2,000.00
2026 Pride Festival T Shirt Sales	$ 2,000.00
2026 Pride Festival Magnets and other Merch	$ 500.00
2026 Raffle	$ 1,500.00
2026 Silent Auction	$ 4,000.00
2026 Sponsorships	$ 10,000.00
Miscellaneous	$ 500.00
TOTAL PROJECTED INCOME	**$ 23,250.00**
TOTAL PROJECTED REVENUE	**$ 11,750.00**

MEMORIAL GIFT PROGRAM DONATION FORM

Complete and return with payment to:
Town of Holly Springs
Attn: Parks & Recreation Department
PO Box 8
Holly Springs, NC 27540
www.hollyspringsnc.gov/memorialgift

Your Name: _____

Address: _____

City: _____

State, Zip: _____

Phone: _____

Email: _____

Donation of: ____ Tree $250 ____ Bench $1900

Requested Park Location: _____

Tree Species: (Select One)

_____ Eastern Redbud _____ Tulip Poplar
_____ Flowering Dogwood _____ American Holly
_____ Pin Oak _____ American Beech
**** Trees are only be planted in Oct, Nov, Feb, or Mar.***

Plaque Info:

Donated by _____
Select One:
_____ In honor of
_____ In memory of
_____ In celebration of

State name of individual, organization or event:

_____

Payment:

Make checks payable to Town of Holly Springs.
Call 919-557-2906 for instructions on credit card payments.

Upon receipt of form, you will be contacted with more details.

For any questions, please contact:

Holly Springs Parks & Recreation Department
104 W Ballentine St.
Holly Springs, NC 27540
919-557-2906
www.hollyspringsnc.gov/memorialgift

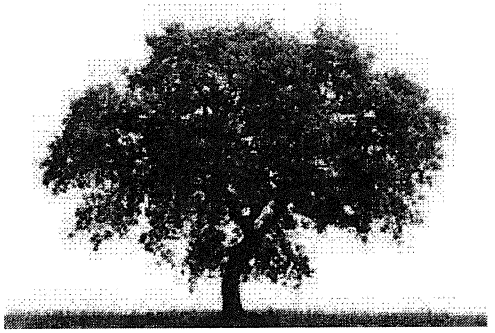
Other Memorial Donations and Gifts

Additional ways to donate or pay tribute are considered on a case-by-case basis. Please call (919) 557-2906 to inquire.

All Memorial Gift donations and all features purchased with a Memorial Gift are the property of the Town of Holly Springs. A feature shall be removed at the end of its useful life, as determined by the Town, and not replaced. Review the Memorial Gift Policy for additional terms and considerations.

HOLLY SPRINGS
North Carolina

MEMORIAL GIFT PROGRAM



Honor a special person or occasion with the donation of a tree or park bench

Holly Springs Parks & Recreation
(919) 557-2906
www.hollyspringsnc.gov/memorialgift

MEMORIAL GIFTS

The Memorial Gift Program is offered through the Town of Holly Springs as a special way to memorialize or honor an individual, organization, or special event. Your donation towards a tree or park bench is a beautiful, unique gift that will benefit the community for years to come.

DONOR RECOGINITION PLAQUE

One-time placement of a small plaque for trees and benches is included, if desired by donor. Standard text shall include "Donated by friends (or family) in honor of (individual, organization or event)" and shall include the year, if desired or appropriate.

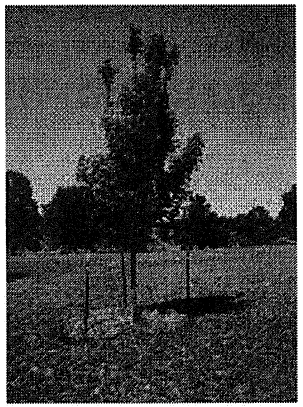
HOLLY SPRINGS
North Carolina

LIVING TRIBUTE TREE

Planting a tree in honor or in memory of the people we love, or to recognize those who positively influence our lives, is a centuries old tradition. Holly Springs Parks & Recreation is proud to offer the opportunity to provide these living tributes.

Our best effort will be made to plant the tree in your desired park or greenway location; however, the Town reserves the right to determine the final location and the appropriateness of the selected species. Species options include: ***Eastern Redbud, Flowering Dogwood, American Holly, Pin Oak, Tulip Poplar or American Beech.*** Donation for trees may be made at any time, however, to ensure a strong survival rate, trees will only be planted during the months of February, March, October or November.

The donation amount for a tribute tree is $250 and includes the planting, gator water bag and one-time placement of a memorial plaque.



MEMORIAL PARK OR GREENWAY BENCH

Memorial park benches are made of environmentally-friendly, recycled plastic and are installed at approved sites in town parks and along greenways. Staff will work with the donor to find a mutually agreed upon location. Although the department strives to install benches within six months of the submitted request, product delivery times may impact this timeframe.

The donation amount for a memorial bench is $1,900 and includes the installation and one-time placement of a memorial plaque.

TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: The Sword Conservatory

Mailing address: 112 Tonks Trail, Holly Springs, NC 27540

Current Presiding Officer: Craig C. Freudenrich Ph.D.

Mailing address: 5316 Revere Road, Durham, NC 27713

Telephone: (919) 544-4410 Fax: _____ E-Mail: sircraig@swordconservatory.org

(Check one)

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

Date Organization Formed or Chartered: July 13, 2016

Agency 501 C-3 Number: _____ Or, Federal Tax ID Number: 81-3074256

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)**

Recently in our fencing class, we taught a curriculum on self-defense with a cane. The curriculum is useful for defense against simple assaults, aggravated assaults, and robberies where the assailants use either knives or no weapons at all. The curriculum does not require the participant to be physically fit as is the case in most martial arts self defense (e.g.Tae Kwon Do, Karate). It can also be taught to individuals with disabilities.

The original curriculum was split into four 1-hour classes. We plan to streamline instruction so we can offer a 2 hour workshop through Holly Springs Parks & Recreation and/or local senior residential centers and communities. Our initial target audience will be seniors (age 50+) as this demographic group is especially vulnerable to attack. Later, we can expand it to other adults. Note that by law, you do not have to be old or disabled to carry a cane; however, the cane cannot be modified (i.e. sword cane, lead-filled cane).

We propose to teach this curriculum in workshops in Holly Springs. While field-testing the curriculum with our fencing students, we asked them to purchase their own canes. However, this request would not be practical for teaching in a workshop. So, we seek funds to purchase 20 rattan canes to be used by workshop participants.

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 seek to expand our programs by offering new workshops in self-defense with a cane to Holly Springs residents. Our initial target group will be seniors (age 50+), which comprise 25% of the Holly Springs population. We plan to offer these workshops both through Holly Springs Parks & Recreation as well as outreach to senior communities in the area. Later, we can expand our target audience to adults (age 18-50), which comprise an additional 40% of the Holly Springs population.

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 funds requested will cover the capital costs of the canes required for workshop participants to use. The canes can be reused for multiple workshops. Without the funds to purchase the canes, each workshop participant would be required to purchase a cane, in addition to the fee of the workshop. This additional cost may discourage potential participants, thereby reducing the number of participants and the effectiveness of the program.

While we have financial reserves, our revenues are not guaranteed. We maintain a reserve to meet our expenses, maintain operations in the event that revenues drop, and keep costs to our students low. We are seeking financial assistance to reduce the the risk of starting a new program that will serve an under-served population.

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	$ $14,000	Amount	67	% 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	$ $6,000	Amount	29	% of Annual Budget
☑	Fundraisers	$ $800	Amount	4	% 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 Sword Conservatory received $500 in 2024 to build a wheelchair platform for swordfighting. The platform was completed in 2025, and it is available for walking/standing-challenged people in the community. We have partnered with Holly Springs Parks and Recreation to offer a swordfighting workshop twice a year through their AIR (Accessible and Inclusive Recreation) Program. The wheelchair platform is available if AIR students use a wheelchair or are walking/standing challenged.

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.

Craig C. Freudenrich 03/02/2026

Signature of Executive or Applicant Date

Return completed application and all attachments by March 4, 2022 to:
Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
E = Linda.McKinney@hollyspringsnc.gov

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.

TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: White Oak Foundation

Mailing address: 1624 White Oak Church Road Apex, NC 27523

Current Presiding Officer: Reverend Charles R. Tyner

Mailing address: 1624 White Oak Church Road Apex, NC 27523

Telephone: 9193626799 Fax: 9193620769 E-Mail: rfsanders50@yahoo.com

(Check one)

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

Date Organization Formed or Chartered: 1998

Agency 501 C-3 Number: 56-2093795 Or, Federal Tax ID Number: _____

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)**

The White Oak Foundation, Inc. (WOF) is a 501(c)3 founded in 1998 as an outreach ministry of the 161-year-old White Oak Missionary Baptist Church, which began in the years immediately following emancipation. The now independent Foundation provides services to all in Western Wake County, regardless of religious affiliation, race, or ethnicity. Guided by the motto “caring for the total person,” WOF’s community outreach programming addresses the educational, socio-economic, housing, and professional needs of men, women, children, and the elderly. As household incomes soar in Western Wake, WOF remains deeply committed to serving the county’s low-to-moderate income (LMI) residents. Of the participants served by our wide range of programs, 5-10% are Holly Springs residents. This funding request of $2,500 will support services open to them, namely: crisis assistance, transportation to our onsite services such as the Senior Day Program and Meals on Wheels, medical services (vaccinations), and HUD-certified financial counseling. All of our facilities are ADA-compliant, and open to individuals with disabilities.

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 will support the direct delivery of services to Holly Springs residents under WOF's existing programs of Crisis Assistance, Senior Day Program, Meals on Wheels, and medical screenings and vaccinations. We will utilize participants' personal addresses to verify Holly Springs resident status. WOF is unique in that anyone we serve through a particular program has immediate access to our other support services (food pantry, childcare, financial and housing counseling) that helps set them on a path toward long-term success. A grant of $2,500 would allow us to provide a combination of these services to 10-50 Holly Springs residents and live out WOF's mission fully.

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

Since its inception, WOF has operated on a conservative budget, with the majority of our expenses being direct services to participants. Of our staff of ten, half are unpaid volunteers. Funding from Holly Springs will support the operation and delivery of key programs and services. In the short term, not receiving funding reduces the number of individuals WOF is able to serve over the next year. In the long term, lack of funding affects WOF's to successfully achieve its mission of meeting the needs of the most vulnerable populations in Western Wake, and means fewer resources available to Holly Springs residents who may benefit from wraparound supports.

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	$ 194,132	Amount	25	% of Annual Budget
■	Federal	$ 327,000	Amount	42	% of Annual Budget
■	Grants	$ 521,132	Amount	68	% of Annual Budget
☐	State of N.C.	$ _____	Amount	_____	% of Annual Budget
■	Other Private Funding	$ 71,101	Amount	9	% of Annual Budget
■	Fundraisers	$ 63,000	Amount	8	% 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.

WOF did not receive grant funding from the Town of Holly Springs last 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.

Regenia F. Sanders — 3/6/26

Signature of Executive or Applicant — Date

Return completed application and all attachments by March 4, 2022 to:
Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
E = Linda.McKinney@hollyspringsnc.gov

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.

	HEALTH & WELLNESS	HOUSING COUNSELING	FOOD PANTRY	SENIOR PROGRAM	YOUTH PROGRAM	SCHOLARSHIP PROGRAM	DAYCARE PROGRAM	ANNUAL GOLF TOURNAMENT	CRISIS	CAMPUS CONSTRUCTION	GENERAL ADMIN	TOTAL
REVENUE :												
GRANTS												
HUD (Comp. Counseling)		$10,000										$10,000
Town of Cary CDBG /Housing		$50,000	$48,000		$10,000				$115,000		$9,000	$232,000
GSK											$50,000	$50,000
BCBS									$10,000		$10,000	$20,000
Walmart Community Grant			$2,500		$2,500							$5,000
Searstone				$50,400								$50,400
TCF-(Education & Youth)					$20,000							$20,000
Town of Apex (Non-Profit)											$18,732	$18,732
Town of Cary Non-Profit											$30,000	$30,000
Security											$85,000	$85,000
Rental Income (WOCRC)/(Fuquay Property)		$20,000								$ 11,500.00	$46,000	$77,500
DONATIONS	$5,000	$5,000	$5,000	$4,101	$10,000	$7,000	$10,000				$25,000	$71,101
PROGRAM SERVICE INCOME	$500	$500	$3,000		$2,000		$6,000					$12,000
FUNDRAISERS												
Golf Tournament (Unrestricted)								$18,000				$18,000
Scholarship Fundraiser						$45,000						$45,000
Sales Tax Refund		$16,500								$8,500		$25,000
TOTAL REVENUES:	**$5,500**	**$102,000**	**$58,500**	**$54,501**	**$44,500**	**$52,000**	**$16,000**	**$18,000**	**$125,000**	**$20,000**	**$273,732**	**$769,733**
EXPENSES:												
PERSONNEL EXPENSES:												
Salaries :Program Staff		$71,000	**$10,000**						**$47,000**		**$109,232**	$237,232
Fringe Benefits & WC Insurance											**$30,000**	$30,000
Stipends			$7,000	$11,501	$28,500							$47,001
Staff Training		$3,000										$3,000
TOTAL PERSONNEL EXPENSES	**$0**	**$74,000**	**$17,000**	**$11,501**	**$28,500**	**$0**	**$0**	**$0**	**$47,000**	**$0**	**$139,232**	**$317,233**
Public Mtgs/Workshops/Programs	$1,000	$1,000		**$1,000**								$3,000
Marketing		$1,500	$500	**$500**	$500							$3,000
Capital Additions				$1,000								$1,000
Capital Equipment			$2,500	$6,000								$8,500
Kitchen Equipment & Supplies			$1,000	$2,000								$3,000
Classroom Equipment & Supplies		$1,000		$2,000	$2,000							$5,000
Dues/Memberships/Other Fees		$1,000									$1,000	$2,000
Filing, Report & Court Fees		$500										$500
Ofc Supplies/Postage/Mailing	$500	$1,500		$500	$500	$500			$500			$4,000
Prof Fees (Audit/Acctng,Arch)		$2,000		$1,000				$1,200	$1,000		$40,000	$45,200
Board Meetings & Retreats											$3,000	$3,000
Legal Fees		$1,500							$500			$2,000
Construction Plng & Dev				$1,000			$10,000			$20,000		$31,000

Utilities (WOCRC)		$1,500		$1,000				$2,500			$5,000	$10,000
Misc Overhead		$2,500		$1,000				$1,000			$5,000	$9,500
Insurance		$2,000	$1,500	$1,500	$1,500		$6,000	$1,500			$24,500	$38,500
Interest on Loans (WOCRC)											$45,000	$45,000
Printing/Public Relations	$1,500	$2,000		$500		$2,000		$200				$6,200
Food	$500	$1,000	$10,000	$1,000	$1,000	$5,000		$400				$18,900
Trips, Meals & Entertainment		$1,000		$2,000	$3,000							$6,000
Venue Fees		$2,000		$2,000		$8,000		$9,000				$21,000
Travel/Lodging (Inc Mileage)		$1,500		$1,000	$1,500							$4,000
HC Conference Fees		$2,500										$2,500
Crisis Interv (Meds, Rent, Util)	$1,500								$75,000			$76,500
Telephone & Internet Expenses		$2,000		$1,000				$1,000	$1,000		$1,000	$6,000
Scholarship Awards						$35,000						$35,000
Trophies & Awards	$500					$1,500		$1,200				$3,200
Vehicle Note Payable			$10,000	$10,000	$3,000						$10,000	$33,000
*Vehicle Fuel & Maintenance			$16,000	$7,000	$3,000							$26,000
TOTAL DIRECT EXPENSES:	$5,500	$28,000	$41,500	$43,000	$16,000	$52,000	$16,000	$18,000	$78,000	$20,000	$134,500	$452,500
TOTAL EXPENSES:	**$5,500**	**$102,000**	**$58,500**	**$54,501**	**$44,500**	**$52,000**	**$16,000**	**$18,000**	**$125,000**	**$20,000**	**$273,732**	**$769,733**

White Oak Foundation, Inc.
Balance Sheet
As of December 31, 2025

	Dec 31, 25	
ASSETS		
Current Assets		
Checking/Savings		
1037 · First Citizens Bank Savings	5,313.57	
1038 · First Citizens Bank Checking	4,848.09	
1039 · First Citizen Bank Special Acct	388.06	
1041 · N State Interest Reserve	1,404.19	
1042 · North State Bank Checking	40,152.73	
1045 · North State Bank Savings-LDIT	20,854.01	
Total Checking/Savings	72,960.65	
Accounts Receivable		
1200 · Accounts Receivable	17,119.00	
Total Accounts Receivable	17,119.00	
Other Current Assets		
1230 · Loan - Crisis Ministry	-5,147.70	
1340 · Letter of Credit-Daycare Center	36,664.00	
Total Other Current Assets	31,516.30	
Total Current Assets	121,595.95	
Fixed Assets		
1620 · Equipment	4,602.03	
1625 · Building-Resource Center	2,788,394.90	
1630 · Furniture & Fixtures	1,115.00	
1640 · Automobile	117,460.47	
1700 · Accumulated Depreciation	-343,997.46	
Total Fixed Assets	2,567,574.94	
Other Assets		
1810 · Work in Progress-Direct Cost		
1816 · Indirect Cost-Projects (Land)	561,763.50	
1821 · Direct Cost-Senior Campus	174,193.55	
1823 · Direct Cost-White Oak Campus	101,297.64	
1824 · Direct Cost-Daycare Center	4,160,497.93	
1825 · Direct Cost-Townhomes	4,926,515.67	
Total 1810 · Work in Progress-Direct Cost	9,924,268.29	
Total Other Assets	9,924,268.29	
TOTAL ASSETS		**12,613,439.18**
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 · Accounts Payable	913,804.07	
2001 · A/P Due to WOBC	110,000.00	
Total Accounts Payable	1,023,804.07	
Other Current Liabilities		
2352 · Loan from Alonzo Wilson	268,406.84	
2357 · Loan-Regenia Sanders	45,000.00	
2395 · NState Bank DaycareBridge 150k	149,111.34	
2396 · North State 25k Line of Credit	19,279.70	
2398 · NState ResourceBldg Bridge Loan	116,886.76	
Total Other Current Liabilities	598,684.64	
Total Current Liabilities	1,622,488.71	
Long Term Liabilities		
2422 · U.S. Small Business Loan	485,955.54	

White Oak Foundation, Inc.
Balance Sheet
As of December 31, 2025

	Dec 31, 25
2423 · North State Loan-Fuquay Varina	289,238.47
2424 · North State Loan-Townhomes	4,417,357.20
2425 · North State Loan/Sewer Line	17,336.10
2426 · North State Loan-Day Care	3,768,158.83
2427 · North State Loan-Resource Bldg	1,379,843.79
Total Long Term Liabilities	10,357,889.93
Total Liabilities	11,980,378.64
Equity	
3000 · Opening Bal Equity	500.00
3002 · Equity	-746,819.14
3010 · Retained Earnings	1,836,319.35
Net Income	-456,939.67
Total Equity	633,060.54
TOTAL LIABILITIES & EQUITY	**12,613,439.18**

White Oak Foundation, Inc.
Profit & Loss
January through December 2025

	Jan - Dec 25
Ordinary Income/Expense	
Income	
4011 · Sanitary Sewer Outfall Agr	9,363.00
4016 · Nonproft Security Grant Program	2,141.15
4017 · Apex United Methodist Church	1,000.00
4020 · Donations	68,154.16
4025 · Scholarship Program Income	36,961.63
4030 · Contributions In Kind	895.72
4055 · IBM Employee Contribution	1,500.00
4060 · Sales Tax Refund	10,284.72
4091 · Wake County	174,649.00
4096 · BlueCrossBlueShield	10,000.00
4098 · TownofCaryHousingPlan-SeniorCtr	168,114.37
4099 · TownofCaryHousingPlan-Townhomes	51,006.15
4111 · Town of Cary CommDevBlock	81,851.61
4112 · Town of Cary Non Profit	10,000.00
4113B · HUD Housing Counsel Pgm	557.33
4120 · Walmart	4,115.00
4121 · SearStone/Lutheran Services	50,400.00
4122C · Triangle Comm-Tom & Pat Gibson	100,000.00
4200 · Program Service Income	
4203 · Housing Counseling	100.00
4205 · Affordable Housing	458.00
4215 · Youth Summer Program	833.00
4261 · Food Bank	7,542.00
4263 · Crisis Ministry	5,620.00
Total 4200 · Program Service Income	14,553.00
4300 · Rental Income	66,379.50
4700 · Fund Raiser Income	30,465.00
4800 · (Gain) Loss on sale of property	2,683.71
Total Income	895,075.05
Gross Profit	895,075.05
Expense	
6120 · Bank Service Charges	34.00
6140 · Contribution Expense	1,245.64
6160 · Dues and Subscriptions	1,840.00
6165 · Application Fees	2,563.00
6180 · Insurance	
6185 · Liability/Workers Comp Ins	33,190.50
6186 · Employee Benefits	647.40
6187 · Highway Encroachment Bond	100.00
6188 · Commercial Crime Bond	2,264.58
Total 6180 · Insurance	36,202.48
6200 · Interest Expense	429,715.80
6224 · Finance Charges	528.51
6225 · Late Fees	5,121.77
6226 · Rental Expense	250.00
6230 · Licenses and Permits	148,642.00
6250 · Postage and Delivery	143.15
6270 · Professional Fees	
6271 · Legal Fees	2,601.00
6272 · Accounting	15,590.45
6273 · Consulting	21,100.00
6274 · Architectural/Engineering	10,884.25
Total 6270 · Professional Fees	50,175.70
6280 · Marketing & Advertising	41.98
6285 · Garbage Disposal	3,508.30
6310 · Computer Supplies	246.65
6320 · Equipment Purchase	212.85

White Oak Foundation, Inc.
Profit & Loss
January through December 2025

	Jan - Dec 25	
6330 · Equipment Repairs & Maintenance		9,999.04
6340 · Telephone		7,351.36
6342 · Internet & Cable Service		4,664.84
6351 · Meals & Entertainment		387.50
6390 · Utilities		
6391 · Gas and Electric	25,201.18	
6392 · Water/Sewer	655.00	
6390 · Utilities - Other	1.95	
Total 6390 · Utilities		25,858.13
6430 · Secretarial Expense		281.51
6431 · Administrative Expenses		510.90
6459 · Contractual Bldg Exp		330.00
6460 · Meetings Expense		419.15
6549 · Printing		642.23
6550 · Office Supplies		2,796.79
6551 · Kitchen Supplies		49.21
6552 · Building Maintenance		12,362.40
6553 · General Supplies		1,196.51
6554 · Automobile Expenses		18,989.09
6560 · Salaries & Wages		
6562 · Employees	90,599.85	
6562A · LDIT Foundation Employee	36,346.32	
Total 6560 · Salaries & Wages		126,946.17
6563 · Stipend		46,307.50
6564 · Payroll Processing Fee		3,086.52
6565 · Payroll Tax Expenses		9,711.36
6600 · Program Service Expense		
6602 · Senior Citizens Program	1,315.23	
6604 · Food Pantry	454.52	
6605 · Affordable Housing	293.91	
6606 · Housing Counseling	3,750.00	
6610 · Youth Program Expense	1,046.47	
6615 · Youth Summer Expense	3,412.62	
6655 · Crisis Ministry		
6655H · Utilities	2,312.86	
6655I · Automobile Assistance	2,370.00	
6655J · Rent Assistance	15,420.24	
Total 6655 · Crisis Ministry	20,103.10	
Total 6600 · Program Service Expense		30,375.85
6626 · Scholarship Program Expense		35,172.51
6701 · Fund Raiser Expense		22,811.31
6999 · Miscellaneous Expenses		66.11
Total Expense		1,040,787.82
Net Ordinary Income		-145,712.77
Other Income/Expense		
Other Income		
7010 · Interest Income		284.75
7011 · Interest Income-LDIT Foundation		45.70
7025 · Bond		350.00
7030 · Other Income		221,393.65
Total Other Income		222,074.10
Other Expense		
8008 · Other Expenses-Daycare		209,341.89
8009 · Other Expense-LDIT		40,000.00
8010 · Other Expenses		283,959.11

White Oak Foundation, Inc.
Profit & Loss
January through December 2025

	Jan - Dec 25
Total Other Expense	533,301.00
Net Other Income	-311,226.90
Net Income	**-456,939.67**

WHITE OAK FOUNDATION, INC

Apex, North Carolina

FINANCIAL STATEMENTS

As of

DECEMBER 31, 2024

TOGETHER WITH

INDEPENDENT AUDITORS' REPORT

SCHNAUFER & WALKER
Professional Corporation
Dallas, Texas

WHITE OAK FOUNDATION, INC.
FINANCIAL STATEMENTS
Year Ended December 31, 2024

TABLE OF CONTENTS

	Page
Independent Auditors' Report	1 - 2
Statement of Financial Position	3
Statement of Activities	4
Statement of Functional Expenses	5
Statement of Cash Flows	6
Notes to Financial Statements	7 - 16

SCHNAUFER & WALKER
Professional Corporation
2695 Villa Creek Drive, Suite 268
Dallas, Texas 75234
www.TheNonprofitCPA.org
Office: (972) 798-2046 Fax: (866) 334-1362

INDEPENDENT AUDITORS' REPORT

To the Board of Directors of
White Oak Foundation, Inc.
Apex, North Carolina

Opinion

We have audited the accompanying financial statements of **White Oak Foundation, Inc.** (a nonprofit organization), which comprise the statement of financial position as of December 31, 2024 and the related statements of activities, functional expenses, and cash flows for the fiscal year then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of **White Oak Foundation, Inc.** as of December 31, 2024 and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of **White Oak Foundation, Inc.** and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about **White Oak**

Foundation, Inc. 's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 **White Oak Foundation, Inc.** 's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about **White Oak Foundation, Inc.** 's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audits.

Schnaufer & Walker, P.C.

Dallas, Texas
December 30, 2025

WHITE OAK FOUNDATION, INC.
STATEMENT OF FINANCIAL POSITION
December 31, 2024

ASSETS		
Current assets:		
Cash and cash equivalents	$	347,678
Accounts receivable		19,471
Notes receivable		36,664
Total current assets		403,813
Long-term assets:		
Property and equipment - net of accumulated depreciation		8,519,483
Total long-term assets		8,519,483
Other assets:		
Property not in operations		561,764
Total other assets		561,764
TOTAL ASSETS	$	9,485,060
LIABILITIES		
Current liabilities:		
Accounts payable and accrued expenses	$	14,133
Line of credit		25,000
Current portion of notes payable		764,982
Total current liabilities		804,115
Long-term liabilities:		
Notes payable, net current portion		7,254,406
TOTAL LIABILITIES		8,058,521
Commitments and contingencies (Note D)		-
NET ASSETS		
Without donor restrictions		1,422,117
With donor restrictions		4,422
TOTAL NET ASSETS		1,426,539
TOTAL LIABILITIES AND NET ASSETS	$	9,485,060

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

WHITE OAK FOUNDATION, INC.
STATEMENT OF ACTIVITIES
For the Year Ended December 31, 2024

CHANGES IN NET ASSETS WITHOUT DONOR RESTRICTIONS:		
Operating:		
Revenue and other support:		
Cooperative agreements		$ 1,041,509
Donations		194,498
Other income		87,261
Rental income		32,427
Special events		25,775
Program income		8,764
Interest income		901
Donations in-kind		238
Net assets released from restrictions		-
Total operating revenue and other support		1,391,373
Expenses:		
Program services:		
Programs		604,214
Supporting services:		
Fundraising		7,664
Management and general		140,794
Total supporting services		148,458
Total operating expenses		752,672
Excess of operating revenue over expenses		638,701
CHANGES IN NET ASSETS WITH DONOR RESTRICTIONS:		
Cooperative agreements		3,523
Net assets released from restrictions		-
Increase in net assets with donor restrictions		3,523
INCREASE IN NET ASSETS		642,224
NET ASSETS AT BEGINNING OF YEAR		784,315
NET ASSETS AT END OF YEAR		$ 1,426,539

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

WHITE OAK FOUNDATION, INC.
STATEMENT OF FUNCTIONAL EXPENSES
For the Year Ended December 31, 2024

	Program services	Supporting services			
	Programs	Fundraising	Management and general	Total	Totals
Compensation and related expenses:					
Compensation and benefits	$ 122,929	$ -	$ -	$ -	$ 122,929
Employer payroll taxes	11,924	-	-	-	11,924
Total compensation and related expenses	134,853	-	-	-	134,853
Advertising and marketing	254	-	-	-	254
Cleaning	-	-	1,445	1,445	1,445
Contribution	1,640	-	-	-	1,640
Depreciation	81,679	-	27,258	27,258	108,937
Dues and subscriptions	-	-	1,772	1,772	1,772
Equipment repairs and maintenance	-	-	7,302	7,302	7,302
Equipment rental	-	-	225	225	225
Fees	-	-	1,634	1,634	1,634
Fundraising	-	7,664	-	7,664	7,664
Insurance	25,794	-	-	-	25,794
Interest	15,134	-	30,833	30,833	45,967
Internet and cable	-	-	4,835	4,835	4,835
Meetings	-	-	3,496	3,496	3,496
Occupancy	-	-	11,952	11,952	11,952
Operations for daycare	154,659	-	-	-	154,659
Payroll processing fees	3,050	-	-	-	3,050
Postage and delivery	-	-	229	229	229
Professional fees	16,670	-	16,670	16,670	33,340
Programs	49,503	-	-	-	49,503
Property taxes	-	-	926	926	926
Scholarship	34,596	-	-	-	34,596
Stipend	49,765	-	-	-	49,765
Supplies	18,412	-	-	-	18,412
Trash	-	-	4,360	4,360	4,360
Telephone	4,396	-	2,205	2,205	6,601
Utilities	-	-	17,576	17,576	17,576
Vehicle	13,809	-	8,076	8,076	21,885
Totals	$ 604,214	$ 7,664	$ 140,794	$ 148,458	$ 752,672

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

WHITE OAK FOUNDATION, INC.
STATEMENT OF CASH FLOWS
For the Year Ended December 31, 2024

CASH FLOWS FROM OPERATING ACTIVITIES:		
Cash received from cooperative agreements	$	1,041,509
Cash received from donations		194,498
Cash received from other income		87,261
Cash received from rental income		32,427
Cash received from special events		25,775
Cash received from program income		8,764
Cash received from interest		901
Cash expended for programs		(739,638)
Cash expended for interest		(45,967)
Cash expended for management and general		(90,367)
Cash expended for compensation and benefits		(122,929)
Cash expended for employer payroll taxes		(11,924)
Cash expended for insurance		(25,794)
Cash expended for fundraising		(7,664)
Cash expended for advertising and marketing		(254)
NET CASH PROVIDED BY OPERATING ACTIVITIES		346,598
CASH FLOWS FROM INVESTING ACTIVITIES:		
Acquisition of property and equipment		(1,896,150)
NET CASH (USED IN) INVESTING ACTIVITIES		(1,896,150)
CASH FLOWS FROM FINANCING ACTIVITIES:		
Principal payments on notes payables		(299,413)
Proceeds from new notes payables, net		1,843,781
NET CASH PROVIDED BY FINANCING ACTIVITIES		1,544,368
(DECREASE) IN CASH		(5,184)
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR		352,862
CASH AND CASH EQUIVALENTS - END OF YEAR	$	347,678
RECONCILIATION OF INCREASE IN NET ASSETS TO NET CASH PROVIDED BY OPERATING ACTIVITIES:		
Increase in net assets	$	642,224
Adjustments to reconcile increase in net assets to net cash provided by operating activities:		
Depreciation		108,937
Changes in operating assets and liabilities:		
Decrease in accounts receivable		8
(Increase) in note receivable		(36,664)
(Decrease) in accounts payable		(367,907)
NET CASH PROVIDED BY OPERATING ACTIVITIES	$	346,598

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

WHITE OAK FOUNDATION, INC.
NOTES TO FINANCIAL STATEMENTS

NOTE A – ORGANIZATION AND NATURE OF ACTIVITIES

White Oak Foundation, Inc. (the Organization) is a North Carolina not-for-profit organization and is located in Apex, North Carolina. The Organization was incorporated on January 30, 1998. The Organization's mission is to empower the community by providing a caring and nurturing environment that meets the social, economic, housing, and professional needs of men, women, children and the elderly. The Organization is committed to "Caring for the Total Person" through the implementation of programs and projects to promote home ownership and economic self-reliance. The Organization's revenue is primarily from cooperative agreements, free-will donations, rental income, special events and program income.

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The financial statements of the Organization have been prepared on the accrual basis of accounting and accordingly reflect all significant receivables, payables and other liabilities. Under the accrual method of accounting, revenues are recorded when earned and expenses are recorded when incurred, irrespective when paid. The financial statements of the Organization have been prepared using accounting principles generally accepted in the United States of America. The significant accounting policies are described below to enhance the usefulness of the financial statements to the reader.

Income Taxes

The Organization is a not-for-profit Organization that is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code and classified by the Internal Revenue Service as a private foundation. The Organization is required to file annual reports with the Internal Revenue Service, *Form 990, Return of Organizations Exempt from Federal Income Tax*. The Organization is in compliance with all federal tax filings for the year ended December 31, 2024.

Basis of Presentation

The financial statements of the Organization have been prepared in accordance with United States generally accepted accounting principles (GAAP) and include all accounts of the Organization. For financial reporting purposes, the Organization follows the reporting requirements of GAAP, which requires that resources be classified for accounting and reporting purposes based on the existence or absence of donor-imposed restrictions. This is accomplished by the classification of net asset balances into two classes of net assets: without donor restrictions and with donor restrictions.

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – continued

The Organization accounts for its funding in accordance with the provisions of the Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) Topic 958, ASU No. 2016-14 - *Not-for-Profit Entities (Topic 958)*, which establishes standards for external financial reporting by not-for-profit organizations and requires that resources be classified for accounting and reporting purposes into two net asset categories according to donor-imposed restrictions. ASC Topic 958 requires that unconditional promises to give (pledges) be recorded as receivables and requires the Organization to distinguish between contributions received for each net asset category in accordance with donor-imposed restrictions. Accordingly, net assets of the Organization and changes therein are classified and reported as follows:

Descriptions of the two net asset categories are as follows:

Without donor restrictions – Net assets that are not subject to donor-imposed restrictions.

With donor restrictions – Net assets subject to donor-imposed restrictions that will be met either by actions of the Organization or the passage of time.

Cooperative agreements, free-will donations, rental income, special events, program income and other income are recognized when earned, irrespective of when paid. Refundable advances are recorded when the revenue is earned, not received. Contributions are recognized as revenue when received or pledged and are recorded as net assets with donor restrictions and net assets without donor restrictions depending on the existence or nature of any donor restrictions. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose of the contribution is accomplished, net assets with donor restrictions are classified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions.

At December 31, 2024, there were $4,422 net assets with donor restrictions. At December 31, 2024, net assets without donor restrictions were $1,422,117 have been designated to be used with the permission of the Board of Directors (the "Board").

Cash and Cash Equivalents

The Organization considers all highly liquid investments with an original maturity of three months or less, when purchased, to be cash equivalents.

Accounts Receivable

Accounts receivable are recorded net of an allowance for expected losses, if any were expected. The allowance would be estimated from historical performance and projections of trends. In the opinion of management there are no significant uncollectable accounts. Therefore, no allowance for doubtful accounts has been estimated and recorded.

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – continued

Notes Receivable

Notes receivable is a warranty bond on the daycare required by the Town of Cary. The Organization pulled the funds from its bank account to acquire the bond. North State Bank is holding the letter of credit and will release it after the Town of Cary has completed their final walk through which is scheduled to take place in May 2026.

Fair Value of Financial Instruments

The Organization's financial instruments consist of cash and cash equivalents, accounts receivable, note receivable, other assets, accounts payables and accrued liabilities. Accounts receivable, note receivable, other assets, accounts payables and accrued liabilities are stated at approximately fair value. Cash and cash equivalents are stated at fair value.

Property and Equipment

It is the Organization's policy to capitalize property and equipment over $1,000. Lesser amounts are expensed. Purchased property and equipment are capitalized at cost. Donations of property and equipment are recorded as contributions at their estimated fair value. Such donations are reported as unrestricted contributions unless the donor has restricted the donated asset to a specific purpose. Property and equipment are depreciated using the straight-line method, ranging from five to seven years. Expenditures for repairs and maintenance are charged to operating expense as incurred.

Impairment of Long-Lived Assets

The Organization assesses potential impairments to long-lived assets or asset groups when there is evidence that events or changes in circumstances indicate that the carrying amount of an asset or asset group may not be recovered. An impairment loss is recognized when the carrying amount of the long-lived asset or asset group is not recoverable and exceeds its fair value. The carrying amount of a long-lived asset or asset group is not recoverable if it exceeds the sum of the undiscounted cash flows expected to result from the use and eventual disposition of the asset or asset group. Any required impairment loss is measured as the amount by which the carrying amount of a long-lived asset or asset group exceeds its fair value and is recorded as a reduction in the carrying value of the related asset or asset group and a charge to operating results. Intangible assets with indefinite lives are tested annually for impairment and in interim periods if certain events occur indicating that the carrying value of the intangible assets may be impaired. There were no such adjustments for impairment during the year ended December 31, 2024.

Other assets

Other assets consist of land not in operations.

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – continued

Classification of Revenue and Expense

Operating activities include items which are directly related to the Organization or are essential support elements of those programs. The cost of providing the various programs and other activities has been summarized on a functional basis in the statements of activities. Accordingly, certain costs have been allocated among program activities and supporting services as shown in the statements of functional expenses. Depreciation and interest have been allocated to the related program and supporting activities.

Revenue from Contracts with Customers

Revenue is recognized when the Organization satisfies a performance obligation by transferring a promised good to or performing a service for, a customer. The amount of revenue recognized reflects the consideration the Organization expects to receive in exchange for satisfying distinct performance obligations. If a performance obligation does not meet the criteria to be considered distinct, the Organization combines it with other performance obligations until a distinct bundle of goods or services exists. Fees or amounts received in advance of satisfying contractual performance obligations are reflected as deferred revenue in the statement of financial position. Revenue is recognized either over time or at the point in time that contractual obligations are met. For the year ended December 31, 2024, the Organization had no revenue from contracts with customers.

Leases

The Organization had no leases for the year ended December 31, 2024.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

Advertising and Marketing

The Organization charges advertising and marketing costs to operations in the years the expense is incurred. During the year ended December 31, 2024, advertising and marketing expenses incurred were $254.

NOTE C – FUNCTIONAL ALLOCATION OF EXPENSES

The costs of providing the various programs and activities have been summarized on a functional basis in the statements of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefitted as shown in the statements of functional expenses. Expenses are recorded when incurred in accordance with accrual basis of accounting.

NOTE D – COMMITMENTS AND CONTINGENCIES

Cooperative agreements and bequests require the fulfillment of certain conditions as set forth in the grant instrument. Failure to fulfill the conditions could result in the return of funds to the grantor. Although that remains a possibility, the Board deems such contingency remote since by accepting the gifts and their terms, the Organization has, in essence, accommodated the provisions of the gifts.

NOTE E – FINANCIAL ASSETS AND LIQUIDITY RESOURCES

As of December 31, 2024, financial assets and liquidity resources available within one year for general expenditures, such as ongoing operations and expansion efforts were as follows:

Cash and cash equivalents	$ 347,678
Accounts receivable	19,471
Total financial assets, at year end	367,149
Less those unavailable for general expenditures within one year, due to:	
Restricted by donor with purpose restriction	(-)
Financial assets available to meet cash needs for general expenditures within one year	$ 367,149

Expenses for ongoing operations are covered by a combination of monthly cooperative agreements, free-will donations, rental income, special events, program income and other income. Average monthly revenue from operating income in the year 2024 were $116,241. Average monthly expenses for ongoing operations in the year 2024 were $62,723. Thus, average monthly revenue from operating income covered 185% of average monthly expenses in fiscal year 2024.

NOTE F – ACCOUNTS RECEIVABLE

At the end of December 31, 2024, the Organization was owed $19,471 in reimbursable expenses by the Town of Cary pertaining to the construction of a water and sewer line. The remaining receivables are expected to be paid in full after the water and sewer line have been collected from new development within the service area.

NOTE G – PROPERTY AND EQUIPMENT

Property and equipment consist of the following at December 31, 2024:

Property and equipment:	
Furniture, fixtures and equipment	$ 69,739
Building	2,788,395
Vehicles	117,460
Construction in process	5,996,822
	8,972,416
Accumulated depreciation	(452,933)
Total property and equipment, net	$ 8,519,483

The Organization expensed $108,937 to depreciation expense for the year ended December 31, 2024.

NOTE H – CAPITALIZED INTEREST

The Organization capitalized interest in the amount of $325,969 to construction in progress for the year ended December 31, 2024. The capitalized interest was related to the construction of various buildings on the Organization's property. The interest was paid to North State Bank carrying the construction loans payable.

NOTE I – CONCENTRATION OF REVENUE

The Organization received revenue from a single source totaling more than 10% in the year 2024. They were as follows:

Source	Amount	%
Town of Cary, North Carolina; various grants	$ 981,137	70%
Total	$ 981,137	70%

NOTE J – REVENUE FROM COOPERATIVE AGREEMENTS

The Organization has program income from cooperative agreements with various government agencies. The Organization must perform certain services and turn in reimbursable expenses as stated in the agreement to receive payment. The work performed and reimbursable expenses may or may not be paid by the government agency depending on approval of the work and service. No money is given in advance and there is no obligation on the Organization to perform the work or service. Revenue from cooperative agreements are earned once approval from the government agency has been given. All revenue from cooperative agreements have been earned and received as of December 31, 2024.

In the Statement of Activities, the cooperative agreements are as follows:

	Cooperative agreements-based revenue	Other revenue	Total
2024	$ 1,041,509	$ -	$ 1,041,509

NOTE K – LINE OF CREDIT

The Organization has a $25,000 line of credit with a financial institution, 7.5% variable interest rate, and renewal date March 2028. As of December 31, 2024 and as of the date of this report the line of credit balance was $25,000.

NOTE L – NOTES PAYABLE

The Organization's long-term debt consists of the following at December 31, 2024:

Note payable to North State Bank, unsecured, interest 6.50% fixed, payable in monthly interest payments only, maturity date of February 2029. Loan proceeds used for construction of water and sewer lines in the Town of Cary. Loan is reimbursable by the Town of Cary.	$ 21,903
Note payable to North State Bank, secured by real property owned by White Oak Baptist Church, interest at 6.75% fixed, payable in monthly interest payments only, with a maturity date of March 2028. This is a construction loan for the Resource Center.	1,413,240
Note payable to North State Bank, secured by real property owned by White Oak Baptist Church, interest 4.25% fixed, payable in monthly principal and interest payments, with a	

maturity date of August 2026. This construction bridge loan is for the Resource Center.	122,120
Note payable to an individual, unsecured, interest 0% fixed, no monthly principal payments required, and no maturity date. Note will be paid at discretion of the Board of Directors. This loan is to upfit the Resource Center Building.	45,000
Note payable to North State Bank, secured by real property, interest 4.00% fixed, maturity date February 2027. Interest only payments required until Daycare Center is built and operational. This is a construction loan.	3,758,062
Note payable to North State Bank, secured by real property, interest 5.75% fixed, maturity date May 2028. Interest only payments until the townhomes are built and available for sale. This is a construction loan.	1,613,214
Note payable to the Small Business Administration, secured by real property, interest 2.75% fixed, monthly principal and interest payments of $2,205 required, maturity date May 2050.	497,748
Note payable to North State Bank, secured by real property, interest 7.75% fixed, maturity date September 2028. Monthly interest only payments with a balloon payment at maturity.	295,695
Note payable to an individual, unsecured, interest 0% fixed, no monthly principal payments required, and no maturity date. Note will be paid at discretion of the Board of Directors. This loan is to upfit the Resource Center Building.	252,406
Total notes payable	8,019,388
Less current portion	(764,982)
Total notes payable, less current	$ 7,254,406

The following are maturities of the note payable as of December 31, 2022, for each of the next five years and in the aggregate thereafter:

2025	$ 764,982
2026	240,562

2027	3,757,894
2028	2,451,392
2029	21,903
Thereafter	782,655
Total	$ 8,019,388

The Organization expensed $45,967 to interest expense and $325,969 to capitalized interest related to the notes payable for the year ended December 31, 2024.

NOTE M – NET ASSETS WITH DONOR RESTRICTIONS

The Organization's net assets with donor restrictions balance at the end of fiscal year December 31, 2024 was as follows:

	Beginning Balance	With donor restrictions	With donor restrictions released	Ending Balance
Food pantry support services	$ -	$ 3,523	$ (-)	$ 3,523
Education enrichment program	899	-	(-)	899
Totals	$ 899	$ 3,523	$ (-)	$ 4,422

NOTE N – NET ASSETS

The Organization's net assets for the year ended December 31, 2024 were as follows:

	Beginning Balance	Increase (Decrease)	Ending Balance
Without donor restrictions	$ 783,416	$ 638,701	$ 1,422,117
With donor restrictions	899	3,523	4,422
Totals	$ 784,315	$ 642,224	$ 1,426,539

NOTE O – SUBSEQUENT EVENTS

In 2025, the Organization, through the date of this report, has borrowed an additional $150,000 from North State Bank, 8.00% interest rate, matures March 2026; for various construction projects on the Organization's campus.

FASB ASC 855-10 requires the disclosure of the date through which an entity has evaluated subsequent events and the basis for that date. That is, whether that date represents the date the financial statements were issued or were available to be issued. The Organization has evaluated subsequent events for potential recognition and/or disclosure in these financial statements through December 30, 2025, the date that the financial statements were available to be issued.

TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: Carolina Academy of Performing Arts Theater

Mailing address: 5100 Sunset Fairways Dr., Holly Springs, North Carolina 27540

Current Presiding Officer: Tracy Weeks

Mailing address: 5100 Sunset Fairways Dr., Holly Springs, North Carolina 27540

Telephone: (919) 264-9633 Fax: N/A E-Mail: reed@mycapa.org

(Check one)

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

Date Organization Formed or Chartered: 3/22/2022

Agency 501 C-3 Number: 825500474 Or, Federal Tax ID Number:

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 CAPA Summer Stock Program is an immersive, pre-professional theater experience designed to provide young performers, ages 6 to 18, with hands-on training in all aspects of musical theater production. Each summer, participants produce two full-scale musicals. This summer they are: Frozen, an audition-based production for middle and high school students, and Cinderella, open to elementary and middle school students.

This program offers invaluable training in acting, vocal performance, and dance while also introducing students to the technical and behind-the-scenes elements of theater, including set design, lighting, costuming, and stage management. Under the guidance of experienced theater professionals, students develop performance skills, gain confidence, and learn the discipline required for live productions.

Beyond theatrical training, CAPA's Summer Stock fosters teamwork, creativity, and problem-solving as students collaborate to bring productions to life. The intensive rehearsal process strengthens time management and responsibility, while public performances build poise, resilience, and self-expression. The program also creates a supportive artistic community where participants build lasting friendships and develop a deep appreciation for the performing arts.

By engaging young artists in a professional-quality production process, CAPA Summer Stock not only nurtures future performers but also cultivates well-rounded individuals with skills that extend beyond the stage—such as leadership, communication, and adaptability. This program ensures that students of all backgrounds have access to high-quality arts education, empowering them to grow as artists and individuals.

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)

Every year CAPA Theatre aids CAPA's Summer Stock program. Of specific note was the summer of 2023 where CAPA Theatre was able to help secure funding to allow for our students to perform Between the Lines Musical. Where we received special permission from the creators to perform make its first off-Broadway debut. The performances were held in Fletcher Opera Theatre, and the cost was tremendous. But with the backing of CAPA Theatre, the show was a success.

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

Unable to provide the production level normally provided for Summer Stock Performances.

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	$ 2,500	Amount	3.5	% of Annual Budget
☐	State of N.C.	$ _____	Amount	_____	% of Annual Budget
☐	Other Private Funding	$ _____	Amount	_____	% of Annual Budget
☐	Fundraisers	$ _____	Amount	_____	% 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 and Town of Holly Springs funds before. This is our first application.

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

3/6/2024
Date

Return completed application and all attachments by March 4, 2022 to:
Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
E = Linda.McKinney@hollyspringsnc.gov

Applicant Checklist:

- ☒ **Completed application**
- ☒ **Attachment 1** - Copy of current year budget, if applying for more than $500
- N/A ☐ **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.

2026 Summer Stock Budget Forecast					
Payee	**Description**	**Details**	**Dates**	**2026 Estimated Cost**	**2025 Actual Cost**
William Peace University	Theater & Classroom	Theater Rental (280 seats), Choral Room,	7/23 - 8/1/26	$21,000.00	$19,800.00
Hope Community Church	Classroom Rental	3 Large Classrooms (Weekdays)	7/6 - 7/17/26	$6,000.00	$5,420.00
Hope Community Church	Classroom Rental	3 Large Classrooms (Auditions)	6/1 - 6/3 (Evenings)	$1,200.00	$1,085.00
Hope Community Church	Classroom Rental	3 Large Classrooms (Saturdays)	TBD	$1,000.00	$840.00
TBD	Classroom Rental	3 Large Classrooms/Dance Rooms	TBD	$2,000.00	
Stephen Browde	Playbill printing for all shows	Printing costs for paper playbills provided to the	TBD	$2,600.00	$2,326.50
CAPAT	Scholarships	Scholarships for students, prioritization for those	6/1/26	$5,000.00	$3,100.00
				$38,800.00	$32,571.50

Statement of Financial Position

Carolina Academy of Performing Arts

As of June 30, 2025

Distribution account	Total
Assets	
Current Assets	
Bank Accounts	
Basic Busn Chkg (1673) - 1	1.00
Basic Busn Chkg (6858) - 1	37,836.59
LPL Financial (Fidelity 1454)	
Cash at Fidelity	45.36
Stocks at Fidelity	16,778.16
Total for LPL Financial (Fidelity 1454)	**$16,823.52**
Total for Bank Accounts	**$54,661.11**
Total for Current Assets	**$54,661.11**
Fixed Assets	
Architectural Fees	6,320.99
Total for Fixed Assets	**$6,320.99**
Total for Assets	**$60,982.10**
Liabilities and Equity	
Liabilities	
Total for Liabilities	
Equity	
Opening Balance Equity	0.00
Owner's Investment	0.00
Retained Earnings	21,253.00
Net Income	39,729.10
Total for Equity	**$60,982.10**
Total for Liabilities and Equity	**$60,982.10**

Accrual Basis Friday, March 06, 2026 02:52 PM GMTZ

TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: The Center for Volunteer Caregiving

Mailing address: 1150 SE Maynard Rd, Suite 210, Cary, NC 27511

Current Presiding Officer: Elaine Whitford, Executive Director

Mailing address: 1150 SE Maynard Rd, Suite 210, Cary, NC 27511

Telephone: 919-460-0567 Fax: N/A E-Mail: ewhitford@ctrvolcare.org

(Check one)

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

Date Organization Formed or Chartered: 6/15/1992

Agency 501 C-3 Number: _____ Or, Federal Tax ID Number: 58-2067482

Amount and Type of Town funds requested: $ 2000 .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)**

For 34 years, The Center for Volunteer Caregiving has operated volunteer programs to support older adults and adults with disabilities living independently in Wake County. All direct services are provided by volunteers at no charge. One of our programs is an Escorted Door-through-Door Volunteer Driver Transportation Program. In this program, our trained and vetted volunteer drivers use their private vehicles to provide escorted door-to-door transportation for medical rides and to a grocery store or pharmacy. In most cases, the volunteer acts as an escort, providing stand-by assistance. An added benefit of the one-on-one service is reduction in social isolation and a measure of emotional support for the client being served. The Center actively promotes the use of other transportation services offered by governmental and public agencies when appropriate, reserving available drivers for those with the greatest need.

In FY 2025, our volunteer drivers drove 25,709.6 miles to give 1,363 roundtrip rides to 175 older adults and adults with disabilities (reporting 3,017.7 hours of volunteer service for these rides). 75 or 5.5% of those roundtrip rides were provided to 9 residents of Holly Springs.

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 Center will use funding from the Town of Holly Springs to cover a portion of the salary and operating expenses for its Transportation program. Federal transportation funding currently received via Section 5310 requires a 50% local match. While The Center uses volunteers exclusively to provide rides to older adults and adults with disabilities, it is critical that we have staff to manage the program. Not only do staff recruit, train, and support the volunteers providing the services, they support the people receiving our services and manage the online database that allows us to run our programs as efficiently and effectively as possible. Eligibility assessments for our transportation services are conducted by staff over the phone (average about 50 per month), and we continue to see a tremendous increase in demand for our free transportation services.

We currently are serving 10 residents of Holly Springs in the Transportation Program. So far this fiscal year (2026), they have requested 55 roundtrip rides from The Center. We limit our clients to one ride a week to enable us to serve as many people as possible.

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 from the Town of Holly Springs will provide general operating support for the Volunteer Driver Transportation Program operated by The Center for Volunteer Caregiving to help older adults and adults with disabilities access healthcare and basic needs. As a nonprofit organization, The Center's budget is pieced together from many revenue sources of varying sizes. The Center is financially healthy with enough reserves to operate for several months in the event of a catastrophic loss of funding. While not receiving funding from the Town of Holly Springs next year will not result in the closure of any of our programs or fewer services being offered to residents of Holly Springs, the loss of multiple revenue sources many endanger our ability to run all of our programs in future years.

About 42% of The Center's annual funding for the Transportation program comes from federal funds. Support from the Town of Holly Springs will help The Center continue to operate its Transportation program in the event of a loss of federal funding.

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	0.2	% of Annual Budget
☐	United Way	$ 0	Amount	0	% of Annual Budget
☐	Wake County	$ 0	Amount	0	% of Annual Budget
☐	Foundations	$ 70000	Amount	15.6	% of Annual Budget
☐	Federal	$ 188500	Amount	42	% of Annual Budget
☐	Grants	$ 70000	Amount	15.6	% of Annual Budget
☐	State of N.C.	$ 3000	Amount	0.7	% of Annual Budget
☐	Other Private Funding	$ 115600	Amount	25.8	% of Annual Budget
☐	Fundraisers	$ 500	Amount	0.1	% 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 2025, we received funding for the first time from the Town of Holly Springs in the amount of $1,000. We used this funding to pay a portion of the salary and benefits of our Transportation Program Coordinator, which totalled $46,036. The Town of Holly Springs funding accounted for 2.2% of that amount.

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

2/19/2026
Date

Return completed application and all attachments by March 4, 2022 to:
Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
E = Linda.McKinney@hollyspringsnc.gov

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.

The Center for Volunteer Caregiving

2025-26 Budget *(Approved by Board on 5-28-25)*

July 2025 - June 2026

	Budget 2025-26
Income	
Donation - Individuals	42,000
Donations-Churches	15,000
Donations-Corporate	35,000
Donations-Organizations	6,000
Fundraisers	500
Event	0
Grant	45,000
Grant - CAMPO	70,000
Grant - Enact	10,000
Grant - Searstone	60,000
Grants-Town of Cary	26,000
Misc Income	1,200
Service Contract - FCSP	118,500
Service Contract - DHHS	3,000
Volunteer Admin Fee	1,300
Interest Income	15,100
Total Income	**448,600**
Expenses	
Accounting - Audit and 990 Fees	10,755
Accounting Fees	8,400
Background Checks	1,900
Bank Service Charges	1,000
Consulting Fees	
Computer Consulting	1,000
Employee Recognition	1,600
Employee Training & Dev't	1,400
Fundraising Expense	1,000
Insurance	
Dental	2,512
Health	37,405
Insurance- Crime	3,600
Insurance-D&O	855
Insurance-Worker's Comp	3,400
Licenses	206
Membership Dues	1,500
Mileage	4,300

Office Furniture & Equipment	1,000
Office Supplies	1,400
Payroll Fees	2,800
Payroll Tax Expense	21,252
Postage and Delivery	1,900
Printing	700
Program Expense	3,000
Recruiting	125
Rent	38,000
Retirement Plan Match	8,000
Salaries	277,800
Technology Expense	4,000
Telephone	3,240
Transportation Program	
Transportation - Vol mileage reimburse	1,250
Travel	800
Volunteer Recognition	2,500
Total Expenses	**448,600**
Net Income	**0**

SHARPE PATEL CPA

THE CENTER FOR VOLUNTEER CAREGIVING

FINANCIAL STATEMENTS

Years Ended June 30, 2025 and 2024

BEYOND THE NUMBERS
www.sp.cpa

THE CENTER FOR VOLUNTEER CAREGIVING
Table of Contents

Page

Independent Auditors' Report 1

Financial Statements:

Statements of Financial Position 3

Statements of Activities 4

Statements of Functional Expenses 6

Statements of Cash Flows 8

Notes to Financial Statements 9

SHARPE PATEL CPA

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
The Center for Volunteer Caregiving
Cary, North Carolina

Opinion

We have audited the accompanying financial statements of The Center for Volunteer Caregiving (a nonprofit organization), which comprises the statements of financial position as of June 30, 2025 and 2024, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of The Center for Volunteer Caregiving as of June 30, 2025 and 2024, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of The Center for Volunteer Caregiving and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about The Center for Volunteer Caregiving's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements, including omissions, are

considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Center for Volunteer Caregiving's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about The Center for Volunteer Caregiving's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Raleigh, North Carolina
September 3, 2025

THE CENTER FOR VOLUNTEER CAREGIVING
Statements of Financial Position
June 30, 2025 and 2024

	2025	2024
ASSETS		
Current assets:		
Cash and cash equivalents	$ 240,407	$ 171,816
Certificates of deposit	222,408	212,115
Grants receivable	44,600	52,523
Accounts receivable	1,086	304
Bequest receivable	-	25,000
Prepaid expenses	4,113	3,459
Total current assets	512,614	465,217
Non-current assets:		
Right to use asset, net	11,155	43,899
Total non-current assets	11,155	43,899
Total assets	$ 523,769	$ 509,116
LIABILITIES AND NET ASSETS		
Current liabilities:		
Accounts payable	$ 3,344	$ 5,028
Accrued payroll and payroll taxes	2,524	3,930
Accrued vacation	6,698	7,953
Current portion of lease liability	11,467	33,470
Total current liabilities	24,033	50,381
Long-term lease liability	-	11,467
Total liabilities	24,033	61,848
Net assets:		
With donor restriction	-	-
Without donor restrictions	499,736	447,268
Total net assets	499,736	447,268
Total liabilities and net assets	$ 523,769	$ 509,116

The accompanying notes to financial statements are an integral part of these statements.

THE CENTER FOR VOLUNTEER CAREGIVING
Statement of Activities
For the Year Ended June 30, 2025

	Without Donor Restrictions	With Donor Restrictions	Total
PUBLIC SUPPORT AND REVENUE			
Public support:			
Contributions	$ 69,787	$ -	$ 69,787
Grants and Contracts:			
Family Caregiver Support Program	122,325	-	122,325
Capital Area Metropolitan Planning Organization	79,909	-	79,909
Searstone	60,000	-	60,000
American Rescue Plan Act	30,791	-	30,791
Town of Cary	26,000	-	26,000
Goodwill	12,500	-	12,500
A.J. Fletcher Foundation	-	30,000	30,000
Enact Foundation	15,000	-	15,000
Dogett Fund	9,797	-	9,797
Department of Health and Human Services	2,060	-	2,060
Other Grants	7,751	-	7,751
Total public support	435,920	30,000	465,920
Revenue:			
Interest Income	14,340	-	14,340
Miscellaneous	3,407	-	3,407
Total revenue	17,747	-	17,747
Net assets released from restriction	30,000	(30,000)	-
Total public support and revenue	483,667	-	483,667
EXPENSES:			
Program services	373,608	-	373,608
Supporting services:			
Management and general	30,747	-	30,747
Fundraising	26,844	-	26,844
Total supporting services	57,591	-	57,591
Total expenses	431,199	-	431,199
Change in net assets	52,468	-	52,468
Net assets at beginning of year	447,268	-	447,268
Net assets at end of year	$ 499,736	$ -	$499,736

The accompanying notes to financial statements are an integral part of these statements.

THE CENTER FOR VOLUNTEER CAREGIVING
Statement of Activities
For the Year Ended June 30, 2024

	Without Donor Restrictions	With Donor Restrictions	Total
PUBLIC SUPPORT AND REVENUE			
Public support:			
Contributions	$ 131,676	$ -	$131,676
Grants and Contracts:			
Family Caregiver Support Program--CARES Act	116,889	-	116,889
Capital Area Metropolitan Planning Organization	79,793	-	79,793
GSK Impact Award	-	-	-
Searstone	48,000	-	48,000
American Rescue Plan Act	61,294	-	61,294
Town of Cary	26,000	-	26,000
Goodwill	12,500	-	12,500
Duke University	5,000	-	5,000
Enact Foundation	20,000	-	20,000
United Way	1,584	-	1,584
Department of Health and Human Services	10,231	-	10,231
Other Grants	1,750	-	1,750
Total public support	514,717	-	514,717
Revenue:			
Interest Income	13,309	-	13,309
Miscellaneous	4,295	-	4,295
Total revenue	17,604	-	17,604
Net assets released from restriction	-	-	-
Total public support and revenue	532,321	-	532,321
EXPENSES:			
Program services	399,297	-	399,297
Supporting services:			
Management and general	33,259	-	33,259
Fundraising	29,683	-	29,683
Total supporting services	62,942	-	62,942
Total expenses	462,239	-	462,239
Change in net assets	70,082	-	70,082
Net assets at beginning of year	377,186	-	377,186
Net assets at end of year	$ 447,268	$ -	$447,268

The accompanying notes to financial statements are an integral part of these statements.

THE CENTER FOR VOLUNTEER CAREGIVING
Statement of Functional Expenses
For the Year Ended June 30, 2025

	Program Service	Supporting Services: Management and General	Supporting Services: Fundraising	Supporting Services: Total Supporting	Total Expenses
Expenses:					
Salaries	$ 212,204	$ 9,431	$ 14,147	$ 23,578	$ 235,782
Employee benefits	37,930	1,686	2,529	4,214	42,144
Employee bonuses	9,788	435	653	1,088	10,875
Recruiting	190	-	-	-	190
Payroll processing fees	3,182	141	212	353	3,535
Payroll taxes	17,603	782	1,174	1,956	19,559
Program expense	26,878	-	-	-	26,878
Professional services	776	13,440	4,324	17,764	18,540
Insurance	8,009	1,233	534	1,767	9,776
Telephone	1,886	84	126	210	2,095
Auto and travel	5,340	222	-	222	5,562
Technology	4,850	216	323	539	5,389
Rent	1,171	52	78	130	1,301
Education and training	6,660	60	90	149	6,809
Postage and delivery	1,752	78	117	195	1,947
Office supplies	1,280	57	85	142	1,422
Dues and subscriptions	665	172	236	407	1,072
Printing	688	31	46	76	764
Miscellaneous	2,514	1,284	156	1,440	3,954
Amortization	29,469	1,310	1,965	3,274	32,743
Interest	776	34	52	86	862
Total expenses	$ 373,608	$ 30,747	$ 26,844	$ 57,591	$ 431,199

The accompanying notes are an integral part of these financial statements

THE CENTER FOR VOLUNTEER CAREGIVING
Statement of Functional Expenses
For the Year Ended June 30, 2024

	Program Service	Supporting Services: Management and General	Supporting Services: Fundraising	Supporting Services: Total Supporting	Total Expenses
Expenses:					
Salaries	$ 250,656	$ 11,140	$ 16,710	$ 27,850	$ 278,506
Employee benefits	31,909	1,418	2,127	3,545	35,454
Payroll processing fees	3,547	158	236	394	3,941
Payroll taxes	19,566	870	1,304	2,174	21,740
Program expense	12,916	-	-	-	12,916
Professional services	5,000	13,932	4,750	18,682	23,682
Insurance	7,503	1,187	500	1,687	9,190
Telephone	3,438	153	229	382	3,820
Auto and travel	11,162	400	-	400	11,562
Technology	5,600	249	373	622	6,222
Rent	7,348	327	490	817	8,165
Education and training	3,920	74	111	185	4,105
Postage and delivery	1,552	69	103	172	1,724
Office supplies	1,838	82	123	205	2,043
Dues and subscriptions	1,156	300	400	700	1,856
Printing	113	5	8	13	126
Miscellaneous	1,828	1,551	203	1,754	3,582
Depreciation	-	-	-	-	-
Amortization	28,532	1,268	1,902	3,170	31,702
Interest	1,713	76	114	190	1,903
Total expenses	$ 399,297	$ 33,259	$ 29,683	$ 62,942	$ 462,239

The accompanying notes are an integral part of these financial statements

THE CENTER FOR VOLUNTEER CAREGIVING
Statements of Cash Flows
For the Years Ended June 30, 2025 and 2024

	2025	2024
CASH FLOWS FROM OPERATING ACTIVITIES:		
Change in net assets	$ 52,468	$ 70,082
Adjustments to reconcile change in net assets to net cash (used in) provided by operating activities:		
Amortization of the right of use asset	32,743	31,702
Changes in assets and liabilities that provided (used) cash:		
Grants receivable	7,923	(13,563)
Accounts receivable	(782)	1,143
Bequest receivable	25,000	(25,000)
Prepaid expenses	(654)	4,508
Accounts payable	(1,683)	1,820
Accrued payroll and payroll taxes	(1,406)	(1,065)
Accrued vacation	(1,255)	1,866
Net cash provided (used) by operating activities	112,354	71,493
CASH FLOWS FROM INVESTING ACTIVITIES:		
Purchases of certificates of deposit	(10,293)	(59,593)
Right of use assets obtained through leases	-	-
Net cash provided (used) by investing activities	(10,293)	(59,593)
CASH FLOWS FROM FINANCING ACTIVITIES:		
Repayment of principal portion of lease liability	(33,470)	(31,591)
Obligations incurred on operating lease liability	-	-
Net cash provided (used) by financing activities	(33,470)	(31,591)
Net increase (decrease) in cash and cash equivalents	68,591	(19,691)
Cash and cash equivalents, beginning of year	171,816	191,507
Cash and cash equivalents, end of year	$ 240,407	$ 171,816

The accompanying notes are an integral part of these financial statements

1. NATURE OF THE ORGANIZATION

Nature of the Organization

The Center for Volunteer Caregiving (the "Organization) was incorporated on June 15, 1992. The Organization's mission is to provide volunteer support to elderly and disabled adults of Wake County, North Carolina to help maintain independence, dignity, and quality of life. The Organization recruits, trains, and support volunteers from the faith community and the community at large and matches them with elderly or disabled adults who need assistance. Services are offered at no cost and include transportation to medical appointments or basic needs shopping, visiting, telephone reassurance calls, light help around the house, grocery shopping services, and family caregiver respite visits. The Organization is supported through donor contributions and grants from state and local agencies.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The financial statements of the Organization have been prepared on the accrual basis of accounting. Revenues are recognized when earned and expenses recognized when incurred. This basis of accounting conforms to accounting principles generally accepted in the United States of America.

Basis of Presentation

The Organization has adopted Accounting Standards Update (ASU) 2016-14, *Not-for-Profit Entities (Topic 958) and Health Care Entities (Topic 954) – Presentation of Financial Statements of Not-for-Profit Entities*. The ASU amends the current reporting model for nonprofit organizations and enhances their required disclosures. The major changes include: (a) requiring the presentation of only two classes of net assets now entitled "net assets without restrictions" and "net assets with restrictions", (b) modifying the presentation of underwater endowment funds and related disclosures, (c) requiring the use of the placed in service approach to recognize the expirations of restrictions on gifts used to acquire or construct long-lived assets absent explicit donor stipulations otherwise, (d) requiring that all nonprofits present an analysis of expenses by function and nature in either the statement of activities, a separate statement, or in the notes and disclose a summary of the allocation methods used to allocate costs, (e) requiring the disclosure of quantitative and qualitative information regarding liquidity and availability of resources, (f) presenting investment return net of external and direct expenses, and (g) modifying other financial statement reporting requirements and disclosures intended to increase the usefulness of nonprofit financial statements.

Net assets and revenue are classified based on the existence or absence of donor-imposed restrictions. Accordingly, the net assets of the Organization and charges therein, are classified and reported as follows:

Net assets without restrictions – Consists of amounts that are available for use in carrying out the supporting activities of the Organization and not subject to donor-imposed stipulations. Net assets without restrictions totaled $499,736 and $447,268 as of June 30, 2025 and 2024, respectively.

Net assets with restrictions – Net assets that are contributions subject to donor-imposed restrictions. Some donor-imposed restrictions are temporary in nature that may or will be met, either by the actions of the Organization and/or the passage of time. Net assets with restrictions totaled $0 and $0 as of June 30, 2025 and 2024, respectively.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Use of Estimates and Assumptions
The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Cash and Cash Equivalents
For purposes of the statement of cash flows, the Organization considers cash in the bank, all cash held on hand, and highly liquid investments to be cash and cash equivalents with an original maturity date of three months or less.

Certificates of Deposit
The Organization's investments in certificates of deposit, with original maturities greater than three months, are valued at cost. These investments do not qualify as securities as defined in FASB ASC 320, *Investments – Debt and Equity Securities*, thus fair value disclosures required by ASC 820, *Fair Value Measurements and Disclosures*, for the certificates of deposit are not provided. Certificates of deposit with values totaling $222,408 and $212,115 were held by the Organization at June 30, 2025 and 2024, respectively. These certificates have remaining terms of 4 to 9 months and interest rates of 4.30% and 4.60%.

Bequest Receivable
Bequests receivable are recorded at estimated fair value in the period in which the gift becomes irrevocable and the amount to be received is known or an estimate has been provided by the executor of the estate.

Bequests receivable are recorded as net assets with donor restrictions until such time as the funds are received and are utilized in accordance with the donor's wishes, if stated in the donor's will.

Property and Equipment
Property and equipment are recorded at cost if purchased and fair market value if donated. It is the Organization's policy to capitalize expenditures for these items with a cost or fair market value in excess of $1,500. Depreciation is provided using the straight-line method over the estimated useful lives of the assets.

Donated Items and Services (Gifts in Kind)
The Organization has adopted Financial Accounting Standards Board (FASB) Accounting Standards Update (ASU) 2020-07, *Presentation and Disclosure by Not-for-Profit Entities for Contributed Nonfinancial Assets* effective the for the year ended June 30, 2023. Donated land, buildings, equipment, investments, and other noncash donations are recorded as contributions at their fair market value at their date of donation. The Organization reports the donations as support without restriction, unless explicit donor stipulations specify how the donated assets must be used. Gifts of long-lived assets with explicit restrictions that specify how the assets must be used, and gifts of cash or other assets that must be used to acquire long-lived assets are reported as restricted support. In the absence of explicit donor stipulations about how long those long-lived assets must be maintained, the Organization reports expirations of donor restrictions when the donated or acquired long-lived assets are placed in service.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Donated Items and Services (Gifts in Kind) (Continued)
Donated services that do not require specialized skills or enhance nonfinancial assets are not recorded in the accompanying financial statements because no objective basis is available to measure the value of such services. A substantial number of volunteers have donated significant amounts of their time to the Organization's program services, the value of which is not recorded in the accompanying financial statements.

Contributions and Grants
Contributions and grants received are recorded as support with or without restrictions depending on the existence and/or nature of any donor/grantor 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 more than one year in the future are reported at the present value of their net realizable value using a risk adjusted discount rate. When a restriction expires, that is, when a stipulated time restriction ends or a purpose restriction is accomplished, net assets with restrictions are reclassified to net assets without restrictions and reported in the statement of activities as net assets released from restrictions. Restrictions that are met in the same period as receipt are reported as support without restrictions.

Contributions that are restricted by the donor are reported as increases in net assets without restrictions if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in net assets with restrictions, depending on the nature of the restrictions. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, net assets with restrictions are reclassified to net assets without restrictions.

Functional Allocation of Expenses
The costs of providing the various programs and supporting services have been summarized on a functional basis in the statements of activities. Costs that are not directly associated with providing specific services have been allocated based upon the relative time spent by employees of the Organization providing those services.

Program services – Comprise activities that contribute to the Organization's mission and consist of the following three categories:

1) Caregiver support – Makes sure caregivers know they are not alone, and that help is available. Help comes from respite volunteers and from learning about resources in the community. Volunteers provide companionship to care receivers who should not be left alone so caregivers can get needed time off.
2) In-home connections – Volunteers visit seniors and adults with disabilities in their home and on the phone, offering support and friendship. They make the difference in staying independent and connected to the community.
3) Transportation – Volunteers help to provide rides to doctor appointments or for essential errands.

Supporting services – Includes activities such as management and general services required to ensure an adequate working environment, provide administrative support and manage the Organization's financial and budgetary functions. Fundraising expenses are the cost of the Organization to solicit and obtain contributions and funding.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Income Taxes

The Organization is exempt from federal and state income taxes under Section 501(a) or the Internal Revenue Code and is classified under Section 501(c)(3) as a public charity. The Organization has also been classified as an entity that is not a private foundation within the meaning of Section 509(a) and qualifies for deductible contributions provided in Section 170(b)(1)(A)(vi). The Organization files information returns in the U.S. federal jurisdiction. The Organization is not aware of any unrelated business income for the years ended June 30, 2025 and 2024.

The Organization evaluates any uncertain tax positions. Accordingly, the Organization's policy is to record a liability for any tax position taken that is beneficial to the Organization, 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, 2025 and 2024.

The Organization files its Form 990 series tax returns in the U.S. Federal jurisdiction. The returns are subject to examination by the Internal Revenue Service for a period of three years after the respective filing deadlines.

Advertising Expense

Advertising costs are expensed when incurred and are insignificant for the years ended June 30, 2025 and 2024

3. CONCENTRATION OF CREDIT RISK

The Organization occasionally maintains deposits in excess of federally insured limits. The Organization maintains its cash balances in reputable financial institutions in the United States of American and accounts at each institution are insured by the Federal Deposit Insurance Corporations up to $250,000 at each financial institution. At June 30, 2025 and 2024, the Organization’s cash deposits were fully insured.

The Organization receives a major portion of its support and revenue from local government grants and local contributions. A reduction in the level of this support could possibly have a significant effect on the Organization’s programs and activities. At June 30, 2025 and 2024, approximately 54% and 48%, respectively, of total revenues, was received from three grants.

4. GRANTS RECEIVABLE

Grants receivable consists of the following at June 30, 2025 and 2024:

	2025	2024
Family Caregiver Support Program	$ 28,553	$ 25,184
Capital Area Metropolitan Planning Organization	16,048	17,033
American Rescue Plan Act	-	10,306
	$ 44,600	$ 52,523

5. LEASE COMMITMENTS

Under ASC 842, if a contract provides the right to substantially all the economic benefits and the right to direct the use of the identified asset, it is considered to be or contain a lease. Right-of-use (ROU) assets and lease liabilities are recognized at the lease commencement date based on the present value of the future lease payments over the expected lease term. ROU assets are also adjusted for any lease prepayments made, lease incentives received, and initial direct costs incurred.

Lease liabilities are initially and subsequently recognized based on the present value of their future lease payments. ROU assets for operating leases are subsequently measured throughout the lease term at the amount of the remeasured lease liability (i.e., present value of the remaining lease payments), plus unamortized initial direct costs, plus (minus) any prepaid (accrued) lease payments, less the unamortized balance of the lease incentives received, and any impairment recognized.

The Organization has elected the short-term lease exemption for all leases with a term of 12 months or less for both existing and ongoing operating leases to not recognize the asset and liability for these leases. Lease payments for short-term leases are recognized on straight-line basis.

During the years ended June 30, 2025 and 2024, the Organization is a lessee in an agreement with TKAB Investments, LLC for an office space in Cary, North Carolina. The lease began on September 19, 2012 and has been amended three times to extend the term of the lease. The most recent lease amendment went into effect on October 1, 2020 and extended the lease until September 2025. For the years ended June 30, 2025 and 2024, the Organization was required to pay monthly rent of $2,808 from July to September and $2,878 from October to June, escalating each year after that.

The lease liability is measured at a discount rate of 3.25%, based on the short-term lending rate as of the start of the most recent amendment. As a result of the lease, the Organization has recorded a right to use asset with an original value of $106,320 and a net book value of $11,155 and $43,899 as of June 30, 2025 and 2024, respectively.

The future minimum lease obligations and the net present value of these minimum lease payments as of June 30, 2025 were as follows:

Year Ending	Principal	Interest	Total
2026	$ 11,467	$ 46	$ 11,513
Total	$ 11,467	$ 46	$ 11,513

6. RETIREMENT PLAN

The Organization provides a 401(k) plan for all full-time employees who are at least 21 and have given one month of service to the Organization. The plan began on September 1, 2022. The employer makes flexible discretionary matches to the plan for eligible employees with one full year of service as determined by the Organization. The Organization contributed $6,577 and $7,411 to the 401(k) plan for the years ended June 30, 2025 and 2024, respectively.

7. LIQUIDITY AND AVAILABLITY OF FUNDS

As part of the Organization's liquidity management, it has a policy to structure its financial assets to be available as its general expenditures, liabilities, and other obligations become due.

Financial assets available for general expenditures, that is, without donor or other restrictions limiting their use, within one year of the statement of financial position date, comprise of the following:

	2025	2024
Cash	$ 240,407	$ 171,816
Certificates of deposit	222,408	212,115
Grants receivable	44,600	52,523
Accounts receivable	1,086	304
Less: accounts payable	(3,344)	(5,028)
Less: accrued payroll	(2,524)	(3,930)
Total financial assets available to meet general expenditures and liabilities within the next 12 months	$ 502,633	$ 427,800

At June 30, 2025 and 2024, all net assets without restrictions are available to meet cash needs for general expenditures of the Organization with one year.

8. SUBSEQUENT EVENTS

Management evaluates events occurring subsequent to the date of the financial statements in determining the accounting for and disclosure of transactions and events that affect the financial statements. Subsequent events have been evaluated through September 3, 2025, which is the date the financial statements were available to be issued.

TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: Felton Grove Band Boosters Association

Mailing address: P.O. Box 152, Holly Springs, NC 27540

Current Presiding Officer: Leona Taylor

Mailing address: 113 Begonia Trail, Holly Springs, NC 27540

Telephone: 919-210-9698 Fax: N/A E-Mail: president@feltongroveband.org

(Check one)

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

Date Organization Formed or Chartered: April 16, 2025

Agency 501 C-3 Number: 33-4625599 Or, Federal Tax ID Number: _____

Amount and Type of Town funds requested: $ 2000 .00 for (check below all that apply)

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

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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 Felton Grove Band Boosters support the Felton Grove High School Band program by providing logistical planning, securing necessary equipment, managing the budget, enlisting volunteers, and more. FGBBA is also responsible for raising most of the funds needed to support the band, primarily through fair-share dues, fundraising efforts, and local sponsorships. During the 2025-2026 school year, per student fair-share dues were $900 per semester. Recognizing that not every family can contribute fair-share dues, FGBBA has worked hard in this first year to offer scholarships to ensure all students can participate regardless of financial circumstances.

The Felton Grove Band is a first-year program encompassing marching band, indoor percussion, winter guard, and jazz band. The program is committed to developing a comprehensive music and performance environment that cultivates leadership, discipline, and a sense of belonging among students. Costs include, but are not limited to, funding for staff for musical and performance education and enrichment; basic and competition-related equipment; student and equipment transportation; and providing needs-based scholarships to families unable to pay the fair-share dues amount.

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)

Supporting a first-year high school band program has brought unique challenges to FGBBA. Without legacy funds, established supporters, or existing equipment, everything must be built from the ground up or paid for with limited booster funds. This puts FGBBA and the band program at a disadvantage when compared to other local high school bands. Due to limited funding, we often have to sacrifice long-term needs to address immediate needs.

Grant money from the Town of Holly Springs will allow FGBBA to purchase a Drum Kit Cart needed to safely move our drum kit between storage and performance fields. We have an expensive, high-value drum kit we need to use in our performances, but the distance, of about a quarter of a mile, and the steep slope make each back-and-forth trip risky without a proper Drum Kit Cart. Adding the Drum Kit Cart will help us safely transport the drum kit to competitions and community performances.

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

Since the Felton Grove Band Boosters supports a first-year band, we face significant foundational gaps. If we do not receive a grant from the Town of Holly Springs, we will not have the funds to purchase the Drum Kit Cart, as we must first meet our operational budget, provide scholarships to ensure equity, and cover basic transportation costs. A grant from the Town of Holly Springs will allow us to safely transport our Drum Kit to use at our football games, competitions, and community events for many generations.

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	$ _____	Amount	_____	% of Annual Budget
☐	State of N.C.	$ _____	Amount	_____	% of Annual Budget
☐	Other Private Funding	$ _____	Amount	_____	% of Annual Budget
☑	Fundraisers	$ $8,000	Amount	10.0	% 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. We did not receive funding from the Town of Holly Springs last 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.

Christian Hendricks, Treasurer 3/4/2026

Signature of Executive or Applicant Date

Return completed application and all attachments by March 4, 2022 to:
Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
E = Linda.McKinney@hollyspringsnc.gov

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.

Felton Grove Band Boosters 2025–2026 Consolidated Budget Summary

REVENUE

Category	*Amount*	*Share*
Winter Guard & IPE Student Fair Share	$ 37,800	46.4%
Fall Marching Band Student Fair Share	$ 33,300	40.8%
Sponsorships & Partnerships	$ 7,922	9.7%
Grants / Other Income	$ 2,500	3.1%
TOTAL REVENUE	**$ 81,522**	**100.0%**

EXPENSES

Category	*Amount*	*% Total*
Instructional Staff & Contractors	$ 36,000	44.2%
Guard & IPE Program Operations	$ 21,800	26.7%
General Marching Band Operations	$ 12,292	15.1%
Administrative / Organizational Costs	$ 11,430	14.0%
TOTAL EXPENSES	**$ 81,522**	**100.0%**
OPERATING PROFIT	**$ -**	

Winter Guard & IPE Students:	42
Fall Marching Band Students:	37
Per Student Cost:	$ 900

TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: Hawktimus Prime Robotics

Mailing address: 609 Saint Vincent Dr, Holly Springs, NC 27540 (Grant's coordinators address, Hawktimus Prime meets at Holly Springs High School)

Current Presiding Officer: Student Presidents: Karina (Mars) Chen and Dillon Brogan. Coaches: Neal haggard and Evan McNabb

Mailing address: Hilda Menna (Grant Coordinator) 609 Saint Vincent Dr, Holly Springs, NC 27540

Telephone: 305-299-3172 Fax: N/A E-Mail: grants@hawktimusprime.com

(Check one)

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

Date Organization Formed or Chartered: 2009

Agency 501 C-3 Number: _____ Or, Federal Tax ID Number: 81-0774703

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)**

Hawktimus Prime seeks new funding to build more specialized, portable, and youth-safe outreach robots. Last year's funds not only helped train our new team members to prepare them for the experience of building our larger competition robot, but also allowed us to bring these to STEM nights for close-up interaction with children at crowded local events.

We would like to build more and repeat the experience so that dedicated outreach robots allow us to safely expand our presence at Holly Springs events like HollyFest, STEMblazers at Middle Creek, and local elementary school nights. This project ensures we can inspire the next generation of engineers right here in our backyard without the logistical barriers of heavy competition machinery.

We will proudly display the Town of Holly Springs logo on the robot, our website, and team shirts. As we demonstrate STEM excellence across the region, we will showcase the Town's commitment to youth leadership and innovation to thousands of residents annually.

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)

Hawktimus Prime's mission is to foster an engaging STEM learning environment that promotes innovation and community impact. We equip students with technical and leadership skills to build future leaders. Continuing with this initiative will expand community engagement by enabling interactive robot demonstrations in smaller spaces, with less intimidating robots sparking students interest and interaction. Our goal is to provide diverse youth with STEM opportunities, broadening participation in the field. The town of Holly Springs' commitment to STEM education will be proudly displayed in these and will attract businesses and families, strengthening our community.

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 primary budget is strictly dedicated to competition season costs; therefore, this grant is the sole catalyst for our outreach capabilities. While last year's $1,000 grant allowed us to prototype 6 "mini-bots," only two were durable enough for high-traffic youth interaction.

If funds are reduced below $2,500, we will have to scale back the durability and number of units produced. Full funding ensures we can build a fleet of "sturdy" mini bots, significantly reducing wait times at events like HollyFest and STEM nights and allowing more children to engage simultaneously. Without these funds, our outreach will remain limited to our fragile prototypes and limited robot interaction.

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	5	% of Annual Budget
☐	United Way	$	Amount		% of Annual Budget
☐	Wake County	$	Amount		% of Annual Budget
■	Foundations	$ 14822	Amount	37	% of Annual Budget
☐	Federal	$	Amount		% of Annual Budget
■	Grants	$ 5800	Amount	12	% of Annual Budget
☐	State of N.C.	$	Amount		% of Annual Budget
■	Other Private Funding	$ 19093	Amount	48	% of Annual Budget
☐	Fundraisers	$	Amount		% 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.

Last year, the $1,000 grant was successfully utilized to launch our first "Mini FRC" program—a training initiative for new members, which puts them through the process of creating a competition robot at a smaller scale. These funds were used to purchase materials for 6 portable outreach robots and a scaled-down competition field.

While this program provided critical hands-on training in coding, mechanical engineering, and rapid problem-solving for our students, the impact extended beyond the team. These 6 robots were specifically designed for high-mobility outreach. Unlike our heavy competition machinery, these bots are safe for public use. They have since become our primary tools for community engagement, allowing us to provide interactive STEM demonstrations for Holly Springs residents in diverse settings. By investing in these robots, the Town enabled us to create reusable robots that continue to inspire local youth at every event we attend.

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.

Hilda Minino — 03/04/2026

Signature of Executive or Applicant — Date

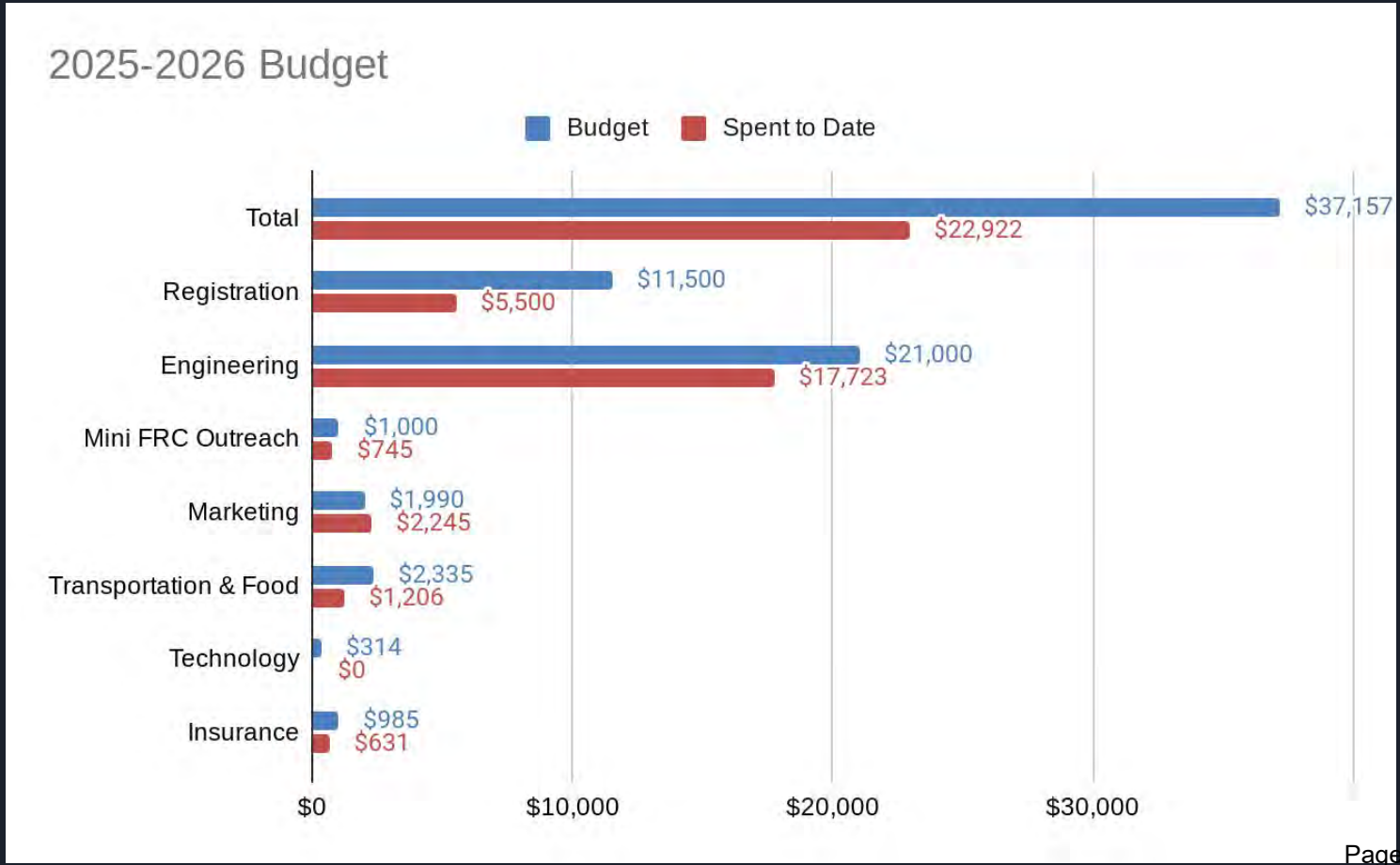
HAWKTIMUS PRIME - MINI FRC COMPETITION

HOLLY RIDGE ELEMENTARY

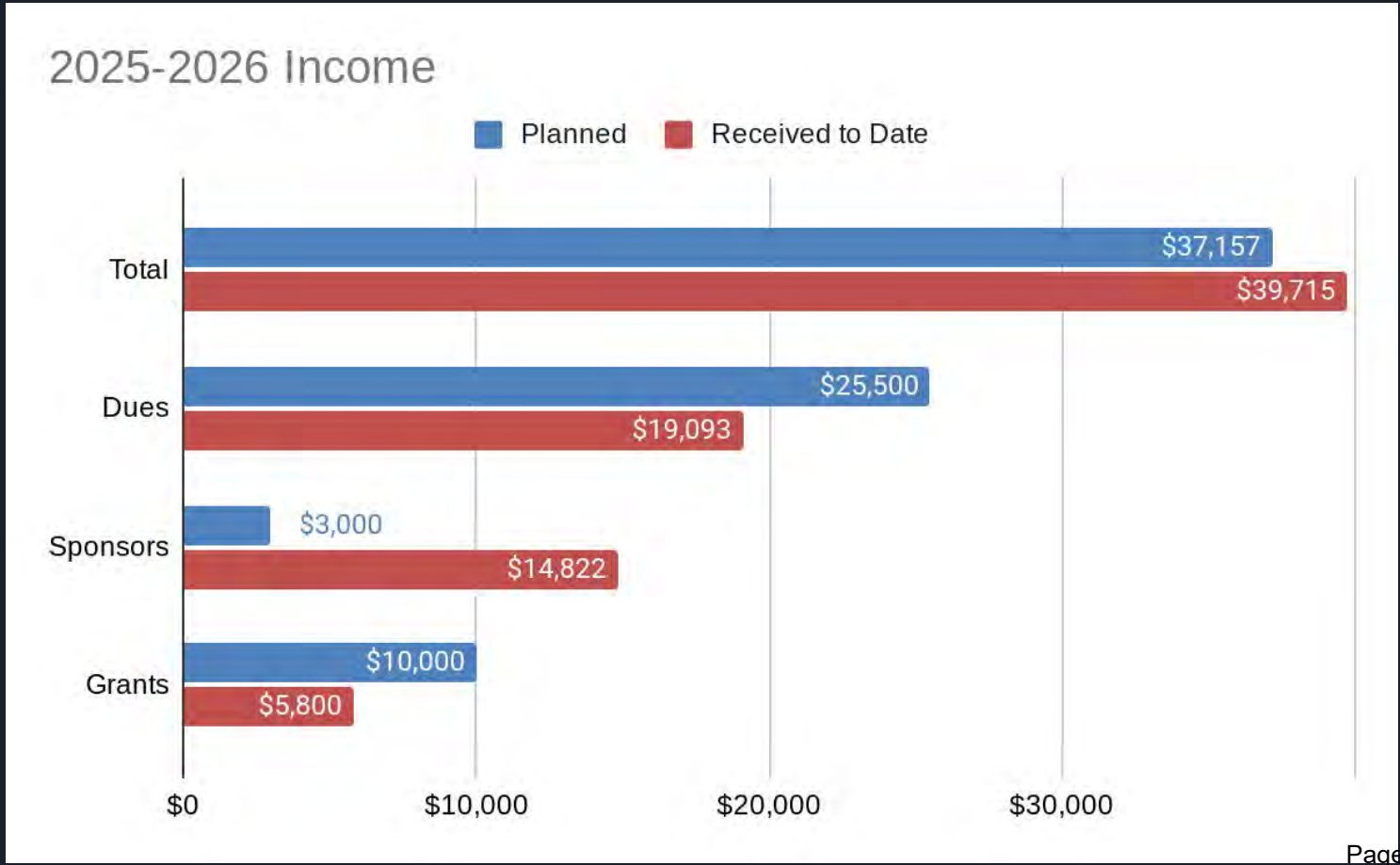
STUDENTS INTERACTING WITH MINI FRC ROBOTS

STEM NIGHT - JAN 8TH, 2026

Budget Overview - Expenses



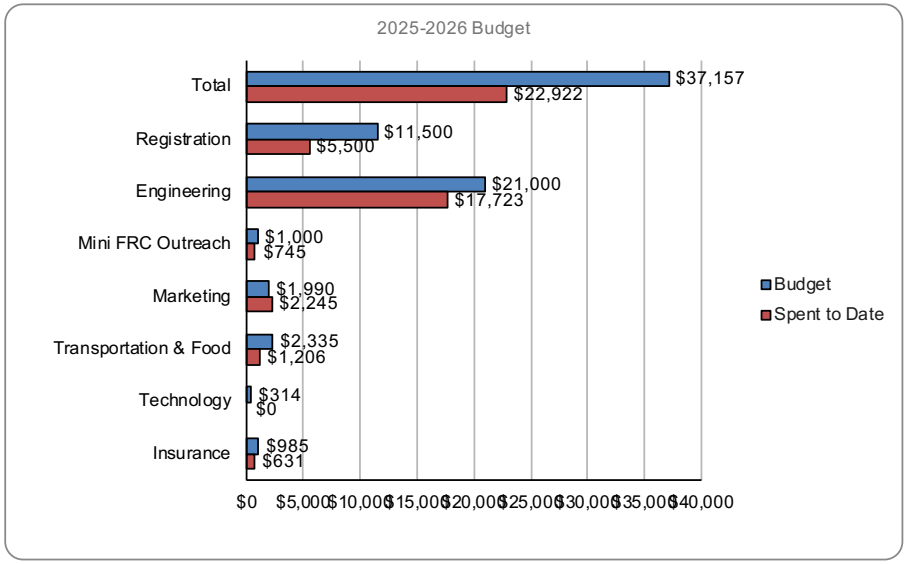
Budget Overview - Income

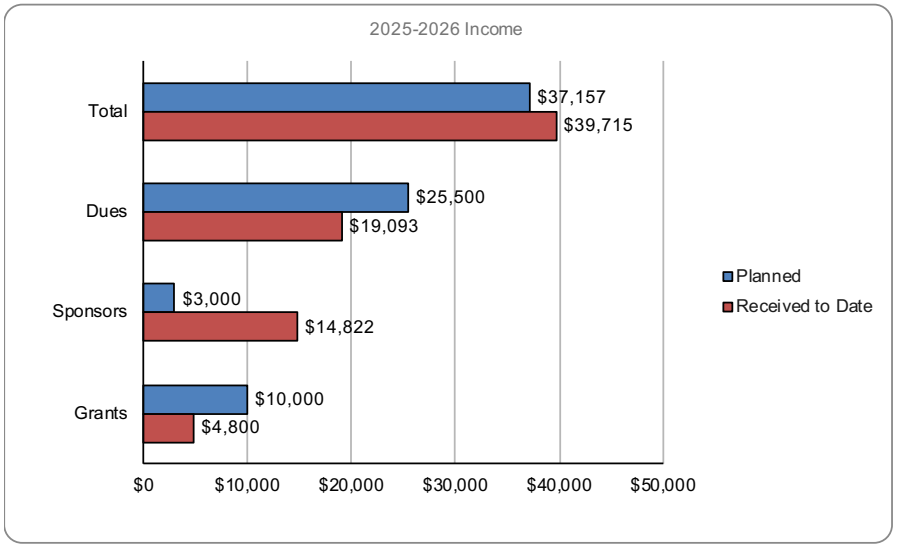


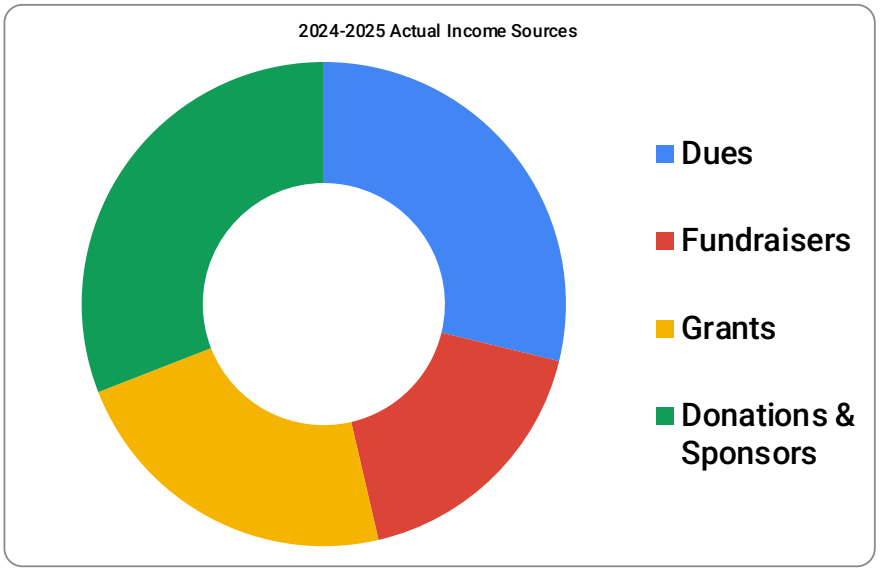
Dues	$13,372
Fundraisers	$8,168
Grants	$10,550
Donations & Sponsors	$14,364

	Estimated	Actual	
Total	$37,157	$22,922	
Registration	$11,500	$5,500	
Engineering	$21,000	$17,723	
Mini FRC Outreach	$1,000	$745	
Marketing	$1,990	$2,245	
Transportation & Food	$2,335	$1,206	
Technology	$314	$0	
Insurance	$985	$631	

Total	$37,157	$39,715	
Dues	$25,500	$19,093	48%
Sponsors	$3,000	$14,822	37%
Grants	$10,000	$4,800	12%
		$1,000	5%







TELEPHONE:800-822-2651

HAWKTIMUS PRIME ROBOTICS BOOSTER CLUB
HOLLY SPRINGS HIGH SCHOOL 30
5329 CASS HOLT ROAD 0
HOLLY SPRINGS NC 27540 2

We've updated our funds availability policy to align with Regulation CC. These changes raise dollar limits so more of your deposits clear sooner. See the last page of your statement for more details.

NONPROFIT CHECKING ACCOUNT XXXXXXXXXX9401

		LAST STATEMENT 01/30/26	33,746.59
MINIMUM BALANCE	30,790.38	3 CREDITS	1,511.15
AVG AVAILABLE BALANCE	32,630.02	20 DEBITS	4,467.36
AVERAGE BALANCE	32,630.02	THIS STATEMENT 02/27/26	30,790.38

TOTAL DAYS IN STATEMENT PERIOD 01/31/26 THROUGH 02/27/26: 28

OTHER CREDITS

DESCRIPTION	DATE	AMOUNT
CheddarUp Cheddar Up ST-E3Y9S2H9Y5C9	02/02	211.15
Givebutter Givebutter ST-X0J1S9M4Q4B5	02/03	1,000.00
Givebutter Givebutter ST-M1F2B7D9U7T1	02/17	300.00

CHECKS

CHECK #..DATE.....AMOUNT	CHECK #..DATE.....AMOUNT	CHECK #..DATE.....AMOUNT
2046*02/20 462.86	2048 02/13 1,616.64	

(*) INDICATES A GAP IN CHECK NUMBER SEQUENCE

OTHER DEBITS

DESCRIPTION	DATE	AMOUNT
XX1223 DDA POS PURCH 02/02 22:05 PLAYING WITH FUS 6055170052 IL 55497679 229162	02/03	575.90
XX1223 DDA POS PURCH 02/02 22:23 BATTERYCABLESUSA JEFFERSONTOWN KY 01843295 4549	02/04	16.10
XX1223 DDA POS PURCH 02/02 22:15 POWERWERX PRO 7146740073 CA 45000996 829071	02/05	64.07
XX1223 DDA POS PURCH 02/05 00:32 SP ANDYMARK INC. KOKOMO IN 61104076 364677	02/06	260.81

* * * C O N T I N U E D * * *

HAWKTIMUS PRIME ROBOTICS BOOSTER CLUB
HOLLY SPRINGS HIGH SCHOOL

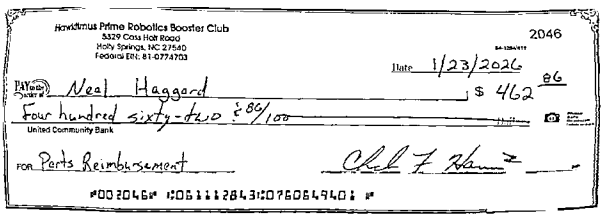
NONPROFIT CHECKING ACCOUNT XXXXXXXXXXX9401

- - - - - - - - - OTHER DEBITS - - - - - - - - -

DESCRIPTION	DATE	AMOUNT
XX1223 DDA POS PURCH 02/09 01:55 ANDY MARK INC KOKOMO IN 17067409 749809	02/10	46.21
XX1223 DDA POS PURCH 02/11 11:14 SP WCPRODUCTS MADERA CA 03970550 798612	02/12	214.85
XX1223 DDA POS PURCH 02/11 10:30 SP CTR ELECTRONI MACOMB MI 10305585 576295	02/12	215.99
XX1685 DDA POS PURCH 02/14 13:16 LOWE'S #3316 HOLLY SPRINGS NC 001 604513127127	02/17	28.22
XX1223 DDA POS PURCH 02/13 10:28 SP THE THRIFTY B FISHERS IN 18332092 066114	02/17	39.84
XX1223 DDA POS PURCH 02/11 13:34 POWERWERX PRO 7146740073 CA 36000541 253082	02/17	56.83
XX1223 DDA POS PURCH 02/16 08:50 FIRST STORE ST. LOUIS MO 22979767 811847	02/17	91.85
XX1223 DDA POS PURCH 02/13 13:27 BT REVROBOT 18442552267 TX 17129422 020813	02/17	147.26
XX1223 DDA POS PURCH 02/13 10:13 SP ANDYMARK INC. KOKOMO IN 32269577 338855	02/17	148.70
XX1685 DDA POS PURCH 02/21 00:59 MCMASTER-CARR 630-834-9600 IL 00098609 415895	02/23	21.25
XX1223 DDA POS PURCH 02/20 03:13 SP ANDYMARK INC. KOKOMO IN 31454949 690703	02/23	220.70
XX1685 DDA POS PURCH 02/24 00:32 MCMASTER-CARR 630-834-9600 IL 00062147 755761	02/25	52.56
XX1223 DDA POS PURCH 02/25 20:06 AMAZON.COM B108T SEATTLE WA 00000101 2LVZ3K8M6G	02/26	42.84
XX1223 DDA POS PURCH 02/25 03:26 SP ANDYMARK INC. KOKOMO IN 19348068 645678	02/26	143.88

- - - - - - - - DAILY BALANCE - - - - - - - -

DATE	BALANCE	DATE	BALANCE	DATE	BALANCE
02/02	33,957.74	02/10	33,994.65	02/23	31,029.66
02/03	34,381.84	02/12	33,563.81	02/25	30,977.10
02/04	34,365.74	02/13	31,947.17	02/26	30,790.38
02/05	34,301.67	02/17	31,734.47		
02/06	34,040.86	02/20	31,271.61		


Hawktimus Prime Robotics Booster Club
5329 Cass Holt Road
Holly Springs, NC 27540
Federal EIN: 81-0774703

2046

Date 1/23/2026

PAY to the order of Neal Haggard $ 462.86

Four hundred sixty-two & 86/100

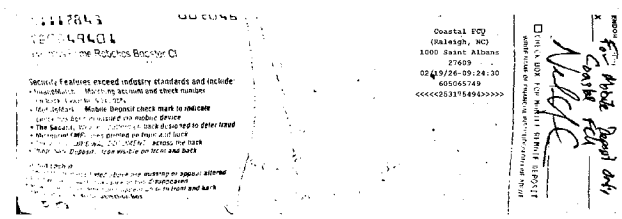
United Community Bank

FOR Parts Reimbursement

Chel T Ham

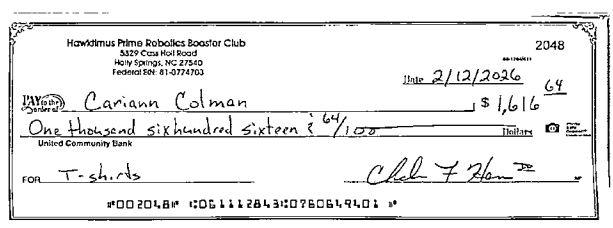
⑆002046⑆ ⑆061112843⑆0760649401⑆

02/20/2026 CHECK# 2046 $462.86


Coastal FCU
(Raleigh, NC)
1000 Saint Albans
27609
02/19/26-09:24:30
605065749

Mobile Deposit only

02/20/2026 CHECK# 2046 $462.86


Hawktimus Prime Robotics Booster Club
5329 Cass Holt Road
Holly Springs, NC 27540
Federal EIN: 81-0774703

2048

Date 2/12/2026

PAY to the order of Cariann Colman $ 1,616.64

One thousand sixhundred sixteen & 64/100 Dollars

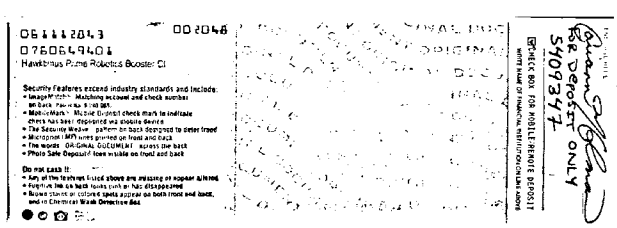
United Community Bank

FOR T-shirts

Chel T Ham

⑆002048⑆ ⑆061112843⑆0760649401⑆

02/13/2026 CHECK# 2048 $1,616.64


061112843
002048
0760649401
Hawktimus Prime Robotics Booster Cl

Cariann Colman
For Deposit ONLY
5409347

02/13/2026 CHECK# 2048 $1,616.64

TELEPHONE:800-822-2651

HAWKTIMUS PRIME ROBOTICS BOOSTER CLUB
HOLLY SPRINGS HIGH SCHOOL 30
5329 CASS HOLT ROAD 0
HOLLY SPRINGS NC 27540 2

We've updated our funds availability policy to align with Regulation CC. These changes raise dollar limits so more of your deposits clear sooner. See the last page of your statement for more details.

NONPROFIT CHECKING ACCOUNT XXXXXXXXXX9401

		LAST STATEMENT 01/30/26	33,746.59
MINIMUM BALANCE	30,790.38	3 CREDITS	1,511.15
AVG AVAILABLE BALANCE	32,630.02	20 DEBITS	4,467.36
AVERAGE BALANCE	32,630.02	THIS STATEMENT 02/27/26	30,790.38

TOTAL DAYS IN STATEMENT PERIOD 01/31/26 THROUGH 02/27/26: 28

OTHER CREDITS

DESCRIPTION	DATE	AMOUNT
CheddarUp Cheddar Up ST-E3Y9S2H9Y5C9	02/02	211.15
Givebutter Givebutter ST-X0J1S9M4Q4B5	02/03	1,000.00
Givebutter Givebutter ST-M1F2B7D9U7T1	02/17	300.00

CHECKS

CHECK #..DATE.....AMOUNT	CHECK #..DATE.....AMOUNT	CHECK #..DATE.....AMOUNT
2046*02/20 462.86	2048 02/13 1,616.64	

(*) INDICATES A GAP IN CHECK NUMBER SEQUENCE

OTHER DEBITS

DESCRIPTION	DATE	AMOUNT
XX1223 DDA POS PURCH 02/02 22:05 PLAYING WITH FUS 6055170052 IL 55497679 229162	02/03	575.90
XX1223 DDA POS PURCH 02/02 22:23 BATTERYCABLESUSA JEFFERSONTOWN KY 01843295 4549	02/04	16.10
XX1223 DDA POS PURCH 02/02 22:15 POWERWERX PRO 7146740073 CA 45000996 829071	02/05	64.07
XX1223 DDA POS PURCH 02/05 00:32 SP ANDYMARK INC. KOKOMO IN 61104076 364677	02/06	260.81

* * * C O N T I N U E D * * *

HAWKTIMUS PRIME ROBOTICS BOOSTER CLUB
HOLLY SPRINGS HIGH SCHOOL

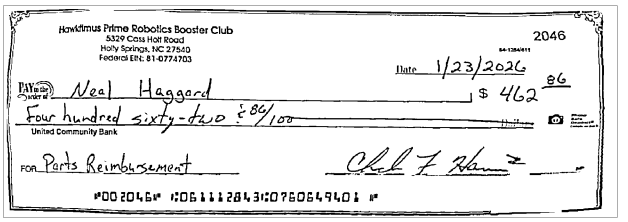
NONPROFIT CHECKING ACCOUNT XXXXXXXXXXX9401

- - - - - - - - - OTHER DEBITS - - - - - - - - -

DESCRIPTION	DATE	AMOUNT
XX1223 DDA POS PURCH 02/09 01:55 ANDY MARK INC KOKOMO IN 17067409 749809	02/10	46.21
XX1223 DDA POS PURCH 02/11 11:14 SP WCPRODUCTS MADERA CA 03970550 798612	02/12	214.85
XX1223 DDA POS PURCH 02/11 10:30 SP CTR ELECTRONI MACOMB MI 10305585 576295	02/12	215.99
XX1685 DDA POS PURCH 02/14 13:16 LOWE'S #3316 HOLLY SPRINGS NC 001 604513127127	02/17	28.22
XX1223 DDA POS PURCH 02/13 10:28 SP THE THRIFTY B FISHERS IN 18332092 066114	02/17	39.84
XX1223 DDA POS PURCH 02/11 13:34 POWERWERX PRO 7146740073 CA 36000541 253082	02/17	56.83
XX1223 DDA POS PURCH 02/16 08:50 FIRST STORE ST. LOUIS MO 22979767 811847	02/17	91.85
XX1223 DDA POS PURCH 02/13 13:27 BT REVROBOT 18442552267 TX 17129422 020813	02/17	147.26
XX1223 DDA POS PURCH 02/13 10:13 SP ANDYMARK INC. KOKOMO IN 32269577 338855	02/17	148.70
XX1685 DDA POS PURCH 02/21 00:59 MCMASTER-CARR 630-834-9600 IL 00098609 415895	02/23	21.25
XX1223 DDA POS PURCH 02/20 03:13 SP ANDYMARK INC. KOKOMO IN 31454949 690703	02/23	220.70
XX1685 DDA POS PURCH 02/24 00:32 MCMASTER-CARR 630-834-9600 IL 00062147 755761	02/25	52.56
XX1223 DDA POS PURCH 02/25 20:06 AMAZON.COM B108T SEATTLE WA 00000101 2LVZ3K8M6G	02/26	42.84
XX1223 DDA POS PURCH 02/25 03:26 SP ANDYMARK INC. KOKOMO IN 19348068 645678	02/26	143.88

- - - - - - - - DAILY BALANCE - - - - - - - -

DATE	BALANCE	DATE	BALANCE	DATE	BALANCE
02/02	33,957.74	02/10	33,994.65	02/23	31,029.66
02/03	34,381.84	02/12	33,563.81	02/25	30,977.10
02/04	34,365.74	02/13	31,947.17	02/26	30,790.38
02/05	34,301.67	02/17	31,734.47		
02/06	34,040.86	02/20	31,271.61		


Hawktimus Prime Robotics Booster Club
5329 Cass Holt Road
Holly Springs, NC 27540
Federal EIN: 81-0774703

2046

Date 1/23/2026

PAY to the order of Neal Haggard $ 462 86

Four hundred sixty-two 86/100 Dollars

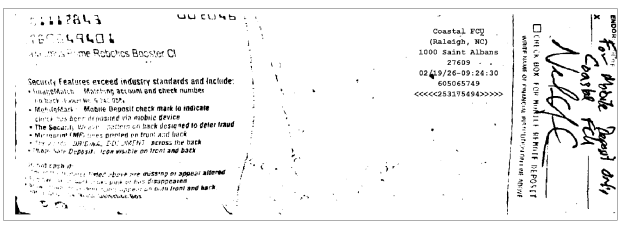
United Community Bank

FOR Parts Reimbursement

Chel F Ham

⑈002046⑈ ⑆061112843⑆0760649401 ⑈

02/20/2026 CHECK# 2046 $462.86

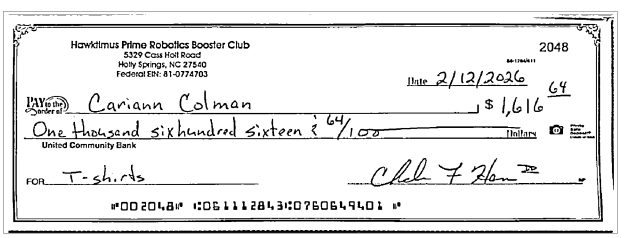

Coastal FCU
(Raleigh, NC)
1000 Saint Albans
27609
02/19/26-09:24:30
605065749

Security Features exceed industry standards and include:
- MobileMark - Mobile Deposit check mark to indicate check has been deposited via mobile device
- The Security Weave - pattern on back designed to deter fraud
- Micropanel MPI lines printed on front and back
- Two words ORIGINAL DOCUMENT across the back
- Photo Safe Deposit® logo visible on front and back

Do not cash if:
- Any of the features listed above are missing or appear altered
- Fluorescent ink on back looks pink or has disappeared
- Brown stains or colored spots appear on both front and back, and in Chemical Wash Detective Box

For Mobile Deposit Only
Coastal FCU

02/20/2026 CHECK# 2046 $462.86


Hawktimus Prime Robotics Booster Club
5329 Cass Holt Road
Holly Springs, NC 27540
Federal EIN: 81-0774703

2048

Date 2/12/2026

PAY to the order of Cariann Colman $ 1,616 64

One thousand sixteen 64/100 Dollars

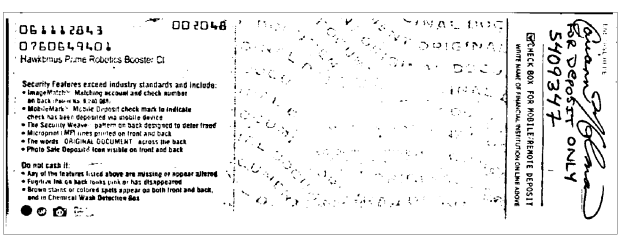
United Community Bank

FOR T-shirts

Chel F Ham

⑈002048⑈ ⑆061112843⑆0760649401 ⑈

02/13/2026 CHECK# 2048 $1,616.64


061112843
002048
0760649401
Hawktimus Prime Robotics Booster Cl

Security Features exceed industry standards and include:
- ImageMatch - Matching account and check number on Back (Reverse Side)
- MobileMark - Mobile Deposit check mark to indicate check has been deposited via mobile device
- The Security Weave - pattern on back designed to deter fraud
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- Fluorescent ink on back looks pink or has disappeared
- Brown stains or colored spots appear on both front and back, and in Chemical Wash Detective Box

For Deposit ONLY
5409347

02/13/2026 CHECK# 2048 $1,616.64

United Community

We've updated our funds availability policy to comply with federal Regulation CC adjustments made effective on July 1, 2025. Our general policy remains the same and no action is required on your part. These changes increase the dollar limits for certain transactions, which means more of your deposited funds will be available sooner!

When a hold is applied, we increased the amount of next-business-day availability from $225 to $275 for certain check deposits. In addition, the amount available for withdrawal on exception holds for large deposits, next-business-day availability of funds from certain checks into new accounts, and the amount for determining a repeat overdraft increased to $6,725 (previously $5,525).

© 2025 United Community Bank | **ucbi.com**

ACCOUNT RECONCILEMENT - THIS FORM IS PROVIDED TO ASSIST YOU IN BALANCING YOUR CHECKING ACCOUNT

LIST CHECKS OUTSTANDING NOT CHARGED TO YOUR ACCOUNT

CHECK NUMBER	AMOUNT	CHECK NUMBER	AMOUNT
		TOTAL	

PERIOD ENDING

,20__

1. **SUBTRACT** FROM YOUR CHECK REGISTER ANY CHARGES LISTED ON THIS STATEMENT WHICH YOU HAVE NOT PREVIOUSLY DEDUCTED FROM YOUR BALANCE.

2. ENTER CHECKING BALANCE SHOWN ON THIS STATEMENT	$
3. ENTER DEPOSITS MADE LATER THAN THE ENDING DATE OF THIS STATEMENT	$
TOTAL (2 + 3)	$

4. IN YOUR CHECK REGISTER CHECK OFF ALL CHECKS PAID AND IN AREA PROVIDED AT LEFT LIST NUMBERS & AMOUNTS OF ALL UNPAID CHECKS.

5.SUBTRACT TOTAL CHECKS OUTSTANDING.	$
6. THIS AMOUNT SHOULD EQUAL YOUR CHECK REGISTER BALANCE	$

IF YOU DO NOT BALANCE - VERIFY ADDITIONS AND SUBTRACTIONS - ABOVE AND IN YOUR CHECK REGISTER. COMPARE THE DOLLAR AMOUNTS OF CHECKS LISTED ON THIS STATEMENT WITH THE CHECK AMOUNTS LISTED IN YOUR CHECK REGISTER. COMPARE THE DOLLAR AMOUNT OF DEPOSITS LISTED ON THIS STATEMENT WITH THE DEPOSIT AMOUNTS RECORDED IN YOUR CHECK REGISTER.

Please examine immediately and report if incorrect. If no reply is received within 30 days from the date we mailed the statement the account will be considered correct. Electronic monitoring of account activity is recommended and any error found should be reported to the bank immediately.

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS (Consumer Accounts Only)

Telephone or write us at the telephone number or address located on the front of this statement as soon as you can if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt. We must hear from you no later than 60 days from the date we mailed you the FIRST statement on which the error or problem appeared.

(1) Tell us your name and the account number

(2) Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.

(3) Tell us the dollar amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this, we will recredit your account for the amount you think is in error, so that you will have use of the money during the time it takes us to complete the investigation.

YOUR LINE OF CREDIT ACCOUNT SUMMARY OF RIGHTS IS OUTLINED BELOW (Consumer Accounts Only)

This is a summary of your rights; a full statement of your rights and our responsibilities under the Federal Fair Credit Billing Act will be sent to you both upon your request and in response to a billing error notice.

What To Do If You Think You Find A Mistake On Your Statement

If you think there is an error on your statement, write to us, on a separate sheet of paper, at the address shown on the front of this bill.

In your letter, give us the following information:

* *Account information*: Your name and account number.
* *Dollar amount*: The dollar amount of the suspected error.
* *Description of Problem*: If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake.

You must contact us within 60 days after the error appeared on your statement.

You must notify us of any potential errors *in writing*. You may call us, but if you do we are not required to investigate any potential errors and you may have to pay the amount in question.

While we investigate whether or not there has been an error, the following are true:

* We cannot try to collect the amount in question, or report you as delinquent on that amount.
* The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
* While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
* We can apply any unpaid amount against your credit limit.

A daily **FINANCE CHARGE** will be imposed on all credit advances made under your Line of Credit Account from the date of each credit advance based on the average daily balance method. To get the average daily balance we take the beginning balance of your Line of Credit Account each day, add any new advances, and subtract any payments or credits and unpaid **FINANCE CHARGES**. This gives us a daily balance. Then, we add up all the daily balances for the billing cycle and divide the total by the number of days in the billing cycle. This gives us the "average daily balance".

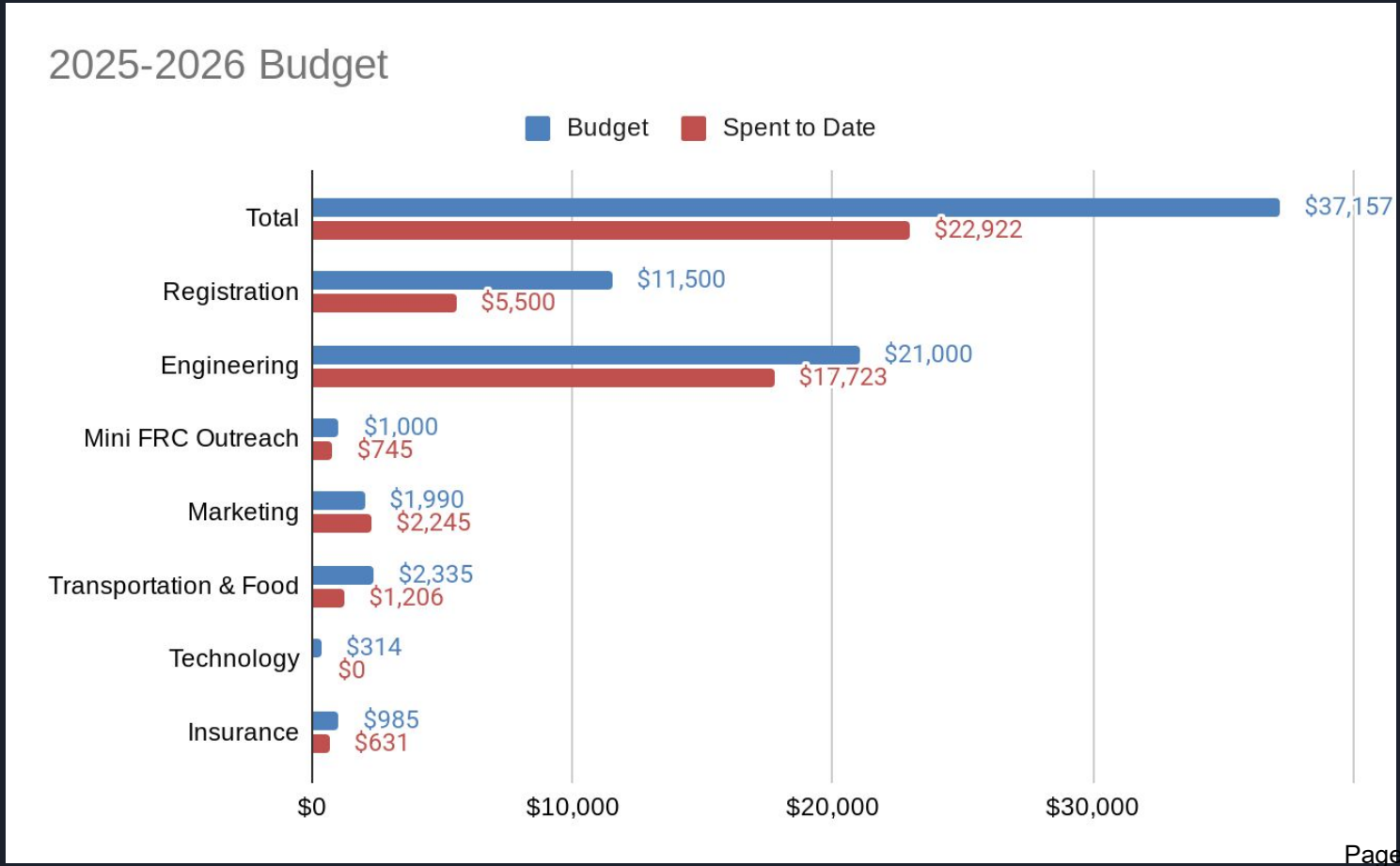
Your periodic rate may vary if your Line of Credit is variable rate.

Your minimum periodic payment required is shown on the front of this bill. You may pay off your Line of Credit balance at any time, or make voluntary additional payments. Unless otherwise agreed to Payments shall be applied in the following order: to (a) any unpaid **FINANCE CHARGES**; (b) any voluntary credit life and disability insurance premiums; (c) unpaid principal; (d) late charges and other charges; (e) and then to any amounts that exceed your credit limit.

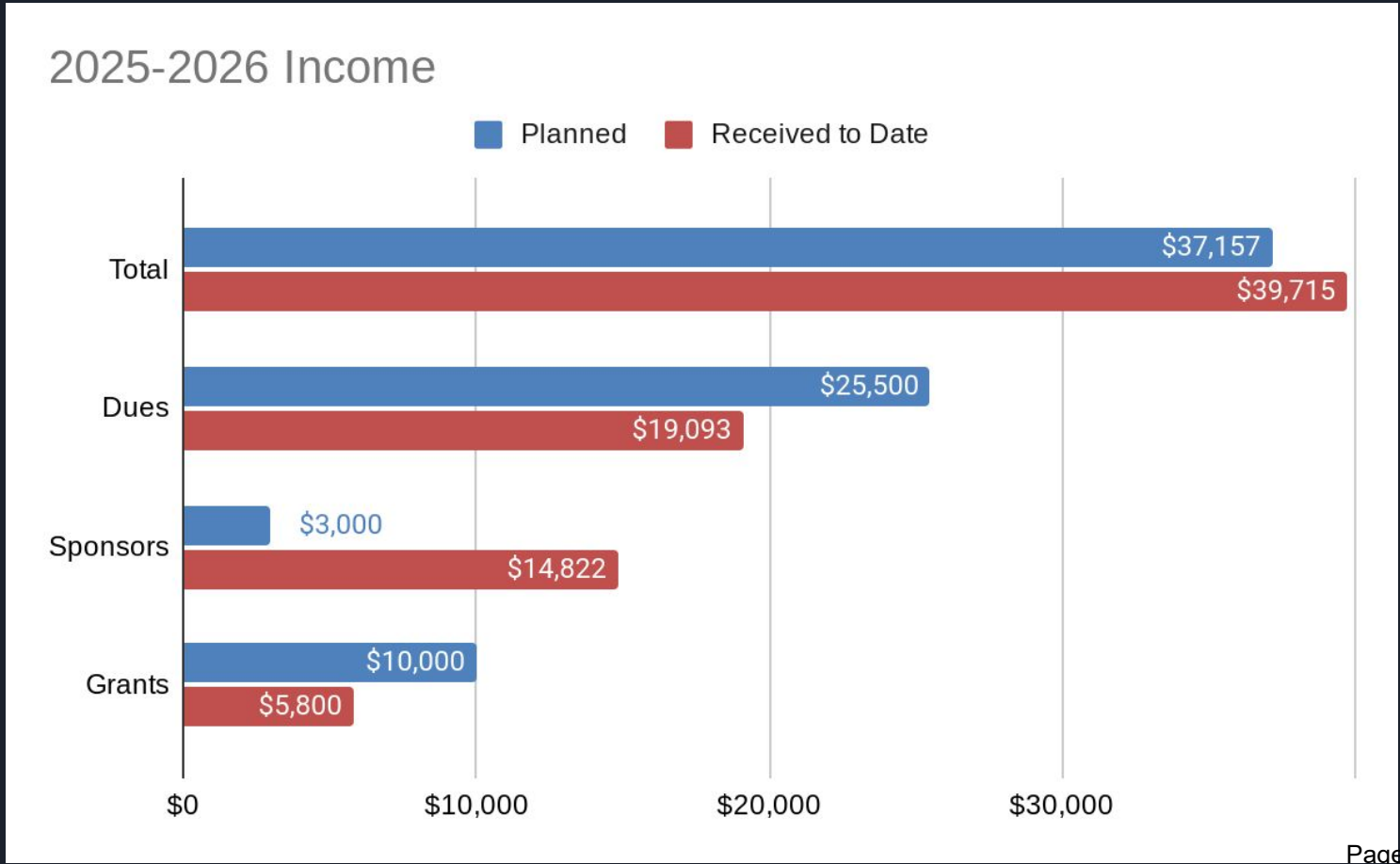
Send payments and inquiries to the address shown on the front of this bill.

NOTE: Payments must be received by the earlier of the time the branch closes or 5:00 p.m. Eastern Time, Monday – Friday, except bank holidays, to be credited as of that date. All other payments received will be credited as of the next business day or as otherwise permitted by law.

Budget Overview - Expenses



Budget Overview - Income



TOWN OF HOLLY SPRINGS

Local civic organization grant application

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

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

Current Presiding Officer: Debbie Dunn-Smoot

Mailing address: 4200 Banks Stone Drive, Raleigh, NC 27603

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

(Check one)

Legal Status: ☐ Private non-profit corporation ☐ Unincorporated civic group ■ Other (Please describe below)
A public charity 170(b)(l)(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: $ 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)**

The Holly Springs Community Band is a 501(c)(3) nonprofit organization that provides adult musicians from Holly Springs and the surrounding communities an opportunity to take part in an active performing band for their personal pleasure and enrichment. As part of this mission, the organization is dedicated to providing affordable, accessible concert performances that enrich the cultural life of Holly Springs. In 2026, we will present four themed concerts at the Holly Springs Cultural Center, along with four outreach performances that extend the Town's cultural presence into the broader community: the Holly Springs Farmers Market, a Holly Springs Salamanders baseball game, the Triangle Community Band in Durham, and a performance at Fletcher Park in Raleigh.

As Holly Springs continues to grow, intentional outreach and effective promotion are essential to ensure residents remain aware of and engaged with local arts programming. Grant funding from the Town of Holly Springs Local Civic Organization Grant Program will primarily support expanded marketing and audience development efforts, including professionally printed promotional materials distributed throughout libraries, community centers, local businesses, and senior communities; paid digital and social media advertising; targeted outreach to civic groups and schools; and improved email communication strategies.

In addition, the band is proactively planning replacement of its aging timpani set, a significant capital investment necessary to maintain performance quality. While this expense falls outside the scope of the current grant request, we are exploring a dedicated fundraising initiative to address this long-term equipment need. Continued Town support strengthens our ability to focus on immediate programming priorities while responsibly preparing for future sustainability.

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 Holly Springs Community Band seeks to use the requested funds to strengthen community awareness, increase concert attendance, and expand access to affordable, accessible cultural programming for residents of Holly Springs. As the town continues to grow, the cost and complexity of effective promotion have increased. Grant support will allow us to implement a sustainable and coordinated marketing strategy that ensures residents are informed about and engaged with local arts opportunities.

Over the past year, we have launched a comprehensive marketing initiative, including a redesigned website, enhanced social media engagement, expanded print promotion through sandwich boards, rack cards, posters, and stronger coordination with local media outlets and organizations such as the Chamber of Commerce. Under the leadership of our Marketing Committee Chair, additional volunteers have been recruited to focus specifically on outreach and community visibility. These efforts have already demonstrated measurable success, with our final two concerts of 2025 reaching full capacity. Our goal is to build on this momentum in 2026.

Two major milestones will further elevate our community impact this year: the launch of our "America 250" themed programming beginning in March, recognizing the semi-quincentennial of the United States, and our 20th Anniversary celebration in June, featuring a free outdoor performance at the Cultural Center. Increased visibility and attendance at these events will enhance civic pride, strengthen community identity, and showcase Holly Springs as a town that actively supports accessible arts and culture.

By investing in these efforts, the Town of Holly Springs directly supports expanded cultural participation, stronger community engagement, and the continued growth of a locally based nonprofit organization dedicated to serving its 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)

The Holly Springs Community Band offers low-cost public performances but does not retain ticket revenue from concerts held at the Cultural Center. As a result, the Town of Holly Springs Local Civic Organization Grant serves as a foundational source of operating support rather than a supplemental enhancement. This funding underwrites core expenses such as sheet music, marketing and outreach, transportation for community performances, and other essential operational costs that allow us to present a full concert season.

While we actively pursue donations and community partnerships, private fundraising alone cannot sustain our programming at its current level. In today's environment, individual giving is unpredictable, and advertising costs continue to rise as Holly Springs grows. Without Town support, we would be required to significantly reduce marketing efforts, scale back outreach performances, and potentially decrease the number of concerts we present each year.

A reduction or loss of funding would directly affect our visibility, attendance, and long-term sustainability. Most importantly, it would limit access to live music for residents. Continued investment from the Town ensures that the Holly Springs Community Band remains a stable, accessible cultural resource and a consistent contributor to the town's civic life.

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	$ 2500	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	$	Amount		% of Annual Budget
☐	State of N.C.	$	Amount		% of Annual Budget
☑	Other Private Funding	$ 1567	Amount		% of Annual Budget
☐	Fundraisers	$	Amount		% 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.

Last year's funding from the Town of Holly Springs was applied directly to core operating expenses necessary to sustain our concert season. Grant dollars supported the purchase of new sheet music, promotional and advertising materials, uniform shirt costs (with partial reimbursement from participating members), and general supplies required for rehearsals and performances. Funds also covered our annual membership in the Association of Concert Bands, which includes a blanket performance license allowing us to legally perform copyrighted music in public concerts. This membership ensures that our programming remains compliant while providing access to high-quality repertoire.

During the year, we were fortunate to again receive a generous individual donation that helped offset certain operating expenses. We also benefited from volunteer assistance in transporting percussion equipment to off-site venues, avoiding the need for truck rental. While these contributions were deeply appreciated, they are not guaranteed annually. Continued support from the Town provides the financial stability necessary to maintain consistent programming and responsible operational planning.

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.

3.04.2026

Signature of Executive or Applicant Date

Return completed application and all attachments by March 4, 2022 to:
Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
E = Linda.McKinney@hollyspringsnc.gov

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
n/a (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.

Holly Springs Community Band
Profit & Loss
January through December 2025

	Jan - Dec 25
Ordinary Income/Expense	
Income	
Income-Direct	
Corporate Contributions	2,500.00
Donation Box	177.70
Donations - Members	1,100.00
Donations - Non-Members	290.00
Total Income-Direct	4,067.70
Income - Indirect	
Shirt Purchases-Members	130.00
Total Income - Indirect	130.00
Total Income	4,197.70
Gross Profit	4,197.70
Expense	
Bank Charges	32.56
Dues & Licenses	478.00
Equipment - Purchase	56.90
Equipment - Transportation	75.28
Gifts,Donations & Awards	321.42
Marketing, Printing, PR	56.91
Music Purchases	343.65
Shirt Purchase	600.13
Supplies	283.98
Website & Internet	164.67
Total Expense	2,413.50
Net Ordinary Income	1,784.20
Net Income	**1,784.20**

HSCB Treasurer Report 2025 and 2026
YTD with Budgets.xlsx

	Profit & Loss as of 12/31/2025		Budget 2025		Budget 2026	
Ordinary Income/Expense						
Income						
Income-Direct						
Corporate Contributions	$ 2,500.00		$ 2,500.00		$ 2,500.00	HS Grant
Donation Box	$ 177.70				$ 200.00	
Donations - Members	$ 1,100.00		$ 300.00		$ 1,500.00	
Donations - Non-Members	$ 290.00		$ 300.00		$ 300.00	
Total Income-Direct	$ 4,067.70		$ 3,100.00		**$ 4,500.00**	
Income - Indirect						
Amazon, Benevity, Other			$ 30.00		$ 50.00	
Donation In Kind			$ -		$ 500.00	website
Shirt Purchases-Members	$ 130.00		$ 60.00		$ 60.00	
Total Income - Indirect	$ 130.00		$ 90.00		**$ 610.00**	
Total Income	$ 4,197.70		$ 3,190.00		$ 5,110.00	
Gross Profit	**$ 4,197.70**		**$ 3,190.00**		**$ 5,110.00**	
Expense						
Bank Charges	$ 32.56		$ 40.00		$ 40.00	
Concert Fees, Stipends	$ -		$ 200.00		$ 100.00	
Dues & Licenses	$ 478.00		$ 500.00		$ 500.00	
Equipment - Mainenance			$ 100.00		$ 100.00	
Equipment - Purchase	$ 56.90		$ 500.00		$ 1,800.00	Percussion
Equipment - Transportation	$ 75.28		$ 100.00		$ 100.00	
Gift, Donations & Awards	$ 321.42		$ 100.00		$ 200.00	
Marketing, Printing, PR	$ 56.91		$ 600.00		$ 620.00	photographer
Music Purchases	$ 343.65		$ 450.00		$ 450.00	
Other Costs			$ 100.00		$ 100.00	
Shirt Purchase	$ 600.13		$ 100.00		$ 150.00	
Supplies	$ 283.98		$ 100.00		$ 250.00	
Travel and Meetings	$ -		$ 100.00		$ -	
Website & Internet	$ 164.67		$ 200.00		$ 700.00	Website
Total Expense	**$ 2,413.50**		**$ 3,190.00**		**$ 5,110.00**	
Net Ordinary Income	$ 1,784.20	#	$ -			
Net Income	**$ 1,784.20**	**#**	**$ -**			

TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: MBolden Ministry

Mailing address: 112 Crossway Lane, Holly Springs, NC 27540

Current Presiding Officer: Melissa Bolden

Mailing address: 112 Crossway Lane, Holly Springs, NC 27540

Telephone: 9194124707 Fax: _____ E-Mail: mboldenministries@gmail.com

(Check one)

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

Date Organization Formed or Chartered: Nov. 16, 2018

Agency 501 C-3 Number: 83-2059582 Or, Federal Tax ID Number: _____

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)**

Our Back-to-School Drive is an annual community initiative designed to ensure students in Holly Springs begin the academic year prepared, confident, and equipped for success. Through this program, we provide grade-specific school supplies and backpacks to at least 180 local students whose families may be experiencing financial hardship.

The event is structured as a student-centered “shopping” experience, allowing children to select their own supplies in a welcoming and dignified environment. In addition to essential classroom materials, we offer access to gently used clothing for both children and parents, further reducing the financial burden associated with the start of the school year.

By removing barriers to educational readiness and supporting families during a financially demanding time of year, this initiative promotes academic success, family stability, and stronger community connections within Holly Springs.

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)

With funds from the Town of Holly Springs, we will expand our BTS Drive from 150 to 180+ students, providing supplies, backpacks, and gently used clothing to families facing hardship. This advances our mission of removing barriers to academic success while strengthening family stability across our community. Our unique student "shopping" model preserves dignity and builds confidence, ensuring children enter the classroom feeling prepared and empowered. Every dollar directly benefits Holly Springs through stronger school readiness, reduced family financial stress, and a community-driven initiative that reflects the Town's investment in its children's futures.

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

We recognize that the Town carefully evaluates many worthy funding requests with limited resources. Town support is meaningful to expanding our Back-to-School Drive to reach 180 students. If funding is reduced, we would adjust the program's scope accordingly, which may include serving fewer students, reducing supplies provided per child, or scaling back program elements to align with available funding. Our dedication to the Holly Springs community remains steadfast, and we are committed to maximizing every dollar to ensure students begin the school year prepared and confident.

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	$ _____	Amount	_____	% of Annual Budget
☐	State of N.C.	$ _____	Amount	_____	% of Annual Budget
☐	Other Private Funding	$ _____	Amount	_____	% of Annual Budget
■	Fundraisers	$ 16,000	Amount	100	% 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.

Not Applicable

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.

Melissa Golden 2/21/26

Signature of Executive or Applicant Date

Return completed application and all attachments by March 4, 2022 to:
Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
E = Linda.McKinney@hollyspringsnc.gov

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.

Fund: All

Account	Last Year Actuals (2025)	2026 Budget
Income		
Donations		
4000 - Contributions Income	14,614.93	
4010 - Building Grant Income		
Other Income		
4020 - Tutoring	550.00	
4030 - Speaking Engagements		
4040 - Book Sales	15.00	
4050 - Refunds	-16.83	
4100 - Interest Earned		
Total Income	**15,163.10**	

Account	Last Year Actuals (2025)	2026 Budget
Expense		
Administrative Expenses		
5000 - Salaries		
5001 - Rent		
5002 - General Busines	1,830.18	
5003 - Software	2,101.66	
5004 - Team Building	254.34	
Other Expenses		
5100 - Bank Fees	311.65	

Account	Last Year Actuals (2025)	2026 Budget
5200 - Building Expense		
5300 - Office Supplies		
Outreach		
5400 - Mother's Day		
5500 - VBS	506.84	
5600 - School Supplies	2,147.45	
5700 - Thanksgiving	1,027.47	
5750 - Fill the Gap Spring Blessing	3,610.05	
5800 - Christmas		
5900 - Misc Outreach	976.71	
Total Expense	**12,766.35**	
Net Income	**2,396.75**	

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.

Not Applicable

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: 2/27/2026

TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: Military Missions In Action

Mailing address: 411-B N Judd Pkwy NE, Fuquay-Varina, NC 27526

Current Presiding Officer: Zak Keisler

Mailing address: 411-B N Judd Pkwy NE, Fuquay-Varina, NC 27526

Telephone: 919-552-1603 Fax: 919-552-4615 E-Mail: director@militarymissionsinaction.org

(Check one)

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

Date Organization Formed or Chartered: 4/11/08

Agency 501 C-3 Number: 26-1379308 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)**

Warrior Wagon is dedicated to empowering Veterans by providing a reliable, no-cost rideshare service that ensures access to essential appointments and opportunities in Wake, Orange, Harnett, Johnston, Durham, and Moore counties.

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 requested funds would assist in fuel costs. Since Warrior Wagon started in 2024, the program requests have increased dramatically. In 2025, 472 rides were provided, traveling 18,901 miles in the state of North Carolina. Last year fuel costs for Warrior Wagon was over $3,900.
In 2025, Warrior Wagon provided two rides to Veterans in Holly Springs.

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

Fuel and vehicle maintance are the highest expense for the Warrior Wagon program. If the funds are reduced or not provided, it could hinder the amount of rides or how far we are able to travel to take the Veterans to their essential appointments.

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	.14	% of Annual Budget
☐	United Way	$ 0	Amount		% of Annual Budget
☐	Wake County	$ 0	Amount		% of Annual Budget
☒	Foundations	$ 15,000	Amount	2	% of Annual Budget
☐	Federal	$ 0	Amount		% of Annual Budget
☒	Grants	$ 25,000	Amount	4	% of Annual Budget
☐	State of N.C.	$ 0	Amount		% of Annual Budget
☒	Other Private Funding	$ 312,000	Amount	43	% of Annual Budget
☒	Fundraisers	$ 320,000	Amount	45	% 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 2025, the Town of Holly Springs awarded Military Missions In Action $1,000 for our Homes for Healing program. The funds were used to pay for part-time help in deliviering furniture to our formerly homeless Veterans and picking up donations that is used for the 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

2/3/2026
Date

Return completed application and all attachments by March 4, 2022 to:
Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
E = Linda.McKinney@hollyspringsnc.gov

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.

Military Missions In Action	
Board Approved Budget	
January 1 - December 31, 2025	
Revenue	
40000 Public Support	
40030 Business Contributions	$ 75,000
40040 Civic & Community Groups	$ 7,500
40050 Churches	$ 15,000
40060 Foundation	$ 15,000
40070 Individual Contributions	$ 175,000
40071 Individual Contributions- SP	$ 25,000
Total 40070 Individual Contributions	**$ 312,500**
42400 Events-Special	
42401 VEMA	
42402 Special Events	$ 50,000
Total 42400 Events-Special	**$ 50,000**
45000 Fundraisers	
45020 TOFT	$ 165,000
45025 Vet Jam	$ 20,000
45030 Black Tie Gala	$ 135,000
45035 Minute Man Muster	
Total 45000 Fundraisers	**$ 320,000**
47000 Grants	
47010 Direct Public Grants	$ 25,000
State Grant	
47060 Local Grants	$ 10,000
Total 47000 Grants	**$ 35,000**
Total 40000 Public Support	**$ 717,500**
48000 Other Types of Income	$ 0
46000 Interest- Income	$ 750
Total 48000 Other Types of Income	**$ 750**
Total Revenue	**$ 718,250**
Total Reserves	**$ 0**
Gross Profit	**$ 718,250**
Expenditures	
61100 Operation Building Hope	$ 125,000
61200 Homes for Healing	$ 180,000
61400 Fill The Footlocker	$ 125,000
61700 Veteran Support	$ 12,500
Transportation	$ 50,000
62000 Events	$ 5,000

63000 Fundraising Expenses	$ 70,000
65000 Operations	$ 150,000
Reserves	$ 0
Total Expenditures	**$ 717,500**
Net Operating Revenue	**$ 750**
Net Revenue	**$ 750**

Statement of Activity
Military Missions In Action
January 1-February 5, 2026

Distribution account	Total
Income	
40000 Public Support	
40030 Business Contributions	2,500.00
40050 Churches	143.00
40060 Foundation	1,500.00
40070 Individual Contributions	10,114.72
40071 Individual Contributions- SP	350.00
Total for 40070 Individual Contributions	**$10,464.72**
45000 Fundraisers	
45030 Black Tie Gala	7,055.00
Total for 45000 Fundraisers	**$7,055.00**
Total for 40000 Public Support	**$21,662.72**
Total for Income	**$21,662.72**
Gross Profit	**$21,662.72**
Expenses	
60000 Program	
61100 Operation Building Hope	
61150 Fuel Expense	40.00
Total for 61100 Operation Building Hope	**$40.00**
61200 Homes for Healing	
61215 Materials & Supplies In House	1,500.00
61250 Fuel Expense	551.93
61287 Utilities/Phone Expense	240.21
Total for 61200 Homes for Healing	**$2,292.14**
61400 Fill The Footlocker	
61454 Fuel Expense - ORC Staff	50.00
Total for 61400 Fill The Footlocker	**$50.00**
61800 Other Program Expenses	
61875 Insurance	-9.68
Total for 61800 Other Program Expenses	**-$9.68**
62500 Transportation	
62502 Trans - Fuel	364.80
62510 Trans - Contracted Services	625.00
Total for 62500 Transportation	**$989.80**
Total for 60000 Program	**$3,362.26**
61700 Veteran Support	
61743 Financial Support - Assistance	130.65
Total for 61700 Veteran Support	**$130.65**

65000 Operations	
65002 Office - Utilities	-20.09
65005 Bank& PayPal Fees	60.69
65022 Membership Dues & Fees	99.00
65030 Printing and Copying	152.29
65035 Postage, Mailing Service	156.00
65040 Telephone, Telecommunications	495.16
Total for 65000 Operations	**$943.05**
Payroll Expenses	
Taxes	1,371.36
Wages	16,209.59
Total for Payroll Expenses	**$17,580.95**
Total for Expenses	**$22,016.91**
Net Operating Income	**-$354.19**
Net Other Income	
Net Income	**-$354.19**

Statement of Financial Position
Military Missions In Action
As of February 5, 2026

Distribution account	Total
Assets	
Current Assets	
Bank Accounts	
10000 UCBI 4201 - Checking	96,096.98
10010 Fidelity 3502 - Checking	29,230.87
10025 UCBI 0685 - Reserves	122,112.19
10067 Woodforest National Bank	478.59
10075 Paypal Account	3,522.43
13532 Fidelity 3532 - Money Market	0.00
41027760 First Bank Checking	221,029.00
Total for Bank Accounts	**$472,470.06**
Accounts Receivable	
11000 Accounts Receivable	0.00
Total for Accounts Receivable	**$0.00**
Other Current Assets	
12000 Undeposited Funds	0.00
12100 Inventory Asset	143,079.51
12300 Academy St. Renovation Costs	0.00
QuickBooks Tax Holding Account	3,805.27
Uncategorized Asset	0.00
Total for Other Current Assets	**$146,884.78**
Total for Current Assets	**$619,354.84**
Fixed Assets	
15000 Furniture and Equipment	5,423.10
15050 Accumulated Depreciation	-5,423.00
16000 Vehicles & Trailers	25,220.00
16050 Accum Depr - Vehicles	-136,423.51
16070 Land & Home	0.00
16075 2021 Chevy Silverado VIN #1GCUYDE0MZ415852	50,000.68
16080 2010 Ford Box Truck - VIN #1FDXE4FL4ADA92714	52,383.76
16081 2023 Chev Box Truck - VIN #54DCW1D4PS204266	79,997.92
16082 2024 Dodge Ram Van - VIN#3C6MRVJG4RE115616	58,920.57
16083 2023 Chrysler Van - VIN#2C4RC1BG6PR572155	80,000.00
16084 2023 Dodge Ram Truck VIN #2CRC1BG6PR572155	50,000.00
16085 2004 Saturn VIN 5GZCZ53444S860345	2,400.00
Total for Fixed Assets	**$262,499.52**
Other Assets	
13000 Other Assets	0.00

14000 Prepaid Expenses	0.00
Total for Other Assets	**$0.00**
Total for Assets	**$881,854.36**
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	2,813.00
Total for Accounts Payable	**$2,813.00**
Credit Cards	
20010 AMEX1009	0.00
20015 AmEx 31008	0.00
20500 UCB Mastercard Combined	0.00
20510 WEX	0.00
Total for Credit Cards	**$0.00**
Other Current Liabilities	
21000 Tax Withholding	
21001 Social Security Taxes Payable	158.10
21002 Medicare Tax Payable	36.98
21003 NC State Tax Payable	23.00
21004 Federal Tax Payable	1.67
21005 Tax Garnishment	109.12
Total for 21000 Tax Withholding	**$328.87**
24000 Payroll Liabilities	0.07
24020 Dept of Treasury Garnishment	1,681.87
24025 Federal Taxes (941/944)	1,907.69
24035 NC Income Tax	-33.00
24040 NC Unemployment Tax	267.80
24045 NCDOR Garnishment	525.83
25000 Rent in Kind	0.00
Total for 24000 Payroll Liabilities	**$4,350.26**
25500 Direct Deposit Payable	0.00
26000 PPP Loan	0.00
Total for Other Current Liabilities	**$4,679.13**
Total for Current Liabilities	**$7,492.13**
Long-term Liabilities	
22050 Notes Payable - UCBI - Acad St	0.00
Total for Long-term Liabilities	**$0.00**
Total for Liabilities	**$7,492.13**
Equity	
30000 Opening Balance Equity	0.00
32000 Unrestricted Net Assets	874,716.42
Net Income	-354.19

Total for Equity	**$874,362.23**
Total for Liabilities and Equity	**$881,854.36**

MILITARY MISSIONS
IN ACTION, INC.

Financial Statements

December 31, 2024 (Audited) and 2023 (Reviewed)

(With Independent Auditors' Report Thereon)

MILITARY MISSIONS IN ACTION, INC.

2024 Audit

INDEX

Description	Page Number
Report on Financial Statements and Supplementary Schedule of Expenditures of Federal and State Awards	
Independent Auditors' Report	1
Financial Statements and Related Footnotes	4
Schedule of Expenditures of Federal and State Awards and Related Footnotes	15
Independent Auditors' 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*	17
Report on Compliance for Each Major State Program; Report on Internal Control over Compliance; With OMB Uniform Guidance and the State Single Audit Implementation Act	19
Schedule of Findings and Questioned Costs	22

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3605 GLENWOOD AVENUE, SUITE 350
RALEIGH, NORTH CAROLINA 27612
TELEPHONE (919) 787-8212
FACSIMILE (919) 783-6724

Independent Auditors' Report

The Board of Trustees
Military Missions in Action, Inc.:

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of Military Missions in Action, Inc. (a nonprofit organization) (the "Organization") which comprise the statement of financial position as of December 31, 2024, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Organization as of December 31, 2024, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

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. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Organization and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Prior Year Financial Statements

The 2023 financial statements were reviewed by us, and our report thereon, dated August 15, 2024, stated we were not aware of any material modifications that should be made to those financial statements for them to be in accordance with accounting principles generally accepted in the United Staes of America. However, a review is substantially less in scope than an audit and does not provide a basis for expression of an opinion on the financial statements as a whole.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Organization's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Supplementary 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* 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 schedule of expenditures of federal and state awards is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated August 28, 2025, on our consideration of the Organization's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely 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 effectiveness of the Organization's 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 Organization's internal control over financial reporting and compliance.

Batchelor, Tillery & Roberts, LLP

August 28, 2025

MILITARY MISSIONS IN ACTION, INC.

Statements of Financial Position

December 31, 2024 (Audited) and 2023 (Reviewed)

	2024	2023
Assets		
Current assets:		
Cash and cash equivalents	$ 275,042	603,861
Inventories	143,088	134,024
Total current assets	418,130	737,885
Property and equipment, net	760,358	353,846
Total assets	$ 1,178,488	1,091,731
Liabilities and Net Assets		
Current liabilities:		
Accounts payable and accrued expenses	13,448	18,388
Long-term debt, current portion	8,088	7,282
Total current liabilities	21,536	25,670
Long-term debt, less current portion	91,732	100,416
Total liabilities	113,268	126,086
Net assets without donor restrictions	1,065,220	965,645
Total liabilities and net assets	$ 1,178,488	1,091,731

See accompanying notes to financial statements.

MILITARY MISSIONS IN ACTION, INC.

Statements of Activities

Years ended December 31, 2024 (Audited) and 2023 (Reviewed)

	2024	2023
Revenue and support:		
Grants	$ 762,429	14,088
Direct public support - in-kind	475,547	369,066
Special events and services	273,937	219,013
Direct public support	150,889	263,963
Interest	423	733
Total revenue and support	1,663,225	866,863
Expenses:		
Program services	1,137,765	842,471
Management and general	206,908	152,936
Fundraising	218,977	96,980
Total expenses	1,563,650	1,092,387
Change in net assets	99,575	(225,524)
Net assets without donor restrictions, beginning of year	965,645	1,191,169
Net assets without donor restrictions, end of year	$ 1,065,220	965,645

See accompanying notes to financial statements.

MILITARY MISSIONS IN ACTION, INC.

Statement of Functional Expenses

Year ended December 31, 2024 (Audited), with comparative totals for 2023 (Reviewed)

	Program Services							Management and General	Fundraising	Total	2023
	Operation Building Hope	Homes for Healing	Fill the Footlocker	Veteran Support	Veteran Transportation	Other	Total Program				
Materials and supplies	$ 28,001	214,934	204,698	-	1,732	-	449,365	3,587	192,133	645,085	352,910
Salaries	62,750	118,553	41,928	-	45,515	-	268,746	92,750	-	361,496	209,804
Rent and utilities	43,383	59,222	48,543	-	-	-	151,148	41,880	-	193,028	179,620
Depreciation and amortization	16,048	16,048	16,048	-	15,987	-	64,131	-	-	64,131	32,796
Advertising and promotion	8,837	9,320	9,934	-	5,166	-	33,257	465	17,301	51,023	56,203
Outside services	40,829	-	-	-	-	-	40,829	487		41,316	16,084
Postage and printing	539	456	29,962	-	365	-	31,322	7,106	146	38,574	43,473
Insurance	-	-	-	-	7,208	7,451	14,659	11,439	-	26,098	25,800
Meals and lodging	4,953	7,256	3,740	-	3,881	-	19,830	66	3,990	23,886	27,226
Vehicle and equipment	2,741	13,188	1,033	763	5,652	-	23,377	109	-	23,486	26,002
Travel	2,620	12,801	3,282	-	1,247	-	19,950	191	491	20,632	14,799
Professional fees	-	-	-	-	-	-	-	17,339	-	17,339	25,154
Direct assistance and awards	-	-	-	6,384	6,429	-	12,813	-	1,200	14,013	15,974
Telephone	1,965	1,557	1,965	-	850	111	6,448	1,966	1,966	10,380	7,907
Interest	-	-	-	-	-	-	-	10,019	-	10,019	8,902
Repairs	-	-	-	-	-	-	-	9,234	-	9,234	31,538
Taxes	-	-	-	-	-	1,136	1,136	3,892	-	5,028	3,319
Miscellaneous	-	-	-	-	754	-	754	6,378	1,750	8,882	14,876
	$ 212,666	453,335	361,133	7,147	94,786	8,698	1,137,765	206,908	218,977	1,563,650	1,092,387

(Continued)

MILITARY MISSIONS IN ACTION, INC.

Statement of Functional Expenses, Continued

Year ended December 31, 2023 (Reviewed)

	Program Services						Management and General	Fundraising	Total
	Operation Building Hope	Homes for Healing	Fill the Footlocker	Veteran Support	Other	Total Program			
Materials and supplies	$ 15,521	156,445	129,822	-	-	301,788	4,762	46,360	352,910
Salaries	43,661	53,197	43,457	-	-	140,315	69,489	-	209,804
Rent and utilities	53,033	59,033	53,033	-	1,741	166,840	12,780	-	179,620
Advertising and promotion	10,415	11,686	11,686	-	-	33,787	2,922	19,494	56,203
Postage and printing	269	-	31,836	-	698	32,803	7,859	2,811	43,473
Depreciation	10,932	10,932	10,932	-	-	32,796	-	-	32,796
Repairs	31,228	-	-	-	-	31,228	310	-	31,538
Meals and lodging	4,304	4,990	3,164	362	-	12,820	105	14,301	27,226
Vehicle and equipment	2,657	3,509	5,746	10,181	3,745	25,838	164	-	26,002
Insurance	6,958	-	-	-	12,264	19,222	6,578	-	25,800
Professional fees	121	121	121	-	-	363	24,791	-	25,154
Outside services	16,084	-	-	-	-	16,084	-	-	16,084
Direct assistance and awards	-	-	-	8,511	100	8,611	-	7,363	15,974
Travel	3,688	7,282	3,729	-	-	14,699	-	100	14,799
Interest	-	-	-	-	-	-	8,902	-	8,902
Telephone	1,630	1,292	1,630	-	93	4,645	1,631	1,631	7,907
Taxes	-	-	-	-	278	278	3,041	-	3,319
Miscellaneous	-	-	-	-	354	354	9,602	4,920	14,876
	$ 200,501	308,487	295,156	19,054	19,273	842,471	152,936	96,980	1,092,387

See accompanying notes to financial statements.

MILITARY MISSIONS IN ACTION, INC.

Statements of Cash Flows

Years ended December 31, 2024 (Audited) and 2023 (Reviewed)

		2024	2023
Cash flows from operating activities:			
Change in net assets	$	99,575	(225,524)
Adjustments to reconcile change in net assets to net cash provided by (used in) operating activities:			
Depreciation and amortization		64,131	32,796
Changes in operating assets and liabilities:			
Inventories		(9,064)	(32,190)
Other assets		-	560
Accounts payable and accrued expenses		(4,940)	2,260
Net cash provided by (used in) operating activities		149,702	(222,098)
Cash flows used in investing activities-			
Purchases of property and equipment		(470,643)	(106,201)
Cash flows used in financing activities-			
Payments on long-term debt		(7,878)	(6,547)
Net decrease in cash and cash equivalents		(328,819)	(334,846)
Cash and cash equivalents, beginning of year		603,861	938,707
Cash and cash equivalents, end of year	$	275,042	603,861
Supplement disclosure of cash flow information:			
Cash paid for interest	$	10,019	8,902

See accompanying notes to financial statements.

(1) Organization and Summary of Significant Accounting Policies

(a) Organization and Purpose

Military Missions in Action, Inc. (the "Organization") is a non-profit organization. Its purpose is to provide vital programs and services to disabled veterans along with supporting active servicemen and women. The mission of the Organization is dedicated to assisting veterans with disabilities, members of the Armed Forces, and their families. The Organization's programs include the following: Operation Building Hope, Homes for Healing, Fill the Footlocker, Veteran Transportation and Veteran Support. The Organization's vision is to set the standard of support for veterans with disabilities and members of the Armed Services by engaging neighbors, businesses, and other organizations. Contributions are received primarily through grants, individual donations and special events.

(b) Basis of Presentation and Use of Estimates

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America ("GAAP"). The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of changes in net assets during the reporting period. Actual results could differ from those estimates.

(c) Net Assets

Net assets and revenue and support are classified based on the existence or absence of donor-imposed restrictions. Support that is restricted by the donor is reported as an increase in net assets without donor restrictions if the restriction expires in the reporting period in which the support is received. All other donor-restricted support is reported as an increase in net assets with donor restrictions depending on the nature of the restriction. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), 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. All net assets are without donor restrictions as of December 31, 2024 and 2023.

(d) Cash and Cash Equivalents

The Organization considers all cash accounts which are not subject to withdrawal restrictions or penalties, all treasury bills, certificates of deposit, and money market funds purchased with an original maturity of three months or less, to be cash equivalents.

(1) Organization and Summary of Significant Accounting Policies, Continued

(e) Inventories

The Organization accepts contributions of a variety of items such as building materials, household items, food and clothing. These contributed materials are recorded at their estimated fair value at the date of receipt and are reflected as inventories in the statements of financial position. Such inventories are then utilized in the program activities of the Organization.

(f) Property and Equipment

All acquisitions of property and equipment in excess of $500 are capitalized. Property and equipment are stated at cost and depreciation is computed using the straight-line method over the estimated useful lives of the assets. Donations of property and equipment are recorded as contributions at their estimated fair value at the date of donation. Such donations are reported as increases in unrestricted support unless the donor has restricted the donated asset to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as restricted support. Absent donor stipulations regarding how long those donated assets must be maintained, the Organization reports expirations of donor restrictions when the donated or acquired assets are placed in service as instructed by the donor. Estimated useful lives of assets are as follows:

Building	30 years
Furniture and equipment	5 years
Vehicles and trailers	5-15 years

(g) Leases

At the inception of a contract, the Organization determines whether the arrangement is or contains a lease. Leases are classified as either operating or finance, based on an evaluation of certain criteria. With the exception of short-term leases (leases with an initial term of 12 months or less), the Organization records right-of-use assets and corresponding lease liabilities on the balance sheet for all leases with contractual fixed payments. Lease liabilities are measured at the present value of remaining lease payments, with right-of-use assets are initially set up equal to the lease liability, as adjusted for any payments made prior to lease commencement, lease incentives, and any initial direct costs incurred by the Organization. For operating leases, rent expense is recognized remeasured to reflect the effect of uneven lease payments. The Organization has elected to apply the short-term lease exemption. During 2024 and 2023, lease expense of $103,416 and $90,216, respectively, was recorded in the statements of activities and the statements of functional expenses. See note 4 for additional rent expense recorded as in-kind.

(h) Donated Services and In-Kind Contributions

In-kind services are recognized as contributions if the services (a) create or enhance nonfinancial assets or (b) require specialized skills, are performed by people with those skills, and would otherwise be purchased by the Organization. During 2024 and 2023, in-kind revenues and expenses of $475,547 and $369,066, respectively, were recorded in the statements of activities and the statements of functional expenses.

(1) Organization and Summary of Significant Accounting Policies, Continued

(h) Donated Services and In-Kind Contributions, Continued

Volunteers have made contributions of their time to the Organization. The value of this contributed time is not reflected in these financial statements since the services received do not create or enhance nonfinancial assets nor require specialized skills, and cannot reasonably be valued.

(i) Revenue Recognition

Contributions and grants received are recorded as net assets with donor restrictions or net assets without donor restrictions depending on the existence and/or nature of any donor-imposed restrictions. Conditional promises to give, that is, those with a measurable performance or other barrier and a right of return, 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. The Organization recognizes revenue from contracts and special events as the related performance obligations are satisfied, which is when the contract conditions have been met or the event has occurred.

(j) Advertising

The Organization expenses advertising costs as incurred.

(k) Income Taxes

The Organization is exempt from payment of income taxes under the provisions of Section 501(c)(3) of the Internal Revenue Code and applicable state statutes, except for any unrelated business income. Since there was no unrelated business net income in 2024 and 2023, no provision for income taxes has been made.

(l) Functional Classification of Expenses

The costs of program and supporting services activities have been summarized on a functional basis in the statements of activities. The statements of functional expenses present the natural classification detail of expense by function. The financial statements report certain categories of expense that are attributed to more than one program or supporting function. Therefore, expenses require allocation on a reasonable basis that is consistently applied.

(1) Organization and Summary of Significant Accounting Policies, Continued

(m) Fair Value Measurements

For determining fair value measurements, fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants. Management follows an established framework for measuring fair value. That framework provides a fair value hierarchy, which requires an entity to maximize the use of observable inputs and minimize the use of unobservable inputs when measuring fair value. This hierarchy consists of three broad levels: Level 1 inputs consist of unadjusted quoted prices in active markets for identical assets and have the highest priority; Level 2 inputs consist of observable inputs other than quoted prices for identical assets; and Level 3 inputs are unobservable and have the lowest priority.

Amounts of donated inventory are recorded at their estimated fair value using Level 3 inputs, primarily consisting of estimated thrift shop values.

(2) Liquidity and Availability of Resources

The Organization considers all expenditures related to its ongoing activities to support the mission to be general expenditures. As part of the Organization'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 following reflects the Organization'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:

	2024	2023
Financial assets at year-end available to meet general expenditures within one year:		
Cash and cash equivalents	$ 275,042	603,861

In addition to financial assets available to meet general expenditures over the next 12 months, the Organization operates with a balanced budget and anticipates collecting sufficient revenue, primarily through contributions and fundraising events, to cover general expenses.

(3) Property and Equipment

Property and equipment are summarized by major classifications as follows:

		2024	2023
Land and home - not in service	$	198,500	198,500
Home renovations - not in service		289,425	106,201
Vehicles and trailers		396,524	182,605
Transportation application software		18,500	-
Furniture and equipment		5,423	5,423
		908,372	492,729
Less accumulated depreciation and amortization		(148,014)	(138,883)
	$	760,358	353,846

(4) In-Kind

During 2024 and 2023, the Organization received the following in-kind contributions of inventories, materials and supplies, other items, and services, with a corresponding expense as they are used, that have been reflected in the financial statements of the Organization at their estimated fair value:

		2024	2023
Inventories (material and supplies):			
Homes for Healing	$	103,335	151,690
Fill the Footlocker		206,180	110,944
Events		78,349	23,550
		387,864	286,184
Rent		79,933	74,882
Meals and lodging		3,000	5,000
Advertising and promotional		500	3,000
Professional fees		4,250	-
	$	475,547	369,066

(5) Long-Term Debt

The Organization had a note payable to a financial institution with monthly payments of $1,172, including interest at 4.75%, with a final payment due in April 2023. In April 2023, the loan was refinanced and now has a monthly payment of $1,492, including interest at 10.00%, with a final balloon payment due in April 2028. The loan is secured by property of the Organization.

(5) Long-Term Debt, Continued

The following is a schedule of principal payments due on long-term debt:

Year ending December 31,	
2025	$ 8,088
2026	8,947
2027	9,897
2028	72,888
	$ 99,820

(6) Concentrations

Financial instruments that potentially expose the Organization to concentrations of credit risk consist primarily of cash and cash equivalents. As of December 31, 2024 and 2023, there was approximately $0 and $258,000, respectively, of cash and cash equivalents in excess of $250,000 maintained with financial institutions and, therefore, not insured by the Federal Deposit Insurance Corporation.

One grantor accounted for 45% of total revenue and support for 2024.

(7) Subsequent Events

The date to which events occurring after December 31, 2024, the date of the most recent statement of financial position, have been evaluated for possible adjustment to the financial statements or disclosure is August 28, 2025, the date the financial statements were available to be issued.

MILITARY MISSIONS IN ACTION, INC.

Schedule of Expenditures of Federal and State Awards

Year ended December 31, 2024

Federal or State Grantor/ Program Title	Federal ALN Number	Pass-through Grantor	Pass-through Identifying Number	Federal or State (Direct and Pass-through) Expenditures
State Awards:				
North Carolina Department of Military and Veteran Affairs				
Legislatively Directed Grant #2023-002	-	-	-	$ 675,977
Total state awards				675,977
Total federal and state awards				$ 675,977

MILITARY MISSIONS IN ACTION, INC.

Notes to the Schedule of Expenditures of Federal and State Awards

Year ended December 31, 2024

Note 1: Basis of Presentation

The accompanying Schedule of Expenditures of Federal and State awards (SEFSA) includes the Federal and State grant activity of the Organization under the programs of the federal government and the State of North Carolina for the year ended December 31, 2024. The information in this SEFSA 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) and the State Single Audit Implementation Act. Because the Schedule presents only a selected portion of the operations of the Organization, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the Organization.

Note 2: Summary of Significant Accounting Policies

Expenditures reported in the SEFSA are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

Note 3: Indirect Cost Rate

The Organization did not use the 10-percent de minimis indirect cost rate as of December 31, 2024.

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Independent Auditors' 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*

The Board of Trustees
Military Missions in Action, Inc.:

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 Military Missions in Action, Inc. (a nonprofit organization) (the "Organization"), which comprise the statement of financial position as of December 31, 2024, 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 August 28, 2025.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Organization's internal control over financial reporting (internal control) as a basis for designing 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 Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization'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 a 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 or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Organization'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 financial statements. 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 Organization'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 Organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Batchelor, Tillery & Roberts, LLP

August 28, 2025

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Report on Compliance for Each Major State Program; Report on Internal Control Over Compliance; With OMB Uniform Guidance and the State Single Audit Implementation Act.

Independent Auditors' Report

The Board of Trustees
Military Missions in Action, Inc.:

Report on Compliance for Each Major State Program

Opinion on Each Major State Program

We have audited Military Missions in Action, Inc.'s (a nonprofit organization) (the "Organization") compliance with the types of compliance requirements described in the OMB *Compliance Supplement* and the *Audit Manual for Governmental Auditors in North Carolina*, issued by the Local Government Commission, that could have a direct and material effect on each of the Organization's major State programs for the year ended December 31, 2024. The Organization's major State programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, Military Missions in Action, Inc. complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major State programs for the year ended December 31, 2024.

Basis for Opinion on Each Major State Program

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), and the State Single Audit Implementation Act. Our responsibilities under those standards and the Uniform Guidance are further described in the Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Organization and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major State program. Our audit does not provide a legal determination of the Organization's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the Organization's State programs.

Auditors' Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Organization's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Organization's compliance with the requirements of each major State program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.

- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Organization's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.

- Obtain an understanding of the Organization's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances 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 the Organization's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on 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 State program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a 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 State 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 a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a State 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 Auditors' Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

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.

Batchelor, Tillery & Roberts, LLP

August 28, 2025

MILITARY MISSION IN ACTION, INC

Schedule of Findings and Questioned Costs

Year ended December 31, 2024

SECTION I-Summary of Auditors' Results

Financial Statements

Type of auditors' report issued on whether the financial statements audited were prepared in accordance with GAAP: Unmodified

Internal control over financial reporting:

- Material weaknesses identified? _____Yes ___X__ No
- Significant deficiency identified? _____Yes ___X___ None reported

Noncompliance material to financial statements noted? _____Yes ___X__ No

State Awards

Internal control over major State programs:

- Material weaknesses identified? _____Yes ___X__No
- Significant deficiency identified? _____Yes ___X__None reported

Type of auditor's report issued on compliance for major state programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with the State Single Audit Implementation Act _____Yes ___X__None reported

Identification of major State programs:

Program Name

North Carolina Department of Military and Veteran Affairs, Legislatively Directed Grant #2023-002

Dollar threshold used to determine a State major program: $500,000

Auditee qualified as State low-risk auditee? _____Yes ___X__No

MILITARY MISSION IN ACTION, INC

Schedule of Findings and Questioned Costs, Continued

Year ended December 31, 2024

SECTION II-Financial Statement Findings

No findings

SECTION III-State Award Findings and Questioned Costs

No findings

SECTION IV-Prior Year Award Findings and Questioned Costs

Not applicable

TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: Holly Springs MLK Jr. Committee

Mailing address: PO Box 1282 Holly Springs NC 27540

Current Presiding Officer: Furman Beckwith, Jr

Mailing address: PO Box 1282 Holly Springs NC 27540

Telephone: 9194348634 Fax: _____ E-Mail: hsmlkjrcommittee@gmail.com

(Check one)

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

Date Organization Formed or Chartered: 06/13/2013

Agency 501 C-3 Number: _____ Or, Federal Tax ID Number: 46-3463050

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

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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 C-Corporation Non-profit organization [501(c)(3) Non-profit]

Supporting Education
Funding college scholarships, school supplies, and educational resources for children who dream of a brighter future.

Feeding Our Community
We believe in helping our neighbors in difficult times. Our organization partners with Meals on Wheels to deliver hot meals to our elderly and disabled neighbors. We also conduct food drives to support our local food banks. We assist families, by partnering with local churches and ministries, to combat hunger of school age children during the summer, spring breaks, and holiday breaks.

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 seek to grant three $1,000 college scholarship to local students who live in the Holly Springs boundary. Two scholarships are need-based and one scholarship is merit-based. Total of $3000 allocated for scholarships. The grant will support our social responsibility efforts in bridging cultural and educational gaps and promoting unity among the Town's residents.

Organizational goals is to maintain a budget of $20,000. This budget covers our overhead costs, scholarships, and community involvement.

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

Granting scholarship to students who may be the first in their family to go to college is our main goal. If funds are not provided, we may have to cut back on community involvement. In the meantime, we will maintain partnerships with other organizations who share our principles.

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	$ _____	Amount	_____	% of Annual Budget
☐	State of N.C.	$ _____	Amount	_____	% of Annual Budget
☒	Other Private Funding	$ 3000	Amount	15	% of Annual Budget
☒	Fundraisers	$ 3000	Amount	15	% 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 funds from the Town of Holly Springs last 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.

17 FEB 2026

Signature of Executive or Applicant — Date

TERRI D. MCCORD

TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: Toward Zero Waste

Mailing address: P.O Box 4413, Cary NC 27519

Current Presiding Officer: Kathleen Liebowitz

Mailing address: P.O Box 4413, Cary NC 27519

Telephone: 919-270-3056 Fax: N/A E-Mail: Kathleen@towardzerowaste.org

(Check one)

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

Date Organization Formed or Chartered: January 2020

Agency 501 C-3 Number: Or, Federal Tax ID Number: 84-4162681

Amount and Type of Town funds requested: $ 2,500.00 for (check below all that apply)
Capital Costs (construction, large specific purchase)
Operating Costs X
Project / Event Costs X

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)**

According to the Wake County Public Schools System's 2023 Waste Composition Study, nearly half of the waste generated in elementary schools was compostable. Specifically, 30% consisted of food waste, 16% was compostable paper, and the study also highlighted a significant amount of unopened, single-serving packages of fruits and vegetables. Coupled with the fact that >42% of students in WCPSS received free or reduced-price meals during the 2024-25 school year, these findings prompted the Toward Zero Waste team to recognize a community need and develop the Stop Hunger and Restore Earth (SHARE) Program. This food recovery initiative, in partnership with Wake County Public School System, aims to capture wholesome leftovers from Child Nutrition Services and feed the community, rather than sending them to landfills. Two schools in Holly Springs have contacted Toward Zero Waste, with interest in implementing SHARE at their schools. The funds requested from The Town of Holly Springs would allow for the launching of programs in two Holly Springs schools ($1,250/school).
Toward Zero Waste's SHARE

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 SHARE program is straightforward: each school that opts to implement the program is provided with a rolling cart, a refrigerator and a food pantry cart. Students are encouraged to donate unwanted, yet acceptable, food items to the SHARE collection cart, which is available to all students. At the end of breakfast and lunch sessions, any remaining items are transferred to the SHARE Refrigerator and Pantry Cart, where they are accessible to students throughout the week. At the end of the week, any uncollected food is donated to local food pantries. In March, the pilot program was launched in eight Wake County Public Schools, with great success. At one breakfast, one elementary school donated 26 bananas during a single breakfast session. Of those, 12 were taken by students during breakfast, and the remaining 14 bananas went to the SHARE Pantry Cart, where they were later taken and consumed by students. This success has sparked interest across the county, with ten additional schools launching the program between July and September 2025, nine more between November 2025 and January 2026, and 40 schools remaining on the waiting list. Toward Zero Waste is committed to meeting these requests and continuing its efforts to foster a zero-waste culture throughout North Carolina's communities.

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 additional funds from the Town of Holly Springs, two fewer schools in Holly Springs' town limits will be able to implement the SHARE program in fiscal year 2027, forcing dozens of food items to continue being thrown away at each school every day, rather than being recovered and going to feed students when they need it most.

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	$_0_ Amount	_0__% of Annual Budget
United Way	$_0_ Amount	_0__% of Annual Budget
Wake County	$__ Amount	___% of Annual Budget
Foundations	$_10,000_ Amount	__19_% of Annual Budget
Federal	$_0_ Amount	__0_ % of Annual Budget

Grants	$__ Amount	__% of Annual Budget
State of N.C.	$_0_ Amount	__0_% of Annual Budget
Other Private Funding	$_3,500 Amount	_7_% of Annual Budget
Fundraisers	$__8,417_ Amount	_16___% 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

Kathleen Liebowitz

Date 1/27/26

Return completed application and all attachments by March 4, 2022 to:
Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
E = Linda.McKinney@hollyspringsnc.gov

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.

Toward Zero Waste North Carolina

Budget Overview: FY26_Operational Budget - FY26 P&L Classes

January - December 2026

	00 PROGRAMS	06 WCPSS TRAY COMPOSTING	07 SHARE PROGRAM	10 MAKERS	TOTAL 00 PROGRAMS	98 ADMIN	99 FUNDRAISING	TOTAL
Revenue								
4000 Fundraising Income			0.00	0.00	0.00		0.00	$0.00
4010 Individual Contributions			8,000.00	500.00	8,500.00		7,000.00	$15,500.00
4020 Corporate Donations							6,000.00	$6,000.00
4030 Government donations			25,000.00		25,000.00			$25,000.00
4040 Affiliate Donations			1,000.00	150.00	1,150.00		150.00	$1,300.00
4050 Donor Advised Fund Contributions			500.00		500.00		500.00	$1,000.00
4060 Social Media Fundraisers							500.00	$500.00
Total 4000 Fundraising Income			**34,500.00**	**650.00**	**35,150.00**		**14,150.00**	**$49,300.00**
4100 Grant Income			0.00		0.00			$0.00
4120 Foundation Grant		30,000.00			30,000.00			$30,000.00
4130 Government Grant			15,000.00		15,000.00			$15,000.00
Total 4100 Grant Income		**30,000.00**	**15,000.00**		**45,000.00**			**$45,000.00**
Total Revenue	**$0.00**	**$30,000.00**	**$49,500.00**	**$650.00**	**$80,150.00**	**$0.00**	**$14,150.00**	**$94,300.00**
GROSS PROFIT	**$0.00**	**$30,000.00**	**$49,500.00**	**$650.00**	**$80,150.00**	**$0.00**	**$14,150.00**	**$94,300.00**
Expenditures								
5200 Contractors			27,000.00		27,000.00	0.00		$27,000.00
6050 Bank Charges & Fees						50.00		$50.00
6100 Insurance						2,000.00		$2,000.00
6200 Communication Expenses						0.00		$0.00
6210 Phone						200.00		$200.00
6220 PO Box						300.00		$300.00
Total 6200 Communication Expenses						**500.00**		**$500.00**
6300 Legal & Professional Services						0.00		$0.00
6310 Payroll services						60.00		$60.00
6320 Accounting						1,000.00		$1,000.00
6330 Consultants						3,333.00		$3,333.00
Total 6300 Legal & Professional Services						**4,393.00**		**$4,393.00**
6500 Marketing						350.00		$350.00
6600 IT						0.00		$0.00
6610 Website expenses						50.00		$50.00
6620 Software Subscriptions						350.00		$350.00
Total 6600 IT						**400.00**		**$400.00**
6800 Continuing Education						0.00		$0.00
6810 Conference fees, meetings, classes						500.00		$500.00
Total 6800 Continuing Education						**500.00**		**$500.00**
8100 Sponsorships & Memberships						550.00		$550.00
8300 Program expenses	0.00	0.00	0.00		0.00			$0.00

Toward Zero Waste North Carolina

Budget Overview: FY26_Operational Budget - FY26 P&L Classes

January - December 2026

	00 PROGRAMS	06 WCPSS TRAY COMPOSTING	07 SHARE PROGRAM	10 MAKERS	TOTAL 00 PROGRAMS	98 ADMIN	99 FUNDRAISING	TOTAL
8305 Program Expenses (sales tax charged)			6,200.00	1,000.00	7,200.00	0.00		$7,200.00
8310 Program expenses (no tax)		30,000.00	1,400.00		31,400.00	0.00		$31,400.00
Total 8300 Program expenses		**30,000.00**	**7,600.00**	**1,000.00**	**38,600.00**	**0.00**		**$38,600.00**
8400 Equipment purchase			16,000.00		16,000.00			$16,000.00
8500 Sales tax			1,400.00	20.00	1,420.00			$1,420.00
8510 Sales tax refund			-1,800.00	-20.00	-1,820.00			$ -1,820.00
8600 Mileage			0.00		0.00			$0.00
Total Expenditures	**$0.00**	**$30,000.00**	**$50,200.00**	**$1,000.00**	**$81,200.00**	**$8,743.00**	**$0.00**	**$89,943.00**
NET OPERATING REVENUE	**$0.00**	**$0.00**	**$ -700.00**	**$ -350.00**	**$ -1,050.00**	**$ -8,743.00**	**$14,150.00**	**$4,357.00**
Other Expenditures								
Other Miscellaneous Expenditure						0.00		$0.00
Reconciliation Discrepancies				0.00	0.00			$0.00
Total Other Expenditures	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**
NET OTHER REVENUE	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**
NET REVENUE	**$0.00**	**$0.00**	**$ -700.00**	**$ -350.00**	**$ -1,050.00**	**$ -8,743.00**	**$14,150.00**	**$4,357.00**

Toward Zero Waste North Carolina

Statement of Financial Position

As of December 31, 2025

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 Checking	27,321.92
1040 Raleigh Compost Drop-off	0.00
1050 MFM Compost Tabling	160.00
1060 WCPSS Tray Composting	150.00
1070 SHARE Account	9,275.22
1090 Cary Alley Project	0.00
1100 Makers Account	380.82
Total 1000 Checking	**37,287.96**
Total Bank Accounts	**$37,287.96**
Total Current Assets	**$37,287.96**
TOTAL ASSETS	**$37,287.96**
LIABILITIES AND EQUITY	
Total Liabilities	
Equity	
Opening Balance Equity	13,159.91
Retained Earnings	33,625.66
Net Revenue	-9,497.61
Total Equity	**$37,287.96**
TOTAL LIABILITIES AND EQUITY	**$37,287.96**

Financial Review Form

Instructions: Verify online ledger and the YTD Budget Report matches bank statements for the review period, and that all items are properly categorized. When Line 14 (Total Expenses) is subtracted from Line 11 (Total Income), the total should be equal to the amount on Line 8 (Total Change in Net Assets).

1. Date of Last Review 9/16/24

2. Period covered by Current Review 01/01/24 - 12/31/24

Balance:

Assets

3. Unrestricted Assets*: 11782.34
4. Restricted Assets*: 35003.23
5. Total Net Assets: 46785.57

Fund Balance (from Bank Statements and/or online banking page:

6. Net Assets at beginning of review period: 28659.91
7. Net Assets at date of review: 46785.57
8. Total Change in Net Assets: 18125.66

Statement of Activities for Review Period:

Support and Revenue:

9. Grants (corporate or government: 29219
10. Contributions (donations, gifts, revenue, etc): 11811.99
11. Total Income: 41021.99

Expenses:

12. Operating Expenses: 10210.70
13. Program Expenses: 12685.63
14. Total Expenses: 22896.33

* **Restricted funds** are monies set aside for a particular purpose as a result of designated giving. They are permanently restricted to that purpose and cannot be used for other expenses of the nonprofit. By contrast, **Unrestricted Funds** may be used for any legal purpose appropriate to the organization.

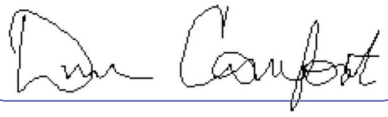
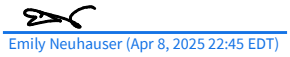
We have examined the books of Toward Zero Waste North Carolina and find them to be:

- [x] Correct
- [ ] Incomplete
- [ ] Substantially Correct with the Following Adjustments

- [ ] Incorrect

Date Review Completed 4/10/25

Reviewer's Signatures (Name and Title)

Dawn Comfort, Treasurer		
Kate Macleod	Raleigh Community Director	Kate Macleod Kate Macleod (Apr 8, 2025 21:58 EDT)
Emily Neuhauser	Makers Community Director	 Emily Neuhauser (Apr 8, 2025 22:45 EDT)

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: Rhonda Raney, Executive Director

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

Telephone: (919) 235-0614 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: $ 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)**

InterAct is Wake County's only provider of comprehensive care to victims of domestic and sexual violence, including the sole Emergency Shelter program. The Shelter Program moves survivors from crisis to safety and long-term stability by providing immediate refuge with wraparound services for victims. Survivors are protected and empowered through care that surrounds the entire family. Holly Springs residents experiencing domestic or sexual violence can ALWAYS access 24/7 crisis lines, court advocacy and legal services, group and individual counseling, case-managed housing services, Wake County's only community-based sexual assault forensic examination center (InterAct's Solace Center) and coordination through the Lethality Assessment Program (LAP). Through LAP, InterAct trains first responders to identify victims at high risk of serious injury or homicide and connect them directly to us for immediate support. InterAct's programs are designed to remove population-specific barriers to accessing support. We have bilingual staff and offer technology support to clients who are Deaf/hearing impaired. InterAct's building is accessible and ADA compliant, and our sexual assault clinic's exam room is accessible to all body types and mobilities. Most services are available both in-person and virtually to accommodate clients with transportation challenges. InterAct's facility is centrally located in Raleigh, NC along public transit routes. When necessary, we also arrange for other safe transportation. These life-saving resources fulfill a critical public purpose vital to the safety, stability, and wellbeing of the Holly Springs community.

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 provides general budget support for InterAct's wraparound services for people experiencing domestic and sexual abuse and their families. InterAct's programs address the symptoms of domestic and sexual violence and their long-term effects and are vital to our mission of saving lives, rebuilding lives and securing safer futures. Survivors supported through these services are less likely to return to unsafe situations, more likely to maintain stable housing, and better equipped to build self-sustaining lives free from violence. These programs are essential not only to individual health but improve the safety and well-being of the entire community. InterAct provides services at no charge thanks to support from community partners like the Town of Holly Springs. Municipal investment in InterAct ensures Holly Springs residents have access to specialized domestic and sexual violence services the Town does not operate directly, strengthening public safety through strategic partnership rather than duplicating costly infrastructure.

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

Support from community partners like the Town of Holly Springs is critical to sustaining InterAct's lifesaving work and protecting the long-term health and safety of Wake County residents. The need is urgent. Statistics show 1 in 3 women and 1 in 7 men experience intimate partner violence in their lifetime. 10% of children are exposed to domestic violence annually. Domestic violence is the leading cause of homelessness for women and children. Wake County's homeless population rose nearly 30% in 2025, the local cost of living continues to rise, and there is a severe shortage of affordable housing. Reports indicate domestic violence increases during times of economic stress. In the coming year, InterAct faces compounding challenges familiar to any person or organization trying keep up with rising costs while caring for more people. A loss of Town of Holly Springs funding would create an immediate gap in critical services at a time when costs are rising and future federal funding remains uncertain. Local support is what keeps doors open, shelters safe, and advocates available when survivors have nowhere else to turn. Holly Springs' investment ensures survivors have a safe place to go and a path toward stability, even in uncertain times. InterAct is grateful for the long-standing of the Town of Holly Springs.

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	$ 2,000.00	Amount	0.03	% of Annual Budget
☒	United Way	$ 23,750.00	Amount	0.38	% of Annual Budget
☒	Wake County	$ 223,773.87	Amount	3.54	% of Annual Budget
☒	Foundations	$ 440,000.00	Amount	6.96	% of Annual Budget
☒	Federal	$ 1,960,763.53	Amount	31.03	% of Annual Budget
☒	Grants	$ 821,489.97	Amount	13.00	% of Annual Budget
☒	State of N.C.	$ 264,447.02	Amount	4.18	% of Annual Budget
☒	Other Private Funding	$ 2,582,929.20	Amount	40.87	% of Annual Budget
☐	Fundraisers	$	Amount		% 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 grateful to the Town of Holly Springs for providing $2,000 support in 2025. This funding helped ensure people fleeing violence could achieve the safety and stability needed to become self-sufficient. During FY 2024-2025, InterAct served 7,527 clients, more than any other time in our 48-year history and a 500+ increase from the previous year, and answered 5,163 crisis line calls. The Town supported people experiencing domestic and sexual violence and their children, including residents of Holly Springs, by helping InterAct sustain our comprehensive services and provide financial assistance to assist clients with emergency transportation, lodging, and basic needs (food, clothing). InterAct served at least 64 Holly Springs residents. The number is assuredly higher as survivors often choose not to disclose their location because they fear for their safety. This number includes victims of sexual assault referred by hospitals in Holly Springs to InterAct's Solace Center, the county's only community-based, free-standing sexual assault forensic exam center. As one Emergency Department supervisor said, "InterAct is a really great community resource and I know all the area hospitals use that resource. While an ED nurse can do a sexual assault forensic exam, it is much more beneficial to the patient to have a trained sexual assault nurse do the exam." The expert care of Solace Center eases the strain on Holly Springa EDs and clinics while improving client outcomes at reduced costs. Holly Springs first responders work with InterAct for training in trauma-informed response LAP administration and recognizing the signs of domestic and sexual violence. In 24-25 the Holly Springs Police Department referred 25 people to InterAct through the LAP which identifies victims at high risk of being seriously injured or killed by the abuser and immediately connect them to InterAct. To improve community safety, Holly Springs PD recently renewed an agreement for InterAct to train law enforcement on an updated version of LAP. InterAct offers ongoing education and technical assistance to Apex first responders.

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.

Rhonda Raney — Signature of Executive or Applicant

3/5/2026 — Date

Return completed application and all attachments by March 4, 2022 to:
Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
E = Linda.McKinney@hollyspringsnc.gov

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.

The Family Violence Prevention Center, Inc. dba InterAct
FY 2025-2026 Operating Budget

Support and Revenue		
Individual & Individual Foundations	$	1,709,989
Private Foundations	$	440,000
Corporate & Corporate Foundations	$	775,000
Community Groups/Events	$	65,000
Government Grants & Contracts	$	2,563,484
United Way of the Greater Triangle-Allocation	$	20,000
United Way-Designated	$	3,750
Collaborative Partners Leases	$	203,480
In Kind Revenue	$	53,750
Thrift Store Sales	$	247,000
Other Revenue	$	237,700
Total Support and Revenue	**$**	**6,319,154**
Expenses		
Salaries	$	2,984,649
Payroll Taxes	$	219,250
Employee Benefits	$	386,658
Employee Travel	$	16,250
Professional Fees	$	722,349
Business Related Insurance	$	52,989
Conferences, Meeting & Trainings	$	6,500
Occupancy Expenses	$	453,785
IT	$	174,941
Agency Vehicle Expenses	$	4,900
Equipment Expenses	$	7,190
Supplies	$	18,000
Printing	$	5,000
Staff, Volunteer & Donor Appreciation	$	9,000
Postage	$	2,000
Publications and Subscriptions	$	500
Event, Advertising And Promotion Expense	$	34,000
Client Assistance	$	555,480
Interest	$	52,500
Non-Operating Expenses	$	62,750
In Kind Expenses	$	90,776
Depreciation & Amortization Expenses	$	424,350
Unrelated Business Income Tax	$	20,000
Total Expenses	**$**	**6,303,817**
Increase(Decrease) in Net Assets	**$**	**15,337**

THE FAMILY VIOLENCE PREVENTION CENTER, INC.
dba INTERACT

FINANCIAL STATEMENTS

for the year ended June 30, 2025

THE FAMILY VIOLENCE PREVENTION CENTER, INC.
dba INTERACT

INDEX TO FINANCIAL STATEMENTS

	Page(s)
Independent Auditor's Report	1 - 3
Financial Statements:	
Statement of Financial Position	4
Statement of Activities	5
Statement of Functional Expenses	6
Statement of Cash Flows	7
Notes to Financial Statements	8 - 20
Supplementary Information:	
Schedule of Expenditures of Federal Awards	21
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*	22 - 24
Independent Auditor's Report on Compliance for The Major Program and on Internal Control over Compliance Required by the Uniform Guidance	25 - 26
Schedule of Findings and Questioned Costs	27

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

Opinion

We have audited the accompanying financial statements of The Family Violence Prevention Center, Inc. dba Interact (the "Agency"), which comprise the statement of financial position as of June 30, 2025, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Agency as of June 30, 2025, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

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. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Agency and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Agency's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

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Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Agency's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Agency's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Supplementary 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 awards, as required by Title 2 U.S. *Code of Federal Regulations* 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 schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 2, 2025, on our consideration of the Agency's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely 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 effectiveness of the Agency's 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 Agency's internal control over financial reporting and compliance.

Report on Summarized Comparative Information

We have previously audited the Agency's 2024 financial statements, and we expressed an unmodified opinion on those audited financial statements in our report dated December 3, 2024. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2024, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Langdon & Company LLP

Garner, North Carolina
December 2, 2025

THE FAMILY VIOLENCE PREVENTION CENTER, INC.
dba INTERACT

STATEMENT OF FINANCIAL POSITION

June 30, 2025
with comparative totals as of June 30, 2024

ASSETS

	2025	2024
Current assets:		
Cash and cash equivalents	$ 1,778,366	$ 1,428,929
Investments	1,125,974	1,022,636
Contracts receivable	33,800	66,875
Grants receivable	658,974	862,581
Contributions receivable (less allowance for doubtful accounts of $1,979 and $16,131 at June 30, 2025 and 2024, respectively)	226,257	299,282
Inventory	27,913	27,021
Prepaid and other assets	38,806	17,055
Total current assets	3,890,090	3,724,379
Property and equipment:		
Land	1,741,736	1,741,736
Building and building improvements	7,934,008	7,674,379
Furniture and equipment	1,683,738	1,536,275
Software	128,437	128,437
Vehicles	79,162	79,162
Construction in progress	-	192,528
Contributed lease	50,358	79,134
	11,617,439	11,431,651
Less accumulated depreciation and amortization	4,821,634	4,419,051
	6,795,805	7,012,600
Other assets:		
Operating lease right-of-use asset	81,813	123,654
Long-term grants receivable (less allowance for present value of $2,152 at June 30, 2025)	57,848	-
Long-term contributions receivable (less allowance for present value of $18,483 and $28,412 at June 30, 2025 and 2024, respectively)	305,984	359,391
Total other assets	445,645	483,045
Total assets	$ 11,131,540	$ 11,220,024

LIABILITIES AND NET ASSETS

	2025	2024
Current liabilities:		
Accounts payable and accrued liabilities	$ 428,639	$ 324,658
Security deposits	12,668	12,668
Current maturities of obligation under financing lease	30,425	27,130
Current maturities of obligation under operating lease	45,877	40,001
Current maturities of long-term debt	274,165	265,002
Total current liabilities	791,774	669,459
Long-term liabilities:		
Obligation under financing lease, less current maturities	82,871	113,296
Obligation under operating lease, less current maturities	38,386	84,263
Long-term debt, less current maturities and unamortized debt issuance costs	1,770,267	2,032,830
Total long-term liabilities	1,891,524	2,230,389
Total liabilities	2,683,298	2,899,848
Net assets:		
Without donor restrictions:		
Undesignated	5,409,072	5,261,032
Designated by the board for operating reserve	2,000,000	2,000,000
	7,409,072	7,261,032
With donor restrictions:		
Purpose restricted	486,853	534,408
Time restricted	552,317	524,736
	1,039,170	1,059,144
Total net assets	8,448,242	8,320,176
Total liabilities and net assets	$ 11,131,540	$ 11,220,024

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, 2025
with comparative totals for June 30, 2024

	2025			2024
	Without Donor Restrictions	With Donor Restrictions	Total	Total
Public support and revenue:				
Public support:				
Grants	$ 176,333	$ 2,777,660	$ 2,953,993	$ 3,110,540
Contributions	1,856,115	190,000	2,046,115	1,373,429
In-kind contributions	65,195	-	65,195	266,172
Total public support	2,097,643	2,967,660	5,065,303	4,750,141
Revenue:				
Program services income	178,800	-	178,800	147,975
Pass It On	244,074	-	244,074	241,834
Rental income	234,826	-	234,826	205,849
Total revenue	657,700	-	657,700	595,658
Net assets released from restrictions	2,987,634	(2,987,634)	-	-
Total public support and revenue	5,742,977	(19,974)	5,723,003	5,345,799
Expenses:				
Program services:				
Shelter	1,236,065	-	1,236,065	1,039,506
Crisis intervention	832,775	-	832,775	868,656
Solace center	634,265	-	634,265	510,600
Community education	272,571	-	272,571	291,799
Personal and economic empowerment	1,932,496	-	1,932,496	1,672,732
Total program services	4,908,172	-	4,908,172	4,383,293
Supporting services:				
Development	305,997	-	305,997	332,847
Management and general	497,548	-	497,548	511,478
Total supporting services	803,545	-	803,545	844,325
Total expenses	5,711,717	-	5,711,717	5,227,618
Change in net assets from operations	31,260	(19,974)	11,286	118,181
Other changes in net assets:				
Investment earnings	116,780	-	116,780	108,440
Change in net assets	148,040	(19,974)	128,066	226,621
Net assets at the beginning of the year	7,261,032	1,059,144	8,320,176	8,093,555
Net assets at the end of the year	$ 7,409,072	$ 1,039,170	$ 8,448,242	$ 8,320,176

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, 2025
with comparative totals for 2024

	2025										2024
	Program Services										
	Shelter	Crisis Intervention	Solace Center	Community Education	Personal & Economic Empowerment	Total	Development	Management and General	Total	Grand Total	Grand Total
Salaries	$ 580,191	$ 419,522	$ 255,553	$ 104,776	$ 983,325	$ 2,343,367	$ 150,727	$ 230,243	$ 380,970	$ 2,724,337	$ 2,544,190
Employee benefits	92,900	77,819	25,036	30,338	117,343	343,436	18,080	35,534	53,614	397,050	363,046
Payroll taxes	45,001	32,740	20,318	8,230	77,463	183,752	14,000	10,819	24,819	208,571	190,197
Professional fees	41,061	42,906	28,172	22,749	51,731	186,619	71,220	72,250	143,470	330,089	294,442
Supplies	27,583	2,006	6,517	961	6,196	43,263	514	1,143	1,657	44,920	45,361
Communications	9,627	28,336	4,984	2,485	15,440	60,872	2,382	3,093	5,475	66,347	94,141
Insurance	6,672	4,806	2,911	886	21,644	36,919	1,930	2,987	4,917	41,836	38,960
Occupancy	76,976	68,852	66,870	45,776	118,707	377,181	10,352	35,166	45,518	422,699	430,901
Maintenance, equipment rental, and minor equipment	25,042	17,215	12,541	3,414	49,713	107,925	6,793	10,512	17,305	125,230	117,322
Printing and publications	10,200	6,355	3,852	1,179	17,150	38,736	5,918	6,192	12,110	50,846	45,225
Travel	4,185	6,093	256	-	559	11,093	1,937	2,906	4,843	15,936	12,824
In-kind expense	17,318	10,772	6,456	1,846	25,743	62,135	4,621	37,183	41,804	103,939	65,302
Specific assistance to clients	195,959	30,282	132,474	8	302,839	661,562	146	1	147	661,709	455,785
Interest	12,209	9,756	7,265	4,604	18,399	52,233	2,536	5,836	8,372	60,605	69,306
Miscellaneous	11,263	7,500	5,499	2,848	15,918	43,028	2,366	3,962	6,328	49,356	33,499
Depreciation and amortization	79,878	67,815	55,561	42,471	110,326	356,051	12,475	39,721	52,196	408,247	427,117
Total expenses	$ 1,236,065	$ 832,775	$ 634,265	$ 272,571	$ 1,932,496	$ 4,908,172	$ 305,997	$ 497,548	$ 803,545	$ 5,711,717	$ 5,227,618

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, 2025
with comparative totals for June 30, 2024

	2025	2024
Cash flows from operating activities:		
Cash received from grantors and contributors	$ 5,272,298	$ 4,367,516
Cash received from program services and other operations	689,883	582,518
Cash paid to suppliers and employees	(5,070,488)	(4,620,261)
Interest and dividends received	43,849	55,609
Interest paid	(47,337)	(56,165)
Net cash provided by operating activities	888,205	329,217
Cash flows from investing activities:		
Purchase of investments	(138,502)	(175,298)
Sale of investments	108,095	176,574
Purchase of property and equipment	(214,563)	(223,128)
Net cash used in investing activities	(244,970)	(221,852)
Cash flows from financing activities:		
Principal payments of financing lease obligation	(27,130)	(24,191)
Principal payments of long-term debt	(266,668)	(256,669)
Net cash used in financing activities	(293,798)	(280,860)
Net increase (decrease) in cash	349,437	(173,495)
Cash at beginning of year	1,428,929	1,602,424
Cash at end of year	$ 1,778,366	$ 1,428,929
Supplemental disclosure of noncash investing and financing activities:		
In-kind donations of property and equipment	$ -	$ 208,058
	$ -	$ 208,058

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

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, incorporated in 1978, located in and serving Wake County, Raleigh, North Carolina. 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, 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.

Investments

Investments in marketable securities with readily determinable fair values and all investments in debt securities are reported at their fair values in the statement of financial position. Unrealized gains and losses are included in the change in net assets.

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.

Contracts Receivable and Allowance for Credit Losses

Contracts receivable principally consist of amounts due for forensic medical examinations. Receivables are presented net of an allowance for credit losses resulting from the inability of customers to make required payments. The allowance estimate is derived from a review of the Agency's historical losses based on the aging of receivables and adjusted for management's assessment of current conditions and reasonable and supportable forecasts regarding future economic conditions or events. The Agency believes historical loss information is a reasonable starting point in which to calculate expected losses as the Agency's customers have remained relatively consistent for many years.

Amounts are considered past due when they are not paid within the terms agreed upon by the Agency and the customer. As of June 30, 2025 and 2024, no allowance for credit losses was deemed necessary as management considered all contract receivables to be collectible at that time. The Agency has historically had insignificant write-offs due to credit losses.

1. OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*Continued*)

Contributions and Grants Receivable

Contributions and grants receivable consist of unconditional promises to give. Unconditional promises to give due in the next year are stated at their unpaid balances, less an allowance for doubtful accounts. 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. The discounts to net present value for the years ended June 30, 2025 and 2024 were 3.54% and 3.43%, respectively. The allowance for doubtful accounts 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.

Approximately 37% and 34%, respectively, of grants receivable were due from two sources at June 30, 2025 and 2024. Approximately 54% and 53%, respectively, of contributions receivable were due from two sources at June 30, 2025 and 2024.

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 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

Leases

The Agency determines if an arrangement is a lease at inception. Operating leases are included in Operating right-of-use (ROU) assets and Operating lease liabilities in the statement of financial position. Finance leases are included in property and equipment and financing lease liabilities in the statement of financial position.

Right-of-use assets represent the Agency's right to use an underlying asset for the lease term and lease liabilities represent the Agency's obligation to make lease payments arising from the lease. ROU assets and liabilities are recognized at commencement date based on the present value of lease payments over the lease term. The Agency uses its incremental borrowing rate, which is based on the information available at the commencement date, in determining the present value of lease payments. Lease terms may include options to extend or terminate the lease when it is reasonably certain that the Agency will exercise that option. Lease expense for operating lease payments is recognized on a straight-line basis over the lease term. The Agency has elected to recognize payments for short-term leases with a lease term of 12 months or less as expense as incurred and these leases are not included as lease liabilities or right-of-use assets on the statement of financial position. The Agency has elected not to separate non-lease components from lease components and instead accounts for each separate lease component and the non-lease component as a single lease component. See Note 4 for more information regarding the Agency's operating and financing leases.

1. OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*Continued*)

Inventory

Inventory is valued at fair market value using the FIFO method. Inventory consists primarily of used clothing.

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. Within these assets and further described in Note 8, the Board has designated $2,000,000 at June 30, 2025 and 2024, for the purpose of an operating reserve.

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 and Grants

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 – that is, those with a measurable performance or other barrier and a right of return – 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.

The Agency received 30% and 18%, respectively, of its contribution revenue from one donor for the years ended June 30, 2025 and 2024. The Agency received 30% and 24%, respectively, of its grant revenue which originated from the U.S. Department of Justice for the years ended June 30, 2025 and 2024, which are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when the Agency has incurred expenditures in compliance with specific contract and grant provisions. 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, 2025 and 2024, the Agency's grant commitments that are conditional upon incurring allowable expenditures in the agreement are approximately $537,090 and $1,400,052, respectively.

1. OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*Continued*)

Revenue Recognition *(Continued)*

Revenue from Contracts with Customers

Revenue from contracts with customers is disaggregated by type on the statement of activities for the years ended June 30, 2025 and 2024.

Program Services Income

The Agency recognizes program service income over time as performance obligations are met for related benefit. The performance obligations consist of providing nursing services for clients who have experienced rape or assault including the collection of forensic evidence that can be used to prosecute rape cases.

Pass It On

The Agency operates two thrift store locations. For performance obligations related to thrift store sales, control transfers to the customer at a point in time. Payment for these goods is due at the time the good is provided, and the Agency transfers control and records revenue at that time.

Because the majority of the Agency's performance obligations relate to contracts with a duration of less than one year, the Agency has elected to apply the optional exemption and is not required to disclose the aggregate amount of the transaction price allocated to performance obligations that are unsatisfied or partially unsatisfied at the end of the reporting period.

Donated Space, Assets, and Services

The Agency received the following donated space, assets, and services for the years ended June 30:

	2025	2024
Contributed space	$ -	$ 86,328
Clothing, materials, and supplies	65,195	58,114
Property and equipment	-	121,730
	$ 65,195	$ 266,172

In accordance with FASB Codification Subtopic 958-605, *Not-for-Profit Entities – Revenue Recognition – Contributions*, a promise to give and related contribution equal to the fair value of the contributed lease asset was recorded upon lease execution, which took place during the fiscal year ended June 30, 2024. In-kind lease expense is being recognized in the amount of $2,398 monthly over the lease term (36 months). The remaining receivable is included in property and equipment on the accompanying statement of financial position and amounted to $50,358 and $79,134, respectively, at June 30, 2025 and 2024.

Donations of clothing, materials, and supplies are either monetized or utilized by the Agency. Donated clothing, materials, and supplies, when utilized, are used in the Agency's programs and are valued by researching the price of similar items. Donated clothing, materials, and supplies utilized in the thrift store are valued using the historical sales of similar inventory.

1. OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*Continued*)

Revenue Recognition *(Continued)*

Donated Space, Assets, and Services (Continued)

Donated property and equipment are utilized by the Agency for their programs and are valued through appraisals or purchase cost. Donations of marketable securities are monetized promptly upon receipt.

The Agency recognizes the fair value of contributed labor and 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.

The Agency receives services from a large number of volunteers who give significant amounts of their time to the Agency's programs, but which do not meet the criteria for financial statement recognition.

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, 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.

Functional Classification of Expenses

The costs of program and supporting service 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 based 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. However, income from certain activities, not directly related to the Agency's tax-exempt purpose, is subject to taxation as unrelated business income. Income taxes paid for such unrelated business income totaled $19,500 and $6,761, respectively, for the years ended June 30, 2025 and 2024.

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, 2025 or 2024.

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, 2024, from which the summarized information was derived.

Reclassifications

Certain amounts included in the 2024 consolidated financial statements have been reclassified to conform to the 2025 presentation. Change in net assets previously reported for 2024 was not affected by these 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, contributions, 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 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 6, the Agency maintains a $175,000 line of credit, of which $175,000 remained available at June 30, 2025 and 2024.

Certain balances included in net assets with donor restrictions are non-cash in nature and therefore do not affect liquidity. This includes:

- Unaccreted balances on interest free loans, which represent the future accretion of discounts recorded at present value in accordance with U.S. GAAP.

While these amounts are reported within net assets with donor restrictions, they do not represent expendable financial resources and therefore do not reduce the Agency's financial assets available for general expenditure within one year.

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 purpose, which could be drawn upon if the governing board approves that action.

2. LIQUIDITY AND AVAILABILITY *(Continued)*

	2025	2024
Financial assets at year-end:		
Cash and cash equivalents	$ 1,778,366	$ 1,428,929
Investments	1,125,974	1,022,636
Contracts receivable	33,800	66,875
Grants receivable	658,974	862,581
Contributions receivable	226,257	299,282
	3,823,371	3,680,303
Less amounts not available to be used within one year:		
Donor-restricted for purpose	(363,752)	(403,834)
Financial assets available to meet general expenditures within one year	$ 3,459,619	$ 3,276,469

3. INVESTMENTS AND FAIR VALUE MEASUREMENTS

Financial assets valued using Level 1 inputs are based on unadjusted quoted market prices within active markets. Level 2 inputs are those inputs that are observable, either directly or indirectly, for the assets or liabilities other than quoted market prices included in Level 1. Level 3 inputs are unobservable and apply only when there is little to no market activity for the asset or liability.

The Agency recognizes transfers of assets into and out of levels as of the date an event or change in circumstance causes the transfer. There were no transfers between levels in the years ended June 30, 2025 and 2024.

Fair values for assets measured on a recurring basis at June 30, 2025 and 2024, are as follows:

		Fair Value Measurements at Reporting Date Using		
	Fair Value	Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
June 30, 2025				
Fixed income	$ 296,044	$ 296,044	$ -	$ -
Equities	829,930	829,930	-	-
	$ 1,125,974	$ 1,125,974	$ -	$ -
June 30, 2024				
Fixed income	$ 263,993	$ 263,993	$ -	$ -
Equities	758,643	758,643	-	-
	$ 1,022,636	$ 1,022,636	$ -	$ -

3. INVESTMENTS AND FAIR VALUE MEASUREMENTS *(Continued)*

Investment earnings consist of the following at June 30:

	2025	2024
Interest and dividends, net of fees	$ 43,849	$ 54,263
Net realized/unrealized gains	72,931	54,177
	$ 116,780	$ 108,440

4. LEASING TRANSACTIONS

As Lessee:

The Agency has operating and financing leases of buildings and office equipment that expire at various dates ranging into the fiscal year ending June 20, 2029. Operating leases are included in right-of-use assets and operating lease liabilities in the statement of financial position. Finance leases are included in property and equipment and finance lease liabilities in the statement of financial position.

The following summarizes the line items in the statement of financial position which include amounts for operating and finance leases as of June 30, 2025 and 2024:

Operating Leases	2025	2024
Operating lease right-of-use assets	$ 81,813	$ 123,654
Operating lease liabilities, current	45,877	40,001
Operating lease liabilities, noncurrent	38,386	84,263
	$ 84,263	$ 124,264

Finance Leases	2025	2024
Furniture and equipment	$ 164,617	$ 164,617
Less accumulated amortization	69,696	35,667
	$ 94,921	$ 128,950
Finance lease liabilities, current	$ 30,425	$ 27,130
Finance lease liabilities, noncurrent	82,871	113,296
	$ 113,296	$ 140,426

The following summarizes the weighted average remaining lease term and discount rate under the operating and finance leases as of June 30, 2025 and 2024:

Weighted Average Remaining Lease Term	2025	2024
Finance lease	3.25 years	4.25 years
Operating lease	1.75 years	2.75 years
Weighted Average Discount Rate		
Finance lease	11.50%	11.50%
Operating lease	8.08%	8.08%

4. LEASING TRANSACTIONS *(Continued)*

Future minimum lease payments under the non-cancellable operating and finance leases are as follows:

Year ending June 30,	Finance	Operating
2026	$ 41,871	$ 51,030
2027	41,871	39,690
2028	41,871	-
2029	10,657	-
Total minimum lease payments	136,270	90,720
Less amount representing interest	22,974	6,457
Present value of net minimum lease payments	113,296	84,263
Less current maturities	30,425	45,877
Obligation under leases less current maturities	$ 82,871	$ 38,386

The following summarizes the line items in the statement of functional expenses which include the components of lease expense for the year ended June 30, 2025 and 2024:

	2025	2024
Operating lease expense included in occupancy expense	$ 50,440	$ 12,610
Finance lease costs:		
Amortization of lease assets included in depreciation and amortization expense	$ 34,029	$ 32,923
Interest on lease liabilities included in interest expense	14,789	17,680
	$ 48,818	$ 50,603

The following summarizes cash flow information related to leases for the years ended June 30, 2025 and 2024:

	2025	2024
Cash paid for amounts included in the measurement of lease liabilities:		
Operating cash flows from operating leases	$ 48,600	$ 12,000
Operating cash flows from finance leases	14,789	17,680
Financing cash flows from finance leases	27,130	24,191
Lease assets obtained in exchange for lease obligations:		
Operating leases	$ -	$ 133,628

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.

4. LEASING TRANSACTIONS *(Continued)*

At June 30, 2025, minimum future rentals to be received are as follows:

Year ending June 30,	
2026	$ 180,000
2027	150,000
	$ 330,000

The rental property assets, which are included in property and equipment in the accompanying statement of financial position, are summarized as follows:

	2025	2024
Land	$ 1,741,736	$ 1,741,736
Building and improvements	8,184,921	7,925,291
	9,926,657	9,667,027
Less accumulated depreciation	3,584,010	3,355,135
	$ 6,342,647	$ 6,311,892

5. LINE OF CREDIT

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 at the 1-month CME Term Secured Overnight Financing Rate (SOFR) plus 2.75% (7.20% and 8.08%, respectively, at June 30, 2025 and 2024), with a floor of 3%. Principal and accrued interest is due on January 21, 2026. There was no outstanding balance at June 30, 2025 and 2024, respectively.

6. LONG-TERM DEBT

Long-term debt is summarized as follows:

	2025	2024
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	$ 600,000
Less unamortized discount based on imputed interest rate of 1.50%	(122,973)	(130,575)
	477,027	469,425

6. LONG-TERM DEBT *(Continued)*

	2025	2024
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. 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 enteted into an amended Guarantee and Loan Agreement, the term was extended with a final payment of all unpaid amounts due October 21, 2030.		
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.	1,597,151	1,863,819
Total maturities	2,074,178	2,333,244
Less current maturities	274,165	265,002
Less unamortized debt issuance costs	29,746	35,412
	$ 1,770,267	$ 2,032,830

6. LONG-TERM DEBT *(Continued)*

Future maturities of long-term debt at June 30, 2025 are summarized as follows:

Year ending June 30,	
2026	$ 274,165
2027	283,332
2028	291,252
2029	296,664
2030	305,670
Thereafter	623,095
	$ 2,074,178

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.

7. NET ASSETS WITH DONOR RESTRICTIONS

Net assets with donor restrictions at June 30, 2025 and 2024 are available for the following purposes or the following periods:

	2025	2024
Restricted for time	$ 552,317	$ 524,736
Restricted for purpose:		
Building improvements	82,700	115,700
Contributed lease	50,358	79,134
Direct services	230,694	209,000
NCHFA Supporting Housing Program	123,101	130,574
	486,853	534,408
	$ 1,039,170	$ 1,059,144

Net assets of $2,978,911 and $3,094,152 were released from donor restrictions for the years ended June 30, 2025 and 2024, respectively by incurring expenses satisfying the restricted purpose or other events specified by the donors and are included in the accompanying statement of activities.

8. GOVERNING BOARD DESIGNATIONS

The Agency's governing board has designated, from net assets without donor restrictions, $2,000,000 for an operating reserve as of June 30, 2025 and 2024.

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 made employer contributions of $39,436 and $39,506 for the years ended June 30, 2025 and 2024, respectively.

10. 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.

11. SUBSEQUENT EVENTS

Management has evaluated subsequent events through December 2, 2025, the date which the financial statements are available for issue.

THE FAMILY VIOLENCE PREVENTION CENTER, INC.
dba INTERACT

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

for the year ended June 30, 2025

Federal/State Grantor/Pass Through Grantor/Program	Assistance Listing Number	Pass Through Grantor's Identifying Number	Expenditures
Federal Awards:			
U.S. Department of Justice			
Crime Victim Assistance			
Passed through N.C. Department of Public Safety			
Governor's Crime Commission - Solace Center and SANE	16.575	015625, 2000071629	$ 85,252
Governor's Crime Commission - Basic Services	16.575	2000071055	482,391
Governor's Crime Commission - Legal	16.575	2000071066	301,189
			868,832
U.S. Department of Justice			
Crime Victim Assistance			
Passed through N.C. Coalition Against Sexual Assault	16.017	2000076395	25,374
U.S. Department of Agriculture			
Emergency Food Assistance Program (Food Commodities)			
Passed through N.C. Department of Agriculture and Consumer Services	10.569	FVPSA	2,298
U.S. Department of Housing and Urban Development (HUD)			
Continuum of Care Program			
Passed through N.C. Department of Health and Human Services			
Housing and Urban Development	14.267	NC0479D4F072201	310,916
Housing and Urban Development	14.267	NC0539D4F072300	220,453
			531,369
U.S. Department of Health and Human Services			
Family Violence Prevention and Services			
Passed through N.C. Division of Council for Women & Youth Involvement	93.497	1000022798	41,745
U.S. Department of the Treasury			
Coronavirus State and Local Fiscal Recovery Funds			
Passed through Wake County of North Carolina			
Bridge to Home	21.027	EC00000000012150	310,789
Emergency Solutions Grant	21.027	#00046959	102,800
			413,589
TOTAL FEDERAL AWARDS			$ 1,883,207

Schedule of Expenditures of Federal Awards

The accompanying Schedule of Expenditures of Federal Awards includes the federal 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 to use the 10 percent de minimus indirect cost rate allowed under the Uniform Guidance.

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 Violence Prevention Center, Inc. dba Interact (the "Agency"), which comprise the statement of financial position as of June 30, 2025 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 2, 2025.

Report on 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) as a basis for designing 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 a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Agency'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 or significant deficiencies. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on 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 financial statements. 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.

Langdon & Company LLP

Garner, North Carolina
December 2, 2025

Langdon & Company LLP
Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR THE 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

Opinion on 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 identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on the Agency's major federal program for the year ended June 30, 2025. The Agency's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Agency 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, 2025.

Basis for Opinion on the Major Federal Program

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). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Agency and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for the major federal program. Our audit does not provide a legal determination of the Agency's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the Agency's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Agency's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Agency's compliance with the requirements of the major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.

- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Agency's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.

- Obtain an understanding of the Agency's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances 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 the Agency's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on 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 a 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 a 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 Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses or significant deficiencies, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

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.

Langdon & Company LLP

Garner, North Carolina
December 2, 2025

THE FAMILY VIOLENCE PREVENTION CENTER, INC
dba INTERACT

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
for the year ended June 30, 2025

A. SUMMARY OF AUDITOR'S RESULTS

1. The auditor's report expresses an unmodified opinion on whether the 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 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 financial statements of the Agency, 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 the major federal award Program are reported in the Independent Auditor's Report on Compliance for the 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 the major program is:

   U.S. Department of Justice – Victims of Crime – Crime Victims Assistance Listing #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

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	$2,963,694		Balance of loans on vehicles and equipment	$113,296
Value of marketable stocks and bonds	$1,190,670		Balance of loans on real estate	$2,044,432
Value of vehicles & equipment	$571,633		Balance of other loans	$0
Value of real estate	$6,255,626		Cost of other liabilities (itemize)	$428,639
Value of other assets	$ 149,917.00		(Deferred Revenue)	$12,668
			TOTAL LIABILITIES	**$2,599,035**
TOTAL ASSETS	**$11,131,540**		**NET WORTH**	**$8,532,505**

TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: NeighborUp (merger of Dorcas Ministries & Western Wake Crisis Ministries)

Mailing address: 187 High House Road, Cary, NC 27519

Current Presiding Officer: André Anthony

Mailing address: 187 High House Road, Cary, NC 27519

Telephone: 919-469-9861 Fax: _____ E-Mail: andre.anthony@neighborup.org

(Check one)

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

Date Organization Formed or Chartered: June 1968

Agency 501 C-3 Number: _____ Or, Federal Tax ID Number: 56-0953873

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

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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)**

NeighborUp's Community Services Program supports low- to moderate-income households experiencing temporary crisis or struggling to meet basic needs for food, housing, and employment. We provide emergency assistance to address immediate needs followed by comprehensive support to promote ongoing security.

Our program prioritizes eviction prevention and delivers rent or mortgage assistance complemented by an array of wrap-around supports. Clients may receive financial help for utilities, childcare, and other emergency expenses. We also provide referrals to trusted community partners, along with case management for individuals and families who need longer-term support. Clients can access free groceries through our two client-choice food pantries or shop for discounted essentials at NeighborUp's thrift store.

Rooted in dignity and respect, our client-centered model fosters resilience, self-sufficiency, and lasting stability.

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)

In 2025, Dorcas Ministries of Cary merged with Western Wake Crisis Ministry of Apex to strengthen our organizational capacity and expand our impact, including in Holly Springs. With the requested funds, we seek to provide immediate, needs-based assistance to Holly Springs residents facing financial hardship. By supporting essential living costs and increasing food access, we will help low- to moderate-income residents remain stably housed and fed, promoting greater community security overall. In 2025, NeighborUp served 892 Holly Springs residents, delivering $78,586 in direct financial assistance and providing $155,172 in food support to 161 households. Investment from the Town of Holly Springs will advance our efforts to sustain and grow these critical services for local 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)

In our first year as a united organization, a primary objective was to provide equitable assistance across our entire service area. We continue to raise awareness of the expanded opportunities for support available to households in the towns and communities we serve, including Holly Springs. The requested funding will help underwrite direct client service for Holly Springs residents and aligns both with our expectation of rising needs and our goal to serve more households with increased levels of assistance. Without the requested funding, NeighborUp will still assist residents to the best of our ability, but our capacity to expand services and respond to higher demand would be constrained.

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	$ 864,000	Amount	8.41% of Annual Budget
☐	State of N.C.	$ _____	Amount	_____% of Annual Budget
☐	Other Private Funding	$ 1,611,000	Amount	15.69% of Annual Budget
☐	Fundraisers	$ 120,000	Amount	1.17% 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.

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.

Bob Kennedy — Signature of Executive or Applicant

3/4/26 — Date

Return completed application and all attachments by March 4, 2022 to:
Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
E = Linda.McKinney@hollyspringsnc.gov

Applicant Checklist:

- ☒ **Completed application**
- ☒ **Attachment 1** - Copy of current year budget, if applying for more than $500
- N/A ☒ **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.) Please see our financial note.
- ☒ **Attachment 3** - Excel spreadsheet financial statement for your organization.

NeighborUp Financial Notes

As a newly merged organization (January 2025), we do not yet have an audited financial statement. If it is helpful, we can provide the following:

- 2024 audited statement for Western Wake Crisis Ministry (WWCM)
- 2024 990 for WWCM
- 2024 990 for NeighborUp (formerly Dorcas Ministries)

We do not have audited financials for the Cary location due to the merger, a change in our fiscal year, and a transition to a new accounting firm. We have engaged Sharp & Patel, PLLC, to complete a review of Dorcas Ministries' year ending December 31, 2024, and NeighborUp's short fiscal year (Jan. 1-Jun 30, 2025). We anticipate receiving the 2024 review in mid-March and can send it when available. We can also provide the review of our short fiscal year when it is complete. Finally, we have engaged Sharp & Patel to complete an audit of NeighborUp's fiscal year ending June 30, 2026.

Budget:

Regarding question 4, financial information, our thrift store is another primary source of income:

- Net thrift store revenue: $2,585,726, 25.18%

We also receive significant in-kind donations of food and goods.

21-Jan-26

Town of Holly Springs
PO Box 8
128 South Main Street
Holly Springs, NC 27540-0008

Dear Town of Holly Springs,

As we begin a new year, we pause to celebrate the tremendous accomplishments of 2025 made possible by your generosity. Your partnership allowed us to say yes to helping more than **11,000 neighbors**. With your support, we provided millions of dollars in essential resources, including food, financial assistance, and emergency shelter. We also offered case management and workforce development programs to create paths for lasting stability.

Following the merger of Dorcas Ministries and Western Wake Crisis Ministry, we continued to advance our shared vision of building a community where every neighbor thrives. United as NeighborUp, we have achieved significant milestones, including doubling the first-time financial assistance limit in Apex, Holly Springs, Fuquay-Varina, Willow Spring, New Hill, and Friendship, and providing financial assistance proportionate to household size across our **entire** service area.

In our first full year as a combined organization, we delivered record levels of assistance and services, including:

$5.7 million in food & financial assistance

49,000+ services

4000+ families served

None of this would be possible without you and all those who share in our mission. On behalf of our dedicated staff, volunteers, and Board of Directors, we offer our deepest thanks for your support. We look forward to continuing this incredible work together in 2026 and beyond as we strive to offer help for today and hope for tomorrow.

Attached is a summary of your 2025 financial contributions. May the new year bring you abundant blessings and joy.

With heartfelt gratitude,

André Anthony
Chief Executive Officer

See the NeighborUp Story

Merger of Dorcas Ministries & Western Wake Crisis Ministries
Donations For 2025

Town of Holly Springs

Date	Amount	Pmt Type
May 28, 2025	2,500.00	Check

Cash Total = $2,500.00

Unaudited Statement of Activity
NeighborUp
July-December, 2025

Distribution account	Total
Income	
40000 Thrift Shop	
40050 Shop Sales	2,636,562.45
40055 Sales Grace	-216.24
40100 Online Sales	11,728.63
40400 Deduct Sales Tax Collected	-179,400.98
Total for 40050 Shop Sales	**$2,468,673.86**
40150 Alternative Income	
40250 Recycle Income	5,651.72
40350 Misc. Sales	29,956.50
Total for 40150 Alternative Income	**$35,608.22**
Total for 40000 Thrift Shop	**$2,504,282.08**
41000 Donations & Grants -Monetary	
41050 Individual Donations	735,584.78
41100 Foundation & Corporate Donations and Grants	410,924.88
41250 Government Grants	310,934.82
41400 Fundraising Events	
41410 Major Income Fundraising Events	
41411 Thanksgiving Breakfast	172,743.00
41418 Pickleball Tournament	3,235.00
Total for 41410 Major Income Fundraising Events	**$175,978.00**
Total for 41400 Fundraising Events	**$175,978.00**
41500 Donations & Grants - Securities	44,628.97
Total for 41000 Donations & Grants -Monetary	**$1,678,051.45**
42050 Program Income	
42052 UCAP Services	10,453.74
42055 Oasis Program	31,820.79
42411 Breakfast Tickets	7,170.00
Total for 42050 Program Income	**$49,444.53**
43000 In-Kind Donations & Services	
43050 Food Donations	1,382,528.56
43150 Gifts in Kind - Tangible Goods	2,504,309.90
43200 Facility Donations	28,313.01
43225 3rd Party Gift Cards	43,415.00
43250 Professional Services Donated	6,150.00
Total for 43000 In-Kind Donations & Services	**$3,964,716.47**
45000 Investments	
45050 Interest Income	

45060 Operating Interest	39,680.15
45070 Endowment Interest	2,739.76
Total for 45050 Interest Income	**$42,419.91**
45990 Gain/Loss on Sale of Securities	35.05
Total for 45000 Investments	**$42,454.96**
46000 Other Income	
46050 Vending Commissions	429.20
46100 Miscellaneous Income	6,500.00
Total for 46000 Other Income	**$6,929.20**
48000 Tenant Rental Income	
48040 Lease Rental Income	274,159.53
Total for 48000 Tenant Rental Income	**$274,159.53**
48056 Lease Fit Up	5,149.98
Total for Income	**$8,525,188.20**
Cost of Goods Sold	
60000 Cost of goods sold	2,504,309.90
Total for Cost of Goods Sold	**$2,504,309.90**
Gross Profit	**$6,020,878.30**
Expenses	
50000 Client & Community Support	
50100 Housing	805,994.51
50111 SHC Federal Funds (Purple)	69,911.82
Total for 50100 Housing	**$875,906.33**
50410 Other Utilities (excluding Oasis)	181,842.84
50420 Water Oasis	15,966.13
50700 Transportation	63,727.71
51000 Childcare	25,311.57
51800 Health Assistance	770.84
52200 Education/Career Advancement	5,269.00
53000 Training Center	386.46
53500 Community Partners	7,435.00
53700 Misc. Community Support	17,231.88
54500 Food Assistance	
54505 Food Purchases	50,432.61
54510 In-kind Food & Gift cards Client & Agency	1,424,918.56
Total for 54500 Food Assistance	**$1,475,351.17**
Total for 50000 Client & Community Support	**$2,669,198.93**
60100 Operations	
60105 Bank/Credit Card Fees	83,404.34
61055 Sales Tax Paid	1,244.90
62100 Professional Fees	14,250.00
62110 Accounting Fees	2,460.00
62120 Payroll Processing	15,688.57

62130 Benefit Admin Services	42,371.53
62140 Legal Fees	10,415.50
62150 IT Consulting	893.80
62160 Other Consulting	10,600.00
62165 Donor Professional Services	8,250.00
Total for 62100 Professional Fees	**$104,929.40**
62800 Facilities & Equipment	
62850 Rent	139,775.78
62860 Storage Unit	9,784.01
62870 Donated Rental Facilities	28,312.99
63000 Utilities	39,810.87
63150 Janitorial Expense	33,325.00
63200 Pest Control	2,452.40
63250 Landscaping	10,489.50
63260 Dumpster and Disposal	20,869.47
63265 Security Monitoring	3,995.97
63270 Repairs and Maintenance	43,769.07
63275 Vehicle Fuel & Misc.	2,217.81
63277 Property taxes	25,334.26
Total for 62800 Facilities & Equipment	**$360,137.13**
64200 Insurance	
64210 Insurance - Liability	8,597.00
64220 Insurance - Property & Vehicle	2,456.28
64240 Insurance - Other	400.00
Total for 64200 Insurance	**$11,453.28**
64500 Communications/IT	
64510 IT Services/Subscriptions	41,063.72
64520 Internet/Voice	13,226.91
64540 Mobile Device Business Service	6,368.70
Total for 64500 Communications/IT	**$60,659.33**
65005 Business Misc. Expense	981.29
65006 Suspense Credit Card	0.00
65030 Marketing and Promotional Operations	100.00
65040 Sponsorships	11,879.53
65050 Devlop., Publicity, Appeals	15,307.47
65070 Marketing and Documentary Services	268.11
65100 Advertising	4,394.10
65105 Promotional Marketing	4,438.09
65106 Rebranding Marketing	60,883.27
Total for 65030 Marketing and Promotional Operations	**$97,270.57**
65130 Fundraising & Event Expenses	
65131 Thanksgiving Breakfast Expenses	24,469.00
65132 Golf Tournament Expenses	1,000.00

65133 Pickleball Tournament Expenses	3,209.77
65134 Minor Misc. Event Expense	6,749.13
65140 Prospect Entertainment	963.31
Total for 65130 Fundraising & Event Expenses	**$36,391.21**
65160 Staff Recognition and Appreciation	10,176.29
65170 Volunteerism Recognition and Appreciation	3,641.69
65175 Volunteer Picnic	10,841.27
Total for 65170 Volunteerism Recognition and Appreciation	**$14,482.96**
65600 Supplies and Misc Equipment (Expense)	940.33
65605 Equipment Expense	23,766.83
65610 Supplies for Store, Food Pantry, Operational	31,307.39
65615 Copier	5,264.70
65620 Drinks/Snacks/Paper Products	9,816.20
65630 Office Supplies	4,712.93
65640 Other Misc	4,211.54
65750 Memberships	2,865.00
65800 Postage	2,811.63
Total for 65600 Supplies and Misc Equipment (Expense)	**$85,696.55**
65850 Board Development	12,699.07
65900 Staff Development	22,096.80
67000 Other Expenses	780.31
68300 Travel and Meetings	
68320 Travel	1,325.11
68350 Meals	8,415.25
Total for 68300 Travel and Meetings	**$9,740.36**
69000 Salaries & Related Costs	
69010 Payroll Expense	
69050 Salary	971,939.15
69055 Hourly Wages	708,829.87
69057 Bonus Wages	12,900.00
69060 Car Allowance	3,000.01
69100 Payroll Taxes	
69110 FICA-SS	101,354.15
69120 FICA-Medi	24,115.24
69130 SUTA	6,547.98
Total for 69100 Payroll Taxes	**$132,017.37**
Total for 69010 Payroll Expense	**$1,828,686.40**
69200 Benefits	
69210 Employee Health Insurance	78,731.90
69220 Other Insurances	8,085.17
69230 Voluntary Benefits	136.09
69235 Worker's Comp	10,477.21
69240 Other Benefits	2,891.70

Total for 69200 Benefits	**$100,322.07**
Total for 69000 Salaries & Related Costs	**$1,929,008.47**
Total for 60100 Operations	**$2,841,152.26**
70000 Projects	450.00
Total for Expenses	**$5,510,801.19**
Net Operating Income	**$510,077.11**
Other Expenses	
70400 Fixed Assets or Intangibles to be Capitalized	80,264.88
70410 CRM	21,420.90
Total for 70400 Fixed Assets or Intangibles to be Capitalized	**$101,685.78**
80000 Allocation of Expenses	
80050 IC Property Management Due to/From	0.00
80100 I/C Administration Due to/From	0.00
Total for 80000 Allocation of Expenses	**$0.00**
Total for Other Expenses	**$101,685.78**
Net Other Income	**-$101,685.78**
Net Income	**$408,391.33**

Accrual Basis Monday, March 02, 2026 04:46 PM GMT-05:00

TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: Kiran

Mailing address: 1012 Oberlin Rd STE 700, Raleigh, NC 27605

Current Presiding Officer: Seema Kak

Mailing address: 1012 Oberlin Rd STE 700, Raleigh, NC 27605

Telephone: 9198314203 Fax: _____ E-Mail: seema@kiraninc.org

(Check one)

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

Date Organization Formed or Chartered: 04/01/2000

Agency 501 C-3 Number: _____ Or, Federal Tax ID Number: 56-2203528

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

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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)**

At Kiran, we provide culturally-specific services to South Asian survivors of Domestic Violence. During the 1990s, South Asian community members saw an influx of abuse that correlated with the sudden rise in South Asians in the Triangle. Over the past 26 years, our crisis calls and client numbers have continued to rise, expanding past Cary, Morrisville, Apex, into areas such as Holly Springs, Fuquay Varina, Angier, and more growing cities.

Our mission is to end the cycle of abuse and to serve and empower South Asian survivors of domestic violence in North Carolina by providing culturally specific services and comprehensive economic, social and community resources. One of the key resources we provide are our grocery and transportation assistance. When survivors reach out to us, they are often victims of severe financial abuse. Their abuser prevents them from accessing finances; working; obtaining their drivers' license; and driving a car. Many have no understanding of finances; they only know that their abuser provides them an occasional stipend for groceries and that is what they must manage. Those who work may never see any of their hard work's earnings; instead, it goes to their abuser. We help these survivors by providing them and their families gift cards for local grocery stores, Uber rides, and gas stations. Through the Town of Holly Springs Local Civic Grant Program, our agency is asking for $2500 to provide adequate grocery and transportation assistance, through the form of these grocery, Uber, and gas cards to survivors in need.

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)

In Holly Springs alone, we have seen a 70% increase in clients since 2020. These funds will help South Asian survivors and their families, including those that reside in the town of Holly Springs, become financially independent. When many of them reach out to us for the first time, they are discouraged and overwhelmed at the idea of leaving their abuser. They are alone in this country, relying solely on their abuser, and living their lives in fear. By providing these grocery and transportation cards, we show them that this cycle of dependence does not need to continue. After having their autonomy stripped from them, having grocery, Uber, and gas cards can help reinstill a new sense of self and confidence. Survivors feel empowered being able to shop for their own needs without an external figure controlling them. Many of our clients also have specific dietary needs, which local food pantries may not always have access to. In these instances, we rely on local South Asian grocery stores for gift cards. This is money that is directly being put into local small businesses in the town of Holly Springs.The transportation cards help them access work, courthouse, medical care, and so much more. They do not need to depend on the abuser and live their life by their abuser's rules.These grocery and transportation cards help them save money as well. When they are starting to live independently and recover from years of financial abuse, the ability to not worry about gas or groceries can go a long way. They set aside their existing finances for other necessities, such as housing, child care, or their legal case. A $2500 grant can provide us with twenty-five $50 gift cards to Food Lion for the families experiencing hunger; eleven $50 gas cards for the individuals who need to prioritize rent that month; and fourteen $50 Uber cards for those with no car or driver's license.

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

Due to recent funding changes, our funds have been reduced, but our client services continue to be our top priority. We have been able to adapt by relying on our community of volunteers for distributing food and providing rides. However, if our funding for grocery and transportation assistance is reduced further then we will be limited in our ability to offer financial relief to many of our clients. When survivors reach out to us, they share about their financial abuse and their barriers in driving, working, and accessing healthy and consistent groceries for their families. They look to us for support in addressing these barriers. These are the same barriers that keep them dependent on the abusive partner controlling their access to food, driving, working, and more. This program offers them relief and new independence. If our funding for these services are reduced, we are leaving them and our community without a crucial resource. Kiran has collaborated alongside local police departments, including Holly Springs PD, and organizations to educate the community and empower South Asian survivors. Without these funds, we would not be able to serve as a resource to these organizations in our fullest capacity.

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	$ 0	Amount	0	% of Annual Budget
☐	United Way	$ 0	Amount	0	% of Annual Budget
☐	Wake County	$ 0	Amount	0	% of Annual Budget
■	Foundations	$ 16,650	Amount	4.89	% of Annual Budget
■	Federal	$ 194,349	Amount	52.45	% of Annual Budget
■	Grants	$ 82,487	Amount	22.26	% of Annual Budget
☐	State of N.C.	$ 0	Amount	0	% of Annual Budget
■	Other Private Funding	$ 47,050	Amount	12.71	% of Annual Budget
■	Fundraisers	$ 30,000	Amount	8.10	% 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.

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

03/05/2026
Date

Return completed application and all attachments by March 4, 2022 to:
Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
E = Linda.McKinney@hollyspringsnc.gov

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.

KIRAN, INC.
Budget Overview: Budget_FY26_P&L_1 - FY26 P&L
July 2025 - June 2026

	Total	
Income		
43000 Grants		
43316 GCC VOCA		113,411.00
43317 GCC VAWA		80,938.00
43330 FVPSA		79,486.51
43345 Town of Cary		3,000.00
43395 SOAR Murmurations Fund		1,650.00
Total 43000 Grants	$	**278,485.51**
43400 Direct Public Support		
43450 Individ, Business Contributions		25,000.00
43470 Foundations		15,000.00
Total 43400 Direct Public Support	$	**40,000.00**
44800 Indirect Public Support		
44825 Fundraising Income		30,000.00
Total 44800 Indirect Public Support	$	**30,000.00**
46400 Other Types of Income		
46435 CD Interest		22,000.00
46440 Interest Income		50.00
Total 46400 Other Types of Income	$	**22,050.00**
Total Income	$	**370,535.51**
Gross Profit	$	**370,535.51**
Expenses		
60900 Business Expenses		
60910 Advertising		7,534.48
60915 Membership Dues		175.00
Total 60900 Business Expenses	$	**7,709.48**
62100 Contract Services		
62110 Bookkeeping		16,000.00
62115 Financial Review & 990		9,000.00
62150 Tasco (Answering Service)		2,100.00
Total 62100 Contract Services	$	**27,100.00**
62800 Facilities and Equipment		
62890 Rent, Parking, Utilities		8,100.00
Total 62800 Facilities and Equipment	$	**8,100.00**
65000 Operations		
65010 Books, Subscriptions, Reference		1,250.00
65020 Postage, Mailing Service		200.00
65030 Printing and Copying		1,400.00
65040 Supplies		11,000.00

65050 Telephone, Telecommunications		2,500.00
65055 IT		500.00
65060 Website		1,000.00
65070 Outreach Exp.		9,000.00
65076 Volunteer Appreciation		1,500.00
65080 Fundraising Expense		15,000.00
65090 Food For Meetings		1,000.00
65095 Team Building		5,000.00
65110 Cell Phone		500.00
65115 Kiran SWAG		4,000.00
Total 65000 Operations	**$**	**53,850.00**
65100 Other Types of Expenses		
65120 Insurance - Liability, D&O, WC		2,500.00
65155 Sales Tax Paid		600.00
65160 Other Costs		2,000.00
65170 Bank Fees		215.00
65175 Petty Cash		1,000.00
Total 65100 Other Types of Expenses	**$**	**6,315.00**
66000 Payroll Expenses		
66050 Salary		323,676.24
66100 FICA		24,761.23
66150 SUTA		708.00
66200 Health Insurance Reimbursement		19,200.00
66250 Workers Comp		792.85
66255 Payroll Fees		1,000.00
Total 66000 Payroll Expenses	**$**	**370,138.32**
66600 Client Assistance		44,758.95
68300 Travel and Meetings		
68305 Food/Conference		784.00
68310 Conference, Convention, Meeting		500.00
68315 Hotel		903.00
68320 Travel		4,378.77
Total 68300 Travel and Meetings	**$**	**6,565.77**
70100 Equipment & Furn Purchase <$500		0.00
70200 Equipment & Furn Purchase >$500		1,101.01
Solicitation License		302.00
Total Expenses	**$**	**525,940.53**
Net Operating Income	**-$**	**155,405.02**
Net Income	**-$**	**155,405.02**

KIRAN, INC.
Balance Sheet
As of June 30, 2026

	Total
ASSETS	
Current Assets	
Bank Accounts	
10200 Wells Fargo - Business Checking	63,592.64
10250 Wells Fargo - Savings	183,656.62
10275 WF Checking	17,007.77
10280 Wells Fargo CD	584,636.92
Total Bank Accounts	$ 848,893.95
Accounts Receivable	
11000 Accounts Receivable	0.00
Total Accounts Receivable	$ 0.00
Other Current Assets	
12000 Undeposited Funds	0.00
Prepaid Ins.	932.41
Total Other Current Assets	$ 932.41
Total Current Assets	$ 849,826.36
Fixed Assets	
15000 Furniture and Equipment	8,904.86
15100 Accumulated Depreciation	-4,514.68
Total 15000 Furniture and Equipment	$ 4,390.18
Total Fixed Assets	$ 4,390.18
Other Assets	
ROU Asset - Integrative Wellness Services	0.00
ROU Asset - Interact	0.00
Total Other Assets	$ 0.00
TOTAL ASSETS	$ 854,216.54
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	0.00
Total Accounts Payable	$ 0.00
Other Current Liabilities	
20050 Prepaid Insurance	0.00
2110 Direct Deposit Liabilities	0.00
2115 Deferred Revenue	0.00
24000 Payroll Liabilities	0.00
24100 Payroll Taxes	0.00
Total 24000 Payroll Liabilities	$ 0.00

24200 Accrued PTO		15,168.46
ST Liability - Integrative Wellness Services.		550.03
ST Liability - Interact		0.00
Total Other Current Liabilities	$	15,718.49
Total Current Liabilities	$	15,718.49
Long-Term Liabilities		
LT Liability - Integrative Wellness Services		0.00
Total Long-Term Liabilities	$	0.00
Total Liabilities	$	15,718.49
Equity		
30000 Opening Balance Equity		0.00
32000 Unrestricted Net Assets		848,835.82
Net Income		-10,337.77
Total Equity	$	838,498.05
TOTAL LIABILITIES AND EQUITY	$	854,216.54

KIRAN, INC.
Profit and Loss
July 2025 - June 2026

	Total
Income	
43000 Grants	
43316 GCC VOCA	47,390.38
43317 GCC VAWA	42,988.72
43330 FVPSA	69,056.37
43345 Town of Cary	3,000.00
43355 People's Impact Network, Inc.	4,000.00
43390 Southern Partners Fund	12,500.00
43395 SOAR Murmurations Fund	1,650.00
Total 43000 Grants	**$ 180,585.47**
43400 Direct Public Support	
43450 Individ, Business Contributions	15,778.94
43470 Foundations	28,400.00
Total 43400 Direct Public Support	**$ 44,178.94**
44800 Indirect Public Support	
44825 Fundraising Income	43,505.91
Total 44800 Indirect Public Support	**$ 43,505.91**
46400 Other Types of Income	
46430 Miscellaneous Revenue	5.78
46435 CD Interest	11,423.09
46440 Interest Income	3,540.41
Total 46400 Other Types of Income	**$ 14,969.28**
Total Income	**$ 283,239.60**
Gross Profit	**$ 283,239.60**
Expenses	
60900 Business Expenses	
60910 Advertising	23.98
60915 Membership Dues	43.75
Total 60900 Business Expenses	**$ 67.73**
62100 Contract Services	
62110 Bookkeeping	9,650.00
62115 Financial Review & 990	7,852.50
62150 Tasco (Answering Service)	893.61
Total 62100 Contract Services	**$ 18,396.11**
62800 Facilities and Equipment	
62890 Rent, Parking, Utilities	5,950.00
Total 62800 Facilities and Equipment	**$ 5,950.00**
65000 Operations	
65010 Books, Subscriptions, Reference	1,792.49

65020 Postage, Mailing Service		111.83
65030 Printing and Copying		1,437.40
65040 Supplies		5,000.32
65050 Telephone, Telecommunications		1,230.00
65060 Website		310.84
65065 Workshop Supplies		1,692.69
65070 Outreach Exp.		4,526.51
65080 Fundraising Expense		2,863.20
Total 65000 Operations	**$**	**18,965.28**
65100 Other Types of Expenses		
65120 Insurance - Liability, D&O, WC		1,587.00
65155 Sales Tax Paid		1,032.33
65160 Other Costs		0.80
65170 Bank Fees		10.00
Total 65100 Other Types of Expenses	**$**	**2,630.13**
66000 Payroll Expenses		
66050 Salary		186,219.50
66100 FICA		14,245.80
66150 SUTA		318.93
66200 Health Insurance Reimbursement		11,200.00
66250 Workers Comp		526.00
66255 Payroll Fees		373.59
Total 66000 Payroll Expenses	**$**	**212,883.82**
66600 Client Assistance		28,581.12
66605 Mental Health Services		1,400.00
Total 66600 Client Assistance	**$**	**29,981.12**
68300 Travel and Meetings		
68305 Food/Conference		624.24
68315 Hotel		528.36
68320 Travel		2,441.59
Total 68300 Travel and Meetings	**$**	**3,594.19**
70100 Equipment & Furn Purchase <$500		519.00
70200 Equipment & Furn Purchase >$500		589.99
Total Expenses	**$**	**293,577.37**
Net Operating Income	**-$**	**10,337.77**
Net Income	**-$**	**10,337.77**

TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: Women Of Color On The Move

Mailing address: 7902 Gerber Road #259Sacramento, CA 95828-4352

Current Presiding Officer: SONIA PELLERIN

Mailing address: 7902 Gerber Road #259Sacramento, CA 95828-4352

Telephone: 5103320528 Fax: _____ E-Mail: SPellerin@thewomenofcoloronthemove.org

(Check one)

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

Date Organization Formed or Chartered: 4/23/2015

Agency 501 C-3 Number: _____ Or, Federal Tax ID Number: 47-1508649

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)**

Women of Color on the Move (WOCOTM) is applying for support to implement the Healthy Futures Holly Springs Youth Wellness Initiative, a community-based program designed to promote youth wellness, mental health awareness, and positive engagement among young people and families in Holly Springs, North Carolina. The program will provide free educational workshops, youth-centered wellness activities, and community discussions focused on healthy lifestyles, stress management, and substance use prevention.

Through interactive sessions and community outreach, the initiative will engage local youth and families in learning practical strategies for improving physical and mental well-being while strengthening connections within the community. Activities will include youth wellness workshops, educational materials, and community engagement events that are open and accessible to all Holly Springs residents.

The project aims to support the Towns commitment to strengthening community wellbeing by creating safe, inclusive opportunities for youth and families to learn, connect, and build healthier futures.

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)

Women of Color on the Move (WOCOTM) seeks $2,500 to implement the Healthy Futures Holly Springs Youth Wellness Initiative, a community program promoting youth wellness, mental health awareness, and healthy lifestyles. Funds will support educational workshops, youth engagement activities, and outreach materials focused on stress management, substance use prevention, and positive decision-making. The program will provide free opportunities for youth and families in Holly Springs to learn, connect, and build healthier habits. This initiative aligns with WOCOTM ' s mission to empower communities through education and health promotion while benefiting the Town by strengthening youth development, community engagement, and overall public wellbeing.

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 the requested funds are reduced or not provided, Women of Color on the Move (WOCOTM) would need to scale back planned program activities for the Healthy Futures Holly Springs Youth Wellness Initiative. This may result in fewer workshops, limited educational materials, and reduced outreach to youth and families in the community. While WOCOTM will continue seeking volunteer support and alternative resources, the number of participants served and the overall reach of the program would likely be reduced. Funding from the Town of Holly Springs will ensure that the program can be fully implemented and remain accessible to residents who would benefit from youth wellness education and community engagement 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	$ 2500	Amount	1	% of Annual Budget
☐	United Way	$ 0	Amount	0	% of Annual Budget
☐	Wake County	$ 0	Amount		% of Annual Budget
☐	Foundations	$ 75000	Amount	25	% of Annual Budget
☐	Federal	$ 75000	Amount	25	% of Annual Budget
☐	Grants	$ 150000	Amount	50	% of Annual Budget
☐	State of N.C.	$	Amount		% of Annual Budget
☐	Other Private Funding	$	Amount		% of Annual Budget
☐	Fundraisers	$	Amount		% 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.

Women of Color on the Move (WOCOTM) did not receive funding from the Town of Holly Springs during the previous fiscal year. Therefore, there are no prior grant funds from the Town to report or account for.

However, WOCOTM has continued to implement community-based programs focused on youth development, health education, and community engagement in the regions we serve. If awarded funding through the Local Civic Organization Grant Program, WOCOTM will ensure that all funds are used strictly for the approved project activities and will maintain accurate records and documentation in compliance with the Town ' s grant reporting and accountability requirements.

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.

Sonia Pellerin 3/5/2026

Signature of Executive or Applicant Date

Return completed application and all attachments by March 4, 2022 to:
Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
E = Linda.McKinney@hollyspringsnc.gov

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.

FOR TAX YEAR 2024

WOMEN OF COLOR ON THE MOVE

VALLEYPOINT ACCOUNTING & TAX

4141 NORTHGATE BLVD. SUITE 6

Sacramento, CA 95834

(916)715-1337

VALLEYPOINT ACCOUNTING & TAX

4141 NORTHGATE BLVD. SUITE 6
Sacramento, CA 95834
VALLEYPOINT1@YAHOO.COM
Phone: (916)715-1337 | Fax: (916)473-5824

March 12, 2025

WOMEN OF COLOR ON THE MOVE
8125 MILLS GAP WAY
Sacramento, CA 95828

Subject: Preparation of 2024 Tax Returns

WOMEN OF COLOR ON THE MOVE:

Thank you for choosing VALLEYPOINT ACCOUNTING & TAX to assist with the 2024 taxes for WOMEN OF COLOR ON THE MOVE. This letter confirms the terms of the engagement and outlines the nature and extent of the services we will provide.

We will prepare the 2024 federal and state income tax returns for WOMEN OF COLOR ON THE MOVE. We will depend on management to provide the information we need to prepare complete and accurate returns. We may ask management to clarify some items but will not audit or otherwise verify the data submitted.

We will perform accounting services only as needed to prepare the tax returns. Our work will not include procedures to find defalcations or other irregularities. Accordingly, our engagement should not be relied upon to disclose errors, fraud, or other illegal acts, though it may be necessary for management to clarify some of the information submitted. We will inform management of any material errors, fraud, or other illegal acts we discover.

The law imposes penalties when taxpayers underestimate their tax liability. Call us if there are any concerns about such penalties.

Should we encounter instances of unclear tax law, or of potential conflicts in the interpretation of the law, we will outline the reasonable courses of action and the risks and consequences of each. We will ultimately adopt, on the behalf of WOMEN OF COLOR ON THE MOVE, the alternative selected by management.

Our fee is based on the time required at standard billing rates plus out-of-pocket expenses. Invoices are due and payable upon presentation. All accounts not paid within thirty (30) days are subject to interest charges to the extent permitted by state law.

We will return the original records to management at the end of this engagement. Store these records, along with all supporting documents, in a secure location. We retain copies of your records and our work papers from your engagement for up to seven years, after which these documents will be destroyed.

If management has not selected to e-file the returns with our office, management will be solely responsible to file the returns with the appropriate taxing authorities. The tax matters representative should review all tax-return documents carefully before signing them. Our engagement to prepare the 2024 tax returns will conclude with the delivery of the completed returns to management, or with e-filed returns, with the tax matters representative's signature and our subsequent submittal of the tax return.

To affirm that this letter correctly summarizes the arrangements for this work, sign the enclosed copy of this letter in the space indicated and return it to us in the envelope provided.

Thank you for the opportunity to be of service. For further assistance with your tax return needs, contact our office at

(916)715-1337.

Sincerely,

Walubengo k

KELLY WALUBENGO
VALLEYPOINT ACCOUNTING & TAX

Accepted By:

K. Bichanga

KEVIN BICHANGA

EXECUTIVE DIRECTOR
WOMEN OF COLOR ON THE MOVE

03/12/2025

Date

VALLEYPOINT ACCOUNTING & TAX

4141 NORTHGATE BLVD. SUITE 6
Sacramento, CA 95834
VALLEYPOINT1@YAHOO.COM
Phone: (916)715-1337 | Fax: (916)473-5824

March 12, 2025

WOMEN OF COLOR ON THE MOVE
8125 MILLS GAP WAY
Sacramento, CA 95828

WOMEN OF COLOR ON THE MOVE:

Enclosed is the 2024 federal return for a tax-exempt organization, prepared for WOMEN OF COLOR ON THE MOVE from the information provided. The return will be e-filed with the IRS once we receive a signed Form 8879-TE, IRS e-file Signature Authorization for an Exempt Organization.

The federal return reflects neither a refund nor a balance due.

Enclosed is the 2024 California Income Tax return for WOMEN OF COLOR ON THE MOVE, prepared from the information provided. The return will be e-filed with the California taxing authority.

The organization's California Income Tax return reflects neither a refund nor a balance due.

Thank you for the opportunity to be of service. For further assistance with the organization's tax return needs, contact our office at (916)715-1337.

Sincerely,

Walubengo k

KELLY WALUBENGO
VALLEYPOINT ACCOUNTING & TAX

2024 Filing Instructions
WOMEN OF COLOR ON THE MOVE
Tax year ending 12-31-2024

Form filed:

Form 990 and supplemental forms and schedules

Filing method:

The return will be e-filed once the signed and dated Form 8879-TE has been received by this office. Do not mail the return to the IRS.

Due date:

05-15-2025

The return reflects neither a refund nor a balance due.

Please note:

The Taxpayer First Act requires tax-exempt organizations to electronically file all information returns in the 990 series and related forms for tax years beginning after July 1, 2019. Mailing these returns is no longer allowed.

990EF	EF Transmission Status (Keep for your records)	2024
Name(s) as shown on return WOMEN OF COLOR ON THE MOVE		EIN number 47-1508649

The following will be transmitted to the IRS. ☒ 990 ☐ 990-T ☐ Amended 990 ☐ Amended 990-T

☐ 8868 ☐ 4720 ☐ FinCEN 114

The following state returns will be transmitted:

CA199

The following returns have been suppressed or are not eligible and will NOT be transmitted.

EF Notes

Form **990**

Department of the Treasury
Internal Revenue Service

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)
Do not enter social security numbers on this form as it may be made public.
Go to *www.irs.gov/Form990* for instructions and the latest information.

OMB No. 1545-0047

2024

Open to Public Inspection

A For the 2024 calendar year, or tax year beginning , 2024, and ending , 20

B Check if applicable:
- ☐ Address change
- ☐ Name change
- ☐ Initial return
- ☐ Final return/terminated
- ☐ Amended return
- ☐ Application pending

C Name of organization: WOMEN OF COLOR ON THE MOVE
Doing business as:
Number and street (or P.O. box if mail is not delivered to street address): 8125 MILLS GAP WAY
Room/suite:
City or town, state or province, country, and ZIP or foreign postal code: Sacramento, CA 95828

D Employer identification number: 47-1508649

E Telephone number: (510)332-0518

G Gross receipts: $ 72,100

F Name and address of principal officer: SONIA PELLERIN
8125 MILLS GAP WAY Sacramento, CA 95828

H(a) Is this a group return for subordinates? ☐ Yes ☒ No

H(b) Are all subordinates included? ☐ Yes ☐ No
If "No," attach a list. See instructions

H(c) Group exemption number

I Tax-exempt status: ☒ 501(c)(3) ☐ 501(c) ( ) (insert no.) ☐ 4947(a)(1) or ☐ 527

J Website: WWW.WOMENOFCOLORONTHEMOVE.ORG

K Form of organization: ☒ Corporation ☐ Trust ☐ Association ☐ Other

L Year of formation: 2014

M State of legal domicile: CA

Part I Summary

Activities & Governance

1 Briefly describe the organization's mission or most significant activities: The goal of The Women of Color On The Move is to encourage women to commit to helping women succeed. Soar in their responsibilities to themselves, their family, and their community. The organization as a non profit is looking for donations to advance this very noble cause.

2 Check this box ☐ if the organization discontinued its operations or disposed of more than 25% of its net assets.

3	Number of voting members of the governing body (Part VI, line 1a)	3	5
4	Number of independent voting members of the governing body (Part VI, line 1b)	4	1
5	Total number of individuals employed in calendar year 2024 (Part V, line 2a)	5	0
6	Total number of volunteers (estimate if necessary)	6	5
7a	Total unrelated business revenue from Part VIII, column (C), line 12	7a	0
b	Net unrelated business taxable income from Form 990-T, Part I, line 11	7b	0

Revenue

		Prior Year	Current Year
8	Contributions and grants (Part VIII, line 1h)	72,100	72,100
9	Program service revenue (Part VIII, line 2g)		0
10	Investment income (Part VIII, column (A), lines 3, 4, and 7d)		0
11	Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)		0
12	Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	72,100	72,100

Expenses

13	Grants and similar amounts paid (Part IX, column (A), lines 1-3)		20,702
14	Benefits paid to or for members (Part IX, column (A), line 4)	21,606	0
15	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)		0
16a	Professional fundraising fees (Part IX, column (A), line 11e)		0
b	Total fundraising expenses (Part IX, column (D), line 25) 0		
17	Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	50,494	51,398
18	Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	72,100	72,100
19	Revenue less expenses. Subtract line 18 from line 12		0

Net Assets or Fund Balances

		Beginning of Current Year	End of Year
20	Total assets (Part X, line 16)		0
21	Total liabilities (Part X, line 26)		0
22	Net assets or fund balances. Subtract line 21 from line 20		0

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here

SONIA PELLERIN
Signature of officer — Date

SONIA PELLERIN, PRESIDENT
Type or print name and title

Paid Preparer Use Only

Preparer's name: KELLY WALUBENGO	Preparer's signature:	Date: 03-12-2025	Check ☐ if self-employed	PTIN: P00521753
Firm's name: VALLEYPOINT ACCOUNTING & TAX			Firm's EIN:	
Firm's address: 4141 NORTHGATE BLVD. SUITE 6 Sacramento CA 95834			Phone no.: 916-715-1337	

May the IRS discuss this return with the preparer shown above? See instructions ☐ Yes ☒ No

For Paperwork Reduction Act Notice, see the separate instructions. Form **990** (2024)

EEA

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III . . . . . ☐

1 Briefly describe the organization's mission:

The goal of The Women of Color On The Move is to encourage women to commit to helping women succeed. Soar in their responsibilities to themselves, their family, and their community. The organization as a non profit is looking for donations to advance this very noble cause.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? . . . . . ☐ Yes ☒ No

If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? . . . . . ☐ Yes ☒ No

If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses $ 72,100 including grants of $) (Revenue $ 72,100)

The goal was achieved but more donors are needed because the need is so big hence addtional funding will assist in the organization achieving the goal.

4b (Code:) (Expenses $ including grants of $) (Revenue $)

4c (Code:) (Expenses $ including grants of $) (Revenue $)

4d Other program services (Describe on Schedule O.)

(Expenses $ including grants of $) (Revenue $)

4e Total program service expenses 72,100

Part IV Checklist of Required Schedules

			Yes	No
1	Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? *If "Yes," complete Schedule A*	1	X	
2	Is the organization required to complete Schedule B, Schedule of Contributors? See instructions	2	X	
3	Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? *If "Yes," complete Schedule C, Part I*	3		X
4	**Section 501(c)(3) organizations.** Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? *If "Yes," complete Schedule C, Part II*	4		X
5	Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Rev. Proc. 98-19? *If "Yes," complete Schedule C, Part III*	5		X
6	Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? *If "Yes," complete Schedule D, Part I*	6		X
7	Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? *If "Yes," complete Schedule D, Part II*	7		X
8	Did the organization maintain collections of works of art, historical treasures, or other similar assets? *If "Yes," complete Schedule D, Part III*	8		X
9	Did the organization report an amount in Part X, line 21, for escrow or custodial account liability; serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? *If "Yes," complete Schedule D, Part IV*	9		X
10	Did the organization, directly or through a related organization, hold assets in donor-restricted endowments or in quasi-endowments? *If "Yes," complete Schedule D, Part V*	10		X
11	If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X, as applicable.			
a	Did the organization report an amount for land, buildings, and equipment in Part X, line 10? *If "Yes," complete Schedule D, Part VI*	11a		X
b	Did the organization report an amount for investments - other securities in Part X, line 12, that is 5% or more of its total assets reported in Part X, line 16? *If "Yes," complete Schedule D, Part VII*	11b		X
c	Did the organization report an amount for investments - program related in Part X, line 13, that is 5% or more of its total assets reported in Part X, line 16? *If "Yes," complete Schedule D, Part VIII*	11c		X
d	Did the organization report an amount for other assets in Part X, line 15, that is 5% or more of its total assets reported in Part X, line 16? *If "Yes," complete Schedule D, Part IX*	11d		X
e	Did the organization report an amount for other liabilities in Part X, line 25? *If "Yes," complete Schedule D, Part X*	11e		X
f	Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? *If "Yes," complete Schedule D, Part X*	11f		X
12a	Did the organization obtain separate, independent audited financial statements for the tax year? *If "Yes," complete Schedule D, Parts XI and XII*	12a		X
b	Was the organization included in consolidated, independent audited financial statements for the tax year? *If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional*	12b		X
13	Is the organization a school described in section 170(b)(1)(A)(ii)? *If "Yes," complete Schedule E*	13		X
14a	Did the organization maintain an office, employees, or agents outside of the United States?	14a		X
b	Did the organization have aggregate revenues or expenses of more than $10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at $100,000 or more? *If "Yes," complete Schedule F, Parts I and IV*	14b		X
15	Did the organization report on Part IX, column (A), line 3, more than $5,000 of grants or other assistance to or for any foreign organization? *If "Yes," complete Schedule F, Parts II and IV*	15		X
16	Did the organization report on Part IX, column (A), line 3, more than $5,000 of aggregate grants or other assistance to or for foreign individuals? *If "Yes," complete Schedule F, Parts III and IV*	16		X
17	Did the organization report a total of more than $15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? *If "Yes," complete Schedule G, Part I.* See instructions	17		X
18	Did the organization report more than $15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? *If "Yes," complete Schedule G, Part II*	18		X
19	Did the organization report more than $15,000 of gross income from gaming activities on Part VIII, line 9a? *If "Yes," complete Schedule G, Part III*	19		X
20a	Did the organization operate one or more hospital facilities? *If "Yes," complete Schedule H*	20a		X
b	If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?	20b		
21	Did the organization report more than $5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? *If "Yes," complete Schedule I, Parts I and II*	21		X

Part IV Checklist of Required Schedules *(continued)*

			Yes	No
22	Did the organization report more than $5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? *If "Yes," complete Schedule I, Parts I and III*	22		X
23	Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5, about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? *If "Yes," complete Schedule J*	23		X
24a	Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than $100,000 as of the last day of the year, that was issued after December 31, 2002? *If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a*	24a		X
b	Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?	24b		
c	Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?	24c		
d	Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?	24d		
25a	**Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations.** Did the organization engage in an excess benefit transaction with a disqualified person during the year? *If "Yes," complete Schedule L, Part I*	25a		X
b	Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? *If "Yes," complete Schedule L, Part I*	25b		X
26	Did the organization report any amount on Part X, line 5 or 22, for receivables from or payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons? *If "Yes," complete Schedule L, Part II*	26		X
27	Did the organization provide a grant or other assistance to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity (including an employee thereof) or family member of any of these persons? *If "Yes," complete Schedule L, Part III*	27		X
28	Was the organization a party to a business transaction with one of the following parties? (See the Schedule L, Part IV, instructions for applicable filing thresholds, conditions, and exceptions).			
a	A current or former officer, director, trustee, key employee, creator or founder, or substantial contributor? *If "Yes," complete Schedule L, Part IV*	28a		X
b	A family member of any individual described in line 28a? *If "Yes," complete Schedule L, Part IV*	28b		X
c	A 35% controlled entity of one or more individuals and/or organizations described in line 28a or 28b? *If "Yes," complete Schedule L, Part IV*	28c		X
29	Did the organization receive more than $25,000 in noncash contributions? *If "Yes," complete Schedule M*	29		X
30	Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? *If "Yes," complete Schedule M*	30		X
31	Did the organization liquidate, terminate, or dissolve and cease operations? *If "Yes," complete Schedule N, Part I*	31		X
32	Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? *If "Yes," complete Schedule N, Part II*	32		X
33	Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? *If "Yes," complete Schedule R, Part I*	33		X
34	Was the organization related to any tax-exempt or taxable entity? *If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1*	34		X
35a	Did the organization have a controlled entity within the meaning of section 512(b)(13)?	35a		X
b	If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? *If "Yes," complete Schedule R, Part V, line 2*	35b		X
36	**Section 501(c)(3) organizations.** Did the organization make any transfers to an exempt non-charitable related organization? *If "Yes," complete Schedule R, Part V, line 2*	36		X
37	Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? *If "Yes," complete Schedule R, Part VI*	37		X
38	Did the organization complete Schedule O and provide explanations on Schedule O for Part VI, lines 11b and 19? **Note:** All Form 990 filers are required to complete Schedule O	38	X	

Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response or note to any line in this Part V ☐

				Yes	No
1a	Enter the number reported in box 3 of Form 1096. Enter -0- if not applicable	1a	0		
b	Enter the number of Forms W-2G included on line 1a. Enter -0- if not applicable	1b	0		
c	Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	1c			X

Part V Statements Regarding Other IRS Filings and Tax Compliance *(continued)*

				Yes	No
2a	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return	2a	0		
b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns?	2b			
3a	Did the organization have unrelated business gross income of $1,000 or more during the year?	3a			X
b	If "Yes," has it filed a Form 990-T for this year? *If "No" to line 3b, provide an explanation on Schedule O*	3b			
4a	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	4a			X
b	If "Yes," enter the name of the foreign country _____ See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).				
5a	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?	5a			X
b	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	5b			X
c	If "Yes" to line 5a or 5b, did the organization file Form 8886-T?	5c			
6a	Does the organization have annual gross receipts that are normally greater than $100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?	6a			X
b	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	6b			
7	**Organizations that may receive deductible contributions under section 170(c).**				
a	Did the organization receive a payment in excess of $75 made partly as a contribution and partly for goods and services provided to the payor?	7a			X
b	If "Yes," did the organization notify the donor of the value of the goods or services provided?	7b			
c	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?	7c			X
d	If "Yes," indicate the number of Forms 8282 filed during the year	7d			
e	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	7e			X
f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	7f			X
g	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?	7g			X
h	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?	7h			X
8	**Sponsoring organizations maintaining donor advised funds.** Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?	8			X
9	**Sponsoring organizations maintaining donor advised funds.**				
a	Did the sponsoring organization make any taxable distributions under section 4966?	9a			X
b	Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?	9b			X
10	**Section 501(c)(7) organizations.** Enter:				
a	Initiation fees and capital contributions included on Part VIII, line 12	10a			
b	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities	10b			
11	**Section 501(c)(12) organizations.** Enter:				
a	Gross income from members or shareholders	11a			
b	Gross income from other sources. (Do not net amounts due or paid to other sources against amounts due or received from them.)	11b			
12a	**Section 4947(a)(1) non-exempt charitable trusts.** Is the organization filing Form 990 in lieu of Form 1041?	12a			
b	If "Yes," enter the amount of tax-exempt interest received or accrued during the year	12b			
13	**Section 501(c)(29) qualified nonprofit health insurance issuers.**				
a	Is the organization licensed to issue qualified health plans in more than one state? **Note:** See the instructions for additional information the organization must report on Schedule O.	13a			
b	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans	13b			
c	Enter the amount of reserves on hand	13c			
14a	Did the organization receive any payments for indoor tanning services during the tax year?	14a			X
b	If "Yes," has it filed a Form 720 to report these payments? *If "No," provide an explanation on Schedule O*	14b			
15	Is the organization subject to the section 4960 tax on payment(s) of more than $1,000,000 in remuneration or excess parachute payment(s) during the year? If "Yes," see the instructions and file Form 4720, Schedule N.	15			X
16	Is the organization an educational institution subject to the section 4968 excise tax on net investment income? If "Yes," complete Form 4720, Schedule O.	16			X
17	**Section 501(c)(21) organizations.** Did the trust, or any disqualified or other person, engage in any activities that would result in the imposition of an excise tax under section 4951, 4952, or 4953? If "Yes," complete Form 6069.	17			

Part VI **Governance, Management, and Disclosure.** *For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes on Schedule O. See instructions.*

Check if Schedule O contains a response or note to any line in this Part VI . . . . . ☒

Section A. Governing Body and Management

				Yes	No
1a	Enter the number of voting members of the governing body at the end of the tax year	1a	5		
	If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain on Schedule O.				
b	Enter the number of voting members included on line 1a, above, who are independent	1b	1		
2	Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?	2			X
3	Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, trustees, or key employees to a management company or other person?	3			X
4	Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?	4			X
5	Did the organization become aware during the year of a significant diversion of the organization's assets?	5			X
6	Did the organization have members or stockholders?	6			X
7a	Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?	7a			X
b	Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?	7b			X
8	Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:				
a	The governing body?	8a		X	
b	Each committee with authority to act on behalf of the governing body?	8b		X	
9	Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? *If "Yes," provide the names and addresses on Schedule O*	9			X

Section B. Policies *(This Section B requests information about policies not required by the Internal Revenue Code.)*

			Yes	No
10a	Did the organization have local chapters, branches, or affiliates?	10a		X
b	If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?	10b		
11a	Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form? . . .	11a	X	
b	Describe on Schedule O the process, if any, used by the organization to review this Form 990.			
12a	Did the organization have a written conflict of interest policy? *If "No," go to line 13*	12a	X	
b	Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts? . .	12b	X	
c	Did the organization regularly and consistently monitor and enforce compliance with the policy? *If "Yes," describe on Schedule O how this was done*	12c	X	
13	Did the organization have a written whistleblower policy?	13		X
14	Did the organization have a written document retention and destruction policy?	14		X
15	Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?			
a	The organization's CEO, Executive Director, or top management official	15a	X	
b	Other officers or key employees of the organization	15b	X	
	If "Yes" to line 15a or 15b, describe the process on Schedule O. See instructions.			
16a	Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?	16a		X
b	If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?	16b		

Section C. Disclosure

17 List the states with which a copy of this Form 990 is required to be filed California

18 Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A, if applicable), 990, and 990-T (section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.

☐ Own website ☐ Another's website ☒ Upon request ☐ Other *(explain on Schedule O)*

19 Describe on Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.

20 State the name, address, and telephone number of the person who possesses the organization's books and records.

SONIA PELLERIN (916)833-5836, 8125 MILLS GAP WAY, Sacramento, CA 95828

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

Check if Schedule O contains a response or note to any line in this Part VII . . . . . ☐

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

• List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.

• List all of the organization's **current** key employees, if any. See the instructions for definition of "key employee."

• List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (box 5 of Form W-2, box 6 of Form 1099-MISC, and/or box 1 of Form 1099-NEC) of more than $100,000 from the organization and any related organizations.

• List all of the organization's **former** officers, key employees, and highest compensated employees who received more than $100,000 of reportable compensation from the organization and any related organizations.

• List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than $10,000 of reportable compensation from the organization and any related organizations.

See the instructions for the order in which to list the persons above.

☒ Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/ 1099-MISC/ 1099-NEC)	(E) Reportable compensation from related organizations (W-2/ 1099-MISC/ 1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) SONIA PELLERIN PRESIDENT	30.00	X		X				0	0	0
(2) LATONYA YOUNG SECRETARY	20.00	X		X				0	0	0
(3) DONNA PRICE CFO				X				0	0	0
(4)										
(5)										
(6)										
(7)										
(8)										
(9)										
(10)										
(11)										
(12)										
(13)										
(14)										

Part VII **Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees** *(continued)*

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/ 1099-MISC/ 1099-NEC)	(E) Reportable compensation from related organizations (W-2/ 1099-MISC/ 1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(15)										
(16)										
(17)										
(18)										
(19)										
(20)										
(21)										
(22)										
(23)										
(24)										
(25)										
1b Subtotal										
c Total from continuation sheets to Part VII, Section A										
d Total (add lines 1b and 1c)								0	0	0

2 Total number of individuals (including but not limited to those listed above) who received more than $100,000 of reportable compensation from the organization 0

		Yes	No
3	Did the organization list any **former** officer, director, trustee, key employee, or highest compensated employee on line 1a? *If "Yes," complete Schedule J for such individual*		X
4	For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than $150,000? *If "Yes," complete Schedule J for such individual*		X
5	Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? *If "Yes," complete Schedule J for such person*		X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than $100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation

2 Total number of independent contractors (including but not limited to those listed above) who received more than $100,000 of compensation from the organization

Part VIII Statement of Revenue

Check if Schedule O contains a response or note to any line in this Part VIII . . . . . ☐

				(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512–514
Contributions, Gifts, Grants and Other Similar Amounts	1a	Federated campaigns	1a				
	b	Membership dues	1b				
	c	Fundraising events	1c				
	d	Related organizations	1d				
	e	Government grants (contributions)	1e	72,100			
	f	All other contributions, gifts, grants, and similar amounts not included above	1f				
	g	Noncash contributions included in lines 1a-1f	1g	$			
	h	**Total.** Add lines 1a-1f		72,100			
Program Service Revenue			Business Code				
	2a						
	b						
	c						
	d						
	e						
	f	All other program service revenue					
	g	**Total.** Add lines 2a-2f					
Other Revenue	3	Investment income (including dividends, interest, and other similar amounts)					
	4	Income from investment of tax-exempt bond proceeds					
	5	Royalties					
			(i) Real	(ii) Personal			
	6a	Gross rents 6a					
	b	Less: rental expenses 6b					
	c	Rental income or (loss) 6c					
	d	Net rental income or (loss)					
			(i) Securities	(ii) Other			
	7a	Gross amount from sales of assets other than inventory 7a					
	b	Less: cost or other basis and sales expenses 7b					
	c	Gain or (loss) 7c					
	d	Net gain or (loss)					
	8a	Gross income from fundraising events (not including $ _____ of contributions reported on line 1c). See Part IV, line 18 8a					
	b	Less: direct expenses 8b					
	c	Net income or (loss) from fundraising events					
	9a	Gross income from gaming activities. See Part IV, line 19 9a					
	b	Less: direct expenses 9b					
	c	Net income or (loss) from gaming activities					
	10a	Gross sales of inventory, less returns and allowances 10a					
	b	Less: cost of goods sold 10b					
	c	Net income or (loss) from sales of inventory					
Miscellaneous Revenue			Business Code				
	11a						
	b						
	c						
	d	All other revenue					
	e	**Total.** Add lines 11a-11d					
	12	**Total revenue.** See instructions		72,100	0	0	0

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX . . . . . ☐

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21				
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16	20,702	20,702		
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees				
6 Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages				
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits				
10 Payroll taxes				
11 Fees for services (nonemployees):				
a Management	5,250	5,250		
b Legal	4,400	4,400		
c Accounting				
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A), amount, list line 11g expenses on Schedule O.)				
12 Advertising and promotion	3,100	3,100		
13 Office expenses	8,276	8,276		
14 Information technology	6,250	6,250		
15 Royalties				
16 Occupancy				
17 Travel				
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	4,757	4,757		
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization				
23 Insurance	6,000	6,000		
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A), amount, list line 24e expenses on Schedule O.)				
a EDUCATIONAL MATERIALS	5,018	5,018		
b POSTAGE AND PRINTING	8,347	8,347		
c				
d				
e All other expenses				
25 **Total functional expenses.** Add lines 1 through 24e	72,100	72,100	0	0
26 **Joint costs.** Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here ☐ if following SOP 98-2 (ASC 958-720)				

Part X Balance Sheet

Check if Schedule O contains a response or note to any line in this Part X . . . . . ☐

			(A) Beginning of year		(B) End of year
Assets	1	Cash - non-interest-bearing		1	
	2	Savings and temporary cash investments		2	
	3	Pledges and grants receivable, net		3	
	4	Accounts receivable, net		4	
	5	Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		5	
	6	Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B)		6	
	7	Notes and loans receivable, net		7	
	8	Inventories for sale or use		8	
	9	Prepaid expenses and deferred charges		9	
	10a	Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D — 10a			
	b	Less: accumulated depreciation — 10b		10c	
	11	Investments - publicly traded securities		11	
	12	Investments - other securities. See Part IV, line 11		12	
	13	Investments - program-related. See Part IV, line 11		13	
	14	Intangible assets		14	
	15	Other assets. See Part IV, line 11		15	
	16	**Total assets.** Add lines 1 through 15 (must equal line 33)	0	16	0
Liabilities	17	Accounts payable and accrued expenses		17	
	18	Grants payable		18	
	19	Deferred revenue		19	
	20	Tax-exempt bond liabilities		20	
	21	Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22	Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		22	
	23	Secured mortgages and notes payable to unrelated third parties		23	
	24	Unsecured notes and loans payable to unrelated third parties		24	
	25	Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D		25	
	26	**Total liabilities.** Add lines 17 through 25	0	26	0
Net Assets or Fund Balances		**Organizations that follow FASB ASC 958, check here ☐ and complete lines 27, 28, 32, and 33.**			
	27	Net assets without donor restrictions		27	
	28	Net assets with donor restrictions		28	
		Organizations that do not follow FASB ASC 958, check here ☒ and complete lines 29 through 33.			
	29	Capital stock or trust principal, or current funds		29	
	30	Paid-in or capital surplus, or land, building, or equipment fund		30	
	31	Retained earnings, endowment, accumulated income, or other funds		31	
	32	Total net assets or fund balances	0	32	0
	33	Total liabilities and net assets/fund balances	0	33	0

Part XI Reconciliation of Net Assets

Check if Schedule O contains a response or note to any line in this Part XI . . . . . ☐

1	Total revenue (must equal Part VIII, column (A), line 12)	1	72,100
2	Total expenses (must equal Part IX, column (A), line 25)	2	72,100
3	Revenue less expenses. Subtract line 2 from line 1	3	0
4	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	4	
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain on Schedule O)	9	0
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	10	

Part XII Financial Statements and Reporting

Check if Schedule O contains a response or note to any line in this Part XII . . . . . ☐

			Yes	No
1	Accounting method used to prepare the Form 990: ☒ Cash ☐ Accrual ☐ Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain on Schedule O.			
2a	Were the organization's financial statements compiled or reviewed by an independent accountant?	2a	X	
	If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both. ☐ Separate basis ☐ Consolidated basis ☒ Both consolidated and separate basis			
b	Were the organization's financial statements audited by an independent accountant?	2b		X
	If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both. ☐ Separate basis ☐ Consolidated basis ☐ Both consolidated and separate basis			
c	If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant?	2c		X
	If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.			
3a	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Uniform Guidance, 2 C.F.R. Part 200, Subpart F?	3a		X
b	If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits	3b		

SCHEDULE A (Form 990)

Department of the Treasury
Internal Revenue Service

Public Charity Status and Public Support

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

Attach to Form 990 or Form 990-EZ.

Go to *www.irs.gov/Form990* for instructions and the latest information.

OMB No. 1545-0047

2024

Open to Public Inspection

Name of the organization	Employer identification number
WOMEN OF COLOR ON THE MOVE	47-1508649

Part I Reason for Public Charity Status. (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

1 ☐ A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i).**

2 ☐ A school described in **section 170(b)(1)(A)(ii).** (Attach Schedule E (Form 990).)

3 ☐ A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii).**

4 ☐ A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii).** Enter the hospital's name, city, and state: _____

5 ☐ An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv).** (Complete Part II.)

6 ☐ A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v).**

7 ☐ An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi).** (Complete Part II.)

8 ☐ A community trust described in **section 170(b)(1)(A)(vi).** (Complete Part II.)

9 ☐ An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: _____

10 ☒ An organization that normally receives (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions, subject to certain exceptions; and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2).** (Complete Part III.)

11 ☐ An organization organized and operated exclusively to test for public safety. See **section 509(a)(4).**

12 ☐ An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2)**. See **section 509(a)(3).** Check the box on lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.

a ☐ **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**

b ☐ **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**

c ☐ **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**

d ☐ **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization must generally satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**

e ☐ Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.

f Enter the number of supported organizations . . . . . ☐

g Provide the following information about the supported organization(s).

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1-10 above (see instructions))	(iv) Is the organization listed in your governing document? Yes	(iv) No	(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
(A)						
(B)						
(C)						
(D)						
(E)						
Total						

Part II **Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)**
(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in)	(a) 2020	(b) 2021	(c) 2022	(d) 2023	(e) 2024	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 **Total.** Add lines 1 through 3						
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 **Public support.** Subtract line 5 from line 4						

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2020	(b) 2021	(c) 2022	(d) 2023	(e) 2024	(f) Total
7 Amounts from line 4						
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources						
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
11 **Total support.** Add lines 7 through 10						

12 Gross receipts from related activities, etc. (see instructions) 12

13 **First 5 years.** If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and **stop here** . . . . . ☐

Section C. Computation of Public Support Percentage

14 Public support percentage for 2024 (line 6, column (f), divided by line 11, column (f)) . . . . . 14 %

15 Public support percentage from 2023 Schedule A, Part II, line 14 . . . . . 15 %

16a **33 1/3% support test - 2024.** If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and **stop here.** The organization qualifies as a publicly supported organization . . . . . ☐

b **33 1/3% support test - 2023.** If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and **stop here.** The organization qualifies as a publicly supported organization . . . . . ☐

17a **10%-facts-and-circumstances test - 2024.** If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and **stop here.** Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization . . . . . ☐

b **10%-facts-and-circumstances test - 2023.** If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and **stop here.** Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization . . . . . ☐

18 **Private foundation.** If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions . . . . . ☐

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in)	(a) 2020	(b) 2021	(c) 2022	(d) 2023	(e) 2024	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")				67,100	72,100	139,200
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in an activity that is related to the organization's tax-exempt purpose						
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 **Total.** Add lines 1 through 5				67,100	72,100	139,200
7a Amounts included on lines 1, 2, and 3 received from disqualified persons						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of $5,000 or 1% of the amount on line 13 for the year	0	0	0	0	0	0
c Add lines 7a and 7b						
8 **Public support.** (Subtract line 7c from line 6.)						139,200

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2020	(b) 2021	(c) 2022	(d) 2023	(e) 2024	(f) Total
9 Amounts from line 6				67,100	72,100	139,200
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources						
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b						
11 Net income from unrelated business activities not included on line 10b, whether or not the business is regularly carried on						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
13 **Total support.** (Add lines 9, 10c, 11, and 12.)	0	0	0	67,100	72,100	139,200

14 **First 5 years.** If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and **stop here** ☐

Section C. Computation of Public Support Percentage

15	Public support percentage for 2024 (line 8, column (f), divided by line 13, column (f))	15	100.00 %
16	Public support percentage from 2023 Schedule A, Part III, line 15	16	100.00 %

Section D. Computation of Investment Income Percentage

17	Investment income percentage for **2024** (line 10c, column (f), divided by line 13, column (f))	17	0 %
18	Investment income percentage from **2023** Schedule A, Part III, line 17	18	0 %

19a **33 1/3% support tests - 2024.** If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and **stop here.** The organization qualifies as a publicly supported organization ☒

b **33 1/3% support tests - 2023.** If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and **stop here.** The organization qualifies as a publicly supported organization ☐

20 **Private foundation.** If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions . . ☐

Part IV Supporting Organizations

(Complete only if you checked a box on line 12 of Part I. If you checked box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

			Yes	No
1	Are all of the organization's supported organizations listed by name in the organization's governing documents? *If "No," describe in* ***Part VI*** *how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.*	1		
2	Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? *If "Yes," explain in* ***Part VI*** *how the organization determined that the supported organization was described in section 509(a)(1) or (2).*	2		
3a	Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? *If "Yes," answer lines 3b and 3c below.*	3a		
b	Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? *If "Yes," describe in* ***Part VI*** *when and how the organization made the determination.*	3b		
c	Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? *If "Yes," explain in* ***Part VI*** *what controls the organization put in place to ensure such use.*	3c		
4a	Was any supported organization not organized in the United States ("foreign supported organization")? *If "Yes," and if you checked 12a or 12b in Part I, answer lines 4b and 4c below.*	4a		
b	Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? *If "Yes," describe in* ***Part VI*** *how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.*	4b		
c	Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? *If "Yes," explain in* ***Part VI*** *what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.*	4c		
5a	Did the organization add, substitute, or remove any supported organizations during the tax year? *If "Yes," answer lines 5b and 5c below (if applicable). Also, provide detail in* ***Part VI****, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).*	5a		
b	**Type I or Type II only.** Was any added or substituted supported organization part of a class already designated in the organization's organizing document?	5b		
c	**Substitutions only.** Was the substitution the result of an event beyond the organization's control?	5c		
6	Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? *If "Yes," provide detail in* ***Part VI.***	6		
7	Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? *If "Yes," complete Part I of Schedule L (Form 990).*	7		
8	Did the organization make a loan to a disqualified person (as defined in section 4958) not described on line 7? *If "Yes," complete Part I of Schedule L (Form 990).*	8		
9a	Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons, as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? *If "Yes," provide detail in* ***Part VI****.*	9a		
b	Did one or more disqualified persons (as defined on line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? *If "Yes," provide detail in* ***Part VI****.*	9b		
c	Did a disqualified person (as defined on line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? *If "Yes," provide detail in* ***Part VI****.*	9c		
10a	Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? *If "Yes," answer line 10b below.*	10a		
b	Did the organization have any excess business holdings in the tax year? *(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)*	10b		

Part IV Supporting Organizations *(continued)*

			Yes	No
11	Has the organization accepted a gift or contribution from any of the following persons?			
a	A person who directly or indirectly controls, either alone or together with persons described on lines 11b and 11c below, the governing body of a supported organization?	11a		
b	A family member of a person described on line 11a above?	11b		
c	A 35% controlled entity of a person described on line 11a or 11b above? *If "Yes" to line 11a, 11b, or 11c, provide detail in* ***Part VI.***	11c		

Section B. Type I Supporting Organizations

			Yes	No
1	Did the governing body, members of the governing body, officers acting in their official capacity, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's officers, directors, or trustees at all times during the tax year? *If "No," describe in* ***Part VI*** *how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove officers, directors, or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.*	1		
2	Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? *If "Yes," explain in* ***Part VI*** *how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.*	2		

Section C. Type II Supporting Organizations

			Yes	No
1	Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? *If "No," describe in* ***Part VI*** *how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).*	1		

Section D. All Type III Supporting Organizations

			Yes	No
1	Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?	1		
2	Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? *If "No," explain in* ***Part VI*** *how the organization maintained a close and continuous working relationship with the supported organization(s).*	2		
3	By reason of the relationship described on line 2, above, did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? *If "Yes," describe in* ***Part VI*** *the role the organization's supported organizations played in this regard.*	3		

Section E. Type III Functionally Integrated Supporting Organizations

1 *Check the box next to the method that the organization used to satisfy the Integral Part Test during the year* ***(see instructions)****.*

a ☐ The organization satisfied the Activities Test. *Complete* ***line 2*** *below.*

b ☐ The organization is the parent of each of its supported organizations. *Complete* ***line 3*** *below.*

c ☐ The organization supported a governmental entity. *Describe in* ***Part VI*** *how you supported a governmental entity (see instructions).*

			Yes	No
2	Activities Test. ***Answer lines 2a and 2b below.***			
a	Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? *If "Yes," then in* ***Part VI identify those supported organizations and explain*** *how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.*	2a		
b	Did the activities described on line 2a, above, constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? *If "Yes," explain in* ***Part VI*** *the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.*	2b		
3	Parent of Supported Organizations. ***Answer lines 3a and 3b below.***			
a	Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? *If "Yes" or "No," provide details in* ***Part VI.***	3a		
b	Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? *If "Yes," describe in* ***Part VI*** *the role played by the organization in this regard.*	3b		

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

1 ☐ Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 *(explain in **Part VI**)*. **See instructions.** All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A - Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1 Net short-term capital gain	1		
2 Recoveries of prior-year distributions	2		
3 Other gross income (see instructions)	3		
4 Add lines 1 through 3.	4		
5 Depreciation and depletion	5		
6 Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6		
7 Other expenses (see instructions)	7		
8 **Adjusted Net Income** (subtract lines 5, 6, and 7 from line 4)	8		

Section B - Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1 Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):			
a Average monthly value of securities	1a		
b Average monthly cash balances	1b		
c Fair market value of other non-exempt-use assets	1c		
d **Total** (add lines 1a, 1b, and 1c)	1d		
e **Discount** claimed for blockage or other factors *(explain in detail in **Part VI**)*:			
2 Acquisition indebtedness applicable to non-exempt-use assets	2		
3 Subtract line 2 from line 1d.	3		
4 Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions).	4		
5 Net value of non-exempt-use assets (subtract line 4 from line 3)	5		
6 Multiply line 5 by 0.035.	6		
7 Recoveries of prior-year distributions	7		
8 **Minimum Asset Amount** (add line 7 to line 6)	8		

Section C - Distributable Amount		Current Year
1 Adjusted net income for prior year (from Section A, line 8, column A)	1	
2 Enter 0.85 of line 1.	2	
3 Minimum asset amount for prior year (from Section B, line 8, column A)	3	
4 Enter greater of line 2 or line 3.	4	
5 Income tax imposed in prior year	5	
6 **Distributable Amount.** Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6	

7 ☐ Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).

Part V **Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations** *(continued)*

Section D - Distributions			**Current Year**
1	Amounts paid to supported organizations to accomplish exempt purposes	1	
2	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	2	
3	Administrative expenses paid to accomplish exempt purposes of supported organizations	3	
4	Amounts paid to acquire exempt-use assets	4	
5	Qualified set-aside amounts (prior IRS approval required - *provide details in* ***Part VI***)	5	
6	Other distributions *(describe in* ***Part VI****).* See instructions.	6	
7	**Total annual distributions.** Add lines 1 through 6.	7	
8	Distributions to attentive supported organizations to which the organization is responsive *(provide details in* ***Part VI****).* See instructions.	8	
9	Distributable amount for 2024 from Section C, line 6	9	
10	Line 8 amount divided by line 9 amount	10	

Section E - Distribution Allocations (see instructions)		**(i) Excess Distributions**	**(ii) Underdistributions Pre-2024**	**(iii) Distributable Amount for 2024**
1	Distributable amount for 2024 from Section C, line 6			
2	Underdistributions, if any, for years prior to 2024 (reasonable cause required - *explain in* ***Part VI****).* See instructions.			
3	Excess distributions carryover, if any, to 2024			
a	From 2019			
b	From 2020			
c	From 2021			
d	From 2022			
e	From 2023			
f	**Total** of lines 3a through 3e			
g	Applied to underdistributions of prior years			
h	Applied to 2024 distributable amount			
i	Carryover from 2019 not applied (see instructions)			
j	Remainder. Subtract lines 3g, 3h, and 3i from line 3f.			
4	Distributions for 2024 from Section D, line 7: $			
a	Applied to underdistributions of prior years			
b	Applied to 2024 distributable amount			
c	Remainder. Subtract lines 4a and 4b from line 4.			
5	Remaining underdistributions for years prior to 2024, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, *explain in* ***Part VI****.* See instructions.			
6	Remaining underdistributions for 2024. Subtract lines 3h and 4b from line 1. For result greater than zero, *explain in* ***Part VI****.* See instructions.			
7	**Excess distributions carryover to 2025**. Add lines 3j and 4c.			
8	Breakdown of line 7:			
a	Excess from 2020			
b	Excess from 2021			
c	Excess from 2022			
d	Excess from 2023			
e	Excess from 2024			

Part VI **Supplemental Information.** Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

Schedule B (Form 990)
(Rev. December 2024)
Department of the Treasury
Internal Revenue Service

Schedule of Contributors

Attach to Form 990, 990-EZ, or 990-PF.
Go to *www.irs.gov/Form990* for the latest information.

OMB No. 1545-0047

Name of the organization	Employer identification number
WOMEN OF COLOR ON THE MOVE	47-1508649

Organization type (check one):

Filers of:	Section:
Form 990 or 990-EZ	☒ 501(c)(3) (enter number) organization
	☐ 4947(a)(1) nonexempt charitable trust **not** treated as a private foundation
	☐ 527 political organization
Form 990-PF	☐ 501(c)(3) exempt private foundation
	☐ 4947(a)(1) nonexempt charitable trust treated as a private foundation
	☐ 501(c)(3) taxable private foundation

Check if your organization is covered by the **General Rule** or a **Special Rule.**

Note: Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

General Rule

☒ For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling $5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

Special Rules

☐ For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33 1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of **(1)** $5,000; or **(2)** 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.

☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than $1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I (entering "N/A" in column (b) instead of the contributor name and address), II, and III.

☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than $1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling $5,000 or more during the year ..... $ _____

Caution: An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990), but it **must** answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990).

Name of organization: WOMEN OF COLOR ON THE MOVE

Employer identification number: 47-1508649

Part I **Contributors** (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	SONIA PELLERIN 8125 MILLS GAP WAY Sacramento, CA 95828	$ 5,000	Person [x] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
		$	Person [ ] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
		$	Person [ ] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
		$	Person [ ] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
		$	Person [ ] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
		$	Person [ ] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)

Name of organization
WOMEN OF COLOR ON THE MOVE

Employer identification number
47-1508649

Part II **Noncash Property** (see instructions). Use duplicate copies of Part II if additional space is needed.

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
		$	
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
		$	
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
		$	
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
		$	
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
		$	
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
		$	

Name of organization
WOMEN OF COLOR ON THE MOVE

Employer identification number
47-1508649

Part III ***Exclusively*** **religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than $1,000 for the year from any one contributor.** Complete columns **(a)** through **(e) and** the following line entry. For organizations completing Part III, enter the total of *exclusively* religious, charitable, etc., contributions of **$1,000 or less** for the year. (Enter this information once. See instructions.) $ _____
Use duplicate copies of Part III if additional space is needed.

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift

Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift

Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift

Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift

Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

SCHEDULE O (Form 990)
(Rev. December 2024)
Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on Form 990 or 990-EZ or to provide any additional information.

Attach to Form 990 or Form 990-EZ.

Go to *www.irs.gov/Form990* for instructions and the latest information.

OMB No. 1545-0047

Open to Public Inspection

Name of the organization
WOMEN OF COLOR ON THE MOVE

Employer identification number
47-1508649

01. Form 990 governing body review (Part VI, line 11)

GOVERNING BODY IS GIVEN COPY OF TAX RETURN TO REVIEW BEFORE ITS FILED

02. Conflict of interest policy compliance (Part VI, line 12c)

COMFLICT OF INTEREST POLICY COMPLIANCE IS IN EFFECT

03. CEO, executive director, top management comp (Part VI, line 15a)

ALL COMPENSATION IS REVIEWED BY THE GOVERNING BOARD BEFORE APPROVAL

04. Other officer or key employee compensation (Part VI, line 15b

ALL OFFICERS AND KEY EMPLOYEE COMPENSATION IS REVIEWED BY THE BOARD

05. Form 990 availability to public (Part VI, line 18)

ALL DOCUMENTS AND RECORDS OF THE NON PROFIT IS AVAILABLE TO THE PUBLIC UPON REQUEST

06. Governing documents, etc, available to public (Part VI, line 19)

GOVERNING BODY DOCUMENTS ARE AVAILABLE TO THE PUBLIC

Form **8879-TE**

Department of the Treasury
Internal Revenue Service

IRS E-file Signature Authorization for a Tax Exempt Entity

For calendar year 2024, or fiscal year beginning , 2024, and ending , 20

Do not send to the IRS. Keep for your records.
Go to *www.irs.gov/Form8879TE* for the latest information.

OMB No. 1545-0047

2024

Name of filer

WOMEN OF COLOR ON THE MOVE

EIN or SSN

47-1508649

Name and title of officer or person subject to tax

SONIA PELLERIN, PRESIDENT

Part I Type of Return and Return Information

Check the box for the return for which you are using this Form 8879-TE and enter the applicable amount, if any, from the return. Form 8038-CP and Form 5330 filers may enter dollars and cents. For all other forms, enter whole dollars only. If you check the box on line **1a, 2a, 3a, 4a, 5a, 6a, 7a, 8a, 9a,** or **10a** below, and the amount on that line for the return being filed with this form was blank, then leave line **1b, 2b, 3b, 4b, 5b, 6b, 7b, 8b, 9b,** or **10b,** whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. **Do not** complete more than one line in Part I.

1a	**Form 990** check here	[X]	b	**Total revenue,** if any (Form 990, Part VIII, column (A), line 12)	1b 72,100
2a	**Form 990-EZ** check here	[ ]	b	**Total revenue,** if any (Form 990-EZ, line 9)	2b
3a	**Form 1120-POL** check here	[ ]	b	**Total tax** (Form 1120-POL, line 22)	3b
4a	**Form 990-PF** check here	[ ]	b	**Tax based on investment income** (Form 990-PF, Part V, line 5)	4b
5a	**Form 8868** check here	[ ]	b	**Balance due** (Form 8868, line 3c)	5b
6a	**Form 990-T** check here	[ ]	b	**Total tax** (Form 990-T, Part III, line 4)	6b
7a	**Form 4720** check here	[ ]	b	**Total tax** (Form 4720, Part III, line 1)	7b
8a	**Form 5227** check here	[ ]	b	**FMV of assets at end of tax year** (Form 5227, Item D)	8b
9a	**Form 5330** check here	[ ]	b	**Tax due** (Form 5330, Part II, line 19)	9b
10a	**Form 8038-CP** check here	[ ]	b	**Amount of credit payment requested** (Form 8038-CP, Part III, line 22)	10b

Part II Declaration and Signature Authorization of Officer or Person Subject to Tax

Under penalties of perjury, I declare that [ ] I am an officer of the above entity or [ ] I am a person subject to tax with respect to (name of entity) _____, (EIN) _____ and that I have examined a copy of the 2024 electronic return and accompanying schedules and statements, and, to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the return to the IRS and to receive from the IRS **(a)** an acknowledgement of receipt or reason for rejection of the transmission, **(b)** the reason for any delay in processing the return or refund, and **(c)** the date of any refund. If applicable, I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I have selected a personal identification number (PIN) as my signature for the electronic return and, if applicable, the consent to electronic funds withdrawal.

PIN: check one box only

[X] I authorize **VALLEYPOINT ACCOUNTING & TA** to enter my PIN **95828** as my signature

ERO firm name

Enter five numbers, but do not enter all zeros

on the tax year 2024 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also authorize the aforementioned ERO to enter my PIN on the return's disclosure consent screen.

[ ] As an officer or person subject to tax with respect to the entity, I will enter my PIN as my signature on the tax year 2024 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I will enter my PIN on the return's disclosure consent screen.

Signature of officer or person subject to tax _____ Date **03-12-2025**

Part III Certification and Authentication

ERO's EFIN/PIN. Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN.

682053 17777

Do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2024 electronically filed return indicated above. I confirm that I am submitting this return in accordance with the requirements of **Pub. 4163,** Modernized e-File (MeF) Information for Authorized IRS e-file Providers for Business Returns.

ERO's signature _____ Date **03-12-2025**

ERO Must Retain This Form - See Instructions
Do Not Submit This Form to the IRS Unless Requested To Do So

Name(s) as shown on return: WOMEN OF COLOR ON THE MOVE

FEIN: 47-1508649

TOTAL GRANTS

Description	Amount
GRANTS	$ 72,100
Total:	**$ 72,100**

MANAGEMENT EXPENSES

Description	Amount
FUNDRAISING	$ 5,250
Total:	**$ 5,250**

LEGAL EXPENSES

Description	Amount
LEGAL EXPENSES	$ 4,400
Total:	**$ 4,400**

2024 CA199 Filing Instructions
WOMEN OF COLOR ON THE MOVE

Form filed:

CA199 and supplemental forms and schedules

Filing method:

Your return will be e-filed, do not mail your return

Due date:

05-15-2025

Other instructions:

The return reflects neither a refund nor a balance due

TAXABLE YEAR **2024**

California Exempt Organization Annual Information Return

FORM **199**

Calendar Year 2024 or fiscal year beginning (mm/dd/yyyy) _____, and ending (mm/dd/yyyy) _____.

Corporation/Organization name	California corporation number
WOMEN OF COLOR ON THE MOVE	3702779
Additional information. See instructions.	FEIN 47-1508649
Street address (suite or room) 8125 MILLS GAP WAY	PMB no.
City SACRAMENTO	State CA / ZIP code 95828
Foreign country name / Foreign province/state/county	Foreign postal code

A First return . . . ☐ Yes ☐ No
B Amended return . . . ● ☐ Yes ☐ No
C IRC Section 4947(a)(1) trust . . . ☐ Yes ☐ No
D Final information return?
● ☐ Dissolved ☐ Surrendered (Withdrawn) ☐ Merged/Reorganized
Enter date: (mm/dd/yyyy) ● _____
E Check accounting method: (1) ☒ Cash (2) ☐ Accrual (3) ☐ Other
F Federal return filed? (1) ● ☐ 990T (2) ● ☐ 990PF (3) ● ☐ Sch H (990)
(4) ☒ Other 990 series
G Is this a group filing? See instructions . . . ● ☐ Yes ☐ No
H Is this organization in a group exemption . . . ☐ Yes ☒ No
If "Yes," what is the parent's name?

I Did the organization have any changes to its guidelines not reported to the FTB? See instructions . . . ● ☐ Yes ☐ No
J If exempt under R&TC Section 23701d, has the organization engaged in political activities? See instructions . . . ● ☐ Yes ☐ No
K Is the organization exempt under R&TC Section 23701g? . . . ● ☐ Yes ☐ No
If "Yes," enter the gross receipts from nonmember sources . . . $_____
L Is the organization a limited liability company? . . . ● ☐ Yes ☒ No
M Did the organization file Form 100 or Form 109 to report taxable income? . . . ● ☐ Yes ☐ No
N Is the organization under audit by the IRS or has the IRS audited in a prior year? . . . ● ☐ Yes ☐ No
O Is federal Form 1023/1024 pending? . . . ☐ Yes ☐ No
Date filed with IRS _____

Part I **Complete Part I unless not required to file this form. See General Information B and C.**

Receipts and Revenues	1	Gross sales or receipts from other sources. From Side 2, Part II, line 8		1	00
	2	Gross dues and assessments from members and affiliates		2	00
	3	Gross contributions, gifts, grants, and similar amounts received		3	00
	4	Total gross receipts for filing requirement test. Add line 1 through line 3. **This line must be completed.** If the result is less than $50,000, see General Information B		4	0 00
	5	Cost of goods sold	5 00		
	6	Cost or other basis, and sales expenses of assets sold	6 00		
	7	Total costs. Add line 5 and line 6		7	00
	8	Total gross income. Subtract line 7 from line 4		8	00
Expenses	9	Total expenses and disbursements. From Side 2, Part II, line 18		9	00
	10	Excess of receipts over expenses and disbursements. Subtract line 9 from line 8		10	00
Payments	11	Total payments		11	00
	12	Use tax. See General Information K		12	00
	13	Payments balance. If line 11 is more than line 12, subtract line 12 from line 11		13	00
	14	Use tax balance. If line 12 is more than line 11, subtract line 11 from line 12		14	00
	15	Penalties and interest. See General Information J		15	00
	16	**Balance due.** Add line 12 and line 15. Then subtract line 11 from the result		16	00

Sign Here

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.

Signature of officer ▶	Title	Date	● Telephone
SONIA PELLERIN	PRESIDENT	03/12/2025	510-332-0518

Paid Preparer's Use Only

Preparer's signature ▶	Date	Check if self-employed ▶ ☐	● PTIN
	03/12/2025		P00521753
Firm's name (or yours, if self-employed) and address ▶ VALLEYPOINT ACCOUNTING & TAX 4141 NORTHGATE BLVD. SUITE 6 SACRAMENTO, CA 95834			● Firm's FEIN 27-5075081 ● Telephone 916-715-1337

May the FTB discuss this return with the preparer shown above? See instructions . . . ● ☐ Yes ☒ No

Part II **Organizations with gross receipts of more than $50,000 and private foundations regardless of amount of gross receipts - complete Part II or furnish substitute information.**

47-1508649

Receipts from Other Sources	1 Gross sales or receipts from all business activities. See instructions	1		00
	2 Interest	2		00
	3 Dividends	3		00
	4 Gross rents	4		00
	5 Gross royalties	5		00
	6 Gross amount received from sale of assets (See instructions)	6		00
	7 Other income. Attach schedule	7		00
	8 **Total** gross sales or receipts from other sources. Add line 1 through line 7. Enter here and on Side 1, Part I, line 1	8		00
Expenses and Disburse-ments	9 Contributions, gifts, grants, and similar amounts paid. Attach schedule	9		00
	10 Disbursements to or for members	10		00
	11 Compensation of officers, directors, and trustees. Attach schedule	11		00
	12 Other salaries and wages	12		00
	13 Interest	13		00
	14 Taxes	14		00
	15 Rents	15		00
	16 Depreciation and depletion (See instructions)	16		00
	17 Other expenses and disbursements. Attach schedule	17		00
	18 **Total** expenses and disbursements. Add line 9 through line 17. Enter here and on Side 1, Part I, line 9	18		00

Schedule L **Balance Sheet**	**Beginning of taxable year**		**End of taxable year**	
Assets	**(a)**	**(b)**	**(c)**	**(d)**
1 Cash				
2 Net accounts receivable				
3 Net notes receivable				
4 Inventories				
5 Federal and state government obligations				
6 Investments in other bonds				
7 Investments in stock				
8 Mortgage loans				
9 Other investments. Attach schedule				
10 a Depreciable assets				
b Less accumulated depreciation				
11 Land				
12 Other assets. Attach schedule				
13 **Total assets**				
Liabilities and net worth				
14 Accounts payable				
15 Contributions, gifts, or grants payable				
16 Bonds and notes payable				
17 Mortgages payable				
18 Other liabilities. Attach schedule				
19 Capital stock or principal fund				
20 Paid-in or capital surplus. Attach reconciliation				
21 Retained earnings or income fund				
22 **Total liabilities and net worth**				

Schedule M-1 **Reconciliation of income per books with income per return**

Do not complete this schedule if the amount on Schedule L, line 13, column (d), is less than $50,000.

1 Net income per books		7 Income recorded on books this year not included in this return. Attach schedule	
2 Federal income tax			
3 Excess of capital losses over capital gains		8 Deductions in this return not charged against book income this year. Attach schedule	
4 Income not recorded on books this year. Attach schedule			
5 Expenses recorded on books this year not deducted in this return. Attach schedule		9 Total. Add line 7 and line 8	
6 Total. Add line 1 through line 5		10 Net income per return. Subtract line 9 from line 6	

043

Date Accepted _____

DO NOT MAIL THIS FORM TO THE FTB

TAXABLE YEAR **2024**

California e-file Return Authorization for Exempt Organizations

FORM **8453-EO**

Exempt Organization name	Identifying number
WOMEN OF COLOR ON THE MOVE	47-1508649

Part I Electronic Return Information (whole dollars only)

1 Total gross receipts or unrelated business taxable income (Form 199, line 4 or Form 109, line 5) . . . . . 1 _____

2 Total gross income or total tax (Form 199, line 8 or Form 109, line 14) . . . . . 2 _____

3 Refund (Form 109, line 26) . . . . . 3 _____

4 Balance due or Total amount due (Form 199, line 16 or Form 109, line 29) . . . . . 4 _____

Part II Settle Your Account Electronically for Taxable Year 2024

5 ☐ Direct deposit of refund (Form 109 only.)

6 ☐ Electronic funds withdrawal **6a** Amount _____ **6b** Withdrawal date (mm/dd/yyyy) _____

Part III Schedule of Estimated Tax Payments for Taxable Year 2025 (These are not installment payments for the current amount the exempt organization owes.)

	First Payment	Second Payment	Third Payment	Fourth Payment
7 Amount				
8 Withdrawal Date				

Part IV Banking Information (Have you verified the exempt organization's banking information?)

9 Routing number _____

10 Account number _____ **11** Type of account: ☐ Checking ☐ Savings

Part V Declaration of Officer

I authorize the exempt organization's account to be settled as designated in Part II. If I check Part II, box 5, I declare that the bank account specified in Part IV for the direct deposit refund agrees with the authorization stated on my return. If I check Part II, box 6, I authorize an electronic funds withdrawal for the amount listed on line 6a and any estimated payment amounts listed on Part III, line 7 from the bank account specified in Part IV.

Under penalties of perjury, I declare that I am an officer of the above exempt organization and that the information I provided to my electronic return originator (ERO), transmitter, or intermediate service provider and the amounts in Part I above agree with the amounts on the corresponding lines of the exempt organization's 2024 California electronic return. To the best of my knowledge and belief, the exempt organization's return is true, correct, and complete. If the exempt organization is filing a balance due return, I understand that if the Franchise Tax Board (FTB) does not receive full and timely payment of the exempt organization's tax liability, the exempt organization will remain liable for the tax liability and all applicable interest and penalties. I authorize the exempt organization return and accompanying schedules and statements be transmitted to the FTB by the ERO, transmitter, or intermediate service provider. If the **processing of the exempt organization's return or refund is delayed, I authorize the FTB to disclose to the ERO or intermediate service provider the reason(s) for the delay or the date when the refund was sent.**

Sign Here ▶ _____ 03-12-2025 ▶ PRESIDENT

Signature of officer | Date | Title

Part VI Declaration of Electronic Return Originator (ERO) and Paid Preparer. See instructions.

I declare that I have reviewed the above exempt organization's return and that the entries on form FTB 8453-EO are complete and correct to the best of my knowledge. (If I am only an intermediate service provider, I understand that I am not responsible for reviewing the exempt organization's return. I declare, however, that form FTB 8453-EO accurately reflects the data on the return.) I have obtained the organization officer's signature on form FTB 8453-EO before transmitting this return to the FTB. I have provided the organization officer with a copy of all forms and information that I will file with the FTB, and I have followed all other requirements described in FTB Pub. 1345, 2024 Handbook for Authorized e-file Providers. I will keep form FTB 8453-EO on file for **four** years from the due date of the return or **four** years from the date the exempt organization return is filed, whichever is later, and I will make a copy available to the FTB upon request. If I am also the paid preparer, under penalties of perjury, I declare that I have examined the above exempt organization's return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I make this declaration based on all information of which I have knowledge.

ERO Must Sign

ERO's signature ▶ | Date | Check if also paid preparer ☒ | Check if self-employed ☐ | ERO's PTIN P00521753

Firm's name (or yours if self-employed) and address ▶ VALLEYPOINT ACCOUNTING & TAX
4141 NORTHGATE BLVD. SUITE 6
SACRAMENTO, CA

Firm's FEIN 27-5075081

ZIP code 95834

Under penalties of perjury, I declare that I have examined the above organization's return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I make this declaration based on all information of which I have knowledge.

Paid Preparer Must Sign

Paid preparer's signature ▶ | Date | Check if self-employed ☐ | Paid preparer's PTIN

Firm's name (or yours if self-employed) and address ▶ | Firm's FEIN | ZIP code

FTB 8453-EO 2024

Women of Color on the Move – Annual Budget 2026

Programs: California, North Carolina, Kenya

PROGRAM	**LOCATION**	**AMOUNT**
Opioid & Substance Abuse Prevention	California	$100,000
Overdose Prevention & Harm California	California	$75000
Legal Services for Survivors	California	$15,000
Women's Empowerment & Violence Prevention	North Carolina , California and Kenya	$50,000
Stem program	Carlifornia, Kenya	$75,000
Hypertension prevention and women's health	California , Kenya	$35,000
Total		**$350,000**
Expenses		
PROGRAM PERSONELL	North Carolina , California and Kenya	$25,000
ADMINISTRATION	North Carolina , California and Kenya	$20,000
PROGRAM EXPENSES	North Carolina , California and Kenya	$280,000
TRAVEL	North Carolina , California and Kenya	$15,000
MONITORING AND EVALUATION	North Carolina , California and Kenya	$10,000
TOTAL		**$350,000**

Linda McKinney

From: Linda McKinney
Sent: Monday, March 9, 2026 11:10 AM
To: SPellerin@thewomenofcoloronthemove.org
Subject: Holly Springs NC Grant Application

Ms. Pellerin,
I am reviewing the Local Civic Nonprofit Grant applications we have received prior to sending them to Council. I notice your description talks about helping Holly Springs Youth, but there is no local contact. The only address you provide is in Sacramento, California. Can you share with me the person/organization that is located locally who will be administering this project if you are successful?

Thanks in advance.

Linda C. McKinney, CMC, NCCMC
Town Clerk
Town of Holly Springs
PO Box 8 | 128 S Main Street | Holly Springs, NC 27540
Office: (919) 557-3900 | www.hollyspringsnc.gov
Facebook | Twitter | Instagram | Nextdoor

Warning: This email is subject to disclosure under the North Carolina Public Records Law (NCGS 132-1).

Linda McKinney

From: Dr. Kevin Bichanga <Kevin.Bichanga@thewomenofcoloronthemove.org>
Sent: Tuesday, March 10, 2026 10:59 AM
To: Linda McKinney; Dr. Sonia Pellerin
Cc: bichangakevin
Subject: --[EXTERNAL]--Holly Springs NC Grant Application: Local Contact for Holly Springs Youth Project

Dear Linda McKinney,

Thank you for reviewing our application and for reaching out for clarification.

If awarded, the project will be supported locally through our North Carolina presence. Our local administrative contact and project coordination activities will operate from the following address:

4030 Wake Forest Rd Ste 349
Raleigh, NC 27609
Wake County, North Carolina

This location will serve as the administrative coordination point for activities supporting youth in Holly Springs and the surrounding Wake County area. Our team will work with local partners and community stakeholders to ensure effective implementation and oversight of the program.

Please let me know if you need any additional documentation or contact details.

Thank you for your time and consideration.

Warm regards,

Dr Kevin Bichanga
Executive Director
Women Of Color On The Move
https://womenofcoloronthemove.org

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.

TOWN OF HOLLY SPRINGS

Local civic organization grant application

Name of Agency OR Individual Seeking Funding: YMCA of the Triangle Area, Inc. (for the Kraft Family YMCA Branch)

Mailing address: 801 Corporate Center Drive, Suite 200, Raleigh, NC 27607

Current Presiding Officer: Bruce Ham

Mailing address: 801 Corporate Center Drive, Suite 200, Raleigh, NC 27607

Telephone: 919-719-9622 Fax: 919-719-9634 E-Mail: grants@ymcatriangle.org

(Check one)

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

Date Organization Formed or Chartered: 1911

Agency 501 C-3 Number: _____ Or, Federal Tax ID Number: 56-0591307

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)**

Camp G.R.A.C.E., a developmentally appropriate summer day camp for children with autism and Pervasive Developmental Disorder, helps build social skills and provides much needed respite and childcare for families. Camp G.R.A.C.E. (Growth, Recognition, Achievement, Character, and Encouragement) incorporates therapeutic ideals from many disciplines: therapeutic recreation, TEACCH, Applied Behavioral Analysis, Verbal Behavior, and Sensory Integration. Our goal is for staff to understand these methods and incorporate them into daily camp activities. Camp G.R.A.C.E. offers unique program enhancements of field trips and music therapy as well as opportunities for inclusion with typically developing peers, including daily swim time with other Y day campers and members.

Children are grouped based on their needs. Social Skills camp is designed for children who do not require one-on-one assistance (1:3 staff to camper ratio) and focuses on skill-building, inclusion, and social situations. Making friends is one of the biggest challenges for many kids with Autism and PDD. At camp, kids build relationships and often these special friendships extend beyond camp. Building Blocks camp is designed with a smaller staff to camper ratio in order to allow for individual attention. The goal of Building Blocks is to break camp activities down into manageable blocks and work on teaching basic skills.

Camp G.R.A.C.E. runs from 8:30am-2:30pm, Monday through Friday for 8 weeks of summer. Most campers attend more than one week of camp. The Kraft YMCA is one of the very few providers of day camp for children with autism in the Holly Springs area. In response to need, the Kraft Y has recently begun to offer track-out camp and Club G.R.A.C.E. parent nights out during the school year as well. This application requests $2500 for Camp G.R.A.C.E. at the Kraft Y in summer 2026.

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)

$2500 will fund a portion of Camp G.R.A.C.E. at the Kraft Y, which serves the Holly Springs area. Camp G.R.A.C.E. is staff intensive and, therefore, more costly to run than traditional summer day camp (staff to camper ratio of 1:2-3, versus 1:10 for traditional day camp). Philanthropic support and grant funding, including funds from the Town of Holly Springs, allow us to subsidize the cost for all participants and to offer additional need-based financial assistance. As these families already have extraordinary expenses to meet the needs of their children, this financial assistance is essential. In line with our Mission, the Y is committed to ensure the Y and its programs are available to all, improving quality of life for these children and their families. The Kraft YMCA is one of the only providers of day camp for children with autism in the Holly Springs, Apex, and Fuquay-Varina area. This application requests $2500 for Camp G.R.A.C.E. at the Kraft Family Y.

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 philanthropic and grant support, the cost of camp would be out of reach for many families. Camp G.R.A.C.E. is one of the only summer day camps serving Holly Springs children with autism and pervasive developmental disorders. Camp G.R.A.C.E. families need the respite that this program provides and the campers need the structured, fun, enrichment that Camp G.R.A.C.E. provides. If grant funding is reduced, we will not be able to serve as many kids or offer as much financial assistance. As a result, Camp G.R.A.C.E. will be out of reach for some families. Other families will be left without programming for their camper or forced to drive long distances to find summer programming. It is essential that Camp G.R.A.C.E. serve as many campers as possible during summer months when kids are without the structured programming school provides. These funds ensure that Camp G.R.A.C.E. remains accessible to all Holly Springs youth who can benefit from Camp G.R.A.C.E.

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	$ 2,500	Amount	<1	% of Annual Budget
☑	United Way	$ 85,000	Amount	<1	% of Annual Budget
☐	Wake County	$	Amount		% of Annual Budget
☐	Foundations	$	Amount		% of Annual Budget
☐	Federal	$	Amount		% of Annual Budget
☑	Grants	$ 334,182	Amount	<1	% of Annual Budget
☐	State of N.C.	$	Amount		% of Annual Budget
☑	Other Private Funding	$ 35,668,950	Amount	25	% of Annual Budget
☐	Fundraisers	$	Amount		% 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 YMCA received $2500 from the Town of Holly Springs in 2025, which went to support Camp G.R.A.C.E. by subsidizing the cost to attend for all participants and providing additional financial assistance based on need. CAMP G.R.A.C.E., focuses on character building, social skill development, games, art, music, water play and sensory integration. This specialized camp that serves children with special needs requires a higher staff to camper ratio which, consequently, increases the costs to operate. This grant funding provided funding to subsidize the cost for all participants. In 2025, Camp G.R.A.C.E. provided 160 sessions of camp over 8 weeks, serving 42 unique children.

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.

Heather Warwick Digitally signed by Heather Warwick
Date: 2026.02.11 14:55:25 -05'00'

Signature of Executive or Applicant Date

Return completed application and all attachments by March 4, 2022 to:
Town of Holly Springs
ATTN: Town Clerk
P.O. Box 8
Holly Springs, NC 27540
E = Linda.McKinney@hollyspringsnc.gov

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.

IRS Department of the Treasury
Internal Revenue Service
P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248367569
Mar. 19, 2013 LTR 4168C E0
56-0591307 000000 00
00016754
BODC: TE

THE YOUNG MENS CHRISTIAN
ASSOCIATION OF THE TRIANGLE AREA
% MARY FRAZIER
801 CORPORATE CTR DR STE 200
RALEIGH NC 27607-5243

004630

Employer Identification Number: 56-0591307
Person to Contact: MRS. BLACK
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Mar. 08, 2013, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in MAY 1956.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section 509(a)(2).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

0248367569
Mar. 19, 2013 LTR 4168C E0
56-0591307 000000 00
00016755

THE YOUNG MENS CHRISTIAN
ASSOCIATION OF THE TRIANGLE AREA
% MARY FRAZIER
801 CORPORATE CTR DR STE 200
RALEIGH NC 27607-5243

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Richard McKee

Richard McKee, Department Manager
Accounts Management Operations

THE YOUNG MEN'S CHRISTIAN ASSOCIATION OF THE TRIANGLE AREA, INC. AND SER DEVELOPMENT I, INC.

CONSOLIDATED FINANCIAL STATEMENTS, SUPPLEMENTARY INFORMATION, AND COMPLIANCE REPORTING

As of and for the Years Ended December 31, 2024 and 2023

And Reports of Independent Auditor

Cherry Bekaert LLP
Your Guide Forward

THE YOUNG MEN'S CHRISTIAN ASSOCIATION OF THE TRIANGLE AREA, INC. AND SER DEVELOPMENT I, INC.

OFFICERS

Amy Baker Chief Volunteer Officer	Kari Stoltz Immediate Past Chief Volunteer Officer
Zach Ambrose Vice President	Deana Labriola Secretary
Trey Rabon Treasurer	Chris Woody Assistant Secretary

PROFESSIONAL ADMINISTRATIVE STAFF

Bruce Ham President and Chief Executive Officer	Tony Campione Chief Operating Officer	Brian Keel Chief Financial Officer
Lisa Humphreys Chief People Officer	Brad Davis Chief Philanthropy Officer	Dr. Lisa Scott Chief Partnership and Impact Officer

THE YOUNG MEN'S CHRISTIAN ASSOCIATION OF THE TRIANGLE AREA, INC. AND SER DEVELOPMENT I, INC.
TABLE OF CONTENTS

REPORT OF INDEPENDENT AUDITOR 1-2

CONSOLIDATED FINANCIAL STATEMENTS
Consolidated Statements of Financial Position 3
Consolidated Statements of Activities and Changes in Net Assets 4-5
Consolidated Statements of Functional Expenses 6-7
Consolidated Statements of Cash Flows 8-9
Notes to the Consolidated Financial Statements 10-29

SUPPLEMENTARY INFORMATION
Consolidating Schedules of Financial Position 30-31
Consolidating Schedules of Activities and Changes in Net Assets 32-33

COMPLIANCE REPORTING
Schedule of Expenditures of State Awards 34
Notes to the Schedule of Expenditures of State Awards 35
Report of Independent Auditor on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Consolidated Financial Statements Performed in Accordance with *Government Auditing Standards* 36-37
Report of Independent Auditor on Compliance for the State Programs and on Internal Control over Compliance in accordance with the NC GS Section 143C-6-23 and 09 NCAC 03M Requirements 38-39
Schedule of Findings and Questioned Costs 40
Schedule of Prior Audit Findings 41

Cherry Bekaert LLP
Your Guide Forward

Report of Independent Auditor

To the Board of Directors
The Young Men's Christian Association of the Triangle Area, Inc. and SER Development I, Inc.
Raleigh, North Carolina

Report on the Audit of the Consolidated Financial Statements

Opinion

We have audited the accompanying consolidated financial statements of The Young Men's Christian Association of the Triangle Area, Inc. (a North Carolina nonprofit organization) and SER Development I, Inc. (collectively, the "Association"), which comprise the consolidated statements of financial position as of December 31, 2024 and 2023, and the related consolidated statements of activities and changes in net assets, functional expenses, and cash flows for the years then ended, and the related notes to the consolidated financial statements.

In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the financial position of the Association as of December 31, 2024 and 2023, and changes in their net assets and their cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to consolidated financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Consolidated Financial Statements* section of our report. We are required to be independent of the Association and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audits. We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Consolidated Financial Statements

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

In preparing the consolidated financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Association's ability to continue as a going concern within one year of after the date the consolidated financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the consolidated financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the consolidated financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Association's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the consolidated financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Association's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audits.

Supplementary Information

Our audits were conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The accompanying schedule of expenditures of state awards, to satisfy NC GS Section 143C-6-23 and 09 NCAC 03M requirements, and consolidating schedules are presented for purposes of additional analysis and are not a required part of the consolidated 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 consolidated financial statements. The information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the consolidated financial statements or to the consolidated 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 consolidated financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards,* we have also issued our report dated May 23, 2025, on our consideration of the Association's internal control over financial reporting and on our test of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to solely 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 effectiveness of the Association's internal control over financial reporting or on compliance. That report is an integral part of our audit performed in accordance with *Government Auditing Standards* in considering the Association's internal control over financial reporting and compliance.

Cherry Bekaert LLP

Raleigh, North Carolina
May 23, 2025

THE YOUNG MEN'S CHRISTIAN ASSOCIATION OF THE TRIANGLE AREA, INC. AND SER DEVELOPMENT I, INC.

CONSOLIDATED STATEMENTS OF FINANCIAL POSITION

DECEMBER 31, 2024 AND 2023

	2024	2023
ASSETS		
Cash and cash equivalents	$ 23,730,166	$ 19,751,227
Accounts receivable, net	21,022,806	20,384,232
Pledges receivable, net (Note 2)	5,068,510	7,695,767
Notes receivable (Note 19)	14,713,500	14,713,500
Investments, at fair value (Note 3)	20,796,136	22,938,448
Prepaid expenses	1,870,585	1,606,080
Property, plant, and equipment, net (Note 5)	208,495,427	177,893,127
Land held for resale	35,000	79,000
Operating lease right-of-use assets (Note 12)	4,953,654	6,437,706
Finance lease right-of-use assets (Note 12)	1,239,956	-
Net investment in lease (Note 18)	16,490,374	16,860,944
Other assets	1,970,443	1,676,466
Interest rate swap contracts (Note 9)	2,335,753	2,039,578
Total Assets	$ 322,722,310	$ 292,076,075
LIABILITIES AND NET ASSETS		
Liabilities:		
Accounts payable and accrued expenses	$ 11,458,216	$ 7,474,369
Deferred revenue	35,209,407	33,656,043
Lease prepayments	16,490,374	16,860,944
Operating lease liabilities (Note 12)	6,088,922	7,763,786
Finance lease liabilities (Note 12)	1,227,691	-
Notes payable (Note 8)	29,097,777	26,880,438
Bonds payable (Note 8)	33,424,367	36,831,184
Total Liabilities	132,996,754	129,466,764
Net Assets:		
Without Donor Restrictions:		
Undesignated	137,846,778	109,185,286
Board designated	14,053,911	12,611,391
	151,900,689	121,796,677
With Donor Restrictions (Note 10)	37,824,867	40,812,634
Total Net Assets	189,725,556	162,609,311
Total Liabilities and Net Assets	$ 322,722,310	$ 292,076,075

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

THE YOUNG MEN'S CHRISTIAN ASSOCIATION OF THE TRIANGLE AREA, INC. AND SER DEVELOPMENT I, INC.

CONSOLIDATED STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

YEAR ENDED DECEMBER 31, 2024

	Without Donor Restrictions	With Donor Restrictions	Total
Public Support and Revenue:			
Program and camping fees, net	$ 57,460,653	$ -	$ 57,460,653
Membership dues and joining fees, net	39,326,627	-	39,326,627
In-kind contributions	1,535,850	6,512,241	8,048,091
Contributions, net of bad debt expense	7,366,587	17,841,311	25,207,898
Grants	2,448,744	400,000	2,848,744
Gain on disposal of property, plant, and equipment	301,189	-	301,189
Investment return, net	1,048,708	993,860	2,042,568
Other income, net cost of goods sold	2,328,053	-	2,328,053
	111,816,411	25,747,412	137,563,823
Net assets released from donor restrictions (Note 11)	28,735,179	(28,735,179)	-
Total Public Support and Revenue	140,551,590	(2,987,767)	137,563,823
Expenses:			
Program services	95,584,461	-	95,584,461
Administrative services	11,782,385	-	11,782,385
Fundraising	3,376,907	-	3,376,907
Total Expenses	110,743,753	-	110,743,753
Change in net assets before change in interest rate swap contracts	29,807,837	(2,987,767)	26,820,070
Change in market value of interest rate swap contracts (Note 9)	296,175	-	296,175
Change in net assets	30,104,012	(2,987,767)	27,116,245
Net assets, beginning of year	121,796,677	40,812,634	162,609,311
Net assets, end of year	$ 151,900,689	$ 37,824,867	$ 189,725,556

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

THE YOUNG MEN'S CHRISTIAN ASSOCIATION OF THE TRIANGLE AREA, INC. AND SER DEVELOPMENT I, INC.

CONSOLIDATED STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

YEAR ENDED DECEMBER 31, 2023

	Without Donor Restrictions	With Donor Restrictions	Total
Public Support and Revenue:			
Program and camping fees, net	$ 53,298,283	$ -	$ 53,298,283
Membership dues and joining fees, net	34,343,505	-	34,343,505
In-kind contributions	2,630,800	-	2,630,800
Contributions, net of bad debt expense	110,368	11,491,521	11,601,889
Grants	3,831,932	40,000	3,871,932
Gain on disposal of property, plant, and equipment	1,827,528	-	1,827,528
Investment return, net	2,621,535	2,999,399	5,620,934
Other income, net cost of goods sold	2,773,380	5,800	2,779,180
	101,437,331	14,536,720	115,974,051
Net assets released from donor restrictions (Note 11)	9,585,986	(9,585,986)	-
Total Public Support and Revenue	111,023,317	4,950,734	115,974,051
Expenses:			
Program services	90,036,156	-	90,036,156
Administrative services	14,802,347	-	14,802,347
Fundraising	3,260,346	-	3,260,346
Total Expenses	108,098,849	-	108,098,849
Change in net assets before change in interest rate swap contracts	2,924,468	4,950,734	7,875,202
Change in market value of interest rate swap contracts (Note 9)	(475,124)	-	(475,124)
Change in net assets	2,449,344	4,950,734	7,400,078
Net assets, beginning of year	119,347,333	35,861,900	155,209,233
Net assets, end of year	$ 121,796,677	$ 40,812,634	$ 162,609,311

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

THE YOUNG MEN'S CHRISTIAN ASSOCIATION OF THE TRIANGLE AREA, INC. AND SER DEVELOPMENT I, INC.
CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES

YEAR ENDED DECEMBER 31, 2024

	Program Services						
	Youth Programs	Adult Programs	Resident Camps	Total Programs	Administrative Services	Fundraising	Total
Salaries	$ 24,991,075	$ 13,054,571	$ 6,247,147	$ 44,292,793	$ 5,260,548	$ 1,859,897	$ 51,413,238
Employee benefits	2,824,798	1,563,968	996,392	5,385,158	1,117,053	410,479	6,912,690
Payroll taxes	1,887,240	972,630	445,707	3,305,577	407,883	137,283	3,850,743
Total Payroll	29,703,113	15,591,169	7,689,246	52,983,528	6,785,484	2,407,659	62,176,671
Professional fees and contracts	1,260,402	739,266	1,126,439	3,126,107	2,288,889	224,381	5,639,377
Supplies	3,942,915	1,167,309	857,677	5,967,901	229,398	21,335	6,218,634
Telephone	476,250	265,068	132,152	873,470	166,584	31,531	1,071,585
Postage	8,063	4,479	2,150	14,692	26,334	3,840	44,866
Occupancy	8,468,321	4,285,313	1,983,231	14,736,865	139,058	27,972	14,903,895
Equipment lease and maintenance	247,223	65,219	479,214	791,656	124,625	6,119	922,400
Promotion and printing	55,336	25,837	84,077	165,250	254,349	427,726	847,325
Travel	1,012,655	44,913	228,544	1,286,112	89,133	21,076	1,396,321
Conferences and meetings	74,084	45,688	94,405	214,177	284,793	16,625	515,595
Food	488,489	403,396	2,129,414	3,021,299	120,087	77,370	3,218,756
Dues	43,333	31,983	32,626	107,942	733,017	18,251	859,210
Insurance	821,414	388,741	1,058,958	2,269,113	49,114	9,823	2,328,050
Interest	863,347	336,228	161,390	1,360,965	293,701	40,347	1,695,013
Miscellaneous	66,999	40,619	17,362	124,980	43,243	9,340	177,563
Total Other Expenses	17,828,831	7,844,059	8,387,639	34,060,529	4,842,325	935,736	39,838,590
Total expenses before depreciation	47,531,944	23,435,228	16,076,885	87,044,057	11,627,809	3,343,395	102,015,261
Depreciation	4,366,359	2,211,262	1,962,783	8,540,404	154,576	33,512	8,728,492
Total Expenses	$ 51,898,303	$ 25,646,490	$ 18,039,668	$ 95,584,461	$ 11,782,385	$ 3,376,907	$ 110,743,753

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

THE YOUNG MEN'S CHRISTIAN ASSOCIATION OF THE TRIANGLE AREA, INC. AND SER DEVELOPMENT I, INC.
CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES

YEAR ENDED DECEMBER 31, 2023

	Program Services						
	Youth Programs	Adult Programs	Resident Camps	Total Programs	Administrative Services	Fundraising	Total
Salaries	$ 24,486,172	$ 11,650,594	$ 5,761,351	$ 41,898,117	$ 4,783,526	$ 1,679,500	$ 48,361,143
Employee benefits	2,701,978	1,417,443	899,653	5,019,074	947,691	370,695	6,337,460
Payroll taxes	1,880,936	892,244	422,384	3,195,564	353,270	124,114	3,672,948
Total Payroll	29,069,086	13,960,281	7,083,388	50,112,755	6,084,487	2,174,309	58,371,551
Professional fees and contracts	1,340,749	384,482	1,348,357	3,073,588	2,859,633	445,405	6,378,626
Supplies	3,620,349	1,161,164	1,018,110	5,799,623	455,386	18,346	6,273,355
Telephone	516,870	287,761	143,483	948,114	184,799	34,218	1,167,131
Postage	15	8	4	27	63,795	3,187	67,009
Occupancy	8,635,423	3,919,313	1,841,590	14,396,326	129,352	29,194	14,554,872
Equipment lease and maintenance	150,605	104,205	443,304	698,114	117,768	3,439	819,321
Promotion and printing	1,213	4,373	-	5,586	538,523	376,609	920,718
Travel	647,000	32,958	273,785	953,743	90,239	16,638	1,060,620
Conferences and meetings	54,570	28,078	54,116	136,764	282,595	7,029	426,388
Food	461,508	558,647	2,402,836	3,422,991	190,990	65,027	3,679,008
Dues	3,632	3,778	10,252	17,662	644,651	15,137	677,450
Insurance	663,063	319,041	844,278	1,826,382	49,550	5,072	1,881,004
Interest	686,759	381,533	183,136	1,251,428	584,604	45,784	1,881,816
Miscellaneous	37,676	21,050	10,047	68,773	1,813,133	5,009	1,886,915
Total Other Expenses	16,819,432	7,206,391	8,573,298	32,599,121	8,005,018	1,070,094	41,674,233
Total expenses before depreciation	45,888,518	21,166,672	15,656,686	82,711,876	14,089,505	3,244,403	100,045,784
Depreciation	3,562,051	2,129,389	1,632,840	7,324,280	712,842	15,943	8,053,065
Total Expenses	$ 49,450,569	$ 23,296,061	$ 17,289,526	$ 90,036,156	$ 14,802,347	$ 3,260,346	$ 108,098,849

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

THE YOUNG MEN'S CHRISTIAN ASSOCIATION OF THE TRIANGLE AREA, INC. AND SER DEVELOPMENT I, INC.
CONSOLIDATED STATEMENTS OF CASH FLOWS

YEARS ENDED DECEMBER 31, 2024 AND 2023

	2024	2023
Cash flows from operating activities:		
Change in net assets	$ 27,116,245	$ 7,400,078
Adjustments to reconcile change in net assets to net cash flows from operating activities:		
Depreciation	8,728,492	8,053,065
Amortization of debt issuance costs included in interest expense	132,826	142,450
Allowance for credit loss and bad debt expense	3,421,641	423,479
Noncash lease expense	(190,812)	(203,890)
Amortization of investment in lease	370,570	370,570
Unrealized loss on charitable trusts	13,371	(111,380)
Unrealized (gain) loss on investments	421,205	(2,939,822)
Gain on disposal of investments	(1,924,892)	(1,367,533)
Gain on sale of property, plant, and equipment	(301,189)	(1,827,528)
Change in interest rate swap contracts	(296,175)	475,124
Contributions received for capital campaign	(21,367,690)	(4,096,524)
Noncash land and building in-kind contributions	(8,048,091)	(2,652,628)
Net changes in operating assets and liabilities:		
Accounts receivable	(829,841)	(2,153,290)
Pledges receivable	(603,117)	472,633
Prepaid expenses	(264,505)	423,681
Other assets	(293,977)	103,308
Accounts payable and accrued expenses	3,983,847	(420,011)
Deferred revenue	1,553,364	1,939,507
Lease prepayments	(370,570)	(370,570)
Net cash flows from operating activities	11,250,702	3,660,719
Cash flows from investing activities:		
Purchase of property, plant, and equipment	(31,144,537)	(15,224,845)
Proceeds of from sale of property, plant, and equipment	207,025	-
Proceeds from sale of land held for sale	-	668,465
Proceeds from sale of Mission Support Properties	-	2,645,828
Purchase of investments	(16,717,243)	(25,324,996)
Proceeds from sale of investments	20,349,871	34,965,837
Net cash flows from investing activities	(27,304,884)	(2,269,711)

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

THE YOUNG MEN'S CHRISTIAN ASSOCIATION OF THE TRIANGLE AREA, INC. AND SER DEVELOPMENT I, INC.
CONSOLIDATED STATEMENTS OF CASH FLOWS (CONTINUED)

YEARS ENDED DECEMBER 31, 2024 AND 2023

	2024	2023
Cash flows from financing activities:		
Payments on line of credit	$ -	$ (3,455,313)
Principal payments on finance lease	(12,265)	-
Borrowing on note payable	2,419,635	-
Principal payments on notes payable	(293,987)	(634,653)
Principal payments on bond loans payable	(3,428,675)	(3,315,604)
Payments of debt issuance costs	(19,277)	-
Contributions restricted for capital campaign	21,367,690	4,096,524
Net cash flows from financing activities	20,033,121	(3,309,046)
Net change in cash and cash equivalents	3,978,939	(1,918,038)
Cash and cash equivalents, beginning of year	19,751,227	21,669,265
Cash and cash equivalents, end of year	$ 23,730,166	$ 19,751,227
Supplemental cash flow information:		
Right-of-use assets obtained in exchange for new operating lease liabilities	$ -	$ 550,011
Right-of-use assets obtained in exchange for new finance lease liabilities	$ 1,265,436	$ -
Cash paid for interest, including capitalized interest of $22,954 and $-0-, respectively	$ 1,648,483	$ 1,366,552
Noncash flow investing and financing activities:		
Donation of buildings	$ 228,551	$ 2,645,828
Donation of boats	$ 16,400	$ 6,800
Donation of land and land improvements	$ 7,803,140	$ -

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

Note 1—Nature of activities and summary accounting policies

Mission and Nature of Activities – The Young Men's Christian Association of the Triangle Area, Inc. (the "YMCA") is an association of volunteers, members, and staff incorporated in 1911 for the purpose of putting Christian principles into practice through programs that build healthy spirit, mind, and body for all. The YMCA is comprised of 19 branches, three resident camps, and administrative offices. Members and participants primarily come from Wake, Durham, Orange, Johnston, Lee, Pamlico, Chatham, and surrounding counties.

SER Development I, Inc. (the "Organization") is an organization incorporated on February 16, 2018. It was formed for the exclusive purpose of holding the title to a parcel of real property located at 1436 Rock Quarry Road, Raleigh, North Carolina, collecting income therefrom, and turning over the entire amount thereof, less expenses to the YMCA.

Basis of Consolidation and Accounting – The accompanying consolidated financial statements include the accounts of the YMCA and SER Development I, Inc. (collectively referred to as the "Association") and are presented on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America ("U.S. GAAP"). All significant intercompany accounts and transactions are eliminated in the consolidated financial statements.

Basis of Presentation – Net assets and revenues, expenses, gains, and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets of the Association and changes therein are classified and reported as follows:

Net Assets Without Donor Restrictions – Net assets without donor restrictions are not subject to donor-imposed stipulations. All net assets without donor restrictions, including board designated funds, may be used by the Association for general operations as determined by management or the Board of Directors.

Net Assets With Donor Restrictions – Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by the actions of the Association or by the passage of time. Other donor's restrictions are perpetual in nature, whereby the donor has stipulated the funds to be maintained in perpetuity.

Estimates – The preparation of the consolidated financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Tax Exempt Status – The YMCA is a not-for-profit organization exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code ("IRC"). It has been classified as an organization that is not a private foundation under Section 509(a)(2) of the IRC and qualifies for the 50% of adjusted gross income charitable contributions deduction for individual donors. The Financial Accounting Standards Board ("FASB") Accounting Standards Codification ("ASC") 740, *Income Taxes*, requires the YMCA to estimate the likelihood that a potential income tax liability, including penalties and interest, exists for any income tax position taken on a return that has a more likely than not chance that the position would fail under a federal or state revenue audit. This estimated liability is known as an uncertain tax position. The YMCA has evaluated their income tax positions and has determined they have no uncertain tax positions that should be accounted for under ASC 740. The YMCA is not currently under examination by the Internal Revenue Service ("IRS") or the state of North Carolina.

Note 1—Nature of activities and summary accounting policies (continued)

The Organization is a not-for-profit organization exempt from federal income taxes under Section 501(c)(2) of the IRC. It has been classified as an organization that is organized for the exclusive purpose of holding title to property, collecting income therefrom, and turning over the entire amount thereof, less expenses, to an organization which itself is exempt under IRC 501(a). The Organization has evaluated their income tax positions and has determined that they have no uncertain tax positions that should be accounted for under ASC 740. The Organization is not currently under examination by the IRS or the state of North Carolina.

Cash and Cash Equivalents – For purposes of the consolidated statements of cash flows, cash and cash equivalents represent cash in bank demand accounts and short-term highly liquid investments with original maturities of three months or less.

Accounts Receivable – Accounts receivable is generally uncollateralized client obligations net of allowance for credit losses. The allowance for credit losses is based on the Association's assessment of the collectability of customer accounts receivable. In accordance with ASC Topic 326, *Financial Instruments - Credit Losses*, the Association makes ongoing estimates relating to the collectability of accounts receivable and records an allowance for estimated losses expected from the inability of its customers to make required payments. The Association establishes expected credit losses by evaluating historical levels of credit losses, current economic conditions that may affect a customer's ability to pay, and creditworthiness of significant customers. These inputs are used to determine a range of expected credit losses and an allowance is recorded within the range. Accounts receivable are written off when there is no reasonable expectation of recovery. As of December 31, 2024 and 2023, gross accounts receivable was $21,232,257 and $20,532,372 respectively. Gross accounts receivable as of January 1, 2023 totaled $18,354,696.

The changes in the allowance for credit losses for the years ended December 31, 2024 and 2023 are as follows:

Allowance for credit losses, January 1, 2023	$ -
Allowance provision	271,894
Write-offs	(123,754)
Allowance for credit losses, December 31, 2023	148,140
Allowance provision	400,718
Write-offs	(191,267)
Allowance for credit losses, December 31, 2024	$ 209,451

Pledges Receivable – Pledges made to the Association are recorded as receivables in the year the pledge was made. Pledges to give are reported in the consolidated statements of financial position net of unamortized discounts and an allowance for uncollectible pledges. Pledges that are expected to be collected in future years are recorded at the present value of estimated, future cash flows using a discount rate based on management's assessment of many factors, including when the receivable is expected to be collected, past collection experience, and its policies concerning the enforcement of pledges. Amortization of the discount is recorded as an increase or decrease in contribution revenue. An allowance for uncollectible accounts is determined by management based on past collection history. During the years ended December 31, 2024 and 2023, the Association made recoveries of previously written off pledges of $65,594 and $52,319, respectively. As of December 31, 2024 and 2023, the allowance for uncollectible pledges was $912,439 and $1,023,298, respectively. Write-offs for the years ended December 31, 2024 and 2023 were $3,000,000 and $-0-, respectively.

Investments – Investments in equity and debt securities are recorded at fair value based on closing market prices or bid quotations in accordance with professional standards. The resulting unrealized gain or loss is reported in investment return, net in the consolidated statements of activities and changes in net assets.

Note 1—Nature of activities and summary accounting policies (continued)

Prepaid Expenses – Prepaid expenses consist of routine business expenses paid in advance.

Property, Plant, and Equipment – Property, plant, and equipment that are purchased are valued at historical cost. Depreciation is computed using the straight-line method over the following estimated useful lives:

Land improvements	5 - 40 years
Buildings	1 - 40 years
Vehicles and boats	3 - 10 years
Furnishings and equipment	3 - 39 years

Construction in Progress – Amounts represent the accumulated cost of a project that has not yet been placed into service. When the project is complete and placed into service, the cost is removed from this account and recorded as a long-term asset.

Impairment of Property, Plant, and Equipment – The Association reviews property, plant, and equipment for impairment whenever events or changes in circumstances indicate the carrying value of the property and equipment may not be recoverable. Recoverability is measured by a comparison of the carrying amount of the asset to future net cash flows, undiscounted and without interest, expected to be generated by the asset. If assets are considered to be impaired, the impairment to be recognized is measured by the amount by which the carrying amount of the assets exceeds the fair value of the asset. During the years ended December 31, 2024 and 2023, there were no events or changes in circumstances indicating an impairment analysis was needed.

Revenue Recognition from Exchange Transactions – The Association has multiple revenue streams that are accounted for as exchange transactions including membership dues and joining fees, program and camping and related services, and grant revenues.

The Association bills members in advance of camp and programs being held within the next year as well as for memberships in advance of service dates. These amounts represent services that have been invoiced to the member but not yet provided and are reported as a portion of deferred revenue on the consolidated balance sheets. As of December 31, 2024 and 2023, the Association had $27,981,778 and $27,396,015, respectively, in deferred revenue. As of January 1, 2023, the Association had deferred revenue of $24,805,775.

Membership Dues and Joining Fees – A significant amount of the Association's revenue is generated from the use of the facilities by its members. The Association bills members on a monthly basis for use of the Association facilities. Revenue is recognized on a pro rata basis over the period covered by the billing which is typically a calendar month. Member dues and other charges billed or collected in advance are deferred and recorded as revenue in the period to which they relate. Joining fees are earned in the month billed to the customer because they are nonrefundable. Financial assistance is available to members.

Program and Camping Fees – The Association offers a variety of programs including family, childcare, day camp, overnight camp, teen, fitness, aquatics, health, and wellbeing. Fee-based programs are available to the general public. Program fees for short duration programs, such as aquatics classes, are typically paid in advance at the time of registration but revenue is recorded when the performance obligation is met. Program fees for longer duration programs, such as fee-based childcare, are usually paid monthly in advance. Cancellation provisions vary by program, but most transactions are cancellable with 30 days' notice. Refunds may be available for services not provided. Financial assistance is available to camp and program participants.

The nature of the Association's operations gives rise to variable consideration. Discounts assessed on membership dues, joining fees, and programs and camping fees could cause the amount of consideration to be variable. Variable consideration is estimated and included in the transaction price. Estimated amounts are included in the transaction price to the extent it is probable a significant reversal of cumulative revenue recognized will not occur when the uncertainty associated with the variable consideration is resolved. Estimates of variable consideration are based upon historical experience and known trends.

Note 1—Nature of activities and summary accounting policies (continued)

Deferred Rent Revenue – The Association has deferred rent revenue of $4,053,116 and $4,562,951 as of December 31, 2024 and 2023, respectively. Deferred rent revenue as of January 1, 2023 totaled $5,058,480.

Grant Revenue – The Association receives grants from corporations, foundations, and city, state, and federal agencies to provide a variety of program services to the public based on contract requirements, including eligibility, procurement, reimbursement, curriculum, staffing, and other requirements. These program services range from childcare after school programs, day camp, family programs, and health and welfare related programs. These grants from government agencies are recorded as revenue when earned, which is generally when the related allowable expenditures are incurred over the period the service is provided. As of December 31, 2024 and 2023, the Association had $3,174,513 and $1,697,077, respectively, in deferred revenue related to unspent grant funding. Deferred revenue related to unspent grant funding as of January 1, 2023, the Association had deferred revenue of $1,852,281.

Contribution Support – The Association receives contributions to support operating activities, endowments, and capital projects. These contributions can be from individuals, foundations, corporations, trusts, or government agencies. Contributions are recognized when cash, securities or other assets, an unconditional promise to give, or notification of a beneficial interest is received. Conditional promises to give, that is, those with a measurable performance or other barrier and a right of return, are not recognized until the conditions on which they depend have been substantially met. The Association records pledges receivable, net of allowances for estimated uncollectable amounts, when there is sufficient evidence in the form of verifiable documentation that an unconditional promise to give was received.

Donor-restricted pledges are reported as increases in net assets with donor restrictions. When a restriction has been satisfied, the net assets with donor restrictions are released to net assets without donor restrictions. If a donor imposes a restriction on a contribution and the restrictions are met in the same fiscal year, the Association may report all such contributions as net assets without donor restrictions.

In-Kind Contributions – Donations of property, equipment, supplies, space, or materials are recorded as support at their estimated fair value. Such donations are reported as net assets without donor restrictions unless the donor has restricted the donated asset to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as net assets with donor restrictions. Absent donor stipulations regarding how long those donated assets must be maintained, the Association reports expirations of donor restrictions when the donated or acquired assets are placed in service as instructed by the donor.

Donated Property, Plant, and Equipment – The Association recognized contribution revenue from donated property of $8,048,091 and $2,630,800 for the years ended December 31, 2024 and 2023, respectively. Donated property in 2024, included land, land improvements, and buildings totaling $8,031,691 and was assigned a fair value based on information provided by third parties and independent agencies. These donations were used to support the Operating Fund. Donated property in 2023 of $2,624,000, was immediately sold on the open market, which is where the fair value was derived, and was used to support the Operating Fund. During the years ended December 31, 2024 and 2023, donated property of $16,400 and $6,800, respectively, related to boats donated for camp program use and was assigned a fair value based on information provided by third parties and independent agencies. This was used to support the Operating Fund. During the years ended December 31, 2024 and 2023, donated property of $14,101 and $15,028, respectively, related to land the Association is able to use through a donation rather than paying rent and was used to support the Operating Fund. This is assigned a fair value based on actual rental rates that would be paid for the space if not donated by the local town that allows for space use. As of December 31, 2024 and 2023, donated in-kind contributions of $6,512,241 and $15,028, respectively, were restricted by the donor.

Note 1—Nature of activities and summary accounting policies (continued)

Consolidated Statements of Functional Expenses – The costs of providing various programs and other activities have been summarized on a functional basis in the consolidated statements of activities and changes in net assets and consolidated statements of functional expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited. The Association allocates functional expenses based on program delivery and space utilized for the various programs. Program expenses directly incurred to support program delivery, as well as indirect costs allocated by applying program expense percentages, are allocated to the program. The Association captures administrative and fundraising costs through dedicated cost centers assigned to those functions, as well as indirectly by applying program expense percentages.

Concentrations – The Association places its cash and cash equivalents on deposit with financial institutions in the United States. The Federal Deposit Insurance Corporation permanently increased coverage to $250,000 for substantially all depository accounts. During the year, the Association from time to time may have had amounts on deposit in excess of the insured limits. At December 31, 2024 and 2023, the Association exceeded the federally insured limit by approximately $21,117,000 and $16,312,000, respectively.

Advertising – Advertising costs are expensed as incurred and totaled $597,363 and $720,820 for the years ended December 31, 2024 and 2023, respectively. The advertising costs are included in promotion and printing on the consolidated statements of functional expense.

Note 2—Pledges receivable, net

As of December 31, the present value of pledges receivable, net of allowance for uncollectible accounts are due as follows:

	2024	2023
Receivable in less than one year	$ 3,779,420	$ 7,021,888
Receivable in one to five years	2,284,591	1,837,761
Receivable in more than five years	172,041	182,655
	6,236,052	9,042,304
Less present value discount	(255,103)	(323,239)
	5,980,949	8,719,065
Less allowance for uncollectible accounts	(912,439)	(1,023,298)
Pledges receivable, net	$ 5,068,510	$ 7,695,767

To reflect the value of its long-term pledges in today's dollars, the Association used a discount rate of 3.84% and 5.37% as of December 31, 2024 and 2023, respectively. The pledges are made, predominately, for branch-specific scholarships and outreach programs, capital improvements, and an endowment for underserved children.

Note 3—Investments

Investments reported at fair value consisted of the following as of December 31:

	2024		2023	
	Cost	Fair Value	Cost	Fair Value
Equity securities	$ 18,093,763	$ 17,994,483	$ 19,192,911	$ 19,595,864
Bond securities	2,963,754	2,701,528	4,756,293	3,342,584
Long-term certificates of deposit	100,000	100,125	-	-
	$ 21,157,517	$ 20,796,136	$ 23,949,204	$ 22,938,448

Fair value is determined by market quotations at year-end. At December 31, 2024 and 2023, the net reported basis value of all K-1s received is ($2,637).

The following tables summarize net investment return and its classification in the consolidated statements of activities and changes in net assets for the years ended December 31:

	2024		
	Without Donor Restriction	With Donor Restriction	Total
Dividends and interest	$ 1,007,362	$ 439,080	$ 1,446,442
Investment fees and expenses	(13,077)	(88,954)	(102,031)
Realized and unrealized gains	54,423	643,734	698,157
	$ 1,048,708	$ 993,860	$ 2,042,568

	2023		
	Without Donor Restriction	With Donor Restriction	Total
Dividends and interest	$ 580,098	$ 1,788	$ 581,886
Investment fees and expenses	(17,026)	-	(17,026)
Realized and unrealized gains	2,058,463	2,997,611	5,056,074
	$ 2,621,535	$ 2,999,399	$ 5,620,934

Note 4—Fair value measurements

The Association applies U.S. GAAP for fair value measurements of financial assets that are recognized or disclosed at fair value in the consolidated financial statements on a recurring basis. U.S. GAAP defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. U.S. GAAP also establishes a framework for measuring fair value and expands disclosures about fair value measurements. U.S. GAAP establishes a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted market prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to measurements involving significant unobservable inputs (Level 3 measurements).

Note 4—Fair value measurements

The three levels of the fair value hierarchy are as follows:

Level 1 – Inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities that the Association has the ability to access at the measurement date.

Level 2 – Inputs are other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3 – Inputs are unobservable inputs for the asset or liability.

The level in the fair value hierarchy, within which a fair measurement in its entirety falls, is based on the lowest level input that is significant to the fair value measurement in its entirety.

The following are descriptions of the valuation methodologies used for assets measured at fair value:

Equity Securities and Fixed Income Securities – Value is based on quoted market prices, when available. Such investments consist primarily of investments in mutual funds. These financial instruments are classified as Level 1 in the fair value hierarchy.

Long-Term Certificates of Deposit – These investments are generally certificates of deposit valued using $1 for the unit value. The custodian establishes the market and quotes the price, daily, that is available to market participants. This valuation method is a market approach. As such, these funds are classified within Level 2 of the valuation hierarchy.

Investment in Partnership – Limited partnership interest have historically been valued at the net asset value (NAV) provided to the limited partner by the general partner. Because the inputs are not observable, these assets are classified as Level 3 of the valuation hierarchy.

Interest Rate Swap Contracts – Valuation of these derivative assets involves comparing the swap contract's fixed rate to a market-determined rate, calculating the difference as an annuity, and discounting the annuity back to the present value using relevant discount factors. Because the inputs can be compared to information in the market, these assets are classified as Level 2 on the valuation hierarchy.

The following table presents assets and liabilities that are measured at fair value on a recurring basis at December 31, 2024:

	Level 1	Level 2	Level 3	Total
Investments, at fair value:				
Large cap equities	$ 15,714,127	$ -	$ -	$ 15,714,127
Mid cap equities	87,355	-	-	87,355
Small cap equities	16,494	-	-	16,494
International equities	2,179,144	-	-	2,179,144
Fixed income	2,701,528	-	-	2,701,528
Long-term certificates of deposit	-	100,125	-	100,125
Investment in partnerships	-	-	(2,637)	(2,637)
Total investments, at fair value	20,698,648	100,125	(2,637)	20,796,136
Interest rate swap contracts	-	2,335,753	-	2,335,753
	$ 20,698,648	$ 2,435,878	$ (2,637)	$ 23,131,889

Note 4—Fair value measurements (continued)

The following table presents assets and liabilities that are measured at fair value on a recurring basis at December 31, 2023:

	Level 1	Level 2	Level 3	Total
Investments, at fair value:				
Large cap equities	$ 14,965,058	$ -	$ -	$ 14,965,058
Mid cap equities	1,138,142	-	-	1,138,142
Small cap equities	16,391	-	-	16,391
International equities	3,478,910	-	-	3,478,910
Fixed income	3,342,584	-	-	3,342,584
Investment in partnerships	-	-	(2,637)	(2,637)
Total investments, at fair value	22,941,085	-	(2,637)	22,938,448
Interest rate swap contracts	-	2,039,578	-	2,039,578
	$ 22,941,085	$ 2,039,578	$ (2,637)	$ 24,978,026

There has been no activity related to Level 3 assets during the years ended December 31, 2024 and 2023.

Note 5—Property, plant, and equipment, net

Property, plant, and equipment and related accumulated depreciation at December 31, 2024 and 2023, consisted of the following:

	2024	2023
Land and land improvements	$ 58,629,235	$ 52,143,957
Buildings	199,130,251	184,162,676
Vehicles and boats	6,123,105	5,960,629
Furnishings and equipment	26,834,729	25,214,793
Construction-in-progress	30,922,557	15,547,374
	321,639,877	283,029,429
Less accumulated depreciation	(113,144,450)	(105,136,302)
	$ 208,495,427	$ 177,893,127

Depreciation expense for the years ended December 31, 2024 and 2023 was $8,728,492 and $8,053,065, respectively.

Note 6—Defined contribution plan

The Association participates in The YMCA Retirement Fund Retirement Plan which is a defined contribution, money purchase, church plan that is intended to satisfy the qualification requirements of Section 401(a) of the IRC of 1986, as amended and The YMCA Retirement Fund Tax-Deferred Savings Plan which is a retirement income account plan as defined in Section 403(b)(9) of the code. Both Plans are sponsored by The Young Men's Christian Association Retirement Fund ("Fund"). The Fund is a not-for-profit, tax-exempt pension fund incorporated in the state of New York (1922) and is organized and operated for the purpose of providing retirement and other benefits for employees of YMCAs throughout the United States. The plans are operated as church pension plans. Participation is available to all duly organized and reorganized YMCAs and their eligible employees. As a defined contribution plan, the retirement plan and tax-deferred savings plan have no unfunded benefit obligations.

In accordance with the agreement, contributions for the YMCA Retirement Fund Retirement Plan are a percentage of the participating employees' salary. These amounts are paid by the Association. Contributions charged to retirement costs for fiscal years ended December 31, 2024 and 2023 totaled $3,046,555 and $2,656,924, respectively. Contributions to the YMCA Retirement Fund Tax-Deferred Savings Plan are withheld from employees' salaries and remitted to the Fund. There is no matching employer contribution in this plan.

Note 7—Line of credit

The Association has a line of credit with Truist Bank in the amount of $6.0 million at an interest rate of index rate plus 1.25% per annum. The line of credit matures on August 29, 2025. There was no outstanding balance on the line of credit as of December 31, 2024 and 2023.

Note 8—Debt obligations

Bonds Payable

On May 1, 2017, the Association entered into a Bond Purchase and Loan Agreement with the North Carolina Capital Facilities Finance Agency (the "Agency") in which the Agency committed to make loans to the Association from the proceeds of its Bonds in the principal amounts of $12,725,000 and not to exceed $22,000,000 for the Series 2017B, and Series 2017C, respectively. The funds were provided from the proceeds of the Agency's issuance of $12,725,000 Revenue Refunding Bonds (YMCA of the Triangle) Series 2017B (the "2017B Bond") and not to exceed $22,000,000 Revenue Bonds (YMCA of the Triangle) Series 2017C (the "2017C Bond") (collectively referred to as the "2017 Bonds" which were purchased by Truist Bank). The Association used the proceeds of the 2017B Bonds to prepay the 2006 Bonds and the 2017C Bonds to pay or reimburse itself for the costs of certain projects and pay certain expenses incurred in connection with the authorization and issuance of the 2017 Bonds.

The term of the 2017 Bonds included that interest shall accrue on the outstanding principal amount of each series of the 2017 Bonds and shall initially be calculated at the Adjusted LIBOR applicable to each such series on the basis of actual days elapsed over a 360-day year and shall be payable as provided in the form of the 2017 Bonds. Interest on the outstanding principal amount of the 2017 Bonds shall be payable on the first business day of each month. The Association amended the agreement for the Series 2017B and Series 2017C bonds above in March 2023 to adjust for the termination of LIBOR to Term SOFR as the new underlying basis. Effective April 1, 2023, these two-bond series accrued interest at a rate equal to the Adjusted Term SOFR plus 1.25% per annum.

Note 8—Debt obligations (continued)

On October 1, 2019, the Association entered into a Bond Purchase and Loan Agreement with the Public Finance Authority (the "Authority") in which the Authority committed to make a loan to the Association from the proceeds of its Bonds in the principal amount of $19,125,000 for the Series 2019 Revenue Bond. The funds were provided from the Authority's issuance of $19,125,000 Revenue Bond (YMCA of the Triangle – Northwest Cary Project), Series 2019 (the "Bond') which were purchased by Truist Bank. The Association used the proceeds of the Series 2019 Bond to purchase property at 6903 Carpenter Fire Station Road, Cary, North Carolina. Management believes the Association was in compliance with all covenants at December 31, 2024 and 2023.

The term of the 2019 Bond included that interest shall accrue on the outstanding principal amount of the Bond and shall initially be calculated at the Adjusted Federal Funds Rate on the basis of actual days elapsed over a 360-day year and shall be payable as provided in the form of the bond. Interest on the outstanding principal amount of the Bond shall be payable on the first business day of each month.

The Association and Truist Bank entered into a Continuing Covenant Agreement which contains the financial covenants applicable to the Association, including a requirement for unrestricted liquidity of not less than $6,000,000 and a debt service coverage ratio of at least 1.2 to 1.0, both measured as of each December 31.

Bonds payable consisted of the following at December 31:

	2024	2023
Series 2017B – matures, subject to the right of prior redemption, on May 1, 2027. The fixed adjusted swap rate at December 31, 2024 and 2023 was 2.80%.	$ 4,470,000	$ 5,825,000
Series 2017C – matures, subject to the right of prior redemption, on May 1, 2032. The fixed adjusted swap rate at December 31, 2024 and 2023 was 3.54%.	13,117,033	14,560,758
Series 2019 (Northwest Cary Project) – matures, subject to the right of prior redemption on October 1, 2044. The fixed adjusted swap rate at December 31, 2024 and 2023 was 2.30%.	16,019,563	16,649,513
	33,606,596	37,035,271
Less bond issuance costs	(182,229)	(204,087)
Total bonds payable	$ 33,424,367	$ 36,831,184

Note 8—Debt obligations (continued)

Notes Payable - NMTC

On April 12, 2018, the Organization entered into various note payable agreements with CAHEC Sub-CDE XIV, LLC, a North Carolina limited liability Association and ST CDE XLVI, LLC, a Georgia limited liability Association (collectively referred to as the "Lenders"). The Lenders have funded the notes in the original aggregate principal amount of $21,000,000 using the New Markets Tax Credit (the "NMTC") and the Organization has developed, constructed, equipped, and leased the development project for use as a YMCA facility, which includes a wellness center, parking lot, gymnasium, outdoor swimming pool, exercise studios, and other athletic and recreational amenities. The Organization constitutes as a "qualified active low-income community business" within the meaning of Section 45D of the Code and the Treasury Regulations and guidance thereunder.

The NMTC program was established under IRC Section 45D and is administered through the Community Development Financial Institutions ("CFDI") fund, which is a division of the U.S. Department of Treasury. The CFDI provides authority for Community Development Entities ("CDE") to sell the provided tax credits to qualified investors. The mission of CDEs is to provide capital to low-income communities for eligible projects such as for-profit retail, manufacturing plants, service businesses, and nonprofit businesses. Once the tax credits are received by the CDE, investors, such as local corporations, banks, or insurance companies, invest (equity) in the CDE, which in turn allows the CDE to invest in qualifying businesses. This investment made into the CDE is called a qualified equity investment ("QEI") and can be made either as an equity investment or a debt obligation. That investment is typically made with a combination of funds contributed by the investor and loaned by a lender, allowing the investor to take tax credits on the combined amount. The investor receives new markets tax credits calculated on that aggregate amount equal to 39% of the QEI and is spread out over 7 years (5% in years 1 to 3 and 6% in years 4 to 7). The investment made by the CDE is typically structured as 7 years, below-market interest rate, interest-only debt obligations. These debt obligations are typically split into two debt obligations, one corresponding to the equity portion of the investment and the second corresponding to the debt obligation portion of the investment. At the end of the 7-year compliance period, there are mechanisms in place that would result in the portion of the debt obligation relating to the equity being forgiven, as the equity investor made its investment in return for the tax credits and is not looking for a return of its equity investment.

As discussed in Note 20, the Organization has received a letter of intent from the lender to forgive the NMTC loans.

Note 8—Debt obligations (continued)

Notes payable consisted of the following at December 31:

	2024	2023
Construction loan with Truist Bank for the purpose of implementing certain energy conservation measures designed to reduce energy consumption costs. Construction was completed and therefore no other amounts can be drawn from the loan. The monthly repayment of principal and interest is amortized over 180 months at an interest rate of 4.16% continuing up to December 1, 2038. The loan is secured by the construction project in which the note relates.	$ 5,730,731	$ 6,026,361
Loan agreement with CAHEC SUB-CDE XIV, LLC and ST CDE XLVI, LLC for a principal amount of $21,000,000 to be paid for under the terms of the NMTC.	21,000,000	21,000,000
Construction loan with First Citizens Bank for the purpose of construction of a new facility entered into on August 15, 2024. The loan bears interest at a fixed rate of 6.15%, with monthly interest only payments beginning September 2024. All accrued interest and outstanding principal are due when the loan ultimately matures on August 15, 2029. Available to draw on as of December 31, 2024 is $3,080,365. The loan is secured by the construction project in which the note relates.	2,419,635	-
	29,150,366	27,026,361
Less debt issuance costs	(52,589)	(145,923)
Total notes payable	$ 29,097,777	$ 26,880,438

The Association paid $19,277 related to the issuance of the notes payable for the year ended December 31, 2024, and these costs are being amortized over the life of note. Unamortized debt issuance costs as of December 31, 2024 and 2023 totaled $234,818 and $350,010, respectively. Debt issuance costs are presented in the consolidated statements of financial position as a reduction to the related debt. Interest expense for notes and bonds payable was $1,545,907 and $1,330,568 for the years ended December 31, 2024 and 2023, respectively. The Association began construction on the Alexander Jones Wright Youth Center during the year ended December 31, 2024 and total capitalized interest of $22,954 related to the facility which is included with construction-in-progress within property, plant, and equipment.

Note 8—Debt obligations (continued)

The following are maturities of bonds and notes payable for each of the next five years and in the aggregate:

	Notes Payable	Bonds Payable	Total
2025	$ 308,165	$ 3,550,403	$ 3,858,568
2026	1,165,856	3,676,806	4,842,662
2027	1,184,904	3,805,026	4,989,930
2028	1,205,056	2,304,255	3,509,311
2029	3,645,487	2,366,334	6,011,821
Thereafter	21,640,898	17,903,772	39,544,670
	29,150,366	33,606,596	62,756,962
Less unamortized debt issuance costs	(52,589)	(182,229)	(234,818)
	$ 29,097,777	$ 33,424,367	$ 62,522,144

Note 9—Interest rate swap contacts

Interest Rate Swaps – The Association entered into interest rate swap contracts to reduce the risk of changes in interest rates on its variable rate bonds.

On May 1, 2017, the Association entered into three interest rate swap contracts with a predecessor to Truist Bank having total beginning notional amounts of $34,030,000. These agreements effectively change the Association's interest rate exposure on its $12,725,000 (Series 2017B) floating rate note due in 2027 to a fixed 2.21% and $13,895,000 (Series 2017C) floating rate note due 2032 to a fixed 2.44%. The Series 2017B interest rate swap agreement will terminate by its own terms on May 1, 2027 and the Series 2017C interest rate swap contract will terminate on May 1, 2030. The Series 2017C interest rate swap is cancellable by the Association, without charge, with two business days' notice prior to the first calendar day of each month between May 1, 2027 and April 1, 2030.

On October 3, 2019, the Association entered into an interest rate swap contract, also with a predecessor to Truist Bank, having a beginning notional amount of $19,125,000. This agreement effectively changed the Association's interest exposure on its $19,125,000 (Series 2019) floating rate note due 2044 to a fixed 2.30%. The Series 2019 interest rate swap contract matures on October 3, 2034. In each interest rate swap contract the Association is exposed to credit loss in the event of nonperformance by the counterparty to the interest rate swap contracts; however, the Association does not anticipate nonperformance.

The Association amended the interest rate swap contracts associated with the Series 2017B and Series 2017C bonds in March 2023 to adjust for the termination of LIBOR to Term SOFR as the new underlying basis. Effective April 1, 2023, these contracts effectively change the Association's interest rate exposure on all of is $7,115,000 (Series 2017B) floating rate note due in 2027 to a fixed 2.80%, and $15,965,967 (Series 2017C) floating rate note due 2032 to a fixed 3.54%.

Note 10—Net assets with donor restrictions

Net assets with donor restrictions at December 31 are available for the following purposes or periods:

	2024	2023
Restricted accumulated earnings on endowment	$ 5,248,450	$ 4,938,275
Assets restricted in perpetuity	530,754	638,958
Capital fund assets subject to donor restrictions	10,965,899	14,596,269
Contributions for program services and scholarships	7,973,269	8,137,457
Endowments	13,106,495	12,501,675
	$ 37,824,867	$ 40,812,634

Included in net assets without donor restrictions are board-designated net assets representing funds set aside for endowment funds of $2,148,745 and $1,447,590 and maintenance and capital improvements at the various facilities of $11,905,166 and $11,163,800 as of December 31, 2024 and 2023, respectively.

Note 11—Net assets released from restrictions

Net assets released from restrictions for the years ended December 31 consist of:

	2024	2023
Purpose restrictions accomplished:		
Contributions for program services and scholarships	$ 7,865,019	$ 8,316,511
Construction of buildings and improvements	20,181,514	706,216
Endowment distribution	688,646	563,259
Net assets released from restrictions	$ 28,735,179	$ 9,585,986

Note 12—Leases

The Association leases certain facilities and equipment under operating leases expiring at various dates. In addition, the Association leases certain facilities on a month-to-month basis and on an as needed basis.

The Association determines whether a contract contains a lease at inception by determining if the contract conveys the right to control the use of identified property, plant, or equipment for a period of time in exchange for consideration. The Association has lease agreements with lease and non-lease components, which are generally accounted for separately with amounts allocated to the lease and non-lease components based on relative stand-alone prices.

Right-of-use ("ROU") assets and lease liabilities are recognized at the commencement date based on the present value of the future minimum lease payments over the lease term. Renewal and termination clauses that are factored into the determination of the lease term if it is reasonably certain these options would be exercised by the Association. Lease assets are amortized over the lease term unless there is a transfer of title or purchase option reasonably certain of exercise, in which case the asset life is used. Certain of our lease agreements include variable payments. Variable lease payments not dependent on an index or rate primarily consist of common area maintenance charges and are not included in the calculation of the ROU asset and lease liability and are expensed as incurred. In order to determine the present value of lease payments, the Association uses the implicit rate when it is readily determinable. As most of the Association's leases do not provide an implicit rate, management uses the Association's risk-free discount rate based on the information available at lease commencement to determine the present value of lease payments.

Note 12—Leases (continued)

The lease agreements do not contain any material residual value guarantees or material restrictive covenants. The Association does not have leases where it is involved with the construction or design of an underlying asset. The Association has no material obligation for leases signed but not yet commenced as of December 31, 2024. The Association does not have any material sublease activities.

The Association has elected the practical expedient not to recognize leases with terms of 12 months or less on the consolidated statement of financial position and instead recognize the lease payments on a straight-line basis over the term of the lease and variable lease payments in the period in which the obligation for the payments is incurred. Therefore, the Association's short-term lease expense for the period does not reflect ongoing short-term lease commitments. Lease expense for such short-term leases was $2,809,395 and $3,467,606 for the years ended December 31, 2024 and 2023, respectively, and is included in occupancy expenses.

The Association has elected to utilize the risk-free discount rate to calculate lease assets and liabilities that aligns with the expected lease term.

At December 31, 2024 and 2023, the Association recognized an operating lease ROU asset of $4,953,954 and $6,437,706, respectively, and an operating lease liability of $6,088,922 and $7,763,786, respectively. Operating lease expense was $1,598,428 and $2,424,062 for the years ended December 31, 2024 and 2023, respectively, which is included with occupancy expenses.

At December 31, 2024, the Association recognized a finance lease ROU asset of $1,239,956 and a finance lease liability of $1,227,691. Finance lease expense was the amortization of ROU assets of $55,907 and the interest on lease liabilities of $8,721 for the year ended December 31, 2024, which is included with equipment lease and maintenance expenses. There was no finance lease ROU asset or liability or finance lease expense as of or for the year ended December 31, 2023.

The weighted-average remaining noncancelable lease term for operating leases was 3.34 years and 3.84 years as of December 31, 2024 and 2023, respectively. The weighted-average remaining noncancelable lease term for finance leases was 3.77 years as of December 31, 2024. As of the December 31, 2024 and 2023, the weighted-average discount rate used to determine operating lease liabilities was 1.72% and 1.59%, respectively. As of the December 31, 2024, the weighted-average discount rate used to determine finance lease liabilities was 4.98%.

The future minimum lease payments to be made under the operating lease liability are as follows:

	Finance	Operating
2025	$ 365,116	$ 1,989,976
2026	365,116	1,847,929
2027	330,942	1,682,164
2028	287,700	746,779
Total undiscounted cash flows	1,348,874	6,266,848
Less present value discount	(121,183)	(177,926)
Present value of lease liabilities	$ 1,227,691	$ 6,088,922

Cash paid for operating lease liabilities was $1,789,239 and $2,604,973 for the years ended December 31, 2024 and 2023, respectively. Cash paid for finance lease liabilities was $38,197 and $-0- for the years ended December 31, 2024 and 2023.

Note 13—Related parties

The Association has many volunteers from the community, and it is common practice that various transactions take place between the Association and companies that may be related to board members, officers, and other volunteers. These transactions take place through the normal course of business. All decisions about investments, major purchases, and policy require the consensus of committees and the approval of the Board of Directors or the Executive Committee.

The Association leases office space from an entity whose former Chief Executive Officer is a board member of the Association. The term of the lease was renewed for another 132 months on September 25, 2015 and expires on September 30, 2027. The lease calls for cumulative base rents of $8,302,418 payable in monthly installments over the full term of the lease.

SER Development I, Inc. (the "Organization") had $1,476,066 and $1,491,980, in a prepaid lease related to a contribution received from the YMCA for land which the Organization leases from the YMCA at December 31, 2024 and 2023, respectively. The respective assets, liabilities, revenue, and expenses between the YMCA and Organization have been eliminated on the consolidated financial statements.

Note 14—Contingencies

Legal Issues – The Association has received various civil summonses under separate incidents where program participants and members have allegedly sustained injuries while using the Association's facilities and/or participating in program activities. These are being handled by counsel designated by the Association's insurance companies. The Association does not anticipate any financial exposure beyond its insurance coverage.

Federal and State Program Awards – The Association received significant financial assistance from federal and state program awards for the years ended December 31, 2024 and 2023. These contracts and grants normally provide for the recovery of direct and indirect costs. Entitlement to the recovery of the applicable direct and indirect costs is generally conditioned upon compliance with the terms and conditions of the grant agreements and applicable federal or state regulations, including the expenditure of the resources for eligible purposes. Substantially all grants and the Association's costs are subject to financial and compliance reviews and audits by grantors or government agencies. In management's opinion, the likelihood of an adverse, material outcome upon its financial position from those reviews and audits is remote.

Note 15—Endowment

The Association's endowment consists of individual funds established for various purposes in accordance with explicit donor restrictions. As required by U.S. GAAP, net assets associated with endowment funds, including funds designated by the Board of Directors to function as endowments, are classified and reported based on the existence or absence of donor-imposed restrictions.

Interpretation of Relevant Law – On March 19, 2009, North Carolina enacted its version of the Uniform Prudent Management of Institutional Funds Act, which in the absence of explicit donor restrictions, allows spending of the corpus of certain donor-restricted and board-designated endowments, so long as it is necessary for the continuing operation of the entity and is managed in a responsible and prudent manner. However, it is the Association's policy to maintain any original corpus that was restricted by the donor and to recognize any other donor restrictions related to endowment gifts, such as restrictions on earnings. As a result, the Association classifies as net assets with donor restrictions the original value of gifts donated to the permanent endowment. The investment returns and any appreciation or depreciation of the endowment assets are classified as net assets with donor restrictions.

Note 15—Endowment (continued)

Endowment net asset composition by type of fund as of December 31, 2024:

	Without Donor Restrictions	With Donor Restrictions	Total
Donor-restricted endowment funds	$ -	$ 18,354,945	$ 18,354,945
Board-designated endowment funds	2,148,745	-	2,148,745
Total endowment funds	$ 2,148,745	$ 18,354,945	$ 20,503,690

Endowment net asset composition by type of fund as of December 31, 2023:

	Without Donor Restrictions	With Donor Restrictions	Total
Donor-restricted endowment funds	$ -	$ 17,439,950	$ 17,439,950
Board-designated endowment funds	1,447,590	-	1,447,590
Total endowment funds	$ 1,447,590	$ 17,439,950	$ 18,887,540

Changes in endowment net assets for the years ended December 31:

	Without Donor Restrictions Board-Designated	With Donor Restrictions	Total
Endowment assets, January 1, 2023	$ 1,184,130	$ 14,537,553	$ 15,721,683
Investment return:			
Investment income	24,982	286,102	311,084
Net depreciation	206,249	2,437,072	2,643,321
Total investment return	231,231	2,723,174	2,954,405
Contributions	57,500	742,484	799,984
Distributions	(25,271)	(563,261)	(588,532)
	32,229	179,223	211,452
Endowment assets, December 31, 2023	1,447,590	17,439,950	18,887,540
Investment return:			
Investment income	32,999	349,921	382,920
Net appreciation	32,635	648,897	681,532
Total investment return	65,634	998,818	1,064,452
Contributions	680,045	604,823	1,284,868
Distributions	(44,524)	(688,646)	(733,170)
	635,521	(83,823)	551,698
Endowment assets, December 31, 2024	$ 2,148,745	$ 18,354,945	$ 20,503,690

Note 15—Endowment (continued)

Funds with Deficiencies – From time to time, the fair market value of assets associated with individual donor-restricted endowment funds may fall below the level that the donor requires the Association to retain as a fund of perpetual duration. There were no such deficiencies as of December 31, 2024 or 2023.

Return Objectives and Risk Parameters – The Association has adopted investment policies for the long-term endowment assets that attempt to provide a predictable stream of funding to programs supported by its endowment while seeking to maintain the corpus of the endowment assets. Under this policy, as approved by the Board of Directors, the endowment portfolio is invested with a target asset allocation of a maximum of 88% in equities and a minimum of 12% in bonds or cash equivalents. Because market timing has historically impaired the ability of portfolios to perform over a long period, the funds deemed long-term investments are invested within the guideline ranges at all times. The Association's goal is that these investments shall be able to achieve an average annual rate of return over a period of three years that meets or exceeds the weighted composite market indices comprised of 63% S&P 500 Index, 15% Russell 2500 Index, 10% Morgan Stanley Capital International Europe, Australasia, and the Far East Index, and 12% Bloomberg Barclays US Aggregate 1-3 year bond index as well as achieving the portfolio goal that ranks in the top 50% of similarly managed portfolios.

Strategies Employed for Achieving Objectives – The Association's strategy is to maximize the total return of the Endowment funds consistent with prudent levels of risk by preserving and protecting the purchasing power of the Endowment assets and earning a total return for each fund appropriate to each fund's duration, liquidity needs, and risk tolerance. The total return should exceed the inflation rate plus the spending rate.

Spending Policy and How the Investment Objectives Relate to Spending Policy – The Association has a policy of appropriating for distribution each year at a maximum of 5% of its endowment funds as measured by a 12-quarter rolling average of the fair market value of the assets. Per board policy, the investment committee has the option to recommend adjustments due to unexpected market fluctuations.

Note 16—Split-interest agreements

The Association is a beneficiary of several charitable remainder unitrusts. The beneficial interests of these trusts have been initially recorded as donor-restricted contribution revenue in the year the trusts were established; measured using a valuation method which approximates the present value of the estimated expected future benefits to be received when the trust assets are distributed.

Adjustments to the value of the Association's beneficial interest are made annually and are recorded on the consolidated statements of activities and changes in net assets as a part of investment return under net assets with donor restrictions. The value of the Association's beneficial interest is recorded in the consolidated statements of financial position as part of other assets.

As of December 31, 2024 and 2023, the value of the Association's beneficial interest in the various charitable remainder unitrusts totaled $328,807 and $315,436, respectively. For the years ended December 31, 2024 and 2023, the change in value of the Association's beneficial interest in the various charitable remainder unitrusts resulted in a gain of $13,371 and $110,380, respectively.

The Association is a lifetime income beneficiary of a permanently restricted Triangle Community Foundation account. The Association is entitled to receive up to 5% of the income earned in these funds for the life of the Association.

Note 17—Liquidity and availability of resources

As of December 31, the following table shows the total financial assets held by the Association and the amounts of those financial assets that could readily be made available within one year of the consolidated statement of financial position date to meet general expenditures:

	2024	2023
Financial assets at December 31:		
Cash and cash equivalents	$ 23,730,166	$ 19,751,227
Accounts receivable, net	21,022,806	20,384,232
Pledges receivable - due within one year	3,779,420	7,021,888
Notes receivable	14,713,500	14,713,500
Investments	20,796,136	22,938,448
Other financial assets	1,761,383	1,420,335
Total financial assets	85,803,411	86,229,630
Less those unavailable for general expenditures within one year:		
Donor-restricted assets and board-designated endowment less appropriation for subsequent period	(28,231,481)	(23,122,960)
Notes receivable	(14,713,500)	(14,713,500)
Funds held for others	(80,016)	(181,124)
457 retirement plan funds	(1,092,979)	(997,486)
Project reserves	-	(800,000)
Board-designated unrestricted reserves	(11,905,166)	(11,163,800)
Total financial assets available for general expenditure	$ 29,780,269	$ 35,250,760

For purposes of analyzing resources available to meet general expenditures over a 12-month period, the Association considers all expenditures related to its ongoing activities of the Association as well as the services undertaken to support those activities to be general expenditures.

The Association regularly monitors the availability of resources required to meet its operating needs. Taking the seasonal nature of its cash flow into account, the Association structures its financial assets to be available as its general expenditures, liabilities, and other obligations come due. The Association may utilize any available portion of its line of credit for liquidity or other purposes. Funds in excess of daily operating requirements are invested in a daily liquidity investment account or managed investment accounts based on projected short, intermediate, and longer-term projected cash needs.

The Association maintains a line of credit with Truist Bank with a credit limit of $6.0 million. At December 31, 2024, the available line of credit was $5.3 million due to outstanding letters of credit of approximately $634,000. The line of credit may be used to fund current operations and working capital requirements if needed.

The Board of Directors has designated a portion of assets without donor restrictions for capital expansion, facility maintenance, self-insurance, debt service, and contingency purposes. Although designated for specific purposes, these unrestricted funds are considered a part of the Association's liquidity reserve and may be utilized for liquidity purposes per the board's discretion through interfund borrowings and transfers. The Board of Directors has also designated a portion of its assets without donor restrictions as certain quasi-endowment funds. Those funds could be drawn upon for liquidity or other purposes with board approval.

Note 18—Net investment in lease

The Association entered into a lease agreement with the Wake County Board of Education (the tenant) on March 15, 2018. The property covered by the lease is approximately 76,000 square feet of interior space to be used as a school. The property adjoins the Southeast Raleigh YMCA building located at 1436 Rock Quarry Road in Raleigh, North Carolina.

The initial term of the lease is 20 years, with options to extend the term for three additional successive periods of 10 years each. The lease specifies that the tenant pay Tenant Improvement Costs based on the tenant's share of the actual cost of the building and its allocated share of the cost of development of the property.

Over the course of the construction period, the tenant made payments of $18,781,776 to the Association. The tenant occupied the space in June 2019. The net investment in lease is amortized over the 50-year life of the lease. The amortization reduces the lease prepayments recorded as deferred revenue by the Association. Amortization to reduce the net investment in lease asset and lease prepayment liability for the years ended December 31, 2024 and 2023 totaled $370,570.

Note 19—Notes receivable

On April 12, 2018, the Association entered into a note receivable agreement with YMCA Raleigh Investment Fund, LLC, totaling $14,713,500 to finance the development of a new YMCA facility in connection with the NMTC funding. The loan bears an interest rate of 1.00% with a maturity date of April 12, 2042. The Association is due interest-only payments annually through December 31, 2024. After this period, the Association is due annual principal and interest payments of $945,461 from December 15, 2025 to April 12, 2042. See Note 8 for additional information.

Note 20—Subsequent events

The Association has evaluated events and transactions through May 23, 2025, which is the date that the consolidated financial statements were available to be issued, for possible recognition or disclosure in the consolidated financial statements.

After December 31, 2024, the Association's construction loan with First Citizens Bank was completely drawn, for a total loan of $5,500,000.

The Association also opened a new branch at Chatham Park in Pittsboro that was officially opened in March 2025.

The Association received a letter of intent from Truist Bank to formally forgive the NMTC loans and the process of unwinding the NMTC with the Organization formally started.

The Association received a promissory note from Truist Bank for a loan amount of $4,000,000 at a SOFR rate plus 1.25% per annum. The accrued interest is due monthly beginning May 2025 with the first principal payments due by April 2026. The promissory note matures on August 30, 2030. This promissory note is secured by All capital campaign pledges, grants, gifts and state sales tax refunds specific to the Debtor's Alexander YMCA Project.

SUPPLEMENTARY INFORMATION

THE YOUNG MEN'S CHRISTIAN ASSOCIATION OF THE TRIANGLE AREA, INC. AND SER DEVELOPMENT I, INC.
CONSOLIDATING SCHEDULE OF FINANCIAL POSITION

DECEMBER 31, 2024

	YMCA Funds								
	Operating Fund	Endowment Fund	Capital Fund	Program Fund	Total YMCA	Organization	Total	Eliminating Entries	Consolidated
ASSETS									
Cash and cash equivalents	$ 13,573,516	$ 1,409,671	$ 4,861,542	$ 3,705,426	$ 23,550,155	$ 180,011	$ 23,730,166	$ -	$ 23,730,166
Accounts receivable, net	21,022,806	-	-	-	21,022,806	-	21,022,806	-	21,022,806
Pledges receivable, net	1,515,933	352,532	3,016,646	183,399	5,068,510	-	5,068,510	-	5,068,510
Notes receivable	14,713,500	-	-	-	14,713,500	-	14,713,500	-	14,713,500
Investments, at fair value	2,200,105	18,596,031	-	-	20,796,136	-	20,796,136	-	20,796,136
Prepaid expenses	1,865,527	-	-	-	1,865,527	1,481,124	3,346,651	(1,476,066)	1,870,585
Property, plant, and equipment, net	188,785,388	-	3,037,711	-	191,823,099	16,672,328	208,495,427	-	208,495,427
Land held for resale	35,000	-	-	-	35,000	-	35,000	-	35,000
Operating lease right-of-use assets	5,752,161	-	-	-	5,752,161	-	5,752,161	(798,507)	4,953,654
Finance lease right-of-use assets	1,239,956	-	-	-	1,239,956	-	1,239,956	-	1,239,956
Net investment in lease	16,490,374	-	-	-	16,490,374	-	16,490,374	-	16,490,374
Other assets	1,158,872	661,571	150,000	-	1,970,443	166,128	2,136,571	(166,128)	1,970,443
Interest rate swap contracts	2,335,753	-	-	-	2,335,753	-	2,335,753	-	2,335,753
Intracompany receivables	-	-	5,248,450	4,084,444	9,332,894	-	9,332,894	(9,332,894)	-
Total Assets	$ 270,688,891	$ 21,019,805	$ 16,314,349	$ 7,973,269	$ 315,996,314	$ 18,499,591	$ 334,495,905	$ (11,773,595)	$ 322,722,310
LIABILITIES AND NET ASSETS									
Accounts payable and accrued expenses	$ 11,437,469	$ -	$ -	$ -	$ 11,437,469	$ 20,747	$ 11,458,216	$ -	$ 11,458,216
Deferred revenue	36,585,473	-	100,000	-	36,685,473	-	36,685,473	(1,476,066)	35,209,407
Lease prepayments	16,490,374	-	-	-	16,490,374	-	16,490,374	-	16,490,374
Operating lease liabilities	7,053,557	-	-	-	7,053,557	-	7,053,557	(964,635)	6,088,922
Finance lease liabilities	1,227,691	-	-	-	1,227,691	-	1,227,691	-	1,227,691
Notes payable	8,127,368	-	-	-	8,127,368	20,970,409	29,097,777	-	29,097,777
Bond payable	33,424,367	-	-	-	33,424,367	-	33,424,367	-	33,424,367
Intracompany payables	1,947,300	7,382,557	-	-	9,329,857	3,037	9,332,894	(9,332,894)	-
Total Liabilities	116,293,599	7,382,557	100,000	-	123,776,156	20,994,193	144,770,349	(11,773,595)	132,996,754
Total Net Assets	154,395,292	13,637,248	16,214,349	7,973,269	192,220,158	(2,494,602)	189,725,556	-	189,725,556
Total Liabilities and Net Assets	$ 270,688,891	$ 21,019,805	$ 16,314,349	$ 7,973,269	$ 315,996,314	$ 18,499,591	$ 334,495,905	$ (11,773,595)	$ 322,722,310

See report of independent auditor.

THE YOUNG MEN'S CHRISTIAN ASSOCIATION OF THE TRIANGLE AREA, INC. AND SER DEVELOPMENT I, INC.
CONSOLIDATING SCHEDULE OF FINANCIAL POSITION

DECEMBER 31, 2023

	YMCA Funds								
	Operating Fund	Endowment Fund	Capital Fund	Program Fund	Total YMCA	Organization	Total	Eliminating Entries	Consolidated
ASSETS									
Cash and cash equivalents	$ 13,677,348	$ 811,698	$ 1,535,645	$ 3,445,412	$ 19,470,103	$ 281,124	$ 19,751,227	$ -	$ 19,751,227
Accounts receivable, net	20,384,232	-	-	-	20,384,232	-	20,384,232	-	20,384,232
Pledges receivable, net	1,690,230	460,749	5,154,861	389,927	7,695,767	-	7,695,767	-	7,695,767
Notes receivable	14,713,500	-	-	-	14,713,500	-	14,713,500	-	14,713,500
Investments, at fair value	350,638	17,587,810	5,000,000	-	22,938,448	-	22,938,448	-	22,938,448
Prepaid expenses	1,603,495	-	-	-	1,603,495	1,493,666	3,097,161	(1,491,081)	1,606,080
Property, plant, and equipment, net	157,618,615	-	3,011,763	-	160,630,378	17,262,749	177,893,127	-	177,893,127
Land held for resale	35,000	-	44,000	-	79,000	-	79,000	-	79,000
Operating lease right-of-use assets	8,098,401	-	-	-	8,098,401	-	8,098,401	(1,660,695)	6,437,706
Net investment in lease	16,860,944	-	-	-	16,860,944	-	16,860,944	-	16,860,944
Other assets	910,555	615,911	150,000	-	1,676,466	235,071	1,911,537	(235,071)	1,676,466
Interest rate swap contracts	2,039,578	-	-	-	2,039,578	-	2,039,578	-	2,039,578
Intracompany receivables	-	-	4,938,275	4,302,118	9,240,393	-	9,240,393	(9,240,393)	-
Total Assets	$ 237,982,536	$ 19,476,168	$ 19,834,544	$ 8,137,457	$ 285,430,705	$ 19,272,610	$ 304,703,315	$ (12,627,240)	$ 292,076,075
LIABILITIES AND NET ASSETS									
Accounts payable and accrued expenses	$ 7,461,255	$ -	$ -	$ -	$ 7,461,255	$ 13,114	$ 7,474,369	$ -	$ 7,474,369
Deferred revenue	34,848,023	-	300,000	-	35,148,023	-	35,148,023	(1,491,980)	33,656,043
Lease prepayments	16,860,944	-	-	-	16,860,944	-	16,860,944	-	16,860,944
Operating lease liabilities	9,659,552	-	-	-	9,659,552	-	9,659,552	(1,895,766)	7,763,786
Notes payable	6,020,997	-	-	-	6,020,997	20,859,441	26,880,438	-	26,880,438
Bond payable	36,831,184	-	-	-	36,831,184	-	36,831,184	-	36,831,184
Intracompany payables	2,828,726	6,335,537	-	-	9,164,263	75,231	9,239,494	(9,239,494)	-
Total Liabilities	114,510,681	6,335,537	300,000	-	121,146,218	20,947,786	142,094,004	(12,627,240)	129,466,764
Total Net Assets	123,471,855	13,140,631	19,534,544	8,137,457	164,284,487	(1,675,176)	162,609,311	-	162,609,311
Total Liabilities and Net Assets	$ 237,982,536	$ 19,476,168	$ 19,834,544	$ 8,137,457	$ 285,430,705	$ 19,272,610	$ 304,703,315	$ (12,627,240)	$ 292,076,075

See report of independent auditor.

THE YOUNG MEN'S CHRISTIAN ASSOCIATION OF THE TRIANGLE AREA, INC. AND SER DEVELOPMENT I, INC.
CONSOLIDATING SCHEDULE OF ACTIVITIES AND CHANGES IN NET ASSETS

YEAR ENDED DECEMBER 31, 2024

	YMCA Funds								
	Operating Fund	Endowment Fund	Capital Fund	Program Fund	Total YMCA	Organization	Total	Eliminating Entries	Consolidated
Public Support and Revenue:									
Program and camping fees, net	$ 57,460,653	$ -	$ -	$ -	$ 57,460,653	$ -	$ 57,460,653	$ -	$ 57,460,653
Membership and joining dues, net	39,326,627	-	-	-	39,326,627	-	39,326,627	-	39,326,627
In-kind contributions	8,048,091	-	-	-	8,048,091	-	8,048,091	-	8,048,091
Contributions, net of bad debt expense	658,591	459,161	16,389,315	7,700,831	25,207,898	-	25,207,898	-	25,207,898
Grants	2,648,744	-	200,000	-	2,848,744	-	2,848,744	-	2,848,744
Gain on disposal of property, plant, and equipment	301,189	-	-	-	301,189	-	301,189	-	301,189
Investment return, net	1,011,252	37,456	993,860	-	2,042,568	-	2,042,568	-	2,042,568
Other income, net of cost of goods sold	3,057,783	-	(33,210)	-	3,024,573	881,178	3,905,751	(1,577,698)	2,328,053
	112,512,930	496,617	17,549,965	7,700,831	138,260,343	881,178	139,141,521	(1,577,698)	137,563,823
Net assets released from donor restrictions	28,735,179	-	(20,870,160)	(7,865,019)	-	-	-	-	-
Total Public Support and Revenue	141,248,109	496,617	(3,320,195)	(164,188)	138,260,343	881,178	139,141,521	(1,577,698)	137,563,823
Expenses:									
Program services	94,780,946	-	-	-	94,780,946	1,700,604	96,481,550	(897,089)	95,584,461
Administrative services	12,462,994	-	-	-	12,462,994	-	12,462,994	(680,609)	11,782,385
Fundraising	3,376,907	-	-	-	3,376,907	-	3,376,907	-	3,376,907
Total Expenses	110,620,847	-	-	-	110,620,847	1,700,604	112,321,451	(1,577,698)	110,743,753
Change in net assets before change in interest rate swap contracts	30,627,262	496,617	(3,320,195)	(164,188)	27,639,496	(819,426)	26,820,070	-	26,820,070
Change in market value of interest rate swap contracts	296,175	-	-	-	296,175	-	296,175	-	296,175
Change in net assets	30,923,437	496,617	(3,320,195)	(164,188)	27,935,671	(819,426)	27,116,245	-	27,116,245
Net assets, beginning of the year	123,471,855	13,140,631	19,534,544	8,137,457	164,284,487	(1,675,176)	162,609,311	-	162,609,311
Net assets, end of the year	$ 154,395,292	$ 13,637,248	$ 16,214,349	$ 7,973,269	$ 192,220,158	$ (2,494,602)	$ 189,725,556	$ -	$ 189,725,556

See report of independent auditor.

THE YOUNG MEN'S CHRISTIAN ASSOCIATION OF THE TRIANGLE AREA, INC. AND SER DEVELOPMENT I, INC.
CONSOLIDATING SCHEDULE OF ACTIVITIES AND CHANGES IN NET ASSETS

YEAR ENDED DECEMBER 31, 2023

	YMCA Funds								
	Operating Fund	Endowment Fund	Capital Fund	Program Fund	Total YMCA	Organization	Total	Eliminating Entries	Consolidated
Public Support and Revenue:									
Program and camping fees, net	$ 53,298,283	$ -	$ -	$ -	$ 53,298,283	$ -	$ 53,298,283	$ -	$ 53,298,283
Membership and joining dues, net	34,343,505	-	-	-	34,343,505	-	34,343,505	-	34,343,505
In-kind contributions	2,630,800	-	-	-	2,630,800	-	2,630,800	-	2,630,800
Contributions, net of bad debt expense	(54,294)	921,753	2,473,010	8,261,420	11,601,889	-	11,601,889	-	11,601,889
Grants	3,831,932	-	40,000	-	3,871,932	-	3,871,932	-	3,871,932
Gain on disposal of property, plant, and equipment	1,827,528	-	-	-	1,827,528	-	1,827,528	-	1,827,528
Investment return, net	2,786,917	25,223	2,808,794	-	5,620,934	-	5,620,934	-	5,620,934
Other income, net of cost of goods sold	3,518,533	-	6,517	-	3,525,050	881,176	4,406,226	(1,627,046)	2,779,180
	102,183,204	946,976	5,328,321	8,261,420	116,719,921	881,176	117,601,097	(1,627,046)	115,974,051
Net assets released from donor restrictions	9,585,986	-	(1,371,874)	(8,214,112)	-	-	-	-	-
Total Public Support and Revenue	111,769,190	946,976	3,956,447	47,308	116,719,921	881,176	117,601,097	(1,627,046)	115,974,051
Expenses:									
Program services	89,146,940	-	-	-	89,146,940	1,786,305	90,933,245	(897,089)	90,036,156
Administrative services	15,532,304	-	-	-	15,532,304	-	15,532,304	(729,957)	14,802,347
Fundraising	3,260,346	-	-	-	3,260,346	-	3,260,346	-	3,260,346
Total Expenses	107,939,590	-	-	-	107,939,590	1,786,305	109,725,895	(1,627,046)	108,098,849
Change in net assets before change in interest rate swap contracts	3,829,600	946,976	3,956,447	47,308	8,780,331	(905,129)	7,875,202	-	7,875,202
Change in market value of interest rate swap contracts	(475,124)	-	-	-	(475,124)	-	(475,124)	-	(475,124)
Change in net assets	3,354,476	946,976	3,956,447	47,308	8,305,207	(905,129)	7,400,078	-	7,400,078
Net assets, beginning of the year	120,117,379	12,193,655	15,578,097	8,090,149	155,979,280	(770,047)	155,209,233	-	155,209,233
Net assets, end of the year	$ 123,471,855	$ 13,140,631	$ 19,534,544	$ 8,137,457	$ 164,284,487	$ (1,675,176)	$ 162,609,311	$ -	$ 162,609,311

See report of independent auditor.

COMPLIANCE REPORTING

THE YOUNG MEN'S CHRISTIAN ASSOCIATION OF THE TRIANGLE AREA, INC. AND SER DEVELOPMENT I, INC.

SCHEDULE OF EXPENDITURES OF STATE AWARDS

YEAR ENDED DECEMBER 31, 2024

Grantor/Pass-Through Grantor/Program Title	State Grantor's Number	Grant Funds Received Total	State Expenditures	Remaining Funds Held	Pass-through to Subrecipients
NC General Assembly					
Passed through the Office of State Budget and Management					
General Fund - State Fiscal Recovery Reserve	32066	$ 1,500,000	$ 76,164	$ 1,423,836	$ -
Regional Economic Development Reserve	32067	750,000	-	750,000	-
TOTAL STATE AWARDS		$ 2,250,000	$ 76,164	$ 2,173,836	$ -

THE YOUNG MEN'S CHRISTIAN ASSOCIATION OF THE TRIANGLE AREA, INC. AND SER DEVELOPMENT I, INC.
NOTES TO THE SCHEDULE OF EXPENDITURES OF STATE AWARDS

DECEMBER 31, 2024

Note 1—Basis of presentation

The accompanying schedule of expenditures of and state awards ("SESA" or "Schedule") includes the state grant activity of the Young Men's Christian Association of the Triangle Area, Inc. and Ser Development I, Inc. (collectively, the "Association") under the programs of the state government for the year ended December 31, 2024. The information in this SESA is presented in accordance with the requirements of the NC GS section 143C-6-23 and 09 NCAC 03M requirements. Because the Schedule presents only a selected portion of the operations of the Association, it is not intended to, and does not, present the financial position, changes in net assets, or cash flows of the Association.

Note 2—Summary of significant accounting policies

Expenditures reported in the SESA are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles in the NC GS Section 143C-6-23 and 09 NCAC 03M, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

Note 3—Indirect cost rate

During the year ended December 31, 2024, the Association has elected not to use the 10% de minimis cost rate for charging indirect costs to the grant.

Cherry Bekaert LLP
Your Guide Forward

Report of Independent Auditor on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Consolidated Financial Statements Performed in Accordance with *Government Auditing Standards*

To the Board of Directors
The Young Men's Christian Association of the Triangle Area, Inc.
Raleigh, North Carolina

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 accompanying consolidated financial statements of The Young Men's Christian Association of the Triangle Area, Inc. and Ser Development I, Inc. (collectively, the "Association") (a nonprofit association) which comprise the consolidated statement of financial position as of December 31, 2024, and the related consolidated statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended, and the related notes to the consolidated financial statements, and have issued our report thereon dated May 23, 2025.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the consolidated financial statements, we considered the Association's internal control over financial reporting ("internal control") as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the consolidated financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control. Accordingly, we do not express an opinion on the effectiveness of the Association'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 Association's consolidated 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, significant deficiencies or material weaknesses may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Association's consolidated 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 consolidated financial statements 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 Association'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 Association's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Cherry Bekaert LLP

Raleigh, North Carolina
May 23, 2025

Cherry Bekaert LLP
Your Guide Forward

Report of Independent Auditor on Compliance for the State Programs and on Internal Control over Compliance in accordance with the NC GS Section 143C-6-23 and 09 NCAC 03M Requirements

To the Board of Directors
The Young Men's Christian Association of the Triangle Area, Inc.
Raleigh, North Carolina

Report on Compliance for the State Programs

Opinion on the Program

We have audited The Young Men's Christian Association of the Triangle Area, Inc.'s and Ser Development I, Inc. (collectively, the "Association") compliance with the types of compliance requirements described in North Carolina General Statue ("NC GS") Section 143C-6-23 State grant funds; oversight and reporting requirements; and the provisions established by Chapter 09 of the North Carolina Administrative Code Subchapter 3M ("09 NCAC 03M") Uniform Administration of State Awards of Financial Assistance that could have a direct and material effect on each of the Association's programs for the year ended December 31, 2024.

In our opinion, the Association complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on the programs for the year ended December 31, 2024.

Basis for Opinion on the Program

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; NC GS Section 143C-6-23, and State grant funds: administration; oversight and reporting requirements and the provision established by the 09 NCAC 03M. Our responsibilities under those standards, NC GS Section 143C-6-23 and 09 NCAC 03M requirements are further described in the *Auditor's Responsibilities for the Audit of Compliance* section of our report.

We are required to be independent of the Association and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for the Program. Our audit does not provide a legal determination of the Association's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to Association's programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on Association's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, NC GS Section143C-6-23 and 09 NCAC 03M and will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about Association's compliance with the requirements of the programs as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, the NC GS Section 143C-6-23 and 09 NCAC 03M requirements we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.

- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding Association's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.

- Obtain an understanding of Association's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with NC GS Section 143C-6-23 and 09 NCAC 03M, but not for the purpose of expressing an opinion on the effectiveness of Association's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on 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 the programs on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a 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 the programs will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of the programs 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 *Auditor's Responsibilities for the Audit of Compliance* section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

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 NC GS Section 143C-6-23 and 09 NCAC 03M requirements. Accordingly, this report is not suitable for any other purpose.

Cherry Bekaert LLP

Raleigh, North Carolina
May 23, 2025

THE YOUNG MEN'S CHRISTIAN ASSOCIATION OF THE TRIANGLE AREA, INC. AND SER DEVELOPMENT I, INC.
SCHEDULE OF FINDINGS AND QUESTIONED COSTS

YEAR ENDED DECEMBER 31, 2024

Section I—Summary of auditor's results

Consolidated Financial Statements

Type of auditor's report issued on whether the consolidated financial statements audited were prepared in accordance with U.S. GAAP: *Unmodified*

Internal control over financial reporting:

- Material weakness(es) identified? _____ yes __X__ no
- Significant deficiency(ies) identified that are not considered to be material weaknesses? _____ yes __X__ none reported

Noncompliance material to consolidated financial statements noted _____ yes __X__ no

State Awards

Internal control over major state programs:

- Material weakness(es) identified? _____ yes __X__ no
- Significant deficiency(ies) identified that are not considered to be material weaknesses? _____ yes __X__ none reported

Noncompliance material to state awards _____ yes __X__ no

Type of auditor's report issued on compliance for major programs: *Unmodified*

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? _____ yes __X__ no

Identification of major programs:

Program name
General Fund – State Fiscal Recovery Reserve
Regional Economic Development Reserve

Dollar threshold used to distinguish between Type A and Type B programs: $ 500,000

Auditee qualified as low-risk auditee? _____ yes __X__ no

Section II—Financial statements findings

None noted.

Section III—State award findings and questioned costs

None noted

THE YOUNG MEN'S CHRISTIAN ASSOCIATION OF THE TRIANGLE AREA, INC. AND SER DEVELOPMENT I, INC.
SCHEDULE OF PRIOR YEAR FINDINGS

YEAR ENDED DECEMBER 31, 2024

Section VI—Status of prior year findings and questioned costs

None noted.

YMCA of the Triangle Area, Inc.
Unaudited Consolidated Statement of Financial Position
November 30, 2025

	Operations	Reserves	Capital/Prog	Endowment	YMCA 11/30/2025	YMCA 11/30/2024	Change
ASSETS							
Cash and Equivalents	(6,553,493)	14,780,971	6,721,049	221,526	15,170,053	22,484,285	(7,314,232)
Investments	1,255,790	1,104,083	-	20,998,628	23,358,501	20,950,924	2,407,577
Cash and Investments	(5,297,703)	15,885,054	6,721,049	21,220,154	38,528,554	43,435,209	(4,906,655)
Accounts Receivable	24,824,432	-	-	-	24,824,432	22,151,448	2,672,984
Pledges Receivable, Net	2,346,440	-	5,811,187	315,646	8,473,273	8,584,216	(110,943)
Prepaid Expenses	1,840,781	-	-	-	1,840,781	1,715,836	124,945
Notes Receivable	-	-	-	-	-	14,713,500	(14,713,500)
ROU Asset Finance Leases	1,681,675	-	-	-	1,681,675	-	1,681,675
ROU Asset Operating Leases	3,496,123	-	-	-	3,496,123	5,195,661	(1,699,538)
Land, Buildings, and Equipment, Net	207,507,359	-	6,183,630	-	213,690,989	195,875,236	17,815,753
Land Held for Resale	35,000	-	-	-	35,000	79,000	(44,000)
Net Investment in Lease	16,150,685	-	-	-	16,150,685	16,521,255	(370,570)
Interfund and Intercompany Balances	(3,298,166)	2,276,024	9,254,253	(8,232,111)	-	-	-
FV of Interest Rate Swaps and Caps	1,438,890	-	-	-	1,438,890	2,029,662	(590,772)
Other Assets	1,982,285	-	150,000	676,602	2,808,887	2,659,029	149,858
Total Assets	**252,707,801**	**18,161,078**	**28,120,119**	**13,980,291**	**312,969,289**	**312,960,052**	**9,237**
LIABILITIES AND NET ASSETS							
LIABILITIES:							
Accounts Payable and Accrued Expenses	5,690,077	-	-	-	5,690,077	6,110,277	(420,200)
Other Interfund Balances	2,132,745	(1,507,734)	(625,011)	-	-	-	-
Deferred Revenues Membership/Program	30,313,563	(830)	-	-	30,312,733	30,539,427	(226,694)
Deferred Revenues Other	3,690,229	-	-	-	3,690,229	4,324,213	(633,984)
Lease Prepayments	16,150,685	-	-	-	16,150,685	16,521,255	(370,570)
ROU Lease Liability Finance Leases	2,140,972	-	-	-	2,140,972	-	2,140,972
ROU Lease Liability Operating Leases	4,337,268	-	-	-	4,337,268	5,240,275	(903,007)
Line of Credit	(3,949)	-	-	-	(3,949)	-	(3,949)
Notes Payable	12,598,633	-	-	-	12,598,633	28,329,407	(15,730,774)
Bonds Payable	29,927,244	-	-	-	29,927,244	33,475,014	(3,547,770)
Obligations under Interest Rate Swaps/Caps					-	-	-
Total Liabilities	106,977,467	(1,508,564)	(625,011)	-	104,843,892	124,539,868	(19,695,976)
NET ASSETS:							
Net Assets	145,730,334	19,669,642	28,745,130	13,980,291	208,125,397	188,420,184	19,705,213
Total Liabilities and Net Assets	**$ 252,707,801**	**$ 18,161,078**	**$ 28,120,119**	**$ 13,980,291**	**$ 312,969,289**	**$ 312,960,052**	**$ 9,237**

YMCA of the Triangle Area, Inc.
Unaudited Statement of Activities - Operating Funds (Non-GAAP) - Functional Classification
Association
For the Month Ending November 30, 2025

	YTD Actual	YTD Budget	YTD Budget Variance	YTD Prior Actual	YTD Prior Variance	Prior Yr End Actual	Current Yr End Budget
Revenue							
Public Support	11,258,086	10,943,448	314,638	10,368,270	889,816	10,531,654	10,740,106
Youth Programs	31,093,277	32,384,605	(1,291,328)	29,875,643	1,217,634	31,639,501	34,490,235
Resident Camp Programs	26,253,972	26,061,072	192,900	24,729,151	1,524,821	24,809,401	26,133,829
Membership\Wellness Programs	40,890,989	41,645,121	(754,132)	36,827,685	4,063,304	40,143,488	45,322,717
Joining Fees	1,600,139	1,792,255	(192,116)	1,295,708	304,431	1,347,671	1,864,497
Other Income	1,278,509	1,099,059	179,450	1,930,772	(652,263)	2,188,506	1,182,683
Total Revenue	**112,374,972**	**113,925,560**	**(1,550,588)**	**105,027,229**	**7,347,743**	**110,660,221**	**119,734,067**
Expenses							
Youth Programs	26,899,747	27,698,113	798,366	25,031,852	(1,867,895)	27,185,911	29,763,583
Membership\Wellness Programs	18,796,541	18,217,982	(578,559)	16,671,615	(2,124,926)	18,051,832	19,677,354
Resident Camp Programs	9,514,057	9,505,002	(9,055)	8,733,700	(780,357)	8,989,241	9,736,975
Administrative Services	23,350,705	23,336,037	(14,668)	21,640,669	(1,710,036)	24,007,001	25,440,430
ARC Administration	14,155,711	14,912,644	756,933	12,269,954	(1,885,757)	13,538,226	16,141,361
Shared Services	5,709,402	5,605,081	(104,321)	5,553,239	(156,163)	6,099,824	6,111,243
Fundraising Services	1,637,179	1,510,589	(126,590)	1,470,275	(166,904)	1,679,736	1,659,620
Total Expenses	**100,063,342**	**100,785,448**	**722,106**	**91,371,304**	**(8,692,038)**	**99,551,771**	**108,530,566**
Funds From Operations	**12,311,630**	**13,140,112**	**(828,482)**	**13,655,925**	**(1,344,295)**	**11,108,450**	**11,203,501**
Reserves							
Debt Service	3,331,090	3,331,090	-	3,070,073	(261,017)	3,349,171	3,633,916
Capital Asset Maintenance Fund	2,728,143	3,011,708	283,565	2,526,979	(201,164)	2,756,704	3,285,500
Wellness Fund	695,827	695,827	-	1,054,167	358,340	1,150,000	759,084
Association Fund	2,750,001	2,750,001	-	1,833,333	(916,668)	2,000,000	3,000,001
Branch Fund	22,917	22,917	-	-	(22,917)	-	25,000
Contingency Fund	500,000	500,000	-	-	(500,000)	-	500,000
Total Reserves	**10,027,978**	**10,311,543**	**283,565**	**8,484,552**	**(1,543,426)**	**9,255,875**	**11,203,501**
Net Funds	**2,283,652**	**2,828,569**	**(544,917)**	**5,171,373**	**(2,887,721)**	**1,852,575**	**-**