



Agenda

1. Call to Order
2. Pledge of Allegiance
3. Invocation
4. Adjustment and approval of June 2, 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. Flag Day Proclamation

REQUESTS AND COMMUNICATIONS

6. Transportation Investments Update

CONSENT AGENDA

7. Monthly Budget Amendments and Grants
8. Condemnation Resolution Related to Holly Springs Road Central Widening Project
9. Ordinance Amendment Solicitation Permit

NEW BUSINESS

10. Adoption of the Fiscal Year 2026-2027 Operating Budget and Community Investment Plan
11. Semiannual UDO Text Amendments 26-UDO-01

OTHER BUSINESS

MANAGER'S REPORT

12. Preview of Upcoming Development Services Land Use Cases

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: Flag Day Proclamation

Strategic Priority Area: Vibrant Community

Staff Resource: Mayor Kondratick

Action(s):

Proclaim June 14th as Flag Day.

Explanation:

- In the United States, Flag Day is the celebration commemorating the adoption of the flag of the United States on June 14, 1777.
- In 1916, President Woodrow Wilson issued a proclamation that officially established June 14 as Flag Day.
- On August 3, 1949, National Flag Day was established by an act of Congress.
- While Flag Day is not an official federal holiday, the President typically proclaims its observance.
- Many states and local governments celebrate or observe Flag Day annually on June 14.

Background:

Funding Source(s):

Attachment(s):

1. Flag Day



Proclamation

Office of the Mayor

WHEREAS, on June 14, 1777, the Second Continental Congress adopted the Stars and Stripes for the flag of the United States; and

WHEREAS, the first national observance of Flag Day took place 100 years after the original resolution on June 14, 1877; and

WHEREAS, President Woodrow Wilson issued a proclamation in 1916 for the national observance of Flag Day on June 14th; and

WHEREAS, Flag Day was made a permanent observance by the 81st Congress on August 3, 1949; and

WHEREAS, Flag Day is celebrated annually by many states and local governments;

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

Flag 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 2nd day of
June, 2026.

Michael D. Kondratick, Mayor



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 6.

Requests & Communications

Title: Transportation Investments Update

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Carrie Mitchell, Utilities and Infrastructure

Action(s):

Receive a progress update on the 2018 Transportation Bond and other current transportation projects

Explanation:

- Staff will brief Town Council on the closeout status of key projects funded through the Town's 2018 Transportation Bond:
 - Holly Springs Road Widening - East
 - Main Street Right Turn Lane
 - NC 55 Right Turn Lane
 - Avent Ferry Downtown Pedestrian Improvements
- The presentation will highlight the historical significance of completing these long-planned transportation investments and provide an overview of observed trends.
- Staff will inform Town Council on the following active projects that are in various stages of design and some nearing construction start:
 - Holly Springs Road Central (100% design, right-of-way acquisition is ongoing, and awaiting NCDOT Construction Authorization))
 - Holly Springs Road West (Pre-design public meeting held on April 16, 2026)
 - Avent Ferry Rd Phase 2 (25% design and planned public meeting on June 25, 2026)
 - Main Street Sidewalk Connection (100% design, awaiting NCDOT and CAMPO authorization to advertise bid)
 - North Main Athletic Complex to Oak Hall Greenway (re-bidding later this year; depending on revisions and permit resubmittals)
 - Utley Creek Greenway Phase II (100% design, right-of-way acquisition is ongoing, and awaiting NCDOT Construction Authorization)
- Staff will also inform Town Council on upcoming projects not part of the Community Investment Plan such as the proposed pedestrian safety improvements and 2027 Street Improvements.
- Collectively, these projects represent significant long-term transportation investments by the Town and its residents to enhance roadway capacity, pedestrian and greenway connectivity, traffic operations, and overall quality of life throughout Holly Springs.

Background:

- In November 2018, Holly Springs voters authorized \$40 million for transportation

investments.

- At the 2022 Mayor/Town Council Retreat, Council directed staff to prioritize completion of the Holly Springs Rd. corridor followed by the Avent Ferry Rd. corridor.
- The Town has also undertaken efforts to advance other transportation investments that enhance mobility and pedestrian safety across Town.
- Since the early 2020s, staff has provided regular updates on active transportation projects at Council business meetings to help inform the M&C and community on the status of major projects and current efforts.

Funding Source(s):

Community Investment Plan

Attachment(s):

None



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 7.

Consent Agenda

Title: Monthly Budget Amendments and Grants

Strategic Priority Area: Organizational Excellence

Staff Resource: Corey Petersohn, Budget, Innovation, and Strategy

Action(s):

- Receive Town Manager approved budget amendments.
 - Amendment 1 - Utility Fund Centrifuge Rental
- Accept a \$5,000 Arts for Towns grant from the United Arts Council of Wake County.
- Accept the following Federal Grant appropriations included in the FY27 Budget:
 - \$1,092,000 for the Harnett Regional Water Improvemeten Project (Booster Station Project)
 - \$1,074,000 for Police Department Replacement Radios and Communications Equipment

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 - Utility Fund Centrifuge Rental: this amendment moved \$48,000 to the Utilities and Infrastructure Department from operational contingency funds for the urgent rental of centrifuge equipment at the Uteley Creek Water Reclamation Facility while the existing unit is repaired under warranty.
- The Town has been awarded a \$5,000 grant from the United Arts Council of Wake County to support the 2027 Black Expressions exhibition and performance event.
 - This will be the second iteration of the Town's annual collaborative community program, which celebrates Black creative expression through the integration of visual and performing arts.
 - The grant funds will expand community engagement and support programming that connects performances to the Town's rich Black History in celebration of the Town's Sesquicentennial.
- This year the Town was awarded two grants through the federal appropriations process:
 - Through Representative Foushee, the Town applied for and is receiving \$1,092,000 in funding for water infrastructure improvements. These funds will go towards upgrading water infrastructure in partnership with Harnett County, the Town's

current bulk potable water supplier.

- Through Senator Tillis, the Town applied for and is receiving \$1,074,000 for Police Department radios and communications equipment. This grant will enable the Police Department to replace Police officer radios with new equipment that meets State interoperable requirements, enabling the Holly Springs Police Department to communicate with other public safety departments and State agencies in major emergencies and situations requiring mutual aid.
- These grants are included in the FY2026-27 Community Investment Plan.

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.
- The United Arts Council grant budget appropriation will be included with the Grants and Special Revenue Fund Ordinance (26-15) that is included with the Fiscal Year 2026-2027 Operating Budget adoption.

Funding Source(s):

- Amendment 1: Operating Budget - Utility Fund Sources

Attachment(s):

1. Amendment 1 - Utility Fund Centrifuge Rental

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: Utilities and Infrastructure

Date: 5/14/2026

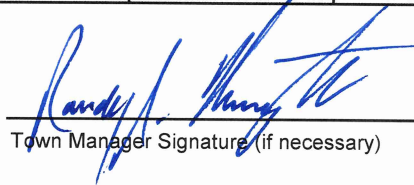
Reason for Budget Amendment:

This is to cover the cost of centrifuge rental – the Town purchased a centrifuge to process solids during the upgrade of the treatment facility. Unfortunately, the centrifuge malfunctioned, and a rental is necessary to continue the dewatering process during this critical time.

Expense			
Account #	Account Description	Increase	Decrease
30-410-20.06	Utility Fund – Central Services - Utilities		\$ 48,000
30-450-035-12.01	Utility Fund – U&I – UCWRF – Prof. Fees	\$ 48,000	
Total Expense:		\$ 48,000	\$ 48,000

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.



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 8.

Consent Agenda

Title: Condemnation Resolution Related to Holly Springs Road Central Widening Project

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: John Schifano, Town Attorney

Action(s):

- Approve Resolution 26-19 authorizing the Town Attorney to proceed with condemnation proceedings for the unobtained easements and rights-of-way for the Holly Springs Road (Central) road widening project.
- Authorize the Town Attorney to file condemnation proceedings necessary and in the public interest to acquire certain property owned by those persons listed on Exhibit "A".

Explanation:

- The Holly Springs Road Central project consists of widening Holly Springs Rd from Main St. to Flint Point Lane to a consistent median-divided, four-lane road with sidewalks.
- At the 2022 Mayor/Town Council Retreat, Council provided guidance for staff to resume project efforts and endorsed a funding strategy for the planning, design, and construction of the "Central" portion of Holly Springs Rd. improvements.
- Despite staff's best efforts, the Town has been unable to acquire the last remaining easements and rights-of-way required to advance the project to the bidding and construction phases.
- The resolution approval authorizes the Town to exercise its statutory authority to acquire necessary right-of-way and easement interests by filing condemnation actions to obtain the property interests needed to construct the roadway improvements while continuing good-faith negotiations with affected property owners.
- Active construction is planned to begin in early 2027, pending right-of-way acquisition and NCDOT approval.

Background:

- Eminent Domain is a civil process allowing the Town to acquire property rights for a public purpose when voluntary agreement cannot be reached.
- In accordance with NC General Statute §136, the Town will continue negotiating in good faith to purchase the necessary rights-of-way at fair market value.
- These proceedings allow the project to move forward while any valuation disputes are resolved.

Funding Source(s):

Project Fund

Attachment(s):

1. HS Central project map
2. Resolution - Condemnation for Holly Springs Road Widening Central - FINAL



Resolution No. 26-19
Date Adopted: June 2, 2026
Effective Date: June 2, 2026

**RESOLUTION OF THE TOWN OF HOLLY SPRINGS TOWN COUNCIL
AUTHORIZING CONDEMNATION PURSUANT TO CHAPTER 136 OF THE
NORTH CAROLINA GENERAL STATUTES AND SESSION LAW 2005-57
(HOUSE BILL 393) TO ACQUIRE CERTAIN PROPERTY OF THOSE
PERSONS LISTED ON THE ATTACHED EXHIBIT "A"**

WHEREAS, the governing body of the Town of Holly Springs hereby determines that it is necessary and in the public interest to acquire certain property owned by those persons listed on Exhibit "A" for the following public purpose: 1) opening, widening, extending or improving a public road known as Holly Springs Road; and,

WHEREAS, the proper officials or representatives of the Town of Holly Springs have been unable to acquire the needed interest in this property by negotiated conveyance; and

WHEREAS, the Town is authorized pursuant to N.C. Gen. Stat. § 136 utilizing the procedures contained within those statutes to acquire such interest in property for the public purpose heretofore stated;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF HOLLY SPRINGS, NORTH CAROLINA:

1. The Town of Holly Springs shall acquire by condemnation, for the purposes stated above, the property and interest described on "Exhibit A"; and;
2. The attorneys representing the Town of Holly Springs are directed to initiate the necessary proceedings under Chapter 136 of the North Carolina General Statutes to acquire the property herein described; and;
3. This resolution shall take effect immediately.

Adopted by the Holly Springs Town Council on this, the 2nd day of June, 2026.

Town of Holly Springs by

Mike Kondratick, Mayor

ATTEST:

Linda McKinney, Town Clerk

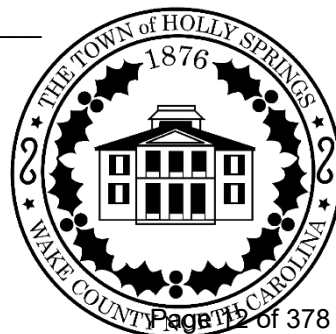


EXHIBIT A

Property Address: 0 Collins St

Amon J Atwater, Geraldine J Atwater

412 Holly Springs Rd
Holly Springs NC 27540

Description of Entire Tract: Legal Description: BEING all of that approximate 0.8800 tract known by the Wake County PIN of 0659034183 and Real Estate ID of 0009066, as further described in Deed Book 003431, Page 00298, Wake County Registry.

Legal Interests

1. Right of Way for Streets

an interest in fee simple absolute in the lands of the Grantor(s) as described in the Legal Description for the purpose of constructing, maintaining, using, egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to roadway construction and usage for a public roadway in perpetuity, including the placement of any and all utilities, said construction and maintenance to be performed in the sole discretion of the Town, according to the standards of the Grantee, as amended from time to time.

Acreage: 0.0945

Square Feet: 4116.42

Legal Description:

PIN: 0659034183

R/W #1

COMMENCING AT A POINT AT THE INTERSECTION OF THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, AND THE EASTERN RIGHT-OF-WAY OF COLLINS STREET, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY AMON J. ATWATER AND GERALDINE J. ATWATER AS RECORDED IN DEED BOOK 3431, PAGE 298, WAKE COUNTY REGISTRY; THENCE ALONG AND WITH SAID EASTERN RIGHT-OF-WAY S 13°54'08" W A DISTANCE OF 55.52 FEET TO A POINT; THENCE LEAVING SAID EASTERN RIGHT-OF-WAY S 00°43'18" W A DISTANCE OF 16.59 FEET TO A POINT; THENCE ALONG AND WITH A CURVE TO THE RIGHT AN ARC DISTANCE OF 65.87 FEET, SAID CURVE HAVING A RADIUS OF 280.00 FEET, A CHORD BEARING OF S 07°27'41" W AND A CHORD DISTANCE OF 65.72 FEET TO A POINT; THENCE S 14°12'05" W A DISTANCE OF 62.87 FEET TO A POINT; THENCE N 75°47'55" W A DISTANCE OF 10.83 FEET TO A POINT AT SAID EASTERN RIGHT-OF-WAY; THENCE ALONG AND WITH SAID EASTERN RIGHT-OF-WAY N 13°54'08" E A DISTANCE OF 144.27 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0297 ACRES.

R/W #2

BEGINNING AT A POINT AT THE INTERSECTION OF THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, AND THE EASTERN RIGHT-OF-WAY OF COLLINS STREET, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY AMON J. ATWATER AND GERALDINE J. ATWATER AS RECORDED IN DEED BOOK 3431, PAGE 298, WAKE COUNTY REGISTRY; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY S 88°38'33" E A DISTANCE OF 147.92 FEET TO A POINT; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY S 12°50'10" W A DISTANCE OF 17.43 FEET TO A POINT; THENCE N 89°14'36" W A DISTANCE OF 132.43 FEET TO A POINT; THENCE S 45°08'24" W A DISTANCE OF 30.37 FEET TO A POINT AT SAID EASTERN RIGHT-OF-WAY; THENCE ALONG AND WITH SAID EASTERN RIGHT-OF-WAY N 13°54'08" E A DISTANCE OF 41.39 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0648 ACRES.

2. Temporary Construction Easement

a right, privilege, and easement, for a period of 365 days from the start of initial construction by the Town or its agents, for a temporary construction easement allowing for egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to construction in the easement area, said easement area as described in the legal description.

Acreage: 0.1178	Square Feet: 5131.37
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Legal Description:

TCE

COMMENCING AT A POINT AT THE INTERSECTION OF THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, AND THE EASTERN RIGHT-OF-WAY OF COLLINS STREET, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY AMON J. ATWATER AND GERALDINE J. ATWATER AS RECORDED IN DEED BOOK 3431, PAGE 298, WAKE COUNTY REGISTRY; THENCE ALONG AND WITH SAID EASTERN RIGHT-OF-WAY S 13°54'08" W A DISTANCE OF 41.39 FEET TO THE POINT OF BEGINNING; THENCE LEAVING SAID EASTERN RIGHT-OF-WAY N 45°08'24" E A DISTANCE OF 30.37 FEET TO A POINT; THENCE S 89°14'36" E A DISTANCE OF 132.43 FEET TO A POINT; THENCE S 12°50'10" W A DISTANCE OF 22.75 FEET TO A POINT; THENCE S 89°10'14" W A DISTANCE OF 135.75 FEET TO A POINT; THENCE S 12°56'26" W A DISTANCE OF 65.43 FEET TO A POINT; THENCE S 15°09'29" W A DISTANCE OF 144.06 FEET TO A POINT; THENCE N 85°20'48" W A DISTANCE OF 11.94 FEET TO A POINT AT SAID EASTERN RIGHT-OF-WAY; THENCE ALONG AND WITH SAID EASTERN RIGHT-OF-WAY N 13°54'08" E A DISTANCE OF 54.14 FEET TO A POINT; THENCE LEAVING SAID EASTERN RIGHT-OF-WAY S 75°47'55" E A DISTANCE OF 10.83 FEET TO A POINT; THENCE N 14°12'05" E A DISTANCE OF 62.87 FEET TO A POINT; THENCE ALONG AND WITH A CURVE TO THE LEFT AN ARC DISTANCE OF 65.87 FEET, SAID CURVE HAVING A RADIUS OF 280.00 FEET, A

CHORD BEARING OF N 07°27'41" E AND A CHORD DISTANCE OF 65.72 FEET TO A POINT;
THENCE N 00°43'18" E A DISTANCE OF 16.59 FEET TO A POINT AT SAID EASTERN RIGHT-OF-
WAY; THENCE ALONG AND WITH SAID EASTERN RIGHT-OF-WAY N 13°54'08" E A DISTANCE OF
14.13 FEET TO THE POINT OF BEGINNING, CONTAINING 0.1178 ACRES.

EXHIBIT A

Property Address: 0 Holly Springs Rd

Anthony W Butler

10332 Holly Springs Rd

Holly Springs NC 27540

Description of Entire Tract: Legal Description: BEING all of that approximate 0.1200 tract known by the Wake County PIN of 0659335641 and Real Estate ID of 0270719, as further described in Deed Book 013160, Page 02291, Wake County Registry.

Legal Interests

1. Right of Way for Streets

an interest in fee simple absolute in the lands of the Grantor(s) as described in the Legal Description for the purpose of constructing, maintaining, using, egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to roadway construction and usage for a public roadway in perpetuity, including the placement of any and all utilities, said construction and maintenance to be performed in the sole discretion of the Town, according to the standards of the Grantee, as amended from time to time.

Acreage: 0.0060

Square Feet: 261.36

Legal Description:

COMMENCING FROM AN EXISTING IRON PIPE LOCATED ON THE SOUTHERN RIGHT-OF-WAY OF BLUE FIN WAY, SAID POINT BEING THE NORTHEAST CORNER OF LOT 4 AS RECORDED IN BOOK OF MAPS 2015, PAGE 2077, WAKE COUNTY REGISTRY; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY, S 00°17'03" W A DISTANCE OF 149.98 FEET TO A POINT; THENCE N 78°24'07" E A DISTANCE OF 333.66 FEET TO THE POINT AND PLACE OF BEGINNING; THENCE N 78°24'07" E A DISTANCE OF 13.30 FEET TO A POINT; THENCE S 11°16'48" E A DISTANCE OF 20.00 FEET TO A POINT LOCATED ON THE NORTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152; THENCE ALONG AND WITH SAID NORTHERN RIGHT-OF-WAY S 78°12'38" W A DISTANCE OF 12.64 FEET TO A POINT; THENCE LEAVING SAID NORTHERN RIGHT-OF-WAY N 13°10'31" W A DISTANCE OF 20.05 FEET TO THE POINT OF BEGINNING CONTAINING 0.0060 ACRES.

2. Temporary Construction Easement

a right, privilege, and easement, for a period of 365 days from the start of initial construction by the Town or its agents, for a temporary construction easement allowing for egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to construction in the easement area, said easement area as described in the legal description.

Acreage: 0.0191

Square Feet: 832.00

Legal Description:

TCE #1

COMMENCING FROM AN EXISTING IRON PIPE LOCATED ON THE SOUTHERN RIGHT-OF-WAY OF BLUE FIN WAY, SAID POINT BEING THE NORTHEAST CORNER OF LOT 4 AS RECORDED IN BOOK OF MAPS 2015, PAGE 2077, WAKE COUNTY REGISTRY; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY, S 00°17'03" W A DISTANCE OF 149.98 FEET TO A POINT; THENCE N 78°24'07" E A DISTANCE OF 333.66 FEET TO A POINT; THENCE N 13°10'31" W A DISTANCE OF 17.23 FEET TO THE POINT AND PLACE OF BEGINNING; THENCE N 13°10'31" W A DISTANCE OF 24.90 FEET TO A POINT; THENCE S 73°48'53" E A DISTANCE OF 11.79 FEET TO A POINT; THENCE S 15°03'53" W A DISTANCE OF 21.71 FEET TO THE POINT OF BEGINNING CONTAINING 0.0029 ACRES.

TCE #2

COMMENCING FROM AN EXISTING IRON PIPE LOCATED ON THE SOUTHERN RIGHT-OF-WAY OF BLUE FIN WAY, SAID POINT BEING THE NORTHEAST CORNER OF LOT 4 AS RECORDED IN BOOK OF MAPS 2015, PAGE 2077, WAKE COUNTY REGISTRY; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY, S 00°17'03" W A DISTANCE OF 149.98 FEET TO A POINT; THENCE N 78°24'07" E A DISTANCE OF 333.66 FEET TO A POINT; THENCE N 13°10'31" W A DISTANCE OF 82.03 FEET TO THE POINT AND PLACE OF BEGINNING; THENCE N 13°10'31" W A DISTANCE OF 39.45 FEET TO A POINT LOCATED ON THE SOUTHERN RIGHT-OF-WAY OF BLUE FIN WAY; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY S 87°51'04" E A DISTANCE OF 19.48 FEET TO A POINT; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY, S 11°35'53" E A DISTANCE OF 36.24 FEET TO A POINT; THENCE S 78°24'07" W A DISTANCE OF 18.13 FEET TO THE POINT OF BEGINNING CONTAINING 0.0162 ACRES.

3. Utility & Access Easement

a perpetual right, privilege, and easement, now and hereafter, to construct, install, improve, remove, replace, inspect, repair, maintain and use a system of pipelines or mains for the purpose of conveying potable water, sanitary sewer, or re-use water, together with all appurtenant facilities and equipment necessary or convenient thereto, in, upon, and across the property of the Grantors, which easement is more particularly described in the Legal Description, together with the right of ingress and egress across the land of the Grantor(s) at such times and in such a manner as required by the Grantee to maintain said lines in accordance with the standards set forth by the Grantee, as amended from time to time.

Acreage: 0.0377

Square Feet: 1642.21

Legal Description:

PUE

COMMENCING FROM AN EXISTING IRON PIPE LOCATED ON THE SOUTHERN RIGHT-OF-WAY OF BLUE FIN WAY, SAID POINT BEING THE NORTHEAST CORNER OF LOT 4 AS RECORDED IN

BOOK OF MAPS 2015, PAGE 2077, WAKE COUNTY REGISTRY; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY, S 00°17'03" W A DISTANCE OF 149.98 FEET TO A POINT; THENCE N 78°24'07" E A DISTANCE OF 333.66 FEET TO THE POINT AND PLACE OF BEGINNING; THENCE N 13°10'31" W A DISTANCE OF 17.23 FEET TO A POINT; THENCE S 74°56'07" E A DISTANCE OF 5.00 FEET TO A POINT; THENCE N 14°55'53" E A DISTANCE OF 29.98 FEET TO A POINT; THENCE N 78°43'12" E A DISTANCE OF 12.16 FEET TO A POINT LOCATED ON THE WESTERN RIGHT-OF-WAY FLINT POINT LANE; THENCE ALONG AND WITH SAID WESTERN RIGHT-OF-WAY N 10°44'47" E A DISTANCE OF 36.03 FEET TO A POINT; THENCE ALONG A CURVE TO THE RIGHT AND ARC DISTANCE OF 39.83 FEET, SAID CURVE HAVING A RADIUS OF 25.00 FEET, A CHORD DIRECTION OF S 33°46'57" W, AND A CHORD DISTANCE OF 35.75 FEET TO A POINT LOCATED ON THE NORTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152; THENCE ALONG AND WITH SAID NORTHERN RIGHT-OF-WAY S 78°24'07" W A DISTANCE OF 13.30 FEET TO THE POINT OF BEGINNING CONTAINING 0.0377 ACRES.

EXHIBIT A

Property Address: 0 Holly Springs Rd

Amon J Atwater, Geraldine J Atwater
412 Holly Springs Rd
Holly Springs NC 27540

Description of Entire Tract: Legal Description: BEING all of that approximate 0.3800 tract known by the Wake County PIN of 0659035192 and Real Estate ID of 0009067, as further described in Deed Book 003431, Page 00298, Wake County Registry.

Legal Interests

1. Right of Way for Streets

an interest in fee simple absolute in the lands of the Grantor(s) as described in the Legal Description for the purpose of constructing, maintaining, using, egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to roadway construction and usage for a public roadway in perpetuity, including the placement of any and all utilities, said construction and maintenance to be performed in the sole discretion of the Town, according to the standards of the Grantee, as amended from time to time.

Acreage: 0.0218	Square Feet: 949.61
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Legal Description:
PIN: 0659035192

R/W

COMMENCING AT A POINT AT THE INTERSECTION OF THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, AND THE EASTERN RIGHT-OF-WAY OF COLLINS STREET, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY AMON J. ATWATER AND GERALDINE J. ATWATER AS RECORDED IN DEED BOOK 3431, PAGE 298, WAKE COUNTY REGISTRY; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY S 88°38'33" E A DISTANCE OF 147.92 FEET TO THE POINT OF BEGINNING; THENCE S 88°38'33" E A DISTANCE OF 55.97 FEET TO A POINT; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY S 08°09'20" W A DISTANCE OF 16.60 FEET TO A POINT; THENCE N 89°14'36" W A DISTANCE OF 57.48 FEET TO A POINT; THENCE N 12°50'10" E A DISTANCE OF 17.43 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0218 ACRES.

2. Temporary Construction Easement

a right, privilege, and easement, for a period of 365 days from the start of initial construction by the Town or its agents, for a temporary construction easement allowing for egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to construction in the easement area, said easement area as described in the legal description.

Acreage: 0.0287	Square Feet: 1250.17
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Legal Description:
TCE

COMMENCING AT A POINT AT THE INTERSECTION OF THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, AND THE EASTERN RIGHT-OF-WAY OF COLLINS STREET, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY AMON J. ATWATER AND GERALDINE J. ATWATER AS RECORDED IN DEED BOOK 3431, PAGE 298, WAKE COUNTY REGISTRY; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY S 88°38'33" E A DISTANCE OF 147.92 FEET TO A POINT; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY S 12°50'10" W A DISTANCE OF 17.43 FEET TO THE POINT OF BEGINNING; THENCE S 89°14'36" E A DISTANCE OF 57.48 FEET TO A POINT; THENCE S 08°09'20" W A DISTANCE OF 20.77 FEET TO A POINT; THENCE S 89°10'14" W A DISTANCE OF 59.59 FEET TO A POINT; THENCE N 12°50'10" E A DISTANCE OF 22.75 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0287 ACRES.

EXHIBIT A

Property Address: 100 Timber Springs Ct

Springs Assoc Lmted Prtnshp Timber

Po Box 1567

Dunn NC 28335

Description of Entire Tract: Legal Description: BEING all of that approximate 4.3900 tract known by the Wake County PIN of 0659126865 and Real Estate ID of 0167126, as further described in Deed Book 004177, Page 00212, Wake County Registry.

Legal Interests

1. Right of Way for Streets

an interest in fee simple absolute in the lands of the Grantor(s) as described in the Legal Description for the purpose of constructing, maintaining, using, egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to roadway construction and usage for a public roadway in perpetuity, including the placement of any and all utilities, said construction and maintenance to be performed in the sole discretion of the Town, according to the standards of the Grantee, as amended from time to time.

Acreage: 0.0508

Square Feet: 2213.00

Legal Description:

RW

BEGINNING AT A POINT AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY EVANS HOLLY SPRINGS LLC AS SHOWN IN BOOK OF MAPS 2003, PAGE 1459, WAKE COUNTY REGISTRY AND HAVING NC GRID (NAD '83/2011) COORDINATES OF N: 693240.64 FEET AND E: 2051590.21 FEET; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY S 02°38'39" E A DISTANCE OF 0.13 FEET TO A POINT; THENCE S 89°43'35" W A DISTANCE OF 58.39 FEET TO A POINT; THENCE S 89°01'27" W A DISTANCE OF 100.73 FEET TO A POINT; THENCE N 02°54'32" W A DISTANCE OF 13.71 FEET TO A POINT; THENCE N 88°57'40" E A DISTANCE OF 159.16 FEET TO A POINT; THENCE S 02°38'39" E A DISTANCE OF 14.46 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0508 ACRES.

2. Temporary Construction Easement

a right, privilege, and easement, for a period of 365 days from the start of initial construction by the Town or its agents, for a temporary construction easement allowing for egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to construction in the easement area, said easement area as described in the legal description.

Acreage: 0.0659

Square Feet: 2871.00

Legal Description:

TCE

COMMENCING AT A POINT AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY EVANS HOLLY SPRINGS LLC AS SHOWN IN BOOK OF MAPS 2003, PAGE 1459, WAKE COUNTY REGISTRY AND HAVING NC GRID (NAD '83/2011) COORDINATES OF N: 693240.64 FEET AND E: 2051590.21 FEET; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY S 02°38'39" E A DISTANCE OF 0.13 FEET TO THE POINT OF BEGINNING; THENCE S 02°38'39" E A DISTANCE OF 15.61 FEET TO A POINT; THENCE S 84°16'42" W A DISTANCE OF 104.97 FEET TO A POINT; THENCE N 43°41'07" W A DISTANCE OF 17.69 FEET TO A POINT; THENCE S 89°01'27" W A DISTANCE OF 42.56 FEET TO A POINT; THENCE N 02°54'32" W A DISTANCE OF 12.01 FEET TO A POINT; THENCE N 89°01'27" E A DISTANCE OF 100.73 FEET TO A POINT; THENCE N 89°43'35" E A DISTANCE OF 58.39 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0659 ACRES.

EXHIBIT A

Property Address: 10332 Holly Springs Rd

Anthony W Butler
10332 Holly Springs Rd
Holly Springs NC 27540

Description of Entire Tract: Legal Description: BEING all of that approximate 0.6200 tract known by the Wake County PIN of 0659334528 and Real Estate ID of 0058076, as further described in Deed Book 013160, Page 02291, Wake County Registry.

Legal Interests

1. Temporary Construction Easement

a right, privilege, and easement, for a period of 365 days from the start of initial construction by the Town or its agents, for a temporary construction easement allowing for egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to construction in the easement area, said easement area as described in the legal description.

Acreage: 0.1732	Square Feet: 7544.99
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Legal Description:
PIN: 0659334528

TCE 1

COMMENCING FROM AN EXISTING IRON PIPE LOCATED ON THE SOUTHERN RIGHT-OF-WAY OF BLUE FIN WAY, SAID POINT BEING THE NORTHEAST CORNER OF LOT 4 AS RECORDED IN BOOK OF MAPS 2015, PAGE 2077, WAKE COUNTY REGISTRY; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY, S 00°17'03" W A DISTANCE OF 149.98 FEET TO A POINT; THENCE N 78°24'07" E A DISTANCE OF 154.21 FEET TO THE POINT AND PLACE OF BEGINNING; THENCE N 01°50'39" W A DISTANCE OF 27.90 FEET TO A POINT; THENCE N 72°57'16" E A DISTANCE OF 77.45 FEET TO A POINT; THENCE N 76°19'54" E A DISTANCE OF 44.06 FEET TO A POINT; THENCE N 32°49'20" E A DISTANCE OF 7.78 FEET TO A POINT; THENCE N 78°15'24" E A DISTANCE OF 46.97 FEET TO A POINT; THENCE S 13°10'31" E A DISTANCE OF 24.90 FEET TO A POINT; THENCE S 15°03'53" W A DISTANCE OF 19.27 FEET TO A POINT; THENCE S 78°24'07" E A DISTANCE OF 179.44 FEET TO A POINT; THENCE N 01°50'39" W A DISTANCE OF 27.90 FEET TO THE POINT OF BEGINNING CONTAINING 0.1417 ACRES.

TCE 2

COMMENCING FROM AN EXISTING IRON PIPE LOCATED ON THE SOUTHERN RIGHT-OF-WAY OF BLUE FIN WAY, SAID POINT BEING THE NORTHEAST CORNER OF LOT 4 AS RECORDED IN BOOK OF MAPS 2015, PAGE 2077, WAKE COUNTY REGISTRY; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY, S 00°17'03" W A DISTANCE OF 149.98 FEET TO A POINT; THENCE N 78°24'07" E A DISTANCE OF 333.66 FEET TO A POINT; THENCE N 13°10'31" W A DISTANCE OF 82.03 FEET TO THE POINT AND PLACE OF BEGINNING; THENCE S 78°24'07" W A DISTANCE OF 13.87 FEET TO A POINT; THENCE N 11°35'53" W A DISTANCE OF 41.57 FEET TO A POINT LOCATED ON THE SOUTHERN RIGHT-OF-WAY OF BLUE FIN WAY; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY N 87°51'04" E A DISTANCE OF 12.96 FEET TO A POINT; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY, S 13°10'31" E A DISTANCE OF 39.45 FEET TO THE POINT OF BEGINNING CONTAINING 0.0124 ACRES.

PIN: 0659335641

TCE 1

COMMENCING FROM AN EXISTING IRON PIPE LOCATED ON THE SOUTHERN RIGHT-OF-WAY OF BLUE FIN WAY, SAID POINT BEING THE NORTHEAST CORNER OF LOT 4 AS RECORDED IN BOOK OF MAPS 2015, PAGE 2077, WAKE COUNTY REGISTRY; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY, S 00°17'03" W A DISTANCE OF 149.98 FEET TO A POINT; THENCE N 78°24'07" E A DISTANCE OF 333.66 FEET TO A POINT; THENCE N 13°10'31" W A DISTANCE OF 17.23 FEET TO THE POINT AND PLACE OF BEGINNING; THENCE N 13°10'31" W A DISTANCE OF 24.90 FEET TO A POINT; THENCE S 73°48'53" E A DISTANCE OF 11.79 FEET TO A POINT; THENCE S 15°03'53" W A DISTANCE OF 21.71 FEET TO THE POINT OF BEGINNING CONTAINING 0.0029 ACRES.

TCE 2

COMMENCING FROM AN EXISTING IRON PIPE LOCATED ON THE SOUTHERN RIGHT-OF-WAY OF BLUE FIN WAY, SAID POINT BEING THE NORTHEAST CORNER OF LOT 4 AS RECORDED IN BOOK OF MAPS 2015, PAGE 2077, WAKE COUNTY REGISTRY; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY, S 00°17'03" W A DISTANCE OF 149.98 FEET TO A POINT; THENCE N 78°24'07" E A DISTANCE OF 333.66 FEET TO A POINT; THENCE N 13°10'31" W A DISTANCE OF 82.03 FEET TO THE POINT AND PLACE OF BEGINNING; THENCE N 13°10'31" W A DISTANCE OF 39.45 FEET TO A POINT LOCATED ON THE SOUTHERN RIGHT-OF-WAY OF BLUE FIN WAY; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY S 87°51'04" E A DISTANCE OF 19.48 FEET TO A POINT; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY, S 11°35'53" E A DISTANCE OF 36.24 FEET TO A POINT; THENCE S 78°24'07" W A DISTANCE OF 18.13 FEET TO THE POINT OF BEGINNING CONTAINING 0.0162 ACRES.

2. Right of Way for Streets

an interest in fee simple absolute in the lands of the Grantor(s) as described in the Legal Description for the purpose of constructing, maintaining, using, egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to roadway construction and usage for a public roadway in perpetuity, including the placement of any and all utilities, said construction and maintenance to be performed in the sole discretion of the Town, according to the standards of the Grantee, as amended from time to time.

Acreage: 0.0908

Square Feet: 3955.00

Legal Description:

PIN: 0659334528

RW

COMMENCING FROM AN EXISTING IRON PIPE LOCATED ON THE SOUTHERN RIGHT-OF-WAY OF BLUE FIN WAY, SAID POINT BEING THE NORTHEAST CORNER OF LOT 4 AS RECORDED IN BOOK OF MAPS 2015, PAGE 2077, WAKE COUNTY REGISTRY; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY, S 00°17'03" W A DISTANCE OF 149.98 FEET TO A POINT; THENCE N 78°24'07" E A DISTANCE OF 154.21 FEET TO THE POINT AND PLACE OF BEGINNING; THENCE N 78°24'07" E A DISTANCE OF 179.44 FEET TO A POINT; THENCE S 131°0'31" E A DISTANCE OF 20.05 FEET TO A POINT LOCATED ON THE NORTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152; THENCE ALONG AND WITH SAID NORTHERN RIGHT-OF-WAY S 78°12'38" W A DISTANCE OF 183.55 FEET TO A POINT; THENCE LEAVING SAID NORTHERN RIGHT-OF-WAY N 01°50'39" W A DISTANCE OF 20.96 FEET TO THE POINT OF BEGINNING CONTAINING 0.0848 ACRES.

PIN: 0659335641

RW

COMMENCING FROM AN EXISTING IRON PIPE LOCATED ON THE SOUTHERN RIGHT-OF-WAY OF BLUE FIN WAY, SAID POINT BEING THE NORTHEAST CORNER OF LOT 4 AS RECORDED IN BOOK OF MAPS 2015, PAGE 2077, WAKE COUNTY REGISTRY; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY, S 00°17'03" W A DISTANCE OF 149.98 FEET TO A POINT; THENCE N 78°24'07" E A DISTANCE OF 333.66 FEET TO THE POINT AND PLACE OF BEGINNING; THENCE N 78°24'07" E A DISTANCE OF 13.30 FEET TO A POINT; THENCE S 11°16'48" E A DISTANCE OF 20.00 FEET TO A POINT LOCATED ON THE NORTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152; THENCE ALONG AND WITH SAID NORTHERN RIGHT-OF-WAY S 78°12'38" W A

DISTANCE OF 12.64 FEET TO A POINT; THENCE LEAVING SAID NORTHERN RIGHT-OF-WAY N 13°10'31" W A DISTANCE OF 20.05 FEET TO THE POINT OF BEGINNING CONTAINING 0.0060 ACRES.

3. Utility & Access Easement

a perpetual right, privilege, and easement, now and hereafter, to construct, install, improve, remove, replace, inspect, repair, maintain and use a system of pipelines or mains for the purpose of conveying potable water, sanitary sewer, or re-use water, together with all appurtenant facilities and equipment necessary or convenient thereto, in, upon, and across the property of the Grantors, which easement is more particularly described in the Legal Description, together with the right of ingress and egress across the land of the Grantor(s) at such times and in such a manner as required by the Grantee to maintain said lines in accordance with the standards set forth by the Grantee, as amended from time to time.

Acreage: 0.0395

Square Feet: 1721.00

Legal Description:

PIN: 0659334528

PUE

COMMENCING FROM AN EXISTING IRON PIPE LOCATED ON THE SOUTHERN RIGHT-OF-WAY OF BLUE FIN WAY, SAID POINT BEING THE NORTHEAST CORNER OF LOT 4 AS RECORDED IN BOOK OF MAPS 2015, PAGE 2077, WAKE COUNTY REGISTRY; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY, S 00°17'03" W A DISTANCE OF 149.98 FEET TO A POINT; THENCE N 78°24'07" E A DISTANCE OF 324.53 FEET TO THE POINT AND PLACE OF BEGINNING; THENCE N 15°03'53" E A DISTANCE OF 19.27 FEET TO A POINT; THENCE S 13°10'31" E A DISTANCE OF 17.23 FEET TO A POINT; THENCE S 78°24'07" W A DISTANCE OF 9.12 FEET TO THE POINT OF BEGINNING CONTAINING 0.0018 ACRES.

PIN: 0659335641

PUE

COMMENCING FROM AN EXISTING IRON PIPE LOCATED ON THE SOUTHERN RIGHT-OF-WAY OF BLUE FIN WAY, SAID POINT BEING THE NORTHEAST CORNER OF LOT 4 AS RECORDED IN BOOK OF MAPS 2015, PAGE 2077, WAKE COUNTY REGISTRY; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY, S 00°17'03" W A DISTANCE OF 149.98 FEET TO A POINT; THENCE N 78°24'07" E A DISTANCE OF 333.66 FEET TO THE POINT AND PLACE OF BEGINNING; THENCE N 13°10'31" W A DISTANCE OF 17.23 FEET TO A POINT; THENCE S 74°56'07" E A DISTANCE OF 5.00 FEET TO A POINT; THENCE N 14°55'53" E A DISTANCE OF 29.98 FEET TO A POINT; THENCE N

78°43'12" E A DISTANCE OF 12.16 FEET TO A POINT LOCATED ON THE WESTERN RIGHT-OF-WAY FLINT POINT LANE; THENCE ALONG AND WITH SAID WESTERN RIGHT-OF-WAY N 10°44'47" E A DISTANCE OF 36.03 FEET TO A POINT; THENCE ALONG A CURVE TO THE RIGHT AND ARC DISTANCE OF 39.83 FEET, SAID CURVE HAVING A RADIUS OF 25.00 FEET, A CHORD DIRECTION OF S 33°46'57" W, AND A CHORD DISTANCE OF 35.75 FEET TO A POINT LOCATED ON THE NORTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152; THENCE ALONG AND WITH SAID NORTHERN RIGHT-OF-WAY S 78°24'07" W A DISTANCE OF 13.30 FEET TO THE POINT OF BEGINNING CONTAINING 0.0377 ACRES.

EXHIBIT A

Property Address: 104 Bass Lake Rd

Holly Springs Llc Evans
Ron Edwards

Description of Entire Tract: Legal Description: BEING all of that approximate 9.0700 tract known by the Wake County PIN of 0659222891 and Real Estate ID of 0297268, as further described in Deed Book 016128, Page 02319, Wake County Registry.

Legal Interests

1. Right of Way for Streets

an interest in fee simple absolute in the lands of the Grantor(s) as described in the Legal Description for the purpose of constructing, maintaining, using, egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to roadway construction and usage for a public roadway in perpetuity, including the placement of any and all utilities, said construction and maintenance to be performed in the sole discretion of the Town, according to the standards of the Grantee, as amended from time to time.

Acreage: 0.1738	Square Feet: 7571.00
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Legal Description:
RW#1

BEGINNING AT A POINT AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LOT 1 AS SHOWN IN BOOK OF MAPS 2003, PAGE 1459, WAKE COUNTY REGISTRY AND HAVING NC GRID(NAD '83/2011) COORDINATES OF N: 693240.64 FEET AND E: 2051590.21 FEET; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY N 87°29'38" E A DISTANCE OF 80.67 FEET TO A POINT; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY S 81°27'23" W A DISTANCE OF 22.78 FEET TO A POINT; THENCE S 89°43'35" W A DISTANCE OF 58.07 FEET TO A POINT; THENCE N 02°38'39" W A DISTANCE OF 0.13 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0023 ACRES.

RW#2

COMMENCING AT A POINT AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LOT 1 AS SHOWN IN BOOK OF MAPS 2003, PAGE 1459, WAKE COUNTY REGISTRY AND HAVING NC GRID(NAD '83/2011) COORDINATES OF N: 693240.64 FEET AND E: 2051590.21 FEET; THENCE ALONG AND

WITH SAID SOUTHERN RIGHT-OF-WAY N 87°29'38" E A DISTANCE OF 187.17 FEET TO A POINT; THENCE N 88°51'29" E A DISTANCE OF 50.89 FEET TO THE POINT OF BEGINNING; THENCE N 88°51'29" E A DISTANCE OF 381.78 FEET TO A POINT; THENCE ALONG AND WITH A CURVE TO THE RIGHT AN ARC DISTANCE OF 50.60 FEET, SAID CURVE HAVING A RADIUS OF 35.00 FEET, A CHORD BEARING OF S 49°43'39" E, AND A CHORD DISTANCE OF 46.31 FEET TO A POINT AS IT TRANSITIONS TO THE WESTERN RIGHT-OF-WAY OF BASS LAKE ROAD, NCSR 1393; THENCE ALONG AND WITH SAID WESTERN RIGHT-OF-WAY S 08°18'48" E A DISTANCE OF 18.21 FEET TO A POINT; THENCE LEAVING SAID WESTERN RIGHT-OF-WAY N 44°21'52" W A DISTANCE OF 51.99 FEET TO A POINT; THENCE S 88°48'22" W A DISTANCE OF 100.33 FEET TO A POINT; THENCE S 39°05'45" W A DISTANCE OF 22.95 FEET TO A POINT; THENCE S 86°36'39" W A DISTANCE OF 39.03 FEET TO A POINT; THENCE N 39°04'08" W A DISTANCE OF 11.40 FEET TO A POINT; THENCE S 88°48'22" W A DISTANCE OF 122.52 FEET TO A POINT; THENCE N 84°06'58" W A DISTANCE OF 100.25 FEET TO A POINT; THENCE N 01°11'37" W A DISTANCE OF 8.80 FEET TO THE POINT OF BEGINNING, CONTAINING 0.1715 ACRES.

2. Utility & Access Easement

a perpetual right, privilege, and easement, now and hereafter, to construct, install, improve, remove, replace, inspect, repair, maintain and use a system of pipelines or mains for the purpose of conveying potable water, sanitary sewer, or re-use water, together with all appurtenant facilities and equipment necessary or convenient thereto, in, upon, and across the property of the Grantors, which easement is more particularly described in the Legal Description, together with the right of ingress and egress across the land of the Grantor(s) at such times and in such a manner as required by the Grantee to maintain said lines in accordance with the standards set forth by the Grantee, as amended from time to time.

Acreage: 0.0223

Square Feet: 971.00

Legal Description:

PUE#1

COMMENCING AT A POINT AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LOT 1 AS SHOWN IN BOOK OF MAPS 2003, PAGE 1459, WAKE COUNTY REGISTRY AND HAVING NC GRID(NAD '83/2011) COORDINATES OF N: 693240.64 FEET AND E: 2051590.21 FEET; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY N 87°29'38" E A DISTANCE OF 187.17 FEET TO A POINT; THENCE N 88°51'29" E A DISTANCE OF 33.62 FEET TO THE POINT OF BEGINNING; THENCE N 88°51'29" E A DISTANCE OF 17.27 FEET TO A POINT; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY S 01°11'37" E A DISTANCE OF 5.02 FEET TO A POINT; THENCE S 89°01'27" W A DISTANCE OF 17.27 FEET TO A POINT; THENCE N 01°05'54" W A DISTANCE OF 4.97 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0020 ACRES.

PUE#2

COMMENCING AT A POINT AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LOT 1 AS SHOWN

IN BOOK OF MAPS 2003, PAGE 1459, WAKE COUNTY REGISTRY AND HAVING NC GRID(NAD '83/2011) COORDINATES OF N: 693240.64 FEET AND E: 2051590.21 FEET; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY N 87°29'38" E A DISTANCE OF 187.17 FEET TO A POINT; THENCE N 88°51'29" E A DISTANCE OF 432.67 FEET TO A POINT; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY S 08°29'46" E A DISTANCE OF 10.90 FEET TO A POINT; THENCE S 88°48'22" W A DISTANCE OF 56.88 FEET TO THE POINT OF BEGINNING; THENCE S 01°11'38" E A DISTANCE OF 6.19 FEET TO A POINT; THENCE S 88°59'35" W A DISTANCE OF 22.38 FEET TO A POINT; THENCE S 01°10'00" E A DISTANCE OF 15.07 FEET TO A POINT; THENCE N 40°45'16" W A DISTANCE OF 25.09 FEET TO A POINT; THENCE N 27°33'45" W A DISTANCE OF 2.07 FEET TO A POINT; THENCE N 88°48'22" E A DISTANCE OF 39.28 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0074 ACRES.

PUE#3

COMMENCING AT A POINT AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LOT 1 AS SHOWN IN BOOK OF MAPS 2003, PAGE 1459, WAKE COUNTY REGISTRY AND HAVING NC GRID(NAD '83/2011) COORDINATES OF N: 693240.64 FEET AND E: 2051590.21 FEET; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY N 87°29'38" E A DISTANCE OF 187.17 FEET TO A POINT; THENCE N 88°51'29" E A DISTANCE OF 432.67 FEET TO A POINT; THENCE ALONG AND WITH A CURVE TO THE RIGHT AN ARC DISTANCE OF 50.60 FEET, SAID CURVE HAVING A RADIUS OF 35.00 FEET, A CHORD BEARING OF S 49°43'39" E, AND A CHORD DISTANCE OF 46.31 FEET TO A POINT AS IT TRANSITIONS TO THE WESTERN RIGHT-OF-WAY OF BASS LAKE ROAD, NCSR 1393; THENCE ALONG AND WITH SAID WESTERN RIGHT-OF-WAY S 08°18'48" E A DISTANCE OF 36.41 FEET TO A POINT; THENCE ALONG AND WITH A CURVE TO THE LEFT AN ARC DISTANCE OF 194.89 FEET, SAID CURVE HAVING A RADIUS OF 895.00 FEET, A CHORD BEARING OF S 14°33'06" E, AND A CHORD DISTANCE OF 194.51 FEET TO THE POINT OF BEGINNING; THENCE ALONG AND WITH A CURVE TO THE LEFT AN ARC DISTANCE OF 21.34 FEET, SAID CURVE HAVING A RADIUS OF 895.00 FEET, A CHORD BEARING OF S 21°28'24" E, AND A CHORD DISTANCE OF 21.34 FEET TO A POINT; THENCE LEAVING SAID WESTERN RIGHT-OF-WAY S 48°05'07" W A DISTANCE OF 1.34 FEET TO A POINT; THENCE N 41°54'53" W A DISTANCE OF 20.00 FEET TO A POINT; THENCE N 48°05'07" E A DISTANCE OF 8.80 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0023 ACRES.

PUE#4

COMMENCING AT A POINT AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LOT 1 AS SHOWN IN BOOK OF MAPS 2003, PAGE 1459, WAKE COUNTY REGISTRY AND HAVING NC GRID(NAD '83/2011) COORDINATES OF N: 693240.64 FEET AND E: 2051590.21 FEET; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY N 87°29'38" E A DISTANCE OF 187.17 FEET TO A POINT; THENCE N 88°51'29" E A DISTANCE OF 432.67 FEET TO A POINT; THENCE ALONG AND WITH A CURVE TO THE RIGHT AN ARC DISTANCE OF 50.60 FEET, SAID CURVE HAVING A RADIUS OF

35.00 FEET, A CHORD BEARING OF S 49°43'39" E, AND A CHORD DISTANCE OF 46.31 FEET TO A POINT AS IT TRANSITIONS TO THE WESTERN RIGHT-OF-WAY OF BASS LAKE ROAD, NCSR 1393; THENCE ALONG AND WITH SAID WESTERN RIGHT-OF-WAY S 08°18'48" E A DISTANCE OF 36.41 FEET TO A POINT; THENCE ALONG AND WITH A CURVE TO THE LEFT AN ARC DISTANCE OF 442.17 FEET, SAID CURVE HAVING A RADIUS OF 895.00 FEET, A CHORD BEARING OF S 22°28'00" E, AND A CHORD DISTANCE OF 437.68 FEET TO THE POINT OF BEGINNING; THENCE ALONG AND WITH A CURVE TO THE LEFT AN ARC DISTANCE OF 77.81 FEET, SAID CURVE HAVING A RADIUS OF 895.00 FEET, A CHORD BEARING OF S 39°06'39" E, AND A CHORD DISTANCE OF 77.79 FEET TO A POINT; THENCE S 41°36'06" E A DISTANCE OF 39.69 FEET TO A POINT; THENCE S 41°13'14" E A DISTANCE OF 5.89 FEET TO A POINT; THENCE LEAVING SAID WESTERN RIGHT-OF-WAY S 25°04'35" W A DISTANCE OF 2.58 FEET TO A POINT; THENCE N 41°36'03" W A DISTANCE OF 82.63 FEET TO A POINT; THENCE ALONG AND WITH A CURVE TO THE RIGHT AN ARC DISTANCE OF 25.90 FEET, SAID CURVE HAVING A RADIUS OF 315.00 FEET, A CHORD BEARING OF N 39°14'42" W, AND A CHORD DISTANCE OF 25.90 FEET TO A POINT; THENCE N 36°53'21" W A DISTANCE OF 12.74 FEET TO A POINT; THENCE N 08°06'39" E A DISTANCE OF 4.82 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0079 ACRES.

PUE#5

COMMENCING AT A POINT AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LOT 1 AS SHOWN IN BOOK OF MAPS 2003, PAGE 1459, WAKE COUNTY REGISTRY AND HAVING NC GRID(NAD '83/2011) COORDINATES OF N: 693240.64 FEET AND E: 2051590.21 FEET; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY N 87°29'38" E A DISTANCE OF 187.17 FEET TO A POINT; THENCE N 88°51'29" E A DISTANCE OF 432.67 FEET TO A POINT; THENCE ALONG AND WITH A CURVE TO THE RIGHT AN ARC DISTANCE OF 50.60 FEET, SAID CURVE HAVING A RADIUS OF 35.00 FEET, A CHORD BEARING OF S 49°43'39" E, AND A CHORD DISTANCE OF 46.31 FEET TO A POINT AS IT TRANSITIONS TO THE WESTERN RIGHT-OF-WAY OF BASS LAKE ROAD, NCSR 1393; THENCE ALONG AND WITH SAID WESTERN RIGHT-OF-WAY S 08°18'48" E A DISTANCE OF 36.41 FEET TO A POINT; THENCE ALONG AND WITH A CURVE TO THE LEFT AN ARC DISTANCE OF 519.98 FEET, SAID CURVE HAVING A RADIUS OF 895.00 FEET, A CHORD BEARING OF S 24°57'27" E, AND A CHORD DISTANCE OF 512.70 FEET TO A POINT; THENCE S 41°36'06" E A DISTANCE OF 39.69 FEET TO A POINT; THENCE S 41°13'14" E A DISTANCE OF 27.73 FEET TO THE POINT OF BEGINNING; THENCE S 41°13'14" E A DISTANCE OF 11.90 FEET TO A POINT; THENCE ALONG AND WITH A CURVE TO THE RIGHT AN ARC DISTANCE OF 20.98 FEET, SAID CURVE HAVING A RADIUS OF 35.00 FEET, A CHORD BEARING OF S 24°03'18" E, AND A CHORD DISTANCE OF 20.66 FEET TO A POINT; THENCE LEAVING SAID WESTERN RIGHT-OF-WAY N 37°16'00" W A DISTANCE OF 29.94 FEET TO A POINT; THENCE N 25°04'35" E A DISTANCE OF 4.41 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0027 ACRES.

3. Temporary Construction Easement

a right, privilege, and easement, for a period of 365 days from the start of initial construction by the Town or its agents, for a temporary construction easement allowing for egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to construction in the easement area, said easement area as described in the legal description.

Acreage: 0.2563**Square Feet: 11164.43****Legal Description:**

TCE#1

COMMENCING AT A POINT AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LOT 1 AS SHOWN IN BOOK OF MAPS 2003, PAGE 1459, WAKE COUNTY REGISTRY AND HAVING NC GRID(NAD '83/2011) COORDINATES OF N: 693240.64 FEET AND E: 2051590.21 FEET; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY S 02°38'39" E A DISTANCE OF 0.13 FEET TO A POINT; THENCE N 89°43'35" E A DISTANCE OF 58.07 FEET TO A POINT; THENCE N 81°27'23" E A DISTANCE OF 22.78 FEET TO A POINT AT SAID SOUTHERN RIGHT-OF-WAY; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY N 87°29'38" E A DISTANCE OF 106.50 FEET TO A POINT; THENCE N 88°51'29" E A DISTANCE OF 33.62 FEET TO A POINT; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY S 01°05'54" E A DISTANCE OF 4.97 FEET TO A POINT; THENCE N 89°01'27" E A DISTANCE OF 17.27 FEET TO A POINT; THENCE S 01°11'37" E A DISTANCE OF 3.78 FEET TO A POINT; THENCE S 84°06'58" E A DISTANCE OF 100.25 FEET TO A POINT; THENCE N 88°48'22" E A DISTANCE OF 67.79 FEET TO A POINT AT THE WESTERN LINE OF A 50' COLONIAL PIPELINE EASEMENT AS RECORDED IN DEED BOOK 1566, PAGE 756, WAKE COUNTY REGISTRY; THENCE ALONG AND WITH SAID WESTERN EASEMENT LINE S 35°36'29" E A DISTANCE OF 24.24 FEET TO A POINT; THENCE LEAVING SAID WESTERN EASEMENT LINE S 88°48'22" W A DISTANCE OF 115.97 FEET TO A POINT; THENCE S 34°01'25" W A DISTANCE OF 20.81 FEET TO A POINT; THENCE S 88°48'22" W A DISTANCE OF 46.00 FEET TO A POINT; THENCE N 36°24'42" W A DISTANCE OF 20.81 FEET TO A POINT; THENCE N 01°11'38" W A DISTANCE OF 27.00 FEET TO A POINT; THENCE S 88°48'22" W A DISTANCE OF 32.50 FEET TO A POINT; THENCE S 87°51'22" W A DISTANCE OF 114.44 FEET TO A POINT; THENCE S 73°49'11" W A DISTANCE OF 10.31 FEET TO A POINT; THENCE S 87°51'22" W A DISTANCE OF 75.74 FEET TO A POINT; THENCE N 02°38'39" W A DISTANCE OF 15.61 FEET TO THE POINT OF BEGINNING, CONTAINING 0.1961 ACRES.

TCE#2

COMMENCING AT A POINT AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LOT 1 AS SHOWN IN BOOK OF MAPS 2003, PAGE 1459, WAKE COUNTY REGISTRY AND HAVING NC GRID(NAD '83/2011) COORDINATES OF N: 693240.64 FEET AND E: 2051590.21 FEET; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY N 87°29'38" E A DISTANCE OF 187.17 FEET TO A POINT; THENCE N 88°51'29" E A DISTANCE OF 432.67 FEET TO A POINT; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY S 08°29'46" E A DISTANCE OF 10.90 FEET TO THE POINT OF BEGINNING; THENCE S 44°21'52" E A DISTANCE OF 51.99 FEET TO A POINT; THENCE S 08°18'48" E A DISTANCE OF 4.36 FEET TO A POINT; THENCE N 87°37'11" W A DISTANCE OF 8.07 FEET TO A POINT; THENCE N 30°54'28" W A DISTANCE OF 22.16 FEET TO A POINT; THENCE N 64°01'20" W A DISTANCE OF 23.80 FEET TO A POINT; THENCE S 88°58'28" W A DISTANCE OF 75.16 FEET TO A POINT; THENCE N 01°10'00" W A DISTANCE OF 5.29 FEET TO A POINT; THENCE N 88°59'35" E A DISTANCE OF 22.38 FEET TO A POINT; THENCE N 01°11'38" W A DISTANCE OF 6.19 FEET TO A POINT; THENCE N 88°48'22" E A DISTANCE OF 56.88 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0249 ACRES.

TCE#3

COMMENCING AT A POINT AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LOT 1 AS SHOWN IN BOOK OF MAPS 2003, PAGE 1459, WAKE COUNTY REGISTRY AND HAVING NC GRID(NAD '83/2011) COORDINATES OF N: 693240.64 FEET AND E: 2051590.21 FEET; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY N 87°29'38" E A DISTANCE OF 187.17 FEET TO A POINT; THENCE N 88°51'29" E A DISTANCE OF 432.67 FEET TO A POINT; THENCE ALONG AND WITH A CURVE TO THE RIGHT AN ARC DISTANCE OF 50.60 FEET, SAID CURVE HAVING A RADIUS OF 35.00 FEET, A CHORD BEARING OF S 49°43'39" E, AND A CHORD DISTANCE OF 46.31 FEET TO A POINT AS IT TRANSITIONS TO THE WESTERN RIGHT-OF-WAY OF BASS LAKE ROAD, NCSR 1393; THENCE ALONG AND WITH SAID WESTERN RIGHT-OF-WAY S 08°18'48" E A DISTANCE OF 36.41 FEET TO A POINT; THENCE ALONG AND WITH A CURVE TO THE LEFT AN ARC DISTANCE OF 298.15 FEET, SAID CURVE HAVING A RADIUS OF 895.00 FEET, A CHORD BEARING OF S 17°51'24" E, AND A CHORD DISTANCE OF 296.77 FEET TO THE POINT OF BEGINNING; THENCE ALONG AND WITH A CURVE TO THE LEFT AN ARC DISTANCE OF 94.01 FEET, SAID CURVE HAVING A RADIUS OF 895.00 FEET, A CHORD BEARING OF S 30°24'33" E, AND A CHORD DISTANCE OF 93.97 FEET TO A POINT; THENCE LEAVING SAID WESTERN RIGHT-OF-WAY N 75°43'19" W A DISTANCE OF 34.11 FEET TO A POINT; THENCE N 27°40'43" W A DISTANCE OF 38.85 FEET TO A POINT; THENCE N 00°27'27" W A DISTANCE OF 36.24 FEET TO A POINT; THENCE N 62°34'09" E A DISTANCE OF 4.31 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0353 ACRES.

EXHIBIT A

Property Address: 109 Holly Springs Road

Lee Holleman Jr.
PO Box 246
Holly Springs, NC 27540

Description of Entire Tract: Legal Description: BEING all of that approximate 0.7600 tract known by the Wake County PIN of 0649933690 and Real Estate ID of 32268, as further described in Deed Book 010098, Page 00477, Wake County Registry.

Legal Interests

1. Temporary Construction Easement

a right, privilege, and easement, for a period of 365 days from the start of initial construction by the Town or its agents, for a temporary construction easement allowing for egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to construction in the easement area, said easement area as described in the legal description.

Acreage: 0.0010	Square Feet: 1.00
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Legal Description:
[Insert Legal here]

2. Right of Way for Streets

an interest in fee simple absolute in the lands of the Grantor(s) as described in the Legal Description for the purpose of constructing, maintaining, using, egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to roadway construction and usage for a public roadway in perpetuity, including the placement of any and all utilities, said construction and maintenance to be performed in the sole discretion of the Town, according to the standards of the Grantee, as amended from time to time.

Acreage: 0.0023	Square Feet: 100.19
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Legal Description:

COMMENCING FROM A POINT IN THE NORTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152 AND THE EASTERN RIGHT-OF-WAY OF NORTH MAIN STREET, HIGHWAY 55, SAID POINT BEING THE SOUTHWEST CORNER OF 300 NORTH MAIN STREET LLC AS RECORDED IN BOOK OF MAPS 2024, PAGE 277, WAKE COUNTY REGISTRY; THENCE ALONG AND WITH SAID NORTHERN RIGHT-OF-WAY, S 89°13'36" E A DISTANCE OF 68.82 FEET TO THE POINT AND PLACE OF BEGINNING; THENCE LEAVING SAID RIGHT-OF-WAY N 01°20'11" W A DISTANCE OF 1.19 FEET TO A POINT; THENCE S 89°14'36" E A DISTANCE OF 81.85 FEET TO A POINT; THENCE S 01°06'45" E A DISTANCE OF 1.24 FEET TO A POINT IN THE NORTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152; THENCE ALONG AND WITH SAID NORTHERN RIGHT-OF-WAY, N 89°13'36" W A DISTANCE OF 7.26 FEET TO A POINT; THENCE N 89°12'18" W A DISTANCE OF 74.58 FEET TO THE POINT OF BEGINNING CONTAINING 0.0023 ACRES.

3. Temporary Construction Easement

a right, privilege, and easement, for a period of 365 days from the start of initial construction by the Town or its agents, for a temporary construction easement allowing for egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to construction in the easement area, said easement area as described in the legal description.

Acreage: 0.0173	Square Feet: 753.59
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Legal Description:

COMMENCING FROM A POINT IN THE NORTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152 AND THE EASTERN RIGHT-OF-WAY OF NORTH MAIN STREET, HIGHWAY 55, SAID POINT BEING THE SOUTHWEST CORNER OF 300 NORTH MAIN STREET LLC AS RECORDED IN BOOK OF MAPS 2024, PAGE 277, WAKE COUNTY REGISTRY; THENCE ALONG AND WITH SAID NORTHERN RIGHT-OF-WAY, S 89°13'36" E A DISTANCE OF 68.82 FEET TO A POINT; THENCE LEAVING SAID RIGHT-OF-WAY N 01°20'11" W A DISTANCE OF 1.19 FEET TO THE POINT AND PLACE OF BEGINNING; THENCE N 01°20'11" W A DISTANCE OF 8.51 FEET TO A POINT; THENCE S 89°14'36" E A DISTANCE OF 56.20 FEET TO A POINT; THENCE N 81°02'17" E A DISTANCE OF 25.91 FEET TO A POINT; THENCE S 01°07'26" E A DISTANCE OF 12.88 FEET TO A POINT; THENCE N 89°14'36" W A DISTANCE OF 81.85 FEET TO THE POINT OF BEGINNING CONTAINING 0.0173 ACRES.

EXHIBIT A

Property Address: 124 Holly Springs Rd

JOJE HOLLY, LLC
192 Oak Haven Ln
Apex NC 27523

Description of Entire Tract: Legal Description: BEING all of that approximate 0.4700 tract known by the Wake County PIN of 0649936125 and Real Estate ID of 0000330, as further described in Deed Book 015835, Page 01070, Wake County Registry.

Legal Interests

1. Right of Way for Streets

an interest in fee simple absolute in the lands of the Grantor(s) as described in the Legal Description for the purpose of constructing, maintaining, using, egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to roadway construction and usage for a public roadway in perpetuity, including the placement of any and all utilities, said construction and maintenance to be performed in the sole discretion of the Town, according to the standards of the Grantee, as amended from time to time.

Acreage: 0.0330	Square Feet: 1437.48
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Legal Description:

COMMENCING AT A POINT AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, SAID POINT BEING THE NORTHEASTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY ELSIE MAE HAHN AND ROBERT VAN PRATASH AS RECORDED IN DEED BOOK 19733, PAGE 2467, WAKE COUNTY REGISTRY AND ALSO BEING THE NORTHWESTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY DARRELL E. MORTON AND RECORDED IN DEED BOOK 13638, PAGE 1459, WAKE COUNTY REGISTRY; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY S 89°13'36" E A DISTANCE OF 150.47 FEET TO A POINT AT THE WESTERN PROPERTY LINE OF LANDS NOW OR FORMERLY OWNED BY JOJE HOLLY, LLC AS RECORDED IN DEED BOOK 15835, PAGE 1070, WAKE COUNTY REGISTRY; THENCE N 05°52'52" W A DISTANCE OF 10.04 FEET TO THE POINT OF BEGINNING; THENCE N 05°52'52" W A DISTANCE OF 15.44 FEET TO A POINT; THENCE N 89°36'29" E A DISTANCE OF 89.50 FEET TO A POINT; THENCE S 01°51'23" W A DISTANCE OF 17.14 FEET TO A POINT; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY N 89°14'36" W A DISTANCE OF 87.37 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0330 ACRES.

2. Temporary Construction Easement

a right, privilege, and easement, for a period of 365 days from the start of initial construction by the Town or its agents, for a temporary construction easement allowing for egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to construction in the easement area, said easement area as described in the legal description.

Acreage: 0.0301	Square Feet: 1311.16
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Legal Description:

COMMENCING AT A POINT AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, SAID POINT BEING THE NORTHEASTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY ELSIE MAE HAHN AND ROBERT VAN PRATASH AS RECORDED IN DEED BOOK 19733, PAGE 2467, WAKE COUNTY REGISTRY AND ALSO BEING THE NORTHWESTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY DARRELL E. MORTON AND RECORDED IN DEED BOOK 13638, PAGE 1459, WAKE COUNTY REGISTRY; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY S 89°13'36" E A DISTANCE OF 150.47 FEET TO THE POINT OF BEGINNING, SAID POINT BEING AT THE WESTERN PROPERTY LINE OF LANDS NOW OR FORMERLY OWNED BY JOJE HOLLY, LLC AS RECORDED IN DEED BOOK 15835, PAGE 1070, WAKE COUNTY REGISTRY; THENCE N 05°52'52" W A DISTANCE OF 10.04 FEET TO A POINT; THENCE S 89°14'36" E A DISTANCE OF 87.37 FEET TO A POINT; THENCE S 01°51'23" W A DISTANCE OF 9.99 FEET TO A POINT, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY DANNY NORRIS AND EMA NORRIS AS RECORDED IN DEED BOOK 10653, PAGE 2385, WAKE COUNTY REGISTRY; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY S 01°54'55" W A DISTANCE OF 3.11 FEET TO A POINT; THENCE N 89°14'57" W A DISTANCE OF 59.35 FEET TO A POINT; THENCE S 24°19'24" W A DISTANCE OF 8.07 FEET TO A POINT; THENCE N 89°14'36" W A DISTANCE OF 22.14 FEET TO A POINT; THENCE N 05°56'20" W A DISTANCE OF 10.61 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0301 ACRES.

EXHIBIT A

Property Address: 152 Holly Springs Rd

Jodi Ann Jetter

Po Box 1215

Holly Springs NC 27540

Description of Entire Tract: Legal Description: BEING all of that approximate 0.4500 tract known by the Wake County PIN of 0649939177 and Real Estate ID of 0000245, as further described in Deed Book 012345, Page 00111, Wake County Registry.

Legal Interests

1. Right of Way for Streets

an interest in fee simple absolute in the lands of the Grantor(s) as described in the Legal Description for the purpose of constructing, maintaining, using, egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to roadway construction and usage for a public roadway in perpetuity, including the placement of any and all utilities, said construction and maintenance to be performed in the sole discretion of the Town, according to the standards of the Grantee, as amended from time to time.

Acreage: 0.0473

Square Feet: 2060.39

Legal Description:

COMMENCING AT A POINT AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY DANNY NORRIS & EMA NORRIS AS RECORDED IN DEED BOOK 7422, PAGE 343, WAKE COUNTY REGISTRY; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY S 89°13'36" E A DISTANCE OF 64.88 FEET TO A POINT AT THE WESTERN RIGHT-OF-WAY OF LANDS NOW OR FORMERLY OWNED BY BHANA REAL ESTATE, LLC AS RECORDED IN DEED BOOK 19510, PAGE 1036, WAKE COUNTY REGISTRY; THENCE N 02°07'07" E A DISTANCE OF 10.01 FEET TO A POINT; THENCE S 89°14'36" E A DISTANCE OF 3.96 FEET TO A POINT; THENCE N 84°10'05" E A DISTANCE OF 11.79 FEET TO A POINT; THENCE N 84°10'05" E A DISTANCE OF 8.34 FEET TO A POINT; THENCE S 89°14'36" E A DISTANCE OF 51.13 FEET TO A POINT; THENCE N 79°27'15" E A DISTANCE OF 25.51 FEET TO A POINT; THENCE S 89°14'36" E A DISTANCE OF 8.19 FEET TO A POINT; THENCE S 89°14'36" E A DISTANCE OF 111.28 FEET TO THE POINT OF BEGINNING AT THE EASTERN PROPERTY LINE OF LANDS NOW OR FORMERLY OWNED BY BHANA REAL ESTATE, LLC AS RECORDED IN DEED BOOK 19510, PAGE 1036, WAKE COUNTY REGISTRY; THENCE N 03°03'12" E A DISTANCE OF 8.54 FEET TO A POINT; THENCE S 89°13'36" E A DISTANCE OF 118.78 FEET TO A POINT AT THE WESTERN RIGHT-OF-WAY OF RALEIGH STREET; THENCE ALONG AND WITH SAID WESTERN RIGHT-OF-WAY S 13°36'26" W A DISTANCE OF 83.70 FEET TO A POINT; THENCE LEAVING SAID WESTERN RIGHT-OF-WAY N 72°59'53" W A DISTANCE OF 11.83 FEET TO A POINT; THENCE N 17°00'07" E A DISTANCE OF 45.83 FEET TO A POINT; THENCE N 35°02'48" W A DISTANCE OF 30.75 FEET TO A POINT; THENCE N 87°05'44" W A DISTANCE OF 22.74 FEET TO A POINT; THENCE N 89°14'36" W A DISTANCE OF 61.26 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0473 ACRES.

2. Temporary Construction Easement

a right, privilege, and easement, for a period of 365 days from the start of initial construction by the Town or its agents, for a temporary construction easement allowing for egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to construction in the easement area, said easement area as described in the legal description.

Acreage: 0.0342

Square Feet: 1489.75

Legal Description:

TCE #1

COMMENCING AT A POINT AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY DANNY NORRIS & EMA NORRIS AS RECORDED IN DEED BOOK 7422, PAGE 343, WAKE COUNTY REGISTRY; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY S 89°13'36" E A DISTANCE OF 64.88 FEET TO A POINT AT THE WESTERN RIGHT-OF-WAY OF LANDS NOW OR FORMERLY OWNED BY BHANA REAL ESTATE, LLC AS RECORDED IN DEED BOOK 19510, PAGE 1036, WAKE COUNTY REGISTRY; THENCE N 02°07'07" E A DISTANCE OF 10.01 FEET TO A POINT; THENCE S 89°14'36" E A DISTANCE OF 3.96 FEET TO A POINT; THENCE N 84°10'05" E A DISTANCE OF 11.79 FEET TO A POINT; THENCE N 84°10'05" E A DISTANCE OF 8.34 FEET TO A POINT; THENCE S 89°14'36" E A DISTANCE OF 51.13 FEET TO A POINT; THENCE N 79°27'15" E A DISTANCE OF 25.51 FEET TO A POINT; THENCE S 89°14'36" E A DISTANCE OF 8.19 FEET TO A POINT; THENCE S 89°14'36" E A DISTANCE OF 111.28 FEET TO THE POINT OF BEGINNING; THENCE S 89°14'36" E A DISTANCE OF 61.26 FEET TO A POINT; THENCE S 87°05'44" E A DISTANCE OF 22.74 FEET TO A POINT; THENCE S 35°02'48" E A DISTANCE OF 13.33 FEET TO A POINT; THENCE N 87°20'43" W A DISTANCE OF 32.37 FEET TO A POINT; THENCE N 00°45'24" E A DISTANCE OF 7.25 FEET TO A POINT; N 86°20'12" W A DISTANCE OF 20.03 FEET TO A POINT; THENCE S 00°45'24" W A DISTANCE OF 6.52 FEET TO A POINT; THENCE N 88°36'14" W A DISTANCE OF 20.00 FEET TO A POINT; THENCE S 00°45'24" W A DISTANCE OF 3.57 FEET TO A POINT; THENCE N 89°14'36" W A DISTANCE OF 19.92 FEET TO A POINT; THENCE N 03°03'12" E A DISTANCE OF 12.21 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0177 ACRES.

TCE #2

COMMENCING AT A POINT AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY DANNY NORRIS & EMA NORRIS AS RECORDED IN DEED BOOK 7422, PAGE 343, WAKE COUNTY REGISTRY; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY S 89°13'36" E A DISTANCE OF 64.88 FEET TO A POINT AT THE WESTERN RIGHT-OF-WAY OF LANDS NOW OR FORMERLY OWNED BY BHANA REAL ESTATE, LLC AS RECORDED IN DEED BOOK 19510, PAGE 1036, WAKE COUNTY REGISTRY; THENCE N 02°07'07" E A DISTANCE OF 10.01

FEET TO A POINT; THENCE S 89°14'36" E A DISTANCE OF 3.96 FEET TO A POINT; THENCE N 84°10'05" E A DISTANCE OF 11.79 FEET TO A POINT; THENCE N 84°10'05" E A DISTANCE OF 8.34 FEET TO A POINT; THENCE S 89°14'36" E A DISTANCE OF 51.13 FEET TO A POINT; THENCE N 79°27'15" E A DISTANCE OF 25.51 FEET TO A POINT; THENCE S 89°14'36" E A DISTANCE OF 8.19 FEET TO A POINT; THENCE S 89°14'36" E A DISTANCE OF 111.28 FEET TO A POINT AT THE WESTERN PROPERTY LINE OF LANDS NOW OR FORMERLY OWNED BY JODI ANN JETTER AS RECORDED IN DEED BOOK 12345, PAGE 111, WAKE COUNTY REGISTRY; THENCE S 89°14'36" E A DISTANCE OF 61.26 FEET TO A POINT; THENCE S 87°05'44" E A DISTANCE OF 22.74 FEET TO A POINT; THENCE S 35°02'48" E A DISTANCE OF 13.33 FEET TO A POINT; THENCE S 35°02'48" E A DISTANCE OF 4.74 TO THE POINT OF BEGINNING; THENCE S 35°02'48" E A DISTANCE OF 12.68 FEET TO A POINT; THENCE S 17°00'07" W A DISTANCE OF 45.83 FEET TO A POINT; THENCE S 72°59'53" E A DISTANCE OF 11.83 FEET TO A POINT AT THE WESTERN RIGHT-OF-WAY OF RALEIGH STREET; THENCE ALONG AND WITH SAID WESTERN RIGHT-OF-WAY S 13°36'26" W A DISTANCE OF 10.02 FEET TO A POINT; THENCE LEAVING SAID WESTERN RIGHT-OF-WAY N 72°59'53" W A DISTANCE OF 22.43 FEET TO A POINT; THENCE N 17°00'07" E A DISTANCE OF 63.63 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0165 ACRES.

EXHIBIT A

Property Address: 216 Holly Springs Rd

Sarah Wright Heirs Morton
216 Holly Springs Rd
Holly Springs NC 27540

Description of Entire Tract: Legal Description: BEING all of that approximate 0.3400 tract known by the Wake County PIN of 0659033139 and Real Estate ID of 0037037.

Legal Interests

1. Right of Way for Streets

an interest in fee simple absolute in the lands of the Grantor(s) as described in the Legal Description for the purpose of constructing, maintaining, using, egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to roadway construction and usage for a public roadway in perpetuity, including the placement of any and all utilities, said construction and maintenance to be performed in the sole discretion of the Town, according to the standards of the Grantee, as amended from time to time.

Acreage: 0.0862	Square Feet: 3755.00
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Legal Description:
PIN: 0659033139

R/W

BEGINNING AT AN EXISTING IRON PIPE AT THE WESTERN RIGHT-OF-WAY OF COLLINS STREET, SAID PIPE BEING THE NORTHEASTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY THE SARAH WRIGHT MORTON HEIRS AS SHOWN IN BOOK OF MAPS 2016, PAGE 969, WAKE COUNTY REGISTRY; THENCE LEAVING SAID WESTERN RIGHT-OF-WAY S 89°40’06” W A DISTANCE OF 9.07 FEET TO A POINT; THENCE N 14°12’05” E A DISTANCE OF 24.66 FEET TO A POINT; THENCE ALONG AND WITH A CURVE TO THE LEFT AN ARC DISTANCE OF 51.76 FEET, SAID CURVE HAVING A RADIUS OF 220.00 FEET, A CHORD BEARING OF N 07°27’41” E AND A CHORD DISTANCE OF 51.64 FEET TO A POINT; THENCE N 00°43’18” E A DISTANCE OF 27.09 FEET TO A POINT; THENCE N 44°15’39” W A DISTANCE OF 35.37 FEET TO A POINT; THENCE N 89°14’36” W A DISTANCE OF 47.30 FEET TO A POINT; THENCE N 13°50’13” E A DISTANCE OF 16.87 FEET TO AN EXISTING IRON PIPE AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY N 89°40’06” E A DISTANCE OF 99.65 FEET TO A POINT AT THE INTERSECTION OF SAID SOUTHERN RIGHT-OF-WAY AND SAID WESTERN RIGHT-OF-WAY OF COLLINS STREET; THENCE ALONG AND WITH SAID WESTERN RIGHT-OF-WAY S 13°50’13” W A DISTANCE OF 149.39 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0854 ACRES.

PIN: 0659033131

R/W

BEGINNING AT AN EXISTING IRON PIPE AT THE WESTERN RIGHT-OF-WAY OF COLLINS STREET, SAID PIPE BEING THE NORTHEASTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY THE SARAH WRIGHT MORTON HEIRS AS SHOWN IN BOOK OF MAPS 2016, PAGE 969, WAKE COUNTY REGISTRY; THENCE ALONG AND WITH SAID WESTERN RIGHT-OF-WAY S 14°16'54" W A DISTANCE OF 4.06 FEET TO A POINT; THENCE LEAVING SAID WESTERN RIGHT-OF-WAY N 88°03'00" W A DISTANCE OF 8.98 FEET TO A POINT; THENCE N 14°12'05" E A DISTANCE OF 3.69 FEET TO A POINT; THENCE N 89°40'06" E A DISTANCE OF 9.07 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0008 ACRES.

2. Temporary Construction Easement

a right, privilege, and easement, for a period of 365 days from the start of initial construction by the Town or its agents, for a temporary construction easement allowing for egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to construction in the easement area, said easement area as described in the legal description.

Acreage: 0.0715

Square Feet: 3115.00

Legal Description:

PIN: 0659033139

TCE

COMMENCING AT AN EXISTING IRON PIPE AT THE WESTERN RIGHT-OF-WAY OF COLLINS STREET, SAID PIPE BEING THE NORTHEASTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY THE SARAH WRIGHT MORTON HEIRS AS SHOWN IN BOOK OF MAPS 2016, PAGE 969, WAKE COUNTY REGISTRY; THENCE LEAVING SAID WESTERN RIGHT-OF-WAY S 89°40'06" W A DISTANCE OF 9.07 FEET TO THE POINT OF BEGINNING; THENCE S 89°40'06" W A DISTANCE OF 7.40 FEET TO A POINT; THENCE N 09°30'10" E A DISTANCE OF 48.58 FEET TO A POINT; THENCE N 00°58'00" E A DISTANCE OF 53.48 FEET TO A POINT; THENCE N 81°06'47" W A DISTANCE OF 14.14 FEET TO A POINT; THENCE S 60°30'01" W A DISTANCE OF 27.78 FEET TO A POINT; THENCE N 89°14'36" W A DISTANCE OF 20.00 FEET TO A POINT; THENCE N 32°21'16" W A DISTANCE OF 15.63 FEET TO A POINT; THENCE N 13°50'13" E A DISTANCE OF 25.58 FEET TO A POINT; THENCE S 89°14'36" E A DISTANCE OF 47.30 FEET TO A POINT; THENCE S 44°15'39" E A DISTANCE OF 35.37 FEET TO A POINT THENCE S 00°43'18" W A DISTANCE OF 27.09 FEET TO A POINT; THENCE ALONG AND WITH A CURVE TO THE RIGHT AN ARC DISTANCE OF 51.76 FEET, SAID CURVE HAVING A RADIUS OF 220.00 FEET, A CHORD BEARING OF S 07°27'41" W AND A CHORD DISTANCE OF 51.64 FEET TO A POINT; THENCE S 14°12'05" W A DISTANCE OF 24.66 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0709 ACRES.

PIN: 0659033131

TCE

COMMENCING AT AN EXISTING IRON PIPE AT THE WESTERN RIGHT-OF-WAY OF COLLINS STREET, SAID PIPE BEING THE NORTHEASTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY THE SARAH WRIGHT MORTON HEIRS AS SHOWN IN BOOK OF MAPS 2016, PAGE 969, WAKE COUNTY REGISTRY; THENCE LEAVING SAID WESTERN RIGHT-OF-WAY S 89°40'06" W A DISTANCE OF 9.07 FEET TO THE POINT OF BEGINNING; THENCE S 14°12'05" W A DISTANCE OF 3.69 FEET TO A POINT; THENCE N 88°03'00" W A DISTANCE OF 7.05 FEET TO A POINT; THENCE N 09°30'10" E A DISTANCE OF 3.34 FEET TO A POINT; THENCE N 89°40'06" E A DISTANCE OF 7.40 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0006 ACRES.

EXHIBIT A

Property Address: 300 Cayman Ave

Christopher Blair Rouse, Julieanne G. Rouse

300 Cayman Ave
Holly Springs NC 27540

Description of Entire Tract: Legal Description: BEING all of that approximate 0.2800 tract known by the Wake County PIN of 0659034378 and Real Estate ID of 0202977, as further described in Deed Book 015115, Page 02152, Wake County Registry.

Legal Interests

1. Right of Way for Streets

an interest in fee simple absolute in the lands of the Grantor(s) as described in the Legal Description for the purpose of constructing, maintaining, using, egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to roadway construction and usage for a public roadway in perpetuity, including the placement of any and all utilities, said construction and maintenance to be performed in the sole discretion of the Town, according to the standards of the Grantee, as amended from time to time.

Acreage: 0.0175

Square Feet: 762.00

Legal Description:

RW

COMMENCING FROM A POINT IN THE EASTERN RIGHT-OF-WAY OF CAYMAN AVENUE, SAID POINT BEING THE NORTHWEST CORNER OF LOT 115 AS RECORDED IN BOOK OF MAPS 1993, PAGE 1044, WAKE COUNTY REGISTRY; THENCE ALONG AND WITH THE SAID CAYMAN AVENUE RIGHT-OF-WAY, S 00°49'36"W A DISTANCE OF 69.88 FEET TO THE POINT AND PLACE OF BEGINNING; THENCE LEAVING THE SAID RIGHT-OF-WAY, S 42°58'45"E A DISTANCE OF 37.53 FEET TO A POINT; THENCE S 89°14'36"E A DISTANCE OF 91.27 FEET TO A POINT; THENCE S 01°08'52"W A DISTANCE OF 5.63 FEET TO A POINT LOCATED ON THE NORTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152 ; THENCE ALONG AND WITH SAID RIGHT-OF-WAY N 88°45'38"W A DISTANCE OF 87.44 FEET TO A POINT; THENCE ALONG A CURVE TO THE RIGHT AND ARC DISTANCE OF 46.91 FEET, SAID CURVE HAVING A RADIUS OF 30.00 FEET, A CHORD DIRECTION OF N 43°58'01" W, AND A CHORD DISTANCE OF 42.27 FEET TO A POINT LOCATED IN THE EASTERN RIGHT-OF-WAY OF CAYMAN AVENUE; THENCE ALONG AND WITH SAID EASTERN RIGHT-OF-WAY N 00°49'36"E A DISTANCE OF 1.97 FEET TO THE POINT OF BEGINNING CONTAINING 0.0175 ACRES.

2. Utility & Access Easement

a perpetual right, privilege, and easement, now and hereafter, to construct, install, improve, remove, replace, inspect, repair, maintain and use a system of pipelines or mains for the purpose of conveying potable water, sanitary sewer, or re-use water, together with all appurtenant facilities and equipment necessary or convenient thereto, in, upon, and across the property of the Grantors, which easement is more particularly described in the Legal Description, together with the right of ingress and egress across the land of the Grantor(s) at such times and in such a manner as required by the Grantee to maintain said lines in accordance with the standards set forth by the Grantee, as amended from time to time.

Acreage: 0.0628

Square Feet: 2736.00

Legal Description:

COMMENCING FROM A POINT IN THE EASTERN RIGHT-OF-WAY OF CAYMAN AVENUE, SAID POINT BEING THE NORTHWEST CORNER OF LOT 115 AS RECORDED IN BOOK OF MAPS 1993, PAGE 1044, WAKE COUNTY REGISTRY; THENCE ALONG AND WITH THE SAID CAYMAN AVENUE RIGHT-OF-WAY, S 00°49'36"W A DISTANCE OF 9.46 FEET TO THE POINT AND PLACE OF BEGINNING; THENCE LEAVING THE SAID RIGHT-OF-WAY, S 89°10'24"E A DISTANCE OF 11.74 FEET TO A POINT; THENCE S 00°45'324"W A DISTANCE OF 11.45 FEET TO A POINT; THENCE S 01°29'26"E A DISTANCE OF 29.32 FEET TO A POINT; THENCE S 21°08'23"E A DISTANCE OF 28.94 FEET TO A POINT; THENCE S 89°17'29"E A DISTANCE OF 93.60 FEET TO A POINT; THENCE S 01°08'52"W A DISTANCE OF 4.34 FEET TO A POINT; THENCE N 89°14'36"W A DISTANCE OF 2.44 FEET TO A POINT; THENCE S 00°45'24"W A DISTANCE OF 15.65 FEET TO A POINT; THENCE N 89°14'36"W A DISTANCE OF 88.94 FEET TO A POINT; THENCE N 42°58'43"W A DISTANCE OF 12.79 FEET TO A POINT; THENCE N 00°45'24"E A DISTANCE OF 20.77 FEET TO A POINT; THENCE N89°16'42"W A DISTANCE OF 17.10 FEET TO A POINT LOCATED IN THE EASTERN RIGHT-OF-WAY OF CAYMAN AVENUE; THENCE ALONG AND WITH SAID RIGHT-OF-WAY N 00°49'36"E A DISTANCE OF 57.53 FEET TO THE POINT OF BEGINNING CONTAINING 0.0628 ACRES.

3. Permanent Drainage Easement

a perpetual right, privilege and easement allow for surface water to accumulate in the said easement area and to allow any necessary drainage structures either underground or above ground to include but not by limitation rip-rap, concrete piping, metal piping, or other natural vegetative material, together with the right of ingress and egress across the land of the Grantor(s) at such times and in such a manner as required by the Grantee to maintain, if applicable, said area in accordance with the standards set forth by the Grantee, as amended from time to time.

Acreage: 0.0055

Square Feet: 240.00

Legal Description:

PDE.

COMMENCING FROM A POINT IN THE EASTERN RIGHT-OF-WAY OF CAYMAN AVENUE, SAID POINT BEING THE NORTHWEST CORNER OF LOT 115 AS RECORDED IN BOOK OF MAPS 1993, PAGE 1044, WAKE COUNTY REGISTRY; THENCE ALONG AND WITH THE SAID CAYMAN AVENUE RIGHT-OF-WAY, S 00°49'36"W A DISTANCE OF 66.99 FEET TO THE POINT AND PLACE OF BEGINNING; THENCE LEAVING THE SAID RIGHT-OF-WAY, S 89°16'42"E A DISTANCE OF 17.10 FEET TO A POINT; THENCE S 00°45'324"W A DISTANCE OF 20.77 FEET TO A POINT; THENCE N 42°58'43"W A DISTANCE OF 24.74 FEET TO A POINT LOCATED IN THE EASTERN RIGHT-OF-WAY OF CAYMAN AVENUE; THENCE ALONG AND WITH SAID RIGHT-OF-WAY N 00°49'36"E A DISTANCE OF 1.97 FEET TO THE POINT OF BEGINNING CONTAINING 0.0046 ACRES.

PDE

COMMENCING FROM A POINT IN THE EASTERN RIGHT-OF-WAY OF CAYMAN AVENUE, SAID POINT BEING THE NORTHWEST CORNER OF LOT 115 AS RECORDED IN BOOK OF MAPS 1993, PAGE 1044, WAKE COUNTY REGISTRY; THENCE ALONG AND WITH THE SAID CAYMAN AVENUE RIGHT-OF-WAY, S 00°49'36"W A DISTANCE OF 9.46 FEET TO THE POINT AND PLACE OF BEGINNING; THENCE LEAVING THE SAID RIGHT-OF-WAY, S 89°10'24"E A DISTANCE OF 11.74 FEET TO A POINT; THENCE S 00°45'324"W A DISTANCE OF 11.45 FEET TO A POINT; THENCE S 01°29'26"E A DISTANCE OF 29.32 FEET TO A POINT; THENCE S 21°08'23"E A DISTANCE OF 28.94 FEET TO A POINT; THENCE S 89°17'29"E A DISTANCE OF 93.60 FEET TO A POINT; THENCE S 01°08'52"W A DISTANCE OF 4.34 FEET TO THE POINT AND PLACE OF BEGINNING; THENCE S 01°08'52"W A DISTANCE OF 15.65 FEET TO A POINT; THENCE N 89°14'36"W A DISTANCE OF 2.33 FEET TO A POINT; THENCE N 00°45'24"E A DISTANCE OF 15.65 FEET TO A POINT; THENCE S 89°14'36"E A DISTANCE OF 2.44 FEET TO THE POINT OF BEGINNING CONTAINING 0.0009 ACRES.

4. Temporary Construction Easement

a right, privilege, and easement, for a period of 365 days from the start of initial construction by the Town or its agents, for a temporary construction easement allowing for egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to construction in the easement area, said easement area as described in the legal description.

Acreage: 0.0010	Square Feet: 0.04
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Legal Description:

TCE

COMMENCING FROM A POINT IN THE EASTERN RIGHT-OF-WAY OF CAYMAN AVENUE, SAID POINT BEING THE NORTHWEST CORNER OF LOT 115 AS RECORDED IN BOOK OF MAPS 1993, PAGE 1044, WAKE COUNTY REGISTRY; THENCE ALONG AND WITH THE SAID CAYMAN AVENUE RIGHT-OF-WAY, S 00°49'36"W A DISTANCE OF 9.46 FEET TO A POINT; THENCE LEAVING THE SAID RIGHT-OF-WAY, S 89°10'24"E A DISTANCE OF 11.74 FEET TO A POINT; THENCE

S 00°45'324"W A DISTANCE OF 11.45 FEET TO A POINT; THENCE S 01°29'26"E A DISTANCE OF 22.70 FEET TO THE POINT AND PLACE OF BEGINNING; THENCE S 53°44'27"E A DISTANCE OF 5.39 FEET TO A POINT; THENCE S 00°43'18"W A DISTANCE OF 13.78 FEET TO A POINT; THENCE N 21°08'23"W A DISTANCE OF 11.09 FEET TO A POINT; THENCE N 01°29'26"W A DISTANCE OF 6.63 FEET TO THE POINT OF BEGINNING CONTAINING 0.0010 ACRES.

EXHIBIT A

Property Address: 324 N. Main Street

Main Street Vista Apartments, LLC

Ste 585

Atlanta, GA 30305-4928

Description of Entire Tract: Legal Description: BEING all of that approximate 11.7100 tract known by the Wake County PIN of 0649937653 and Real Estate ID of 82500, as further described in Deed Book 017204, Page 01702, Wake County Registry.

Legal Interests

1. Duke Progress Easement

a perpetual and non-exclusive easement, to construct, reconstruct, operate, patrol, maintain, repair, replace, relocate, add to, modify, and remove electric and communication lines including, but not limited to, all necessary supporting structures, and all other appurtenant apparatus and equipment for the transmission and distribution of electrical energy, and for technological purposes related to the operation of the electric facilities and for the communication purposes of Incumbent Local Exchange Carriers (collectively, "Facilities"). Grantor is the owner of that certain property described as the Property. The Facilities may be both overhead and underground and located in, upon, over, along, under, through, and across a portion of the Property within an easement area described as follows:

A strip of land thirty feet (30') in uniform width for the overhead portion of the Facilities and a strip of land twenty feet (20') in uniform width for the underground portion of the Facilities, lying equidistant on both sides of a centerline, which centerline shall be established by the center of the Facilities as installed, along with an area ten feet (10') wide on all sides of the foundation of any enclosure, transformer, vault, or manhole ("Easement Area").

The rights granted herein include, but are not limited to, the following:

- 1. Grantee shall have the right of ingress and egress over the Easement Area, Property, and any adjoining lands now owned or hereinafter acquired by Grantor (using lanes, driveways, and adjoining public roads where practical as determined by Grantee).*
- 2. Grantee shall have the right to trim, cut down, and remove from the Easement Area, at any time or times and using safe and generally accepted arboricultural practices, trees, limbs, undergrowth, other vegetation, and obstructions.*
- 3. Grantee shall have the right to trim, cut down, and remove from the Property, at any time or times and using safe and generally accepted arboricultural practices, dead, diseased, weak, dying, or leaning trees or limbs, which, in the opinion of Grantee, might fall upon the Easement Area or interfere with the safe and reliable operation of the Facilities.*
- 4. Grantee shall have the right to install necessary guy wires and anchors extending beyond the boundaries of the Easement Area.*
- 5. Grantee shall have the right to relocate the Facilities and Easement Area on the Property to conform to any future highway or street relocation, widening, or alterations.*
- 6. Grantor shall not place, or permit the placement of, any structures, improvements, facilities, or obstructions, within or adjacent to the Easement Area, which may interfere with the exercise of the rights granted herein to Grantee. Grantee shall have the right to remove any such structure, improvement,*

facility, or obstruction at the expense of Grantor.

7. Excluding the removal of vegetation, structures, improvements, facilities, and obstructions as provided herein, Grantee shall promptly repair or cause to be repaired any physical damage to the surface area of the Easement Area and Property resulting from the exercise of the rights granted herein to Grantee. Such repair shall be to a condition which is reasonably close to the condition prior to the damage, and shall only be to the extent such damage was caused by Grantee or its contractors or employees.

8. All other rights and privileges reasonably necessary, in Grantee's sole discretion, for the safe, reliable, and efficient installation, operation, and maintenance of the Facilities.

Acreage: —	Square Feet: 597.00
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Legal Description:
PUE

COMMENCING FROM A POINT IN THE NORTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152 AND

THE EASTERN RIGHT-OF-WAY OF NORTH MAIN STREET, HIGHWAY 55, SAID POINT BEING THE SOUTHWEST

CORNER OF 300 NORTH MAIN STREET LLC AS RECORDED IN BOOK OF MAPS 2024, PAGE 277, WAKE COUNTY

REGISTRY; THENCE ALONG AND WITH SAID NORTHERN RIGHT-OF-WAY, S 89°13'36" E A DISTANCE OF 68.82

FEET TO A POINT; THENCE S 89°12'18" E A DISTANCE OF 74.58 FEET TO A POINT; THENCE S 89°13'36" E A

DISTANCE OF 7.26 FEET TO A POINT; THENCE S 89°14'36" E A DISTANCE OF 137.68 FEET TO A POINT; THENCE N

89°14'36" W A DISTANCE OF 59.85 FEET TO A POINT; THENCE N 00°39'57" W A DISTANCE OF 6.80 FEET TO A

POINT; THENCE S 89°14'36" E A DISTANCE OF 183.61 FEET TO A POINT; THENCE N 89°28'53" E A DISTANCE OF

32.30 FEET TO THE POINT AND PLACE OF BEGINNING; THENCE LEAVING SAID RIGHT-OF-WAY N 64°01'34" E A

DISTANCE OF 29.18 FEET TO A POINT; THENCE N 12°27'56" W A DISTANCE OF 16.98 FEET TO A POINT; THENCE

N 77°32'04" E A DISTANCE OF 16.58 FEET TO A POINT; THENCE S 00°07'55" E A DISTANCE OF 33.27 FEET TO A

POINT; THENCE N 89°07'42" W A DISTANCE OF 28.08 FEET TO A POINT; THENCE S 89°28'53" W A DISTANCE OF

10.76 FEET TO THE POINT OF BEGINNING CONTAINING 0.0137 ACRES.

EXHIBIT A

Property Address: 412 Holly Springs Rd

Amon J Atwater, Geraldine J Atwater
412 Holly Springs Rd
Holly Springs NC 27540

Description of Entire Tract: Legal Description: BEING all of that approximate 0.7600 tract known by the Wake County PIN of 0659037118 and Real Estate ID of 0009065, as further described in Deed Book 003431, Page 00298, Wake County Registry.

Legal Interests

1. Right of Way for Streets

an interest in fee simple absolute in the lands of the Grantor(s) as described in the Legal Description for the purpose of constructing, maintaining, using, egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to roadway construction and usage for a public roadway in perpetuity, including the placement of any and all utilities, said construction and maintenance to be performed in the sole discretion of the Town, according to the standards of the Grantee, as amended from time to time.

Acreage: 0.0671	Square Feet: 2922.88
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Legal Description:
PIN: 0659037118

R/W

BEGINNING AT A POINT AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY AMON J. ATWATER AND GERALDINE J. ATWATER AS RECORDED IN DEED BOOK 3431, PAGE 298, WAKE COUNTY REGISTRY; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY S 88°38'33" E A DISTANCE OF 60.01 FEET TO A POINT; THENCE S 88°14'41" E A DISTANCE OF 132.00 FEET TO A POINT; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY S 00°13'12" W A DISTANCE OF 13.53 FEET TO A POINT; THENCE N 89°14'36" W A DISTANCE OF 194.25 FEET TO A POINT; THENCE N 08°08'20" E A DISTANCE OF 16.60 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0671 ACRES.

2. Temporary Construction Easement

a right, privilege, and easement, for a period of 365 days from the start of initial construction by the Town or its agents, for a temporary construction easement allowing for egress and ingress, removal of

Acreage: 0.0916	Square Feet: 3990.10
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Legal Description:

TCE #1

COMMENCING AT A POINT AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY AMON J. ATWATER AND GERALDINE J. ATWATER AS RECORDED IN DEED BOOK 3431, PAGE 298, WAKE COUNTY REGISTRY; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY S 08°09'20" W A DISTANCE OF 16.60 FEET TO THE POINT OF BEGINNING; THENCE S 89°14'36" E A DISTANCE OF 81.11 FEET TO A POINT; THENCE S 00°31'44" W A DISTANCE OF 17.83 FEET TO A POINT; THENCE S 89°32'11" E A DISTANCE OF 19.43 FEET TO A POINT; THENCE S 89°10'14" W A DISTANCE OF 103.32 FEET TO A POINT; THENCE N 08°09'20" E A DISTANCE OF 20.77 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0369 ACRES.

TCE #2

COMMENCING AT A POINT AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY AMON J. ATWATER AND GERALDINE J. ATWATER AS RECORDED IN DEED BOOK 3431, PAGE 298, WAKE COUNTY REGISTRY; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY S 08°09'20" W A DISTANCE OF 16.60 FEET TO A POINT; THENCE S 89°14'36" E A DISTANCE OF 101.11 FEET TO THE POINT OF BEGINNING; THENCE S 89°14'36" E A DISTANCE OF 93.14 FEET TO A POINT; THENCE S 00°13'12" W A DISTANCE OF 19.00 FEET TO A POINT; THENCE N 89°14'36" W A DISTANCE OF 22.36 FEET TO A POINT; THENCE S 30°49'31" W A DISTANCE OF 21.95 FEET TO A POINT; THENCE N 89°14'36" W A DISTANCE OF 25.00 FEET TO A POINT; THENCE N 22°26'30" W A DISTANCE OF 22.85 FEET TO A POINT; THENCE S 89°10'14" W A DISTANCE OF 25.89 FEET TO A POINT; THENCE N 00°31'45" E A DISTANCE OF 17.72 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0547 ACRES.

3. Utility & Access Easement

a perpetual right, privilege, and easement, now and hereafter, to construct, install, improve, remove, replace, inspect, repair, maintain and use a system of pipelines or mains for the purpose of conveying potable water, sanitary sewer, or re-use water, together with all appurtenant facilities and equipment necessary or convenient thereto, in, upon, and across the property of the Grantors, which easement is more particularly described in the Legal Description, together with the right of ingress and egress across the land of the Grantor(s) at such times and in such a manner as required by the Grantee to maintain said lines in accordance with the standards set forth by the Grantee, as amended from time to time.

Acreage: 0.0082	Square Feet: 357.19
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Legal Description:
PUE

COMMENCING AT A POINT AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY AMON J. ATWATER AND GERALDINE J. ATWATER AS RECORDED IN DEED BOOK 3431, PAGE 298, WAKE COUNTY REGISTRY; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY S 08°09'20" W A DISTANCE OF 16.60 FEET TO A POINT; THENCE S 89°14'36" E A DISTANCE OF 81.11 FEET TO THE POINT OF BEGINNING; THENCE S 89°14'36" E A DISTANCE OF 20.00 FEET TO A POINT; THENCE S 00°31'45" W A DISTANCE OF 17.72 FEET TO A POINT; THENCE N 89°32'11" W A DISTANCE OF 20.00 FEET TO A POINT; THENCE N 00°31'44" E A DISTANCE OF 17.83 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0082 ACRES.

EXHIBIT A

Property Address: 500 Holly Springs Rd

Holly Springs Properties Llc Apa
2000 Bear Cat Way
Morrisville NC 27560

Description of Entire Tract: Legal Description: BEING all of that approximate 1.1400 tract known by the Wake County PIN of 0659131145 and Real Estate ID of 0046051, as further described in Deed Book 019400, Page 01906, Wake County Registry.

Legal Interests

1. Right of Way for Streets

an interest in fee simple absolute in the lands of the Grantor(s) as described in the Legal Description for the purpose of constructing, maintaining, using, egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to roadway construction and usage for a public roadway in perpetuity, including the placement of any and all utilities, said construction and maintenance to be performed in the sole discretion of the Town, according to the standards of the Grantee, as amended from time to time.

Acreage: 0.0071	Square Feet: 309.00
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Legal Description:
RW

BEGINNING AT A POINT AT THE EASTERN RIGHT-OF-WAY OF JOHNSON STREET, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY APA HOLLY SPRINGS PROPERTIES LLC AS SHOWN IN BOOK OF MAPS 1996, PAGE 1557, WAKE COUNTY REGISTRY AND HAVING NC GRID (NAD '83/2011) COORDINATES OF N: 693200.15 FEET AND E: 2051042.18 FEET; THENCE LEAVING SAID EASTERN RIGHT-OF-WAY N 75°06'28" E A DISTANCE OF 5.08 FEET TO A POINT; THENCE S 01°03'44" E A DISTANCE OF 62.39 FEET TO A POINT; THENCE S 88°56'16" W A DISTANCE OF 5.53 FEET TO A POINT AT SAID EASTERN RIGHT-OF-WAY; THENCE ALONG AND WITH SAID EASTERN RIGHT-OF-WAY N 00°30'29" W A DISTANCE OF 61.17 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0071 ACRES.

2. Utility & Access Easement

a perpetual right, privilege, and easement, now and hereafter, to construct, install, improve, remove, replace, inspect, repair, maintain and use a system of pipelines or mains for the purpose of conveying potable water, sanitary sewer, or re-use water, together with all appurtenant facilities and equipment necessary or convenient thereto, in, upon, and across the property of the Grantors, which easement is more particularly described in the Legal Description, together with the right of ingress and egress across the land of the Grantor(s) at such times and in such a manner as required by the Grantee to maintain said lines in accordance with the standards set forth by the Grantee, as amended from time to time.

Acreage: 0.0026	Square Feet: 13.00
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Legal Description:

PUE

COMMENCING AT A POINT AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, SAID POINT BEING THE NORTHEASTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY JACQUELINE A. WILSON AND JENATUS D. WILSON, II AS RECORDED IN DEED BOOK 3155, PAGE 207, WAKE COUNTY REGISTRY AND ALSO BEING A NORTHERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY APA HOLLY SPRINGS PROPERTIES LLC AS SHOWN IN BOOK OF MAPS 1996, PAGE 1557, WAKE COUNTY REGISTRY, AND HAVING NC GRID (NAD '83/2011) COORDINATES OF N: 693227.95 FEET AND E: 2051146.72 FEET; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY ALONG AND WITH A CURVE TO THE RIGHT AN ARC DISTANCE OF 59.07 FEET, SAID CURVE HAVING A RADIUS OF 8,209.04 FEET, A CHORD BEARING OF N 89°10'21" E, AND A CHORD DISTANCE OF 59.07 FEET TO THE POINT OF BEGINNING; THENCE ALONG AND WITH A CURVE TO THE RIGHT AN ARC DISTANCE OF 30.00 FEET, SAID CURVE HAVING A RADIUS OF 8,209.04 FEET, A CHORD BEARING OF N 89°29'00" E, AND A CHORD DISTANCE OF 30.00 FEET TO A POINT; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY S 00°38'44" E A DISTANCE OF 32.72 FEET TO A POINT; THENCE S 89°14'44" W A DISTANCE OF 30.10 FEET TO A POINT; THENCE N 00°28'28" W A DISTANCE OF 32.85 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0026 ACRES.

EXHIBIT A

Property Address: 716 Holly Springs Rd

Venkatesh Bollisetty
Ravi Varma Dantuluri
716 Holly Springs Rd
Holly Springs NC 27540
Raghu Varma Dantuluri
Sampath Kumar Tadikonda
Krishna R. Vegiraju

Description of Entire Tract: Legal Description: BEING all of that approximate 1.9300 tract known by the Wake County PIN of 0659238212 and Real Estate ID of 0020209, as further described in Deed Book 019022, Page 00538, Wake County Registry.

Legal Interests

1. Right of Way for Streets

an interest in fee simple absolute in the lands of the Grantor(s) as described in the Legal Description for the purpose of constructing, maintaining, using, egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to roadway construction and usage for a public roadway in perpetuity, including the placement of any and all utilities, said construction and maintenance to be performed in the sole discretion of the Town, according to the standards of the Grantee, as amended from time to time.

Acreage: 0.0177	Square Feet: 771.00
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Legal Description:
RW

COMMENCING AT A POINT AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY THE TOWN OF HOLLY SPRINGS AS RECORDED IN DEED BOOK 15788, PAGE 463, WAKE COUNTY REGISTRY AND HAVING NC GRID (NAD '83/2011) COORDINATES OF N: 693339.83 FEET AND E: 2052919.98; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY S 78°42'27" W A DISTANCE OF 338.81 FEET TO A POINT; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY S 00°20'58" W A DISTANCE OF 4.57 FEET TO THE POINT OF BEGINNING; THENCE N 83°07'36" E A DISTANCE OF 209.33 FEET TO A POINT; THENCE ALONG AND WITH A CURVE TO THE RIGHT AN ARC DISTANCE OF 209.87 FEET, SAID CURVE HAVING A RADIUS OF 1,749.00 FEET, A CHORD BEARING OF S 82°16'03" W, AND A CHORD DISTANCE OF 209.75 FEET TO A POINT; THENCE N 00°20'58" E A DISTANCE OF 3.17 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0177 ACRES.

2. Temporary Construction Easement

a right, privilege, and easement, for a period of 365 days from the start of initial construction by the Town or its agents, for a temporary construction easement allowing for egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to construction in the easement area, said easement area as described in the legal description.

Acreage: 0.1059

Square Feet: 4613.00

Legal Description:

TCE#1

COMMENCING AT A POINT AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY THE TOWN OF HOLLY SPRINGS AS RECORDED IN DEED BOOK 15788, PAGE 463, WAKE COUNTY REGISTRY AND HAVING NC GRID (NAD '83/2011) COORDINATES OF N: 693339.83 FEET AND E: 2052919.98; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY S 01°20'37" W A DISTANCE OF 30.96 FEET TO THE POINT OF BEGINNING; THENCE S 01°20'50" W A DISTANCE OF 10.09 FEET TO A POINT; THENCE S 89°53'54" W A DISTANCE OF 30.37 FEET TO A POINT; THENCE S 78°24'07" W A DISTANCE OF 79.11 FEET TO A POINT; THENCE ALONG AND WITH A CURVE TO THE RIGHT AN ARC DISTANCE OF 21.66 FEET, SAID CURVE HAVING A RADIUS OF 1,763.02 FEET, A CHORD BEARING OF S 78°45'14" W, AND A CHORD DISTANCE OF 21.66 FEET TO A POINT; THENCE S 29°06'47" W A DISTANCE OF 19.53 FEET TO A POINT; THENCE S 79°54'53" W A DISTANCE OF 25.10 FEET TO A POINT; THENCE N 44°16'47" W A DISTANCE OF 18.26 FEET TO A POINT; THENCE ALONG AND WITH A CURVE TO THE RIGHT AN ARC DISTANCE OF 60.89 FEET, SAID CURVE HAVING A RADIUS OF 1,763.00 FEET, A CHORD BEARING OF S 81°38'44" W, AND A CHORD DISTANCE OF 60.88 FEET TO A POINT; THENCE N 07°21'54" W A DISTANCE OF 14.00 FEET TO A POINT; THENCE ALONG AND WITH A CURVE TO THE LEFT AN ARC DISTANCE OF 116.15 FEET, SAID CURVE HAVING A RADIUS OF 1,749.00 FEET, A CHORD BEARING OF N 80°43'57" E, AND A CHORD DISTANCE OF 116.13 FEET TO A POINT; THENCE N 83°07'36" E A DISTANCE OF 124.62 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0776 ACRES.

TCE#2

COMMENCING AT A POINT AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY THE TOWN OF HOLLY SPRINGS AS RECORDED IN DEED BOOK 15788, PAGE 463, WAKE COUNTY REGISTRY AND HAVING NC GRID (NAD '83/2011) COORDINATES OF N: 693339.83 FEET AND E: 2052919.98; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY S 78°42'27" W A DISTANCE OF 338.81 FEET TO A POINT; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY S 00°20'58" W A DISTANCE OF 7.74 FEET TO THE POINT OF BEGINNING; THENCE ALONG AND WITH A CURVE TO THE LEFT AN ARC DISTANCE OF 70.49 FEET, SAID CURVE HAVING A RADIUS OF 1,749.00 FEET, A CHORD BEARING OF N 84°33'02" E, AND A CHORD DISTANCE OF 70.49 FEET TO A POINT; THENCE S 06°36'14" E A DISTANCE OF 18.36 FEET TO A POINT; THENCE S 81°04'15" W A DISTANCE OF 14.27 FEET TO A POINT; THENCE S 89°15'11" W A DISTANCE OF 50.02 FEET TO A POINT; THENCE S 60°04'46" W A DISTANCE OF 9.56 FEET TO A POINT; THENCE N 00°21'12" E A DISTANCE OF 14.70 FEET TO A POINT; THENCE

N 00°22'56" E A DISTANCE OF 4.49 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0283 ACRES.

3. Permanent Drainage Easement

a perpetual right, privilege and easement allow for surface water to accumulate in the said easement area and to allow any necessary drainage structures either underground or above ground to include but not by limitation rip-rap, concrete piping, metal piping, or other natural vegetative material, together with the right of ingress and egress across the land of the Grantor(s) at such times and in such a manner as required by the Grantee to maintain, if applicable, said area in accordance with the standards set forth by the Grantee, as amended from time to time.

Acreage: 0.0108

Square Feet: 470.00

Legal Description:

PDE

COMMENCING AT A POINT AT THE SOUTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152, SAID POINT BEING THE NORTHWESTERN PROPERTY CORNER OF LANDS NOW OR FORMERLY OWNED BY THE TOWN OF HOLLY SPRINGS AS RECORDED IN DEED BOOK 15788, PAGE 463, WAKE COUNTY REGISTRY AND HAVING NC GRID (NAD '83/2011) COORDINATES OF N: 693339.83 FEET AND E: 2052919.98; THENCE ALONG AND WITH SAID SOUTHERN RIGHT-OF-WAY S 78°42'27" W A DISTANCE OF 338.81 FEET TO A POINT; THENCE LEAVING SAID SOUTHERN RIGHT-OF-WAY S 00°20'58" W A DISTANCE OF 7.74 FEET TO A POINT; THENCE ALONG AND WITH A CURVE TO THE LEFT AN ARC DISTANCE OF 70.49 FEET, SAID CURVE HAVING A RADIUS OF 1,749.00 FEET, A CHORD BEARING OF N 84°33'02" E, AND A CHORD DISTANCE OF 70.49 FEET TO THE POINT OF BEGINNING; THENCE ALONG AND WITH A CURVE TO THE LEFT AN ARC DISTANCE OF 23.23 FEET, SAID CURVE HAVING A RADIUS OF 1,749.00 FEET, A CHORD BEARING OF N 83°00'56" E, AND A CHORD DISTANCE OF 23.23 FEET TO A POINT; THENCE S 07°21'54" E A DISTANCE OF 20.29 FEET TO A POINT; THENCE S 83°23'46" W A DISTANCE OF 23.50 FEET TO A POINT; THENCE N 06°36'14" W A DISTANCE OF 20.13 FEET TO THE POINT OF BEGINNING, CONTAINING 0.0108 ACRES.

EXHIBIT A

Property Address: 717 Holly Springs Rd

Richard Lane Jones, Terry Jackson Jones
Po Box 265
Holly Springs NC 27540

Description of Entire Tract: Legal Description: BEING all of that approximate 12.8100 tract known by the Wake County PIN of 0659237771 and Real Estate ID of 0128483, as further described in Deed Book 15-E, Page 1588, Wake County Registry.

Legal Interests

1. Temporary Construction Easement

a right, privilege, and easement, for a period of 365 days from the start of initial construction by the Town or its agents, for a temporary construction easement allowing for egress and ingress, removal of vegetation, sloping, grading, digging and earthwork, and all other activities incident to construction in the easement area, said easement area as described in the legal description.

Acreage: 0.2435	Square Feet: 10607.00
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Legal Description:
TCE

BEGINNING AT A POINT IN THE EASTERN RIGHT-OF-WAY RHAMKATTE ROAD, SAID POINT BEING THE SOUTHEAST CORNER OF LOT A AS RECORDED IN BOOK OF MAPS 1994, PAGE 1475, WAKE COUNTY REGISTRY, SAID POINT BEING THE SOUTHWEST CORNER OF LOT 1 AS RECORDED IN BOOK OF MAPS 2017, PAGE 1458-1464, WAKE COUNTY REGISTRY; THENCE ALONG AND WITH SAID EASTERN RIGHT-OF-WAY, ALONG A CURVE TO THE LEFT AND ARC DISTANCE OF 6.50 FEET, SAID CURVE HAVING A RADIUS OF 30.00 FEET, A CHORD DIRECTION OF S 06°31'19" E, AND A CHORD DISTANCE OF 6.49 FEET TO THE POINT AND PLACE OF BEGINNING; THENCE LEAVING SAID EASTERN RIGHT-OF-WAY S 70°59'07" E A DISTANCE OF 20.16 FEET TO A POINT; THENCE S 00°41'27" E A DISTANCE OF 5.49 FEET TO A POINT; THENCE N 89°16'22" E A DISTANCE OF 113.09 FEET TO A POINT; THENCE ALONG A CURVE TO THE LEFT AND ARC DISTANCE OF 327.54 FEET, SAID CURVE HAVING A RADIUS OF 1638.50 FEET, A CHORD DIRECTION OF N 84°07'43" E, AND A CHORD DISTANCE OF 327.00 FEET TO A POINT; THENCE N 78°24'07" E A DISTANCE OF 385.33 FEET TO A POINT; THENCE N 40°46'19" E A DISTANCE OF 40.13 FEET TO A POINT; THENCE N 78°24'07" E A DISTANCE OF 8.05 FEET TO A POINT; THENCE S 00°17'03" W A DISTANCE OF 36.79 FEET TO A POINT LOCATED ON THE NORTHERN RIGHT-OF-WAY OF HOLLY SPRINGS ROAD, NCSR 1152; THENCE ALONG AND WITH SAID NORTHERN RIGHT-OF-WAY S 78°18'26" W A DISTANCE OF 213.84 FEET TO A POINT; THENCE S 78°15'10" W A DISTANCE OF 47.46 FEET TO A POINT; THENCE S 78°49'04" W A DISTANCE OF 100.11 FEET TO A POINT; THENCE S 78°28'18" W A DISTANCE OF 52.47 FEET TO A POINT; THENCE ALONG A CURVE TO THE RIGHT AND ARC DISTANCE OF 342.54 FEET, SAID CURVE HAVING A RADIUS OF 1750.00 FEET, A CHORD DIRECTION OF S 84°04'45" W, AND A

CHORD DISTANCE OF 341.99 FEET TO A POINT; THENCE S $89^{\circ}46'47''$ W A DISTANCE OF 98.47 FEET TO A POINT; THENCE ALONG A CURVE TO THE RIGHT AND ARC DISTANCE OF 35.91 FEET, SAID CURVE HAVING A RADIUS OF 30.00 FEET, A CHORD DIRECTION OF N $47^{\circ}01'25''$ W, AND A CHORD DISTANCE OF 33.80 FEET TO THE POINT OF BEGINNING CONTAINING 0.2435 ACRES.



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 9.

Consent Agenda

Title: Ordinance Amendment Solicitation Permit

Strategic Priority Area: Community Safety

Staff Resource: John Schifano, Town Attorney

Action(s):

Adopt Ordinance 26-08 amending the Solicitor Permit Ordinance.

Explanation:

- The proposed ordinance amendment updates the Town's Code of Ordinances governing soliciting activities to clarify permitting requirements, operational standards, enforcement provisions, and public safety protections related to door-to-door solicitation activities within Holly Springs.
- Specifically, the proposed amendment:
 - Removes an unused provision requiring solicitors to post a bond with the Clerk
 - Prohibits solicitation from 6 PM to 9 AM during non-summer months (September to April) and prohibits solicitation from 8 PM to 9 AM from May 1 to September 1
 - Exempts non-profit organizations from permit requirements

Background:

- The Town has an ordinance requiring door-to-door solicitors to obtain a permit from the Town in order to protect the safety and security of its residents.
- The current ordinance is too restrictive with respect to hours, in the opinion of the town attorney, after reviewing case law. Also, it has language regarding posting a bond, which is not the current practice of the Town.
- North Carolina law allows an individual homeowner to post a "No Solicitation" sign on their property which would allow the police to take enforcement action against a solicitor that violates the homeowner's wishes and subjects the violator to a fine up to \$500.

Funding Source(s):

n/a

Attachment(s):

1. 26-18 Amending Chapter Four Article V



Ordinance No. 26-18

Date Submitted: June 2, 2026

Date Adopted:

AN ORDINANCE TO AMEND THE TOWN CODE OF THE TOWN OF HOLLY SPRINGS, N.C. TO AMEND CHAPTER FOUR, ARTICLE V, SECTION 4

BE IT ORDAINED by the Holly Springs Town Council of the Town of Holly Springs, North Carolina, that the Code of Ordinances Chapter Four: Businesses is amended as follows:

Part 1: ARTICLE V. - PEDDLING AND SOLICITING

Sec. 4-121. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Peddler means any person who transports goods from place to place and sells or offers for sale such goods, or who, without traveling from place to place, sells or offers for sale any goods from any vehicle or device; provided, that any person who separates the acts of sale and delivery for the purpose of evading the provisions of this article shall be deemed a peddler.

Solicitor means any person who travels from place to place taking or offering to take orders for the sale of goods for future delivery or for personal services to be performed in the future, whether or not samples are displayed or money is collected in advance, and any person who uses or occupies any building or premises for the sole purpose of taking or offering to take orders for the sale of goods for future delivery or for personal services to be performed in the future, whether or not samples are displayed or money is collected in advance. Charitable non profits with an IRS 501(c)(3) designation are not included in this definition and exempt from the provisions of this Article.

Transient vendor means any person who engages in a temporary business of selling and delivering goods and who, for this purpose, uses or occupies any building or premises; provided, that no person shall be relieved from complying with the provision of this section merely by conducting a transient business in association with any permanently established merchant.

Sec. 4-122. - Prohibited acts.

(a) It shall be unlawful for any person to enter upon any privately-owned premises or business, without permission or invitation of the owner or occupant of such premises or business, for the purpose of soliciting orders for immediate or future delivery of goods, wares, merchandise, or services, including the taking of subscriptions for magazines and the procuring of applications and contracts without first receiving a permit issued by the department of public safety.

(b) It shall be unlawful for any person holding a permit to fail to display the permit and state-issued photo identification, upon demand of a police officer, while engaged in soliciting in the town.

(c) It is unlawful for persons authorized to work for a permit holder to fail to display a certified copy of the permit and recognized state identification, upon demand of a police officer, while engaged in soliciting in the town. A person working for a permit holder shall be listed as an authorized person on the face of the permit.

(d) Even if a permit has been issued, it shall be unlawful to conduct any business, as listed in subsection (a), during the hours between 6:00 p.m. and 9:00 a.m. from September 2 through April 30, and between 8:00 p.m. and 9:00 a.m. between May 1 and September 1 Monday through Saturday nor at any time on Sunday.

(e) Any person, regardless of permit status, who solicits, peddles, or attempts to do either at any property that contains a sign posted conspicuously near the front door stating "No Soliciting" shall be guilty of a Class 3 misdemeanor and subject to a fine of not more than \$500.

Sec. 4-123. - Application for permit; fees.

(a) Each person requesting a permit under this section shall file with the department of public safety a written application, which shall contain the following information:

- (1) The name and address of the individual filing the application.
- (2) The name and address of the principal or employer if the applicant is an agent or employee, including the address of the principal place of business, EIN, and NC Secretary of State ID number.
- (3) A complete physical description of the applicant including height, weight, sex, race, date of birth, and any distinguishing characteristics.
- (4) A description of the goods or services to be sold or offered.
- (5) A statement as to whether the applicant intends to receive payment or deposit for goods or services to be delivered or rendered in the future.
- (6) The inclusive dates which the applicant will carry on business within the town.
- (7) A statement as to which days of the week the applicant intends to conduct business.

- (8) A complete description of the vehicle or method of transportation the applicant intends to use for business purposes while in the town.
- (9) A statement as to whether the applicant, his principal or employer, or other person having management or supervisory function in the applicant's business, has been convicted of a criminal offense, and if so, the name of the person convicted, the nature of the offense, the punishment assessed and when and where the offense occurred.
- (10) A statement as to which areas of the town the applicant intends to conduct his business.
- (11) A list of all persons, other than the applicant, who would be authorized by the applicant to engage in soliciting in the applicant's behalf.
- (12) A statement as to whether or not the applicant or authorized individual of the organization has paid all required taxes, including the town privilege license fee. Proof of a current privilege license is required before a permit will be issued.

(b) Each person filing application for issuance of a permit to solicit in the town shall present a driver's license or an approved state-issued identification card with a photograph, at the time of filing the application.

(c) At the time of filing the application, the applicant shall present proof of a current town privilege license evidencing that the business or organization has paid the required privilege license tax for the current fiscal year.

(d) A fee of \$25.00, made payable to the town, will be collected at the time application is made. The fee is for processing of the application and is nonrefundable.

Sec. 4-124 – Bond required.

~~(a) — Before any permit shall be issued under the provisions of this article, the applicant shall furnish a bond in the penal amount of \$5,000.00 to the town signed by the applicant and as surety by some surety company authorized to do business in this state, conditioned upon the final delivery of goods, wares, merchandise, services, photographs, magazines, and newspapers in accordance with the terms of any and all purchasers or customers for any and all defects in material and workmanship that may exist in the article sold by the principal on such bond, at the time of delivery, and that may be discovered by such purchaser or customer within 30 days after delivery. Such bond shall be for the use and benefit of all persons that may make any purchase or give any order to the principal on such bond, or to any agent or employee of the principal. The principal shall be in effect for 180 days from expiration of this permit.~~

~~(b) — Only one bond shall be required of each applicant, even though such applicant shall have one or more agents or employees; provided such bond shall be made to cover the activities of all such agents or employees.~~

~~(c) — Applicants soliciting for recognized charitable organizations, churches, schools, civic organizations, and similar neighborhood associations performing fundraising activities for their organization are exempt from such bond.~~

- **Sec. 4-125. - Permit to be issued.**

The chief of police or his designee shall issue a permit to the applicant within five working days of filing the application, if it is determined that the applicant has complied with the provisions of this article and proposes to engage in a lawful commercial or professional enterprise.

(1) The permit will be a letter on police department letterhead signed by the chief of police or his designee. The applicant must carry the signed original of this letter along with an approved state identification card with a photograph at all times while engaged in business. Certified copies of the letter will be provided by the ~~department of public safety~~ police department for each agent or employee doing business with or for the applicant for a charge of \$10.00 each. The employee or agent's name must appear on the initial application and will be included on the ~~letter of permission~~ permit. Each agent or employee must carry the signed certified copy of this ~~letter~~ permit along with an approved state identification card with a photograph at all times while engaged in business.

(2) The permit and identification must be displayed upon demand of any police officer. Failure to produce the required permit and identification may result in the revocation of all copies and the original permit issued for the applicant and the listed agents or employees.

(3) Photograph identification issued by a private company or organization will not be accepted as a substitute for an official state-issued identification card with photograph. The issuing state, however, does not have to be North Carolina.

- **Sec. 4-126. - Denial or revocation of a permit.**

(a) Any applicant denied a permit will be mailed a letter within five working days after making application, stating the reason for denial. Denial will be made if it is determined that provisions of this article have not been met or the applicant does not propose to engage in a lawful commercial or professional enterprise. Conviction of criminal offenses by the applicant or principals in the business, which indicate a propensity for violence, theft, fraud, or similar offenses, may be cause for denial of a permit.

(b) The chief of police or any sworn police officer or any other designee of the chief of police may revoke a permit issued under this article when there is a reasonable factual basis that doing so would be in the best interest of the health, safety, welfare or morals of the public. The chief of police shall mail a letter to the address listed for the applicant on the application notifying them of the reason for revocation.

- **Sec. 4-127. - Exceptions.**

Recognized charitable organizations, churches, schools, civic organizations, and similar neighborhood associations performing fundraising activities for their organizations are exempt from the requirements of this article. Proof of non-profit status may be required.

- **Sec. 4-128. - Term of permit; renewal.**

A permit shall be issued for the period requested in the application or for as long as the information on the face of the application is unchanged, provided however, no permit shall be issued for a period exceeding 12 calendar months. Upon expiration of the permit due to time or to change in information, the applicant may apply for a renewal of the permit upon a form designated by the chief of police, which shall indicate what changes, if any have occurred since the date the original application was completed. The department of public safety may renew and extend the permit for an additional term not to exceed 12 calendar months. Each renewal or change in the application shall carry the same application fee of \$25.00 and \$1.00 for each certified copy, and each renewal or change in the application must be covered by a surety bond.

- **Sec. 4-129. - Transfer of permit.**

A permit issued under this article is not transferable.

- **Sec. 4-130. - Penalty.**

This article may be enforced by any or both of the following ways as provided by law.

(1) Anyone violating this article shall be guilty of a Class 3 Misdemeanor and shall be fined not more than \$5400.00 , in an amount to be determined at the discretion of the officer or imprisoned for not more than 20 days.

(2) A violation of this article shall subject the violator to issuance of a citation in the amount of \$100.00 for each such citation. A citation remaining unpaid to the town after 15 days shall subject the violator to a civil penalty, which may be recovered by the town in a civil action. A violation, which is a continuing violation, shall subject the violator to a separate citation for each day the violation continues.

Part 2: REPEAL OF CONFLICTING ORDINANCES

All ordinances or parts of the Town Code of Ordinances of the Town of Holly Springs conflicting or inconsistent with the provisions of this Ordinance are hereby repealed.

Part 3: SEVERABILITY

If any section, part of a section, paragraph, sentence, clause, phrase, or word of this Ordinance is for any reason held or declared to be unconstitutional, inoperative or void, such holdings shall not affect the remaining portion of this Ordinance and it shall be construed to have been the legislative intent to pass the Ordinance without such unconstitutional, invalid or inoperative part therein, and the remainder of this Ordinance after the exclusion of such part or parts shall be deemed to be held valid as if such part or parts had not been included therein, or if this Ordinance or any of the provisions thereof shall be held inapplicable to any person, group of persons, property, kind of property, circumstances, or set of circumstances, such holdings shall not affect the applicability thereof to any other person, property or

circumstances.

Part 4: INCLUSION IN CODE

It is the intention of the Town Council entered as hereby ordained, that the provisions of this Ordinance shall become and be made part of the Town Code of Ordinances of the Town of Holly Springs, North Carolina; that the Section(s) of this Ordinance may be renumbered or relettered to accomplish such intention, and that the word "Ordinance" may be changed to "Section, or "Article" or other word.

Part 5: EFFECTIVE DATE

The provisions of this ordinance shall become effective June 2, 2026, in accordance with the laws of the State of North Carolina.

Adopted this, the 2nd day of June 2026.

Town of Holly Springs by

ATTEST:

Michael D. Kondratick, Mayor

Linda McKinney, Town Clerk





Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 10.

New Business

Title: Adoption of the Fiscal Year 2026-2027 Operating Budget and Community Investment Plan

Strategic Priority Area: Organizational Excellence

Growth Management & Economic Vitality

Vibrant Community

Community Safety

Staff Resource: Corey Petersohn, Budget, Innovation, and Strategy

Action(s):

- Adopt the Fiscal Year 2026-2027 Operating and Community Investment Plan Budget, associated capital project ordinances, and approve updates to the Personnel Policy.
- Adopt the Council Order 26-02 directing Wake County to levy and collect property taxes for the Town of Holly Springs.

Explanation:

- The Fiscal Year 2026-27 \$139 million budget (net of transfers) continues to leverage prudent fiscal policy to advance a balanced budget that represents the Mayor and Town Council's strategic vision for the Town.
- Key investments in this year's budget include:
 - Managing traffic and improving mobility
 - Enhancing parks, facilities, and events
 - Managing growth and protecting the environment
- Nineteen (19) new full-time positions are recommended to support strategic goals.
- There is no recommended change to the property tax rate of 34.35 cents per \$100 valuation.
- The utility bill for the typical residential household would increase by \$11.89/month to fund water and sewer capacity infrastructure investments. Garbage and recycling collection would increase 69 cents/month as a pass-through charge from the Town's private contractor, GFL Environmental. Monthly Stormwater fees would increase by \$1.30 for residential users, bringing the monthly fee to \$6.50.
- At the May 21st Budget Workshop, Town Council endorsed the following changes to the Recommended Budget:
 - Allocate an additional \$5,000 for non-profit grants
 - Keep the remaining \$5,000 in unallocated funds for future considerations
- Other policy direction provided by Council at the May 21st Budget Workshop included:
 - Expansion of Hopper microtransit service to include Saturdays
 - Creation of a voluntary utility bill round-up program to be administered by a third-party to assist residents facing temporary financial hardship
 - Beginning of analysis and engagement on potential multi-modal transportation

investments for a possible 2027 transportation bond vote

Background:

- The Town Manager presented the recommended budget to the Mayor and Council on May 12, 2026.
- A public hearing on the Recommended Budget occurred on May 19, and Budget Workshop on May 21.
- For the purposes of authorizing property tax collections for FY2025-26, Wake County requires the attached order directing the County Tax Assessor to levy and collect property taxes for the Town at a tax rate of 34.35 cents per \$100 of property value.
- This is an annual request from Wake County and must be approved by July 1 each year

Funding Source(s):

- Operating Budget and Community Investment Plan

Attachment(s):

1. FY27 Budget Message
2. FY27 Budget Infographic
3. FY2026-27 Operating Budget Ordinance (26-09)
4. Summary of Capital Ordinance Changes for June 2 2026
5. PAYGO Project Ordinance (26-10)
6. Street and Sidewalk Project Ordinance (26-11)
7. Town Building Project Ordinance (26-12)
8. Parks and Recreation Project Ordinance (26-13)
9. Utility PAYGO Project Ordinance (26-14)
10. Grants and Special Revenue Ordinance (26-15)
11. Water Projects Capital Ordinance (26-16)
12. Stormwater Projects Capital Ordinance (26-17)
13. Personnel Policy Revisions 2026
14. Tax Collection Order (26-02)
15. FY27 Approved Budget Book



TOWN OF HOLLY SPRINGS

Fiscal Year 2026-27 Manager's Budget Message

May 12, 2026

To the Honorable Mayor and Town Council Members:

On behalf of the entire organization, it is my pleasure to recommend to you the Fiscal Year 2026-2027 (FY27) Operating Budget and Community Investment Plan.

Introduction

In the most recent community survey, Holly Springs residents once again expressed high overall satisfaction levels with their community. 95% say it's a great place to live and 94% say a great place to raise children. The Town also heard what residents are most concerned about, including managing traffic and growth.

The annual budget is the chief policy document that reflects the values and priorities of Holly Springs. This year's recommendation continues to leverage sound fiscal policy to advance a balanced budget that advances the Mayor and Town Council's strategic vision for the Town. A few of the investment highlights in this year's recommendation include:

1. Managing Traffic and Improving Mobility
2. Enhancing Parks, Facilities, and Events
3. Managing Growth and Protecting the Environment

The Recommended Budget totals \$139,226,267 (net of transfers), an 18.3% increase from the adopted FY 2025-2026 (FY26) budget – reflecting increased capital project investments for the community. Of this, the General Fund represents \$72,890,399, a 11.9% increase from the prior year. A significant portion of this increase comes from \$4,343,927 in fund balance appropriations for community investment projects. Net of those investments, the remaining General Fund budget is \$68,546,472, a 5.2% increase from the prior year adopted budget.

The Town's total assessed property valuation (real and personal property) is projected to increase from \$13.9 billion to \$14.6 billion in FY27, a 4.6% increase

over the prior year. Nineteen (19) new positions are recommended, with seven in anticipation of opening Eagles Landing Park and two dedicated to the Utility Fund (water and sewer). The remaining ten positions are to support service growth areas, facility maintenance, and maintaining the high level of organizational excellence that has been a hallmark of Holly Springs.

Key Budget Drivers

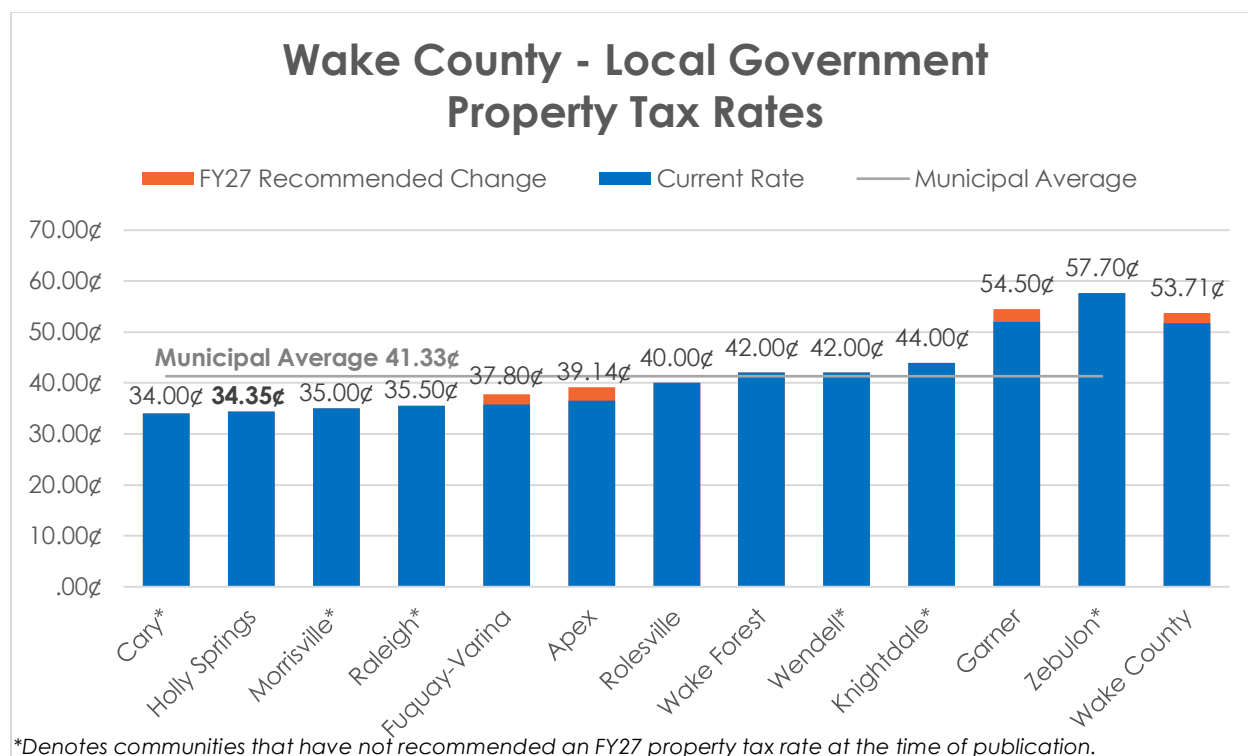


Figure 1 – A graph showing local government property tax rates in Wake County.

Today, Holly Springs has the 2nd lowest property tax rate in Wake County, and this budget recommendation is committed to providing high levels of service while maintaining affordability. This year's recommendation maintains a property tax rate of 34.35 cents per \$100 valuation while still addressing key strategic priorities and service growth needs.

Slowing Development & Growth - Since the 2020 Census, Holly Springs has grown in population by nearly a third, but recent trends indicate that growth is slowing. Over the past 10 years, the Town has approved on average 600 building permits for single homes annually. In 2025, that number dropped to under 300 permits. While the Council-approved number of yet to be built residential units remains around 5,200 units, the decline in pulled permits to build is more likely due to

higher interest rates and national market conditions than local factors. Trends across Wake County also indicate a general slowing of growth.

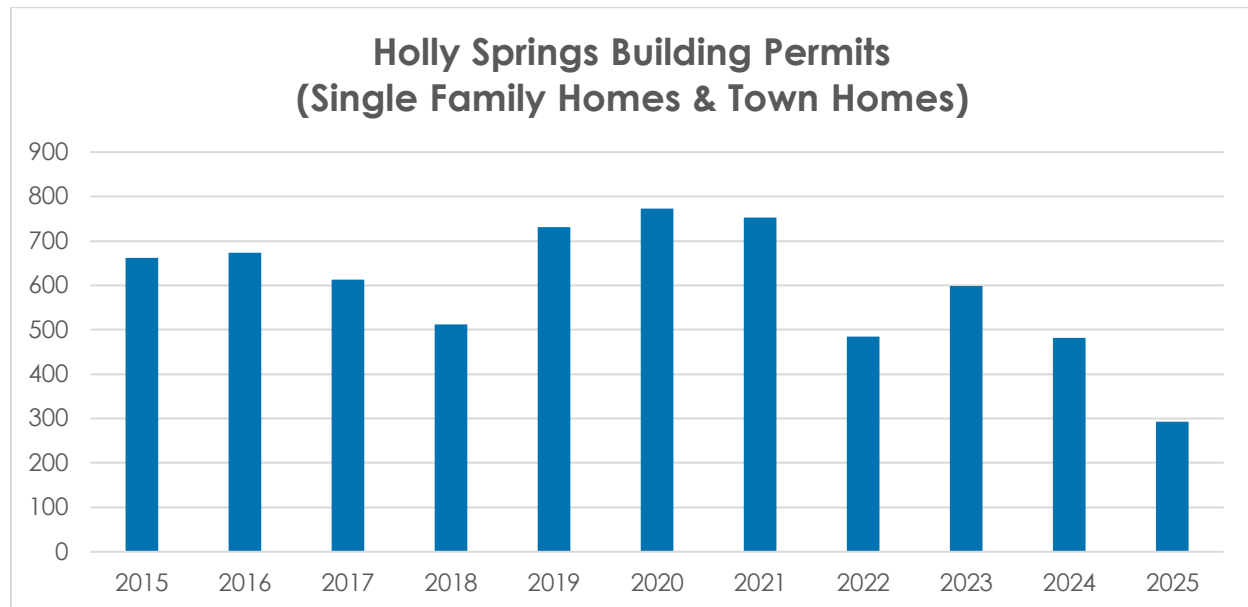


Figure 2 - A graph showing building permits in Holly Springs from 2015 to 2025.

Impact to Property Tax - Slowing residential growth does impact revenue, in particular property tax. Property taxes represent about 43.1% of the General Fund revenues which provides essential public services such as Police, Fire, Parks & Recreation, and maintains public infrastructure like sidewalks, greenways, and roads. Since 2020, the total real estate value in Holly Springs has grown on average over 7% (excluding Wake County property revaluation years). In 2026, values are projected to increase by an estimated 4.3%. This trend is similar across Wake County, with half of the other municipalities seeing growth as low as 0.5% to 3%. The difference-maker for Holly Springs is economic development.



Figure 3 - Mayor and Town Council

Economic Development - The recruitment of life sciences manufacturing has been an important economic strategy of the Mayor & Council dating back to 2002. Since 2020, over \$7 Billion of life science commercial development has been announced. These strategic investments diversify the Town's tax base and reduce the property tax burden on residential property owners.

Sales Tax – The second largest governmental revenue source is sales tax at \$16.5 million, which comprises 22.7% of the General Fund operating revenue. During the post-COVID high-inflation period, sales tax revenue nearly doubled in just four years. This trend began to slow in FY23, reaching a low of 3% growth in FY25. Today, in FY26, sales tax revenue shows signs of an upward correction with collections projected to be up by more than 7% compared to last year. When forecasting sales tax revenues, prudent fiscal restraint is advisable given the possibility of unforeseen global market conditions. However, data indicate a potential return to more typical pre-COVID growth rates in the 4 – 8% range annually.

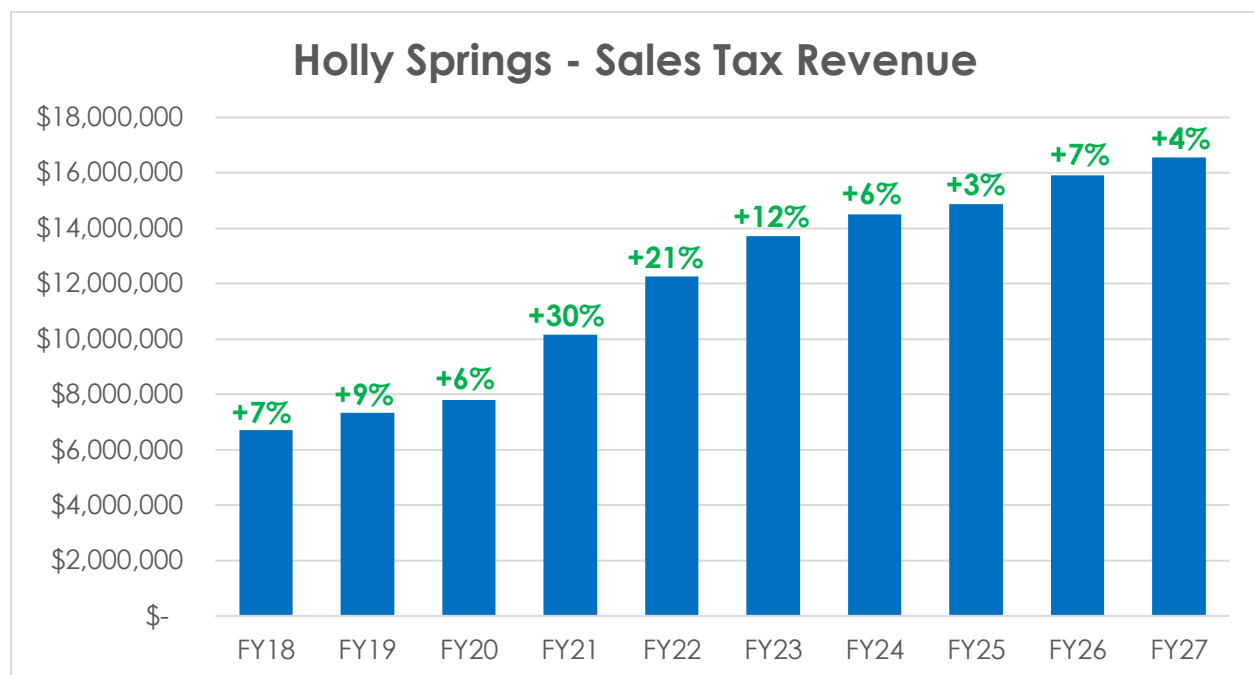


Figure 4 - Shows actual sales tax revenue for Holly Springs from FY18 to FY25; FY26 and FY27 are projected.

Managing Traffic and Improving Mobility

The 2025 Community Survey identified management of traffic as the top priority for residents. In the Town's 2026 Strategic Plan, the Mayor and Council established a vision to address this concern by enhancing multi-modal transportation and making smart infrastructure investments to include partnerships with the Town's adjacent municipalities. This budget seeks to advance that vision through the following community impact investments:

Holly Springs Hopper – In January the Town launched its first ever microtransit service the Holly Springs Hopper. While operational for just a few months, the service has been a big hit with residents, providing a new mobility option for residents and visitors getting around town. In particular, the Hopper has increased accessibility with over half of all riders qualifying for the fare free rate provided to individuals with disabilities or riders 62 years or older. This year's budget funds the service for a full year of operations, and using additional grant funding, staff are working with Town Council to consider expanding weekday hours of operations as well as Saturday service.



Figure 5 - Holly Springs Hopper Microtransit Vehicle

Holly Springs Road Widening (Central Phase) – In January the Mayor and Town Council cut the ribbon marking the completion of the Holly Springs Road Widening (East Phase) from Sunset Lake Road to Flint Point Lane. In FY27, the Town plans to bid and begin construction on the next phase (Central) to provide a four-lane median-divided road with side paths and pedestrian safety elements from Flint Point Lane to Main Street.

Intelligent Transportation System (ITS) Improvements – This budget provides funding to advance the Town's ITS initiative to mitigate traffic congestion through smart infrastructure. The Town has partnered with NCDOT for a \$2 million investment to install traffic cameras and real-time traffic analysis tools that currently enable NCDOT to remotely monitor congestion and diagnose and correct signal issues. This year's investment includes the installation of public safety preemption equipment to improve the flow of traffic during emergency responses as well as completion of an operations plan that will identify final Town digital traffic monitoring investment needs and an operational design to allow the Town to request from NCDOT transition of ITS management to the Town.

Utle Creek Greenway (Phase 2) – In 2026, the Town is scheduled to begin construction on the next phase of the Utle Creek Greenway to extend it west from Morgan Park and connect with the Holly Glen neighborhood. This project is

supported by the Capital Area Metropolitan Planning Organization (CAMPO) which is providing a grant for 70% of the cost of construction.

Middle Creek Greenway Pedestrian Crossing – In partnership with the Town of Apex, a pedestrian-initiated crosswalk signal beacon will be constructed across Sunset Lake Road connecting the Holly Springs and Apex portions of the Middle Creek Greenway. This investment will enhance crosswalk safety on a key multimodal connection point between Holly Springs and Apex.

Enhancing Parks, Facilities, and Events

In the most recent Community Survey, 95% of respondents rated their quality of life in Holly Springs as either “excellent” or “good”. That is nearly double the national average, and the Town is committed to maintaining this high level of service. Below highlights some of the recreational and service delivery enhancements along with improvements to Town facilities included in this year’s budget recommendation:



Figure 6 - Rendering of the Eagles Landing Park Recreation Center

Eagles Landing Park –

Construction is progressing well on this 56-acre park and recreation facility located on Cass Holt Road, with an opening planned for late 2027. Eagles Landing Park will offer a wide range of activities and programming for everyone from preschoolers to our senior community, including a splashpad, an e-sports and

technology lounge, four multi-use indoor courts, pickleball courts, two turf fields, fitness areas, and more. The FY27 budget begins the operational ramp-up to fund positions for the park's upcoming operations.

Cultural & Recreational Offerings – Additional funding for Senior programming and festival / special event programming is included in this year’s recommendation. A keynote event of 2026 and 2027 will be the year-long *Sesquicentennial* celebration commemorating the 150th anniversary of the Town’s incorporation.

“311” / Office of Customer Care (OCC) – In May of 2023, the Town launched its “311” customer service dedicated phone line and mobile app providing an easy-to-use one-stop point of contact for all Town inquiries and services. This budget recommends adding one customer service specialist to handle increasing call volumes and improve the OCC manager’s capacity to focus on evolving and enhancing 311 effectiveness and service delivery coordination within the Town organization.

Operations Campus – This summer, the Town will open its first non-public safety or recreation-related facility in over 20 years. The Operations Campus will include a relocated yard waste convenience center for residents and provide workspace for Town employees from Public Works, Parks and Recreation, Utilities & Infrastructure, as well as support staff from various Town departments. This modern facility will provide ample space for Town operations to grow alongside the Town for many years to come. The budget includes funding to operate the new facility.

Managing Growth and Protecting the Environment

In the community survey, residents highlighted Community Safety and Growth Management as the most important areas for the Town to focus on over the next couple of years. This year’s budget makes vital infrastructure investments to enhance community safety, protect our natural environment, and secure the Town’s ability to manage future water and sewer needs.

New Fire Station at Rex Road – This recommendation includes funding to begin design of a new fire station on Rex Road to serve the growing population in the southwest part of Town. Design and construction will span two to three years.

Safe Drinking Water Supply – The Town continues its partnership to expand the Tri-River Water Treatment facility in Sanford, and a partnership with Fuquay-Varina to convey treated water from Sanford. This project will provide additional water supply capacity and increase overall system resiliency. These investments are necessary and critical to securing the Town’s future water supply.

State of the Art Wastewater Treatment Expansion – In April, the Town broke ground on the 2 million gallons per day (MGD) treatment expansion at the Utleigh Creek Water Reclamation Facility (UCWRF) to bring the facility to a total capacity of 8 MGD. This project incorporates environmentally friendly state-of-the-art membrane bioreactor filtration technology to produce clean water for return to the environment.

Stormwater Management Investments – The Town's Stormwater Management Program safeguards local waterways and works to reduce flooding to protect infrastructure, such as roadways, water and sewer lines, and properties. Over the next five years, the Town plans to invest over \$2.5 million to reduce flood risk, manage erosion, and enhance environmental protection of Town waterways. This year's recommendation includes adjusting the Stormwater fee from \$5.20/month for residential properties to \$6.50/month to fund these critical environmental infrastructure investments. This is still below the \$7.22/month average of North Carolina communities that operate a similar stormwater management program.

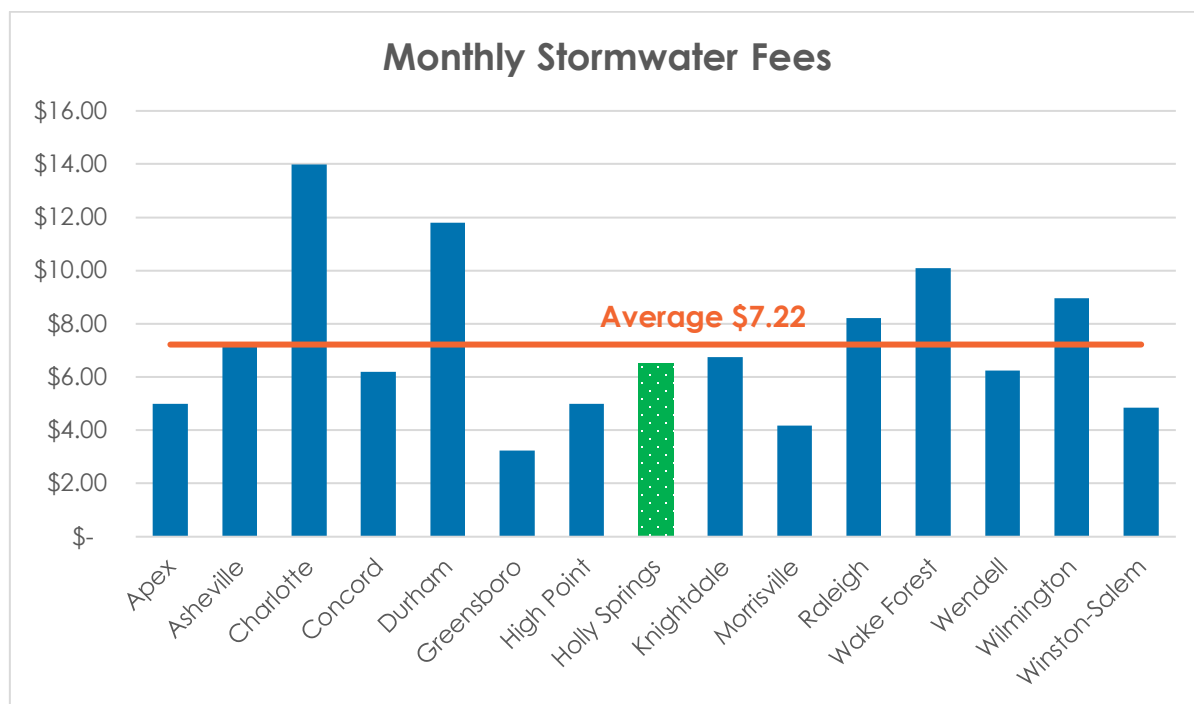


Figure 7 - Graph shows monthly stormwater fees for similar municipal systems; all fees are based on FY26 adopted budget and Holly Springs shows the F27 Recommended rate of \$6.50/month.

Water and Sewer Rate Affordability – Today, the Town has over \$500 million of Utility investments either underway or planned over the next five years. These utility infrastructure efforts are critically important, large, and require a significant investment from our rate-payers. For the typical homeowner, total monthly water and sewer rates are projected to increase by approximately \$11.89/month for a total projected water and sewer bill of \$111.30/month.

Other User Fees – The Town's garbage and recycling contracted service provider is increasing collection fees by 4.8% (direct pass-through cost to residents), resulting in a \$0.69/month increase for residential collection.

Other Community Investment Highlights

Over the past two years, the Town Council has made considerable investments in managing and maintaining the Town's aging public facilities. This recommended budget continues that commitment to ensure Holly Springs operates safe and sustainable facilities at a level consistent with resident service expectations.

Facility Maintenance / Investments - In total, this budget recommends using approximately \$4M in General Fund unassigned fund balance (that is above policy minimum retention requirements) for one-time investments in the following facilities projects:

- **North Main Athletic Complex (NMAC) Park** – Wake County recently awarded the Town nearly \$1.8 million in Hospitality Tax grant funds for renovations and enhancements at NMAC. The Town will contribute approximately \$2.1 million in grant match funds for a total of \$3.9 million of projects ranging from stadium turf replacement, mechanical system upgrades, and parking lot / drainage infrastructure improvements.
- **Facility Maintenance / Life-cycle Replacements** – In accordance with the Town's facility life-cycle assessment, this budget invests \$1 million toward repairs and system replacements for public facilities.
- **Wake County / Town Cultural Center Renovation Partnership** – The Holly Springs Cultural Center and Library will be undergoing a lobby renovation, roof replacement, and mechanical system replacement this year. The project costs are shared with Wake County, and the total Town anticipated portion is projected at just under \$2.3 million. I recommend allocating approximately 20% of the cost to this partnership project annually over the next five fiscal years.
- **Law Enforcement Center (LEC) Improvements** – To improve public safety and facility security, a detainee restroom will be added to the LEC along with storage improvements. These two improvements total \$155,000.
- **Downtown Area Plan Enhancements** – This budget includes investment of \$100,000 toward ongoing enhancement of the downtown area in accordance with the Downtown Area Plan.
- **Americans with Disabilities Act (ADA) Accommodations** – \$100,000 is recommended for ongoing infrastructure updates and other accommodations to ensure the Town remains compliant with the ADA.

Personnel Investments

Staff Investments – This budget recommends nineteen (19) new positions and repurposing one vacant full-time position:

- **Nineteen (19) New Full-Time Positions:**

- (7) Seven new Parks & Recreation positions in anticipation of opening of Eagles Landing Park in 2027 (note - some positions may not start until the summer of 2027, dependent on construction progress)
- (2) Two Finance positions – to address increased purchasing and accounting transaction workload and enhance financial accountability
- (1) Fire Health and Safety Officer – to provide the Fire Department a dedicated safety position
- (1) Customer Service Specialist – to address 311 customer service team capacity needs and growing call volume
- (1) Engineering Project Manager – to manage new facilities projects and major maintenance replacements / renovations
- (1) Facilities Maintenance Planner / Inspector – to plan and manage facility life-cycle replacement and maintenance projects
- (1) Human Resource Generalist – for position recruitments and support of Town department personnel service needs
- (1) Planner – to support housing affordability policy development/enactment and future long-term planning efforts
- (1) Chief of Staff – to improve leadership and management capacity to advance Town Council strategic initiatives, lead internal organization-wide change management initiatives, and improve organizational process efficiencies
- (1) Police Administrative Assistant – conversion of an existing part-time administrative assistant to a full-time support position for ongoing CALEA Accreditation implementation and support needs across the department
- (1) Budget Analyst – to enhance financial management and oversight of the Town's increasingly complex enterprise funds (Utility and Stormwater) that operate as distinct business units
- (1) Pretreatment Supervisor – to provide oversight and maintain compliance of wastewater treatment and proactive risk management

- **One (1) Vacant Full-Time Positions Repurposed:**

- Repurposing a vacant Building Inspector to a Permit Technician to enhance Development Services customer service

Other Personnel Investments - Additionally, this budget recommends the following to maintain Holly Springs as an employer of choice:

- **Pay for Performance** – A merit-based pay program is included with employee adjustments between 0 – 6%, based on performance
- **Health Insurance** – The Town's membership in the NC Health Insurance Pool (NCHIP) continues to reduce the Town's risk to significant spikes in health insurance increases. Health insurance premiums are set to increase by 5% in FY27 and are proposed to be covered by the Town.
- **North Carolina Local Government Employee Retirement System (LGERS) Contributions** – All NC local governments are required to participate in the LGERS retirement system for local government employees. The Non-Law Enforcement Officers employer contribution rate is projected to increase from 14.38% to 15.13% and the Law Enforcement Officer rate from 16.08% to 17.10%.
- **Other Adjustments** – Consistent with historical practice using CPI data, I recommend an adjustment of 2.4% to Mayor & Council compensation.

Looking to the Future

Below outlines potential, key issues that could impact budget and policy decisions over the next year or be factors that impact the organization over the next several years:

1. **Economic Outlook** – The Town's overall revenue sources and financial planning remain strong; however, property tax revenue from residential development is softening and could remain this way for several years. This will have some mitigating impacts for future revenue growth. Fortunately, current economic development successes underway and yet to be built over the next two to five years will position Holly Springs with a more robust and diverse tax base, which will help offset a reduced residential development environment. Additionally, other revenue sources such as sales tax continue to indicate steady growth.
2. **Legislative Threats to Municipal Property Tax Authority** – A North Carolina House committee recently advanced a proposed NC constitutional amendment to cap local property tax increases. The NC League of

Municipalities has warned such an amendment could negatively impact NC local government bond ratings and increase borrowing costs. Other impacts could include reducing Town Council's ability and flexibility to quickly respond to top community needs like transportation, public safety, and parks and recreation.

- 3. Future General Fund Operating Budget Impacts from Upcoming, Major Investments** - Over the next two to six years, additional staffing and operational resources will be necessary as the Town's new Eagles Landing Park and two new fire stations come online. These projects and the necessary staffing and equipment represent a significant investment in the future of Holly Springs. As the Town continues to balance maintaining service levels and new facilities, there is a real likelihood of the above investments "crowding out" other strategic priorities and essential service growth needs within the current revenue environment and available revenue sources.
- 4. Beyond 8MGD Wastewater Expansion** – While construction for upgrading the Uteley Creek Water Reclamation Facility (UCWRF) to a treatment capacity of 8 MGD (Million Gallons per Day) is currently underway, the Town Council will soon need to decide on a strategy for future capacity investments beyond 8 MGD to meet the demand from continued population, commercial, and industrial growth. Preliminary options include a partnership with the Towns of Apex and Cary, along with efforts to obtain future, increased state permit capacity at the Town's water reclamation facility. Over the next one to two years, I do not think there will be a more important or complex Town Council decision than this future decision about wastewater treatment. This multi-year effort will require significant engagement with our other local, state, and federal funding partners. Over the next year, I recommend that Town Council begin discussion of possibly hiring a federal lobbyist to increase the Town's strategic efforts to secure large-scale grant support from the federal government (complementing similar lobbying efforts at the state level).
- 5. Potential Future Transportation Bond** – Prior, 2018 Transportation Bond projects are essentially complete (Holly Springs Rd. East, Main St. Right Turn Lane, and a third-lane on NC-55 between S. Main St. and Avent Ferry Rd.) with the final bond project – Holly Springs Rd. Central – to be bid in early 2027. Design is underway for Holly Springs Road West, which would complete the four-lane median-divided connection from I-540 to the NC-55 Bypass. However, construction for this project remains unfunded. At the

2026 Annual Retreat, Town Council began exploring the next round of possible transportation investment priorities, and the Town's financial advisor presented on a potential \$100 – 150 million of future debt affordability between 2028-2032 – using existing revenue sources. Given the community's stated top priority for transportation investment, I recommend that Town Council discuss if a future Transportation Bond is desired, and if yes, if 2027, 2028, or another year is preferred for a bond referendum vote.

Conclusion

Thank you for the opportunity to present the governing body with a recommendation for the FY27 budget. I believe this budget reflects and advances the vision and goals the Town Council adopted in the Strategic Plan. Furthermore, this budget has been specifically crafted to fit within reasonable means and with prudence in light of shifting economic conditions.

I very much appreciate and value your leadership, discussion, and direction throughout the entire budget development process. Building a budget is a large and complex organization-wide effort, and as always, many team members contributed to this year's recommendation. In particular, I would like to recognize our department directors and staff from Budget, Innovation, and Strategy; Finance; and Human Resources, along with our two Assistant Town Managers.

I look forward to discussing the Recommended Budget further to ensure it meets your expectations and properly reflects the priorities of the Governing Body and the community.

Respectfully submitted,



Randy J. Harrington
Town Manager



FISCAL YEAR 2026-2027 RECOMMENDED BUDGET



COMMUNITY
SAFETY



GROWTH MANAGEMENT
& ECONOMIC VITALITY

INVESTING IN QUALITY PUBLIC SERVICES AND THE COMMUNITY'S FUTURE



ORGANIZATIONAL
EXCELLENCE



VIBRANT
COMMUNITY



NO PROPERTY TAX
RATE INCREASE



HOLLY SPRINGS ROAD
CONSTRUCTION
(Flint Point Lane to Main Street)



EXPAND HOLLY SPRINGS HOPPER
MICRO TRANSIT SERVICE



DESIGN OF NEW FIRE STATION
ON REX ROAD

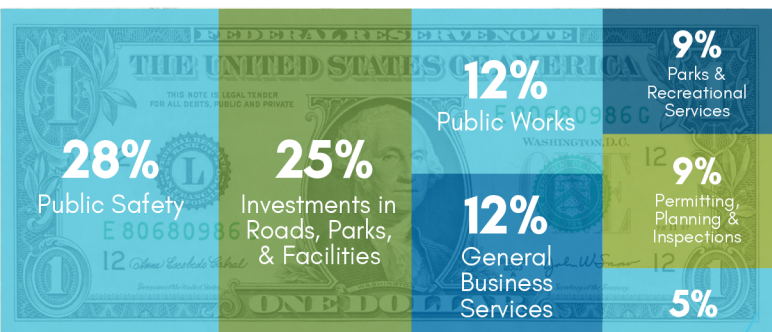


HOLLY SPRINGS
CELEBRATES 150 YEARS



PREPARING TO OPEN EAGLES
LANDING PARK IN LATE 2027

WHERE DOES MY TAX DOLLAR GO?



Administration & Community Support

MONTHLY RESIDENTIAL FEES

	Fiscal Year 25-26	Fiscal Year 26-27	Difference
Garbage/Recycling	\$14.38/mo	\$15.07/mo	\$0.69/mo
Yard Waste	\$7.50/mo	\$7.50/mo	no change
Water & Sewer	\$99.41/mo	\$111.30/mo	\$11.89/mo
Stormwater	\$5.20/mo	\$6.50/mo	\$1.30/mo
Monthly Total	\$126.49/mo	\$140.37/mo	\$13.88/mo
Daily Total	\$4.22/day	\$4.68/day	\$0.45/day



Ordinance No. 26-09

Date Submitted: June 2, 2026

Date Adopted: June 2, 2026

**FISCAL YEAR 2026-27 BUDGET ORDINANCE
HOLLY SPRINGS, NORTH CAROLINA**

BE IT ORDAINED by the Town Council of Holly Springs, North Carolina:

Budget Adoption: There is hereby adopted the following Operating Budget for the Town of Holly Springs for the Fiscal Year beginning July 1, 2026, and ending June 30, 2027; the same being adopted by fund and activity within each fund as listed.

SECTION 1:

General Fund	
Revenues:	
Ad Valorem	31,450,502
Sales Tax	16,548,640
Other Taxes and Licenses	4,747,583
Environmental Fees	4,590,596
Appropriated Fund Balance	4,343,927
Permits and Fees	2,796,500
Parks and Recreation Fees	2,673,750
Other Financing Sources	2,264,702
Public Safety Revenues	1,845,745
Miscellaneous Revenues	1,227,859
Intergovernmental	400,595
Total	72,890,399
Expenditures:	
Public Safety	25,456,256
Public Works	11,326,081
General Government	10,240,120
Parks & Recreation	8,282,502
Development	8,043,934
Non-Departmental Expenses	4,872,074
Transfers to Projects / Reserves / Debt Service	4,669,432
Total	72,890,399

Utility Fund	
Revenues:	
Water Sales	18,902,088
Sewer Charges	16,130,816
Other Financing Sources	747,000
Other Operating Revenues	732,580
Miscellaneous Revenues	281,000
Permits and Fees	100,000
Total	36,893,484
Expenditures:	
Development and Infrastructure	16,901,858
Transfers to Projects / Reserves / Debt Service	12,850,060
Non-Departmental Expenses	3,619,037
Utility Administration	3,374,929
Public Works	147,600
Total	36,893,484

Stormwater Management Program Fund	
Revenues	2,429,806
Expenditures	2,429,806

Powell Bill Fund	
Revenues	1,577,260
Expenditures	1,577,260

Emergency Telephone System Fund	
Revenues	246,216
Expenditures	246,216

General Fund – Debt Service Fund	
Revenues	18,517,724
Expenditures	18,517,724

Utility Fund – Debt Service Fund	
Revenues	17,071,438
Expenditures	17,071,438

SECTION 2.

Levy of Taxes: There is hereby levied, for Fiscal Year 2026-2027, an Ad Valorem tax rate of 34.35 cents per \$100 valuation of taxable property as listed for taxes as of January 1, 2026. This rate shall be levied with 21.69 cents to the General Fund and 12.66 cents to General Fund Debt Service per one \$100 valuation of taxable property.

The tax rate is based on an estimated total valuation of property for the purposes of taxation of \$14,611,538,355 and an estimated collection rate of 99%.

SECTION 3.

Fees and Charges: There is hereby established, for Fiscal Year 2026-2027 various fees and charges as contained in the Town Manager's Recommended Fiscal Year 2026-2027 Budget.

SECTION 4.

There is hereby confirmed, for Fiscal Year 2026-2027 a \$25 Municipal Vehicle Tax to be included in vehicle registration and property tax bills collected by the North Carolina Department of Revenue.

SECTION 5.

Sanitation, recycling, and yard waste fees shall be levied at a rate of \$22.57 per household per month. This includes one trash bin, one recycling bin and one yard waste bin.

SECTION 6.

Salaries & Salary Grades: The following shall govern salary and wage compensation for Fiscal Year 2026-2027:

- A. Employee Salary Adjustments. Salary adjustments shall range between 0%-6% based on performance. Position classifications are to be continuously reviewed and adjustments instituted by the Town Manager.
- B. Salary Grade Adjustments. An adjustment to the general salary grade schedule as detailed in the Town Manager's Recommended Budget. In the event any job title / grade labeling errors or technical salary calculation errors are identified, the Town Manager is authorized to make corrections consistent with the purpose and intent per the Recommended Budget. Mayor and Town Council base salaries are adjusted 2.4%.
- C. The Town Manager or designee is authorized to reclassify a current employee position's salary grade for any position with a defined salary grade range, as listed in the Town Manager's Recommended Fiscal Year 2026-27 Budget, if the incumbent has satisfied the Department's requirements to include any required training, professional certification, or other positional requirements.

SECTION 7.

The Town Manager is hereby authorized to transfer appropriations within a fund as contained herein under the following conditions as specified in North Carolina General Statute §159.

- A. Authorize budget transfers within a department without prior approval of the Town Council.
- B. Approve budget transfers between departments within the same fund up to \$50,000 without prior approval of the Town Council and will be reported to Town Council by the following month or next available business meeting.
- C. All inter-departmental budgetary transfers or appropriations above \$50,000, between funds, or that increase or decrease the total budget of any fund must be approved in advance by Town Council.

SECTION 8.

The Town Manager is hereby authorized to enter into contracts up to \$50,000 without prior Town Council approval. The Town Manager is hereby also authorized to execute contractual documents under the following conditions:

- A. Town Manager may execute contracts consistent with the Town Purchasing Policy for construction, repair, or design up to \$100,000.
- B. Town Manager may execute contracts for (1) purchases of apparatus, supplies and materials or equipment which are within budgeted departmental appropriations; (2) leases of personal property for a period of one year or less and within budgeted departmental appropriations; and (3) services which are within budgeted departmental appropriations. Any of the above may be in the formal bidding range for contracts.
- C. Town Manager may execute grant agreements to or from public and non-profit organizations which are within budgeted appropriations unless a grantor organization requires execution by the Town Council.
- D. Town Manager may execute contracts, as the lessor or lessee of real property, which are of one-year duration or less if funds therefore are within budgeted appropriations.

SECTION 9.

Restricted Revenues: The Finance Officer is hereby directed to fund appropriations that have specified revenues prior to funding with General Fund monies. This is to include but not limited to ABC profits, sales tax, and state and federal grants.

SECTION 10.

Encumbrances: Operating funds encumbered on the financial records as of June 30, 2026, are hereby re-appropriated to this budget. All project ordinance appropriations are continued.

SECTION 11.

Budget Control: The Town Council in approving the budget has utilized to the fullest extent possible its revenue sources. Over collections of revenue or unanticipated revenue, sources cannot be expected to materialize during the year. It is therefore, of utmost importance, and the Town Manager is hereby directed to initiate steps to insure compliance with the budget, as fixed herein. The Town Manager is further directed where it appears that costs may possibly exceed budget appropriations, to first take steps to contain costs by any necessary methods including reductions in services prior to requesting budget amendment action by the Town Council.

SECTION 12.

The Town Council hereby authorizes the Wake County Tax Administrator to bill and collect taxes for the Town.

SECTION 13.

Multi-year projects on the financial records as of June 30, 2026, are hereby re-appropriated to fiscal year 2026-2027.

SECTION 14.

That in addition to the projects covered by Section 13, any remaining encumbered appropriations from the prior fiscal year for contracts and purchase orders that carry over into the current fiscal year are re-appropriated for expenditure in the current fiscal year. Additionally, any unexpended appropriations for previously authorized multi-year capital projects or grant projects are re-appropriated for expenditure in the current fiscal year; local grant-matching obligations that were previously authorized as part of multiyear grant projects are also re-appropriated for expenditure in the current fiscal year.

SECTION 15.

The Town Manager or designee is hereby authorized to move appropriations within a fund, to include the authority to move appropriations within funds for reorganization.

SECTION 16.

Sections of this ordinance estimate income (grants, debt, and other permanent funding sources). Until actual receipt, the Finance Officer or their designee is hereby authorized to advance funding from the appropriate fund's fund balance to cover the budgeted expense. Upon receipt of the income or debt proceeds, funds advanced shall revert back to the source fund's fund balance. If the permanent funding is not realized, the advance may be designated as the permanent source of funding. Upon receipt of the permanent funding, the sources and levels of funding for the project specified may be adjusted to reflect permanent financing. Total project appropriation levels shall not exceed the amounts specified unless amended by a subsequent ordinance.

SECTION 17.

The Finance Officer or designee is hereby authorized to transfer interest earnings from various cooperating and capital funds to the appropriate debt service funds according to Town Council policy, except where specific exceptions have been authorized.

SECTION 18.

The Finance Officer or designee is authorized to appropriate amounts needed to fund the following:

- A. Current fiscal year debt issues that have been approved by Town Council.
- B. Amounts needed to satisfy federal government regulations related to interest earnings on debt issues.
- C. Banking fees.
- D. Sales and use taxes, when required by law.
- E. Insurance premiums, risk management claims (that are entirely covered under a policy of insurance and have approval of the Town Manager), legal fees, utility bills, solid waste collection fees, escrow payments, annual hardware/software maintenance for town equipment, refunds (expressly excluding property tax bills or town license fees), adjustments to utility bills pursuant to Town Council policy.

SECTION 19.

The Finance Officer or designee is authorized to close projects, remove any excess appropriations and return associated balances to the appropriate Fund's original source.

SECTION 20.

The Finance Officer or designee is authorized to create and maintain a capital reserve fund in order to account for all system development fee proceeds as required by Article 8 of NCGS 162A, which shall remain so long as the town collects system development fees.

SECTION 21.

The Town Manager is hereby authorized to adjust appropriations in accordance with any Town Council amendments to this budget ordinance made by motion of the Town Council at a duly called meeting.

SECTION 22: All ordinances in conflict with this ordinance are hereby repealed or amended to reflect the controlling nature of this Ordinance. In the event that any ordinance or policy establishes a fee or charge less than that which is described in the document described in Section 3 of this Ordinance, this Ordinance shall control.

The provisions of this ordinance shall become effective July 1, 2026, in accordance with the laws of the State of North Carolina.

Adopted this, the 2nd day of June 2026.

Town of Holly Springs by

ATTEST:

Mike Kondratick, Mayor

Linda McKinney, Town Clerk



Summary of Ordinance Changes for June 2, 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.

PAYGO Capital Project Ordinance

Current Ordinance Appropriation	\$11,825,550
Sidewalk, Pedestrian, & Bike Safety	\$225,000
General Government Facility Maintenance and Repair	\$200,000
Playground Rehabilitation, Sunshades, and Park Amenities	\$75,000
Downtown Investment Grant (DIG)	\$25,000
Neighborhood Traffic Calming / Safety	\$18,000
ADA Improvements	\$100,000
Cultural Center Renovations – Wake County Agreement	\$458,927
Downtown Area Plan – Implementation and Enhancements	\$100,000
Law Enforcement Center Improvements	\$155,000
General Government Facility Maintenance & Repair (supplement)	\$1,000,000
Middle Creek Pedestrian Crossing at Sunset Lake Road	\$200,000
PAYGO Capital Project Ordinance (26-10)	\$14,382,477

Streets and Sidewalks Capital Project Ordinance

Note – the FY27 CIP lists Street Resurfacing (Powell Bill) under Streets and Transportation Projects. Funds for resurfacing are budgeted in the Operating Budget Ordinance, not in the Capital Project Ordinance.

Current Ordinance Appropriation	\$85,938,703
Intelligent Transportation System (ITS)	\$250,000
Avent Ferry Road Widening – Phase 2	\$1,900,000
Streets and Sidewalks Project Ordinance (26-11)	\$88,088,703

Town Buildings Capital Project Ordinance (Public Safety Projects)

Note – the FY27 CIP lists the Police Radio Replacements Project under Public Safety Projects. Funds for this projects are Federal Grants and are budgeted in the Grants and Special Revenue Fund Ordinance.

Current Ordinance Appropriation	\$44,974,628
Fire Station – Red Road	\$1,320,000
Town Buildings Capital Project Ordinance (26-12)	\$46,294,628

Parks and Recreation Capital Project Ordinance

Current Ordinance Appropriation	\$138,168,257
NMAC Renovations and Enhancements	\$3,889,000
Greenway Connections (Bond funded)	\$750,000
Future Carolina Springs Master Park Plan and Design	\$100,000
Parks and Recreation Capital Project Ordinance (26-13)	\$142,907,257

Utility PAYGO Capital Project Ordinance

Note – the FY27 CIP lists the Future Wastewater Capacity / Regionalization Implementation Project under the Water & Wastewater Project List. This project is funded under the Utility PAYGO Ordinance.

Current Ordinance Appropriation	\$9,299,431
Utility System Maintenance and Repair	\$500,000
Utility System Risk and Resiliency Implementation Plan	\$200,000
Utility System – Strategic Asset Management Plan (SAMP)	\$400,000
Replace Asbestos Cement Water Line Program	\$200,000
UCWRF Fencing and Security Upgrades	\$400,000
UCWRF and Pump Station SCADA System Upgrades	\$250,000
Future Wastewater Capacity / Regionalization Implementation	\$500,000
Utility PAYGO Capital Project Ordinance (26-14)	\$11,749,431

Grants and Special Revenue Fund Project Ordinance

Note – the June 2nd, 2026, consent agenda includes the acceptance of a \$5,000 grant from the United Arts Council of Wake County. For administrative purposes, this adoption ordinance includes the budget for this grant.

Current Ordinance Appropriation	\$5,990,716
Police Radio Replacements	\$1,074,000
United Arts Council Grant Funding	\$5,000
Grants and Special Revenue Fund Project Ordinance (26-15)	\$7,069,716

Water Capital Project Ordinance

Current Ordinance Appropriation	\$235,758,277
Elevated Water Tank on New Hill Road & Water Connection	\$22,350,000
Harnett County Booster Station	\$1,092,000
Water Capital Project Ordinance (26-16)	\$259,200,277

Stormwater Capital Project Ordinance

Current Ordinance Appropriation	\$1,186,415
Earp Street Drainage Improvements	\$150,000
Climbing Tree Outfall Repair	\$50,000
Stormwater Capital Project Ordinance (26-17)	\$1,386,415



Ordinance No. 26-10

Date Submitted: June 2, 2026

Date Adopted: June 2, 2026

**PAYGO 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 general government “pay-as-you-go” (PAYGO) capital projects related to downtown development, public facilities, Town projects, sidewalk and streets, Americans with Disabilities Act (ADA) improvements, vehicle replacements, park and playground amenities, public works projects, and one-time general government capital projects, infrastructure, and equipment.

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: PAYGO Fees shall be deposited directly into the fund effective June 2, 2026

PAYGO Fund	
Expenditures:	
General Fund PAYGO Projects	14,382,477
Total	14,382,477

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

PAYGO Fund	
Revenues:	
General Government Revenues	14,030,063
Federal Grants	190,588
Other Financing Sources - Leases	161,826
Total	14,382,477

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 June 2, 2026, in accordance with the laws of the State of North Carolina.

Adopted this, the 2nd day of June 2026.

Town of Holly Springs by

Michael D. Kondratick, Mayor

ATTEST:

Linda McKinney, Town Clerk





Ordinance No. 26-11

Date Submitted: June 2, 2026

Date Adopted: June 2, 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 June 2, 2026

Street and Sidewalk Project Fund	
Expenditures:	
Street and Sidewalk Projects	88,088,703
Total	88,088,703

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	28,662,598
Transfers In	12,906,087
Developer Contributions	777,384
Federal Grants	409,413
Other General Revenue Sources	394,634
Total	88,088,703

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 June 2, 2026, in accordance with the laws of the State of North Carolina.

Adopted this, the 2nd day of June 2026.

Town of Holly Springs by

Michael D. Kondratick, Mayor

ATTEST:

Linda McKinney, Town Clerk





Ordinance No. 26-12

Date Submitted: June 2, 2026

Date Adopted: June 2, 2026

**Town Building 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 construction of town buildings and general government capitalized assets.

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: Town Building Project Fees and Revenues shall be deposited in the fund effective June 2, 2026:

Town Building Project Fund	
Expenditures:	
Town Buildings Projects	46,294,628
Total	46,294,628

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

Town Building Project Fund	
Revenues:	
Limited Obligation Bond	39,311,473
State Grants	2,900,000
Transfers In	2,084,131
Other Revenue Sources	1,999,024
Total	46,294,628

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 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 June 2, 2026, in accordance with the laws of the State of North Carolina.

Adopted this, the 2nd day of June 2026.

Town of Holly Springs by

Michael D. Kondratick, Mayor

ATTEST:

Linda McKinney, Town Clerk





Ordinance No. 26-13

Date Submitted: June 2, 2026

Date Adopted: June 2, 2026

**Parks and Recreation 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 parks and recreation capital 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: Parks and Recreation Fees shall be deposited directly in the fund and the following amounts are appropriated for the project funds effective June 2, 2026:

Parks and Recreation Capital Project Fund	
Expenditures:	
Parks and Recreation Capital Project Fund	142,907,257
Total	142,907,257

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

Park and Recreation Capital Project Fund	
Revenues:	
Bond Proceeds	114,287,668
Transfer In	19,182,049
Other Grants	4,089,000
State Grants	3,734,340
Federal Grants	1,133,000
Miscellaneous Revenues	481,200
Total	142,907,257

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 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 June 2, 2026, in accordance with the laws of the State of North Carolina.

Adopted this, the 2nd day of June 2026.

Town of Holly Springs by

Michael D. Kondratick, Mayor

ATTEST:

Linda McKinney, Town Clerk





Ordinance No. 26-14

Date Submitted: June 2, 2026

Date Adopted: June 2, 2026

**Utility PAYGO 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 water and sewer enterprise fund “pay-as-you-go” (PAYGO) capital projects related to water and sewer system infrastructure, planning, studies, and capital assets.

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 Utility PAYGO Fees shall be deposited directly into this fund effective June 2, 2026:

Utility PAYGO Fund	
Expenditures:	
Water and Sewer Projects	11,749,431
Total	11,749,431

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

Utility PAYGO Fund	
Revenues:	
Transfers In	11,249,431
Economic Development Grants	500,000
Total	11,749,431

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 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 June 2, 2026, in accordance with the laws of the State of North Carolina.

Adopted this, the 2nd day of June 2026.

Town of Holly Springs by

Michael D. Kondratick, Mayor

ATTEST:

Linda McKinney, Town Clerk





Ordinance No. 26-15

Date Submitted: June 2, 2026

Date Adopted: June 2, 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 June 2, 2026

Grant and Special Revenue Fund	
Expenditures:	
Grants and Special Revenue Expenses	7,069,716
Total	7,069,716

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
Federal Grants and Intergovernmental Funds	1,453,205
Other Grants and Miscellaneous Revenues	509,275
Other Transfers In	8,600
Total	7,069,716

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 June 2, 2026, in accordance with the laws of the State of North Carolina.

Adopted this, the 2nd day of June 2026.

Town of Holly Springs by

Michael D. Kondratick, Mayor

ATTEST:

Linda McKinney, Town Clerk





Ordinance No. 26-16

Date Submitted: June 2, 2026

Date Adopted: June 2, 2026

**Water 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 Water system 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 June 2, 2026

Water Project Fund	
Expenditures:	
Water Projects	259,200,277
Total	259,200,277

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

Water Project Fund	
Revenues:	
Revenue Bonds	155,123,944
State Grants & Reimbursements	36,627,457
Transfers In	28,151,453
Limited Obligation Bond Proceeds	22,681,690
Private Contributions	8,870,347
Federal Grants	6,592,000
Other Utility Sources	1,153,386
Total	259,200,277

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 June 2, 2026, in accordance with the laws of the State of North Carolina.

Adopted this, the 2nd day of June 2026.

Town of Holly Springs by

Michael D. Kondratick, Mayor

ATTEST:

Linda McKinney, Town Clerk





Ordinance No. 26-17

Date Submitted: June 2, 2026

Date Adopted: June 2, 2026

**Stormwater 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 Stormwater system projects.

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

SECTION III: The following amounts are appropriated for the project funds effective June 2, 2026

Stormwater Fund	
Expenditures:	
Stormwater Projects	1,386,415
Total	1,386,415

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

Stormwater Fund	
Revenues:	
Transfers In	1,100,000
Grants	200,000
Other Revenue	86,415
Total	1,386,415

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 June 2, 2026, in accordance with the laws of the State of North Carolina.

Adopted this, the 2nd day of June 2026.

Town of Holly Springs by

Michael D. Kondratick, Mayor

ATTEST:

Linda McKinney, Town Clerk



New Policies and Revisions Effective July 1, 2026

ARTICLE V. CONDITIONS OF EMPLOYMENT

Section. 13. Adverse Weather Policy

The Town of Holly Springs Adverse Weather Policy is currently inconsistent with the corresponding Administrative Rule guiding work assignments, schedules, and pay during adverse weather events.

The modified language directs employees to the Administrative Rule for designated weather conditions with defined corresponding processes during each condition.

See the attached draft policy and statement form for your consideration.

ARTICLE VI. CONDITIONS OF EMPLOYMENT

Section. 14. Wellness Policy

The Town of Holly Springs Wellness Benefit language was unclear if both full-time and part-time employees were eligible to utilize the Hunt Center facilities

The modified language makes it clear that both full-time and part-time Town employees are eligible for this benefit.

See the attached draft policy and statement form for your consideration.

ARTICLE VII. HOLIDAYS AND LEAVES OF ABSENCE

Section 25. Bereavement Leave

Town of Holly Springs seeks to expand the leave allowance designated to make funeral arrangements, travel to, and attend the funerals of relatives.

Currently, the leave allowance is 3 calendar days per year, with employees being permitted to use vacation and personal leave for any additional time needed and approved. The modified policy will allow up to 3 calendar days per occurrence not to exceed 2 occurrences per calendar year. Also, employees will be permitted to use sick leave in addition to vacation and personal leave for additional time needed upon supervisor approval.

See the attached draft policy and statement form for your consideration.

ARTICLE VII. HOLIDAYS AND LEAVES OF ABSENCE

Section 9. Vacation and Personal Leave Payment Upon Separation

The Town of Holly Springs is adjusting the policy to allow retiring employees to be exempt from the requirement to physically work their final two weeks of employment.

Currently, all employees must physically work the final two weeks of employment or forfeit their vacation payout upon separation. The modification allows retiring employees to use vacation leave for their final two weeks provided they have sufficient accruals to support the absence.

See the attached draft policy and statement form for your consideration.

Section 13. Adverse Weather

Adverse weather conditions occasionally disrupt work schedules and interfere with normal work-related activities. Regular employees are encouraged to report to work. However, the Town recognizes that factors such as transportation, school closings, and childcare arrangements are considerations. Non-~~required~~ **Service Critical** personnel are permitted to determine for themselves whether they can travel to and from work safely. Employees will be allowed to use accrued vacation leave, compensatory time or leave without pay for any lost time from work if they are unable to arrive to their designated work area or need to leave early.

In serious adverse weather, the Town Manager may close or open late to the general public in the interest of safety. The Town Manager will determine all decisions to delay or close the Town offices related to adverse weather or other emergency conditions. When the Town's schedule is altered, operational status will be available through ~~news media outlets,~~ Town email, ~~Internet~~ and normal supervisory channels. ~~Employees whose presence is not required will not be docked leave or pay for regularly-scheduled work hours missed due to official closings or late openings. Employees who are not required by their departments to work during a Town closing but who do, in fact, work during the closed time frame will be paid only their regular rate for all hours worked. Guidelines for fulfilling work obligations including reporting work, payment, and operations during declared emergencies (disasters), severe weather, and during the period of disaster recovery are outlines in Administrative Rule HR-9. Employees, regardless of Service Critical designation, should refer to HR-9 for procedural guidance upon the Town Manager's announcement of the altered schedule.~~

Departments providing emergency and critical services 24 hours/day will remain open and employees will be required to work as usual. All law enforcement and emergency services personnel work hours will continue to be set at the discretion of the respective Department Director. There may be cases when department necessity may ~~require~~ **that require** employees who had not been designated as ~~emergency~~ **/Service c**Critical must report to work (or remain at work) during an emergency situation (i.e. maintenance or snow removal) and will work such hours as needed. All employees required to work during adverse weather or emergency situation will be paid at their regular rate for all hours worked (or overtime/~~compensatory time~~ when warranted). Failure to report to work when required may result in disciplinary action.

Section 14. Wellness Policy

~~Regular~~ Employees (full-time and part-time) of the Town are eligible to use the Gym and Exercise Facilities located at the

Hunt Community Center at no cost. Other wellness benefits may be provided for Town employees.

Section 25. ~~Funeral~~ Bereavement Leave

Up to three calendar days paid leave is granted ~~per death event not to exceed 2 events~~ ~~per each~~ calendar year for making funeral arrangements, traveling to, and attending the funerals of “Relatives” (as defined in Article V,

Section 5). Funeral leave does not accumulate from year to year. Funeral leave must be approved prior to use. Any additional time off may be charged as ~~sick~~/vacation/personal leave or compensatory time, if available. Extra days are granted based on the needs of the employee and the department.

Section 9. Vacation and Personal Leave Payment upon Separation

An employee who has successfully completed the probationary period will normally be paid for accumulated vacation leave upon separation not to exceed 30 days (240 hours), provided the employee provides a written two-week notice to their supervisor. Additionally, the employee must work each scheduled workday during the two-week notice period unless provided an exception by the Town Manager. Employees separating from the Town due to retirement are exempt from the physical work attendance requirement during their final two-weeks of employment, provided sufficient vacation leave or compensatory time is available for use during that two-week period.

Any employee (except for retirees) failing to give and work the two-week notice required by this section shall forfeit payment for accumulated leave. The notice and work requirement may be waived by the Town Manager when deemed to be in the best interest of the Town. Employees who are dismissed pursuant to Article IX, Section 5 of the Town Personnel Policy shall forfeit payment for accumulated vacation leave.



Council Order: 26-02

Date Submitted: June 2, 2026

Date Adopted: June 2, 2026

**STATE OF NORTH CAROLINA
TOWN OF HOLLY SPRINGS**

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

The Wake County Revenue Administrator is hereby authorized, empowered, and commanded to collect taxes set forth in the tax records filed in the Office of the Wake County Revenue Administrator in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon all real property of the respective taxpayers in the Town of Holly Springs, and this order shall be full and sufficient authority to direct, require and enable you to levy on, sell any real or personal property of such taxpayers, for and on account thereof, in accordance with the law.

Witness my hand and official seal, this 2nd day of June, 2026.

Town of Holly Springs by

ATTEST:

Michael D. Kondratick, Mayor

Linda C. McKinney, Town Clerk





Fiscal Year 2026-2027 Annual Operating Budget & Community Investment Plan

Approved Budget





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www.hollyspringsnc.gov

Fiscal Year 2026-2027
Annual Operating Budget and
Community Investment Plan
Approved Budget



Randy J. Harrington
Town Manager

Corey J. Petersohn
Budget Director

MaryBeth E. Spoehr
Senior Budget Analyst



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Distinguished Budget Presentation Award



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

**Town of Holly Springs
North Carolina**

For the Fiscal Year Beginning

July 1, 2025

Christopher P. Morill

Executive Director

Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **Town of Holly Springs, North Carolina**, for its Annual Budget for the fiscal year beginning **July 1, 2025**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.



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Town of
**HOLLY
SPRINGS**
North Carolina

Introduction



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Town Council



Sarah Larson

Current Term: 12/2025 to 12/2029

Danielle Hewetson

Current Term: 12/2023 to 12/2027

Chris Deshazor

Current Term: 12/2023 to 12/2027

Annie Drees

Mayor Pro Tem

Current Term: 12/2025 to 12/2029

Mike Kondratick

Mayor

Current Term: 12/2025 to 12/2029

Dr. Kara Foster

Current Term: 12/2025 to 12/2029

The Town Council is a legislative body and as such adopts Holly Springs' annual operating budget, which by law is always balanced and which includes a tax rate levied against real property, water rates, and impact fees; expenditures on municipal projects and programs, including such capital projects as streets and drainage improvements and buildings and facilities construction; and funds for departmental operations, such as police and fire protection, planning, and development. The Town Council is the final authority in adopting laws and rules that govern the Town of Holly Springs and provides for the safety and welfare of its citizens and visitors.



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History of Holly Springs

As the name suggests, the town of Holly Springs originated at a site where fresh waters trickled near age-old holly trees. In colonial times, a small cluster of homes and businesses formed around the original “holly springs” in an area that once was a Tuscarora hunting ground.

A couple miles north at the intersection of two roads, one connecting Hillsborough to Smithfield and the other linking Raleigh to the Cape Fear River and onward to Fayetteville- what is now downtown Holly Springs began to take shape.

It was at this crossroads that Scottish settler Archibald Leslie opened a tailoring business and store and began construction on a 180-acre estate that also contained freshwater springs. Today, all that remains is the main house, listed on the National Register of Historic Places as the Leslie-Alford-Mims House. The springs that supplied the home with water are accessible to the public by a short, winding dirt trail that winds through the woods and past a family cemetery. The house is a commanding landmark in the heart of downtown Holly Springs, having weathered nearly two centuries and a two-week occupation by Union troops during the Civil War.

About two blocks away downtown is the Masonic Lodge, constructed in 1854 and used as a school for girls in 1856. The structure is the oldest lodge and school building remaining in Wake County



Norris-Holland-Hare House

and still is used today for meetings and community events.

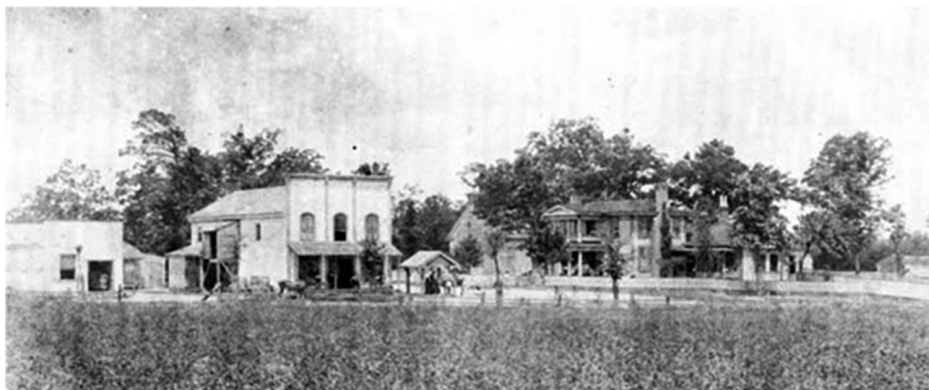
Another structure that survived the Civil War and remains standing today is the Norris-Holland-Hare house off Avent Ferry Road. The original portion was built by Needham Norris, the son of Revolutionary War veteran John Norris Jr., for whom the Daughters of the American Revolution erected a memorial stone on the west side of Avent Ferry Road, not far from where he is reported to be buried. The house built by Needham Norris remains on the opposite side of the road. For two weeks in April 1865, an encampment of

Union soldiers encircled the home. The family lived upstairs while Union soldiers occupied the first floor as a field hospital.

After the Civil War, around 50 formerly enslaved men and women came together, pooled their resources, and purchased land to build a church - on the site where First Baptist Church stands today on Grigsby Avenue. The African American men and women who helped build the town before the Civil War continued to sustain and strengthen it after emancipation.

In 1875, George Benton Alford moved his mercantile business to Holly Springs where he built a general store, now one of the oldest commercial structures in Wake County, which now houses Dewar's Antiques. Alford led a successful effort to petition the North Carolina General Assembly to incorporate the Town of Holly Springs in 1877. After its establishment, the Holly Springs town boundary remained a solid, one-mile square for 110 years.

While the town's economy boomed during the early 1900s, World War I drew men to war and families to bigger cities for



Alford-Mims House and the General Store.

Continued next page

History of Holly Springs



Dessie Mae Womble (far left) first African American woman police chief in North Carolina.



Main Street

improved employment opportunities. In 1924, the Bank of Holly Springs failed, the first bank in the state to go belly up before the great Depression of 1929. The town lay fallow through World War II. In the latter half of the 20th century, however, progress returned to Holly Springs.

In the 1960s, the town installed streetlights and developed a public water system. During the 1970s, Bernice Lassiter and James Norris were elected as the town's first African American commissioners. Norris became the first African American mayor of Holly Springs when he resigned as commissioner in 1980 to fill the vacated mayoral seat. In the early 1980s, Dessie Mae Womble was appointed police chief in Holly Springs, becoming the first African American woman police chief in North Carolina.

At that time, Holly Springs was home to only a few hundred residents. Parrish "Ham" Womble became a Holly Springs Town Board member 1981. He served nearly three decades and is remembered for advocating purchase of a 46-acre tract of land that appeared slated for development. Womble wanted the town to use the land for a park instead. That land is now Parrish Womble Park in the heart of Holly Springs and is adjacent to the W.E. Hunt Recreation Center, named in honor of William Earl Hunt, longtime principal of Wake Optional School.

A formerly segregated school—once consisting of four classrooms, coal-burning heaters, and no running water—was later replaced by a brick building. That building has since been renovated and now serves as the W.E. Hunt Recreation Center, a valued community gathering space.

In 1985, a sewer plant was completed, attracting Warp Technologies, a textile company, to town. The town used the boost in tax base to expand utilities, in turn attracting further development, including the Sunset Ridge golf course community. Thus began another era of growth and prosperity that remains strong today. With a local and regional focus on attracting biotech companies, the Town of Holly Springs was chosen for the nation's first flu cell culture manufacturing facility in 2006. This facility opened for business in November 2009 with 350 employees. The facility, now Seqirus, is the second largest flu vaccine manufacturer in the world. In 2021, FUJIFILM Diosynth Biotechnologies announced a \$2 billion investment in Holly Springs followed by a \$550 million investment announced by Amgen, continuing the Town's reputation as a life sciences hub.

From the past to the present, from the small-town atmosphere where people still know each other by name to the frequent, unique family-oriented activities, Holly Springs is a town that is continuing to grow not just in population and industry but also in heart.

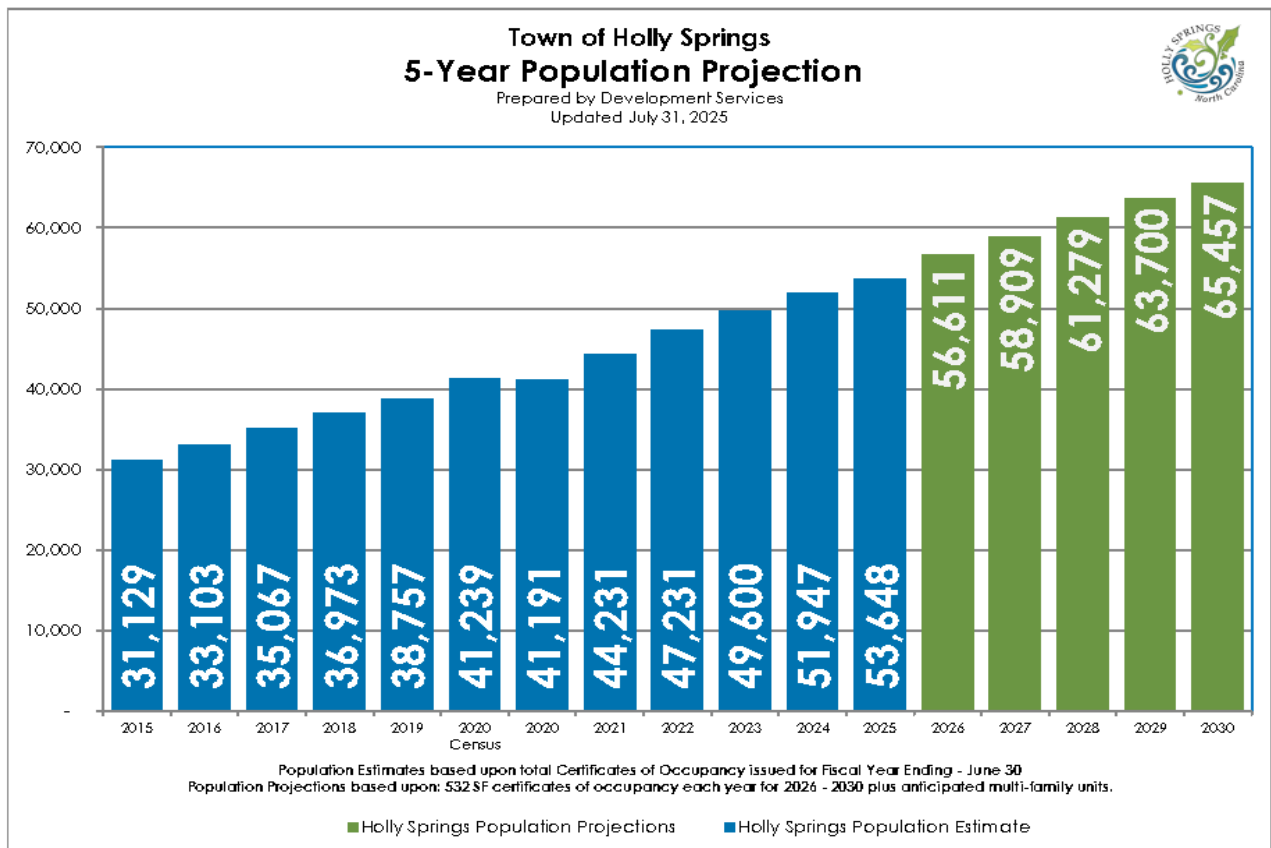
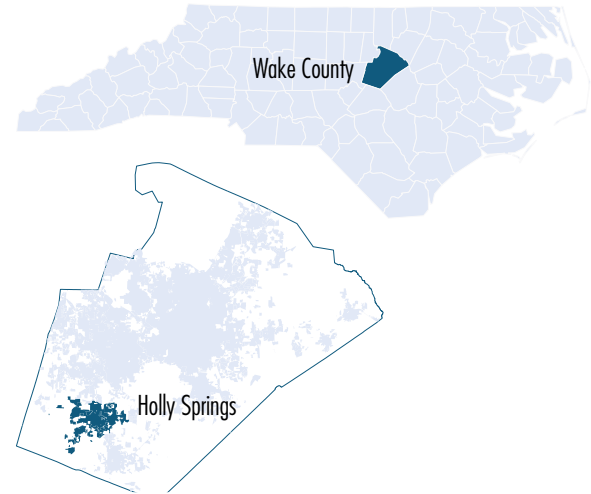


Town Hall

Community Profile

**Holly Springs is the 5th largest town in Wake County
and the 23rd largest town in N.C.**

Population: 53,648
Land Area: 20.6 sq. miles
Median Household Income: \$146,755
Education (Age 25+): 95.7% High School Graduates
Higher Education: 67.7% have earned
Bachelor's degree or higher
Median Home Tax Value: \$555,162
Home Ownership Rate: 83.4%



Community Profile

GOVERNMENT

The Town of Holly Springs has a Council-Manager form of government with a Mayor and five-member Town Council. Elections for the office of Council are held at two-year intervals in November of odd-numbered years. Elections are non-partisan and all members of Council are elected for four-year terms. The Mayor is elected for a four-year term at the same time elections

for Town Council are held. The Town Council sets Town policies, enacts ordinances and appoints the Town Manager. The Town Manager administers the daily operations and programs of the municipal government through the department directors, other staff members and employees.



QUALITY OF LIFE

During the past 20 years, Holly Springs has transformed itself into one of the most attractive communities in the Research Triangle Region. While home to small businesses and multi-national firms, Holly Springs remains a family-centered community.

Holly Springs is a great place to live and work. No matter your age or favorite hobby, opportunities to enjoy life are abundant in and around town.

The Parks and Recreation Department offers a diversity of parks, a recreation center, a cultural arts center, a lake and retreat center, greenways, and picnic shelters. Programming includes art, drama, music, athletics, nature and outdoor education, cooking, after-school and track-out care, fitness and wellness,

dance, special interest, and specialized recreation as well as summer camps and senior programs.

The character of Holly Springs truly can be sensed at local events. Some popular annual events include the downtown Farmers Market, Spring Fling, Wild About Nature, Hollyfest (an annual Town festival), National Night Out, Community Arts Festival, and Holiday Parade along Main Street.

Whether it is the Town's balance of commercial and residential development, its reasonable land prices coupled with its proximity to urban centers, or its small-town charm, new residents and businesses continue to be attracted to Holly Springs.



Community Profile

ACCOLADES:

Top 10% of U.S. Cities for Service Delivery
(ETC Institute— 2025)

One of the Friendliest Towns in North Carolina
(WorldAtlas.com— June 2025)

One of the Best Small Cities to Live in America
(WalletHub— October 2023)

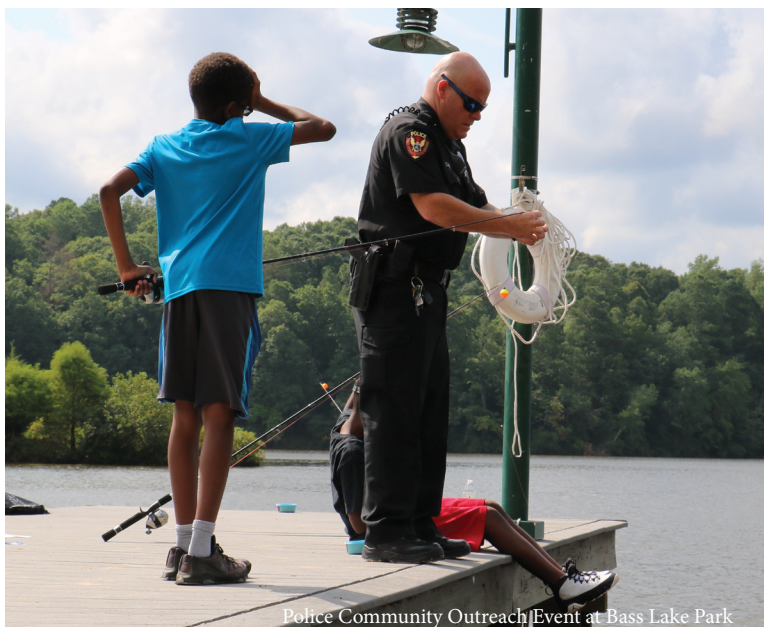
#1 Safest City in North Carolina
(SafeWise.com - 2021)

#1 Best Cities for Jobs in North Carolina
(Zippia.com - 2019)

#5 Best Place in NC to Raise a Family
(Wallethub.com - 2019)

#1 Favorite Farmers Market in NC
(American Farmland Trust Farmers Market Celebration Contest - 2019)

#4 Best Place to Live in North Carolina
(HomeSnacks.net - 2019)



Police Community Outreach Event at Bass Lake Park



HollyFest



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Boards and Committees

Advisory committees and boards offer citizens a chance to be involved in the Town's decision-making processes by directly advising the Town Council and Town Staff.

Boards appointed by Town Council:

Board of Adjustment

Conducts public hearings and renders rulings on variances from the Town's zoning regulations, appeals to zoning decisions made by the Department of Development Services staff, and appeals of determinations made by the Environmental Appeal Committee. The board has quasi-judicial powers and acts separately from the Town Council, so all board decisions are final. Any appeals go directly to the 10th District Superior Court. Meets at 6:30pm on the first Monday of each month.

Parks & Recreation Advisory Committee

Advises the Town Council and the Parks and Recreation Department on policy, programming, and investment considerations. Meets at 7pm on the second Thursday of each month

Planning Board

Reviews and makes recommendations to the Town Council on all proposals for rezoning, various development-related requests, and amendments and additions to the Town's zoning regulations and comprehensive plan. The Planning Board has no judicial or final decision authority but provides guidance to the Town Council on those requests. Meets at 7pm on the fourth Tuesday of each month.

Tree Advisory Committee

Aids with planning an annual Arbor Day event, offers guidance about how Holly Springs can maintain good standing with Tree City USA standards and provides recommendations on methodology for expenditure of funds for tree replacement, maintenance, and preservation. Meets at 6pm on the second Monday in March, June, September, and December.

Committee jointly appointed by Town Council and Administration:

Land Use Advisory Committee

Comprised of the Town Manager; Assistant Town Manager; Directors of Utilities and Infrastructure, Parks and Recreation, Economic Development, Development Services; and representatives from the Town Council and Planning Board. The Land Use Advisory Committee assists Development Services in the interpretation, enforcement, or application of the Unified Development Ordinance (UDO) and advises on suggested or proposed amendments to the UDO. Provides comments to potential development applicants who desire feedback before formally submitting a development proposal.

Committee appointed by Parks and Recreation Department Staff:

Teen Recreation Advisory Council

Works with the Parks and Recreation department and gives residents ages 13-17 a forum to share their ideas about programs, events, and volunteer activities. Meets at 6pm on the second Tuesday of each month.

Committee appointed by Police Chief:

Police-Community Advisory Group

Provides for community dialogue and understanding with the Police Department. Topics of discussion include resident, business, and neighborhood concerns; regional and local crime trends; and awareness of police training, standards, and policies. Meets at 7pm on the second Thursday of January, April, July, and October.



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Town Administration

Town Administration

Randy J. Harrington
Town Manager

Daniel Weeks
Assistant Town Manager
(Operations)

J. Scott Chase
Assistant Town Manager
(Development and Infrastructure)

John Schifano
Town Attorney

Linda McKinney
Town Clerk

Senior Leadership Team

Corey Petersohn
Budget, Innovation, & Strategy

Cassie Hack
Communications & Marketing

Chris Hills
Development Services

Irena Krstanovic
Economic Development

Tina Stroupe
Finance

LeRoy Smith
Fire

Sabrina McDonald
Human Resources

Jeff Wilson
Information Technology

George Brown
Office of Customer Care

LeeAnn Plumer
Parks & Recreation

Paul Liquorie
Police

Paige Scott
Public Works

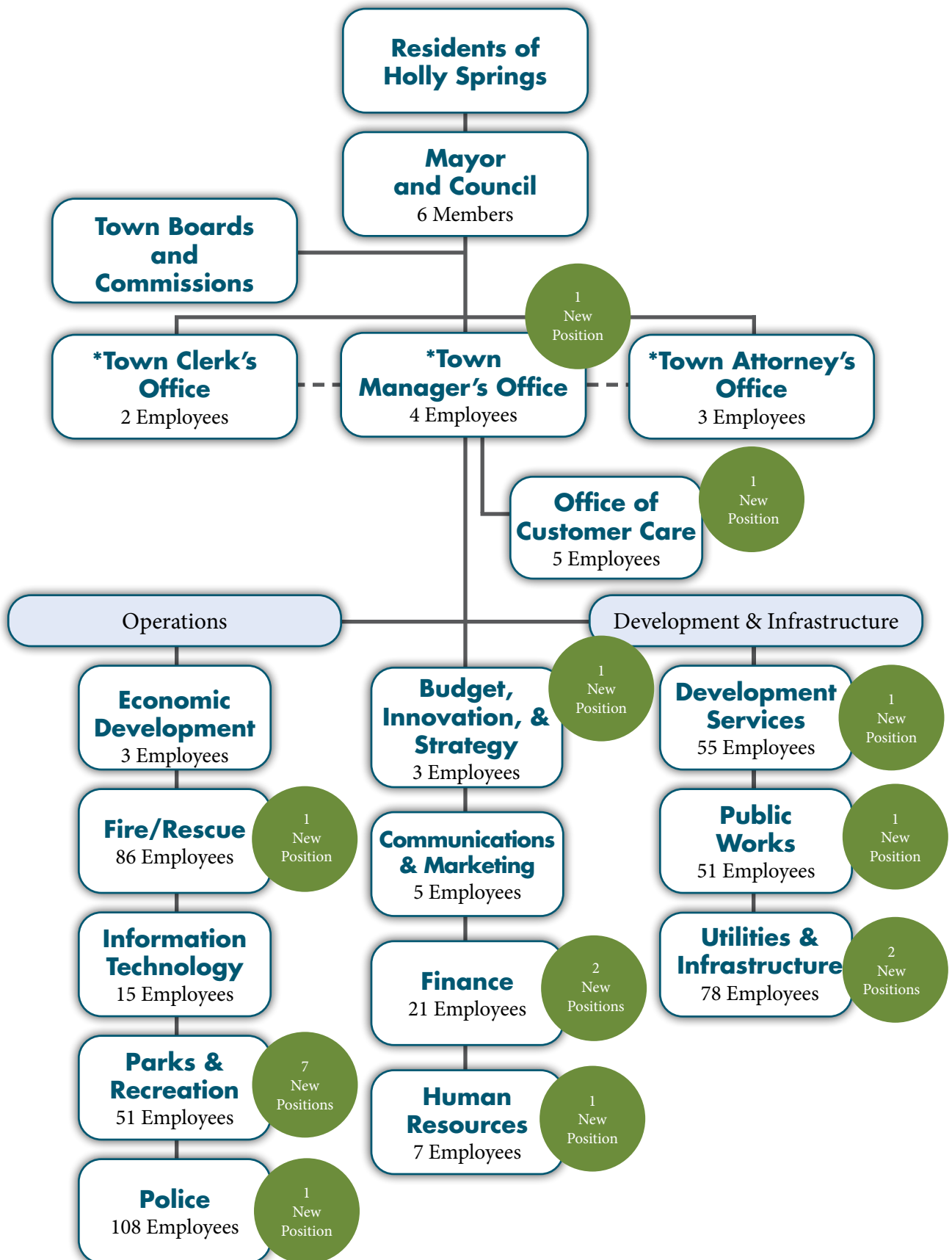
Kendra Parrish
Utilities & Infrastructure



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Organization Chart

Full-Time Positions



*The Town Manager, Town Clerk, and Town Attorney are appointed by Town Council.



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Budget Process

Overview

The Town's budgets are adopted as required by the North Carolina General Statutes. The Town adopts a balanced budget, which is defined as when planned expenditures equal anticipated revenues. An annual budget is adopted for the General Fund and the Enterprise Funds. Project ordinances are adopted for Capital Project funds and proprietary capital improvements. All budgets are prepared using the modified accrual basis of accounting.

Budgetary control is executed at the department level or by project. The Town Manager is authorized by the budget ordinance to transfer appropriations between functional areas within a fund without limitation and may transfer appropriations up to \$50,000 between financial areas within a fund with an official reporting to Council. During the year, several amendments to the original budget are necessary, the effects of which are not material.

Budget Development Procedures

All departments receive their operating budget materials and instructions in January. Department Directors are responsible for estimating departmental expenditures. The Budget Director will make the determination of the revenue projections. The budget reflects the service priorities of the Council and the Citizens of the Town of Holly Springs. The service needs of the community are determined by public hearings and feedback through the Mayor and the Town Council. After final service priorities have been established and agreed upon, a balanced funding plan is formulated. Through careful assessment of funding requirements and financing methods, a recommended budget document is organized into final format and submitted to Council for their consideration and adoption.

The Council reviews the recommended budget with the Town Manager and staff during the Town's work sessions. A copy of the recommended budget is also filed with the Town Clerk for public review as well as on the Town's website. A public hearing is scheduled prior to the formal adoption of the budget. Adoption of the budget by the Town Council establishes the legal authority to incur expenditures in the ensuing fiscal year. All annual appropriations lapse at fiscal year-end.

Public Participation in the Budget

Public Participation in the budget process occurs through multiple channels and throughout the year. One of the most impactful forms of feedback is through the biennial Community Survey that provides scientifically valid data on resident satisfaction and benchmarking with other communities. This data as well as public comments, public hearings, program specific surveys and feedback tools, and other public engagement events throughout the year provide valuable input for the Mayor and Town Council to consider when annually updating the Town's Strategic Plan. The Strategic Plan ultimately guides development of the Town Manager's Recommended Budget. After the Town Manager's recommendation, Town Council holds a public hearing to receive comments on the Recommended Budget for consideration prior to adoption.

Budget Calendar

A budget calendar is included in the North Carolina General Statutes which prescribes the last day on which certain steps of that budget procedure are to be performed. The following schedule lists the tasks to be performed and the date by which each is required to be completed.

Milestone	Date
CIP Requests Submitted to Project Managing Departments	September 30, 2025
Department Approved CIP Submissions Complete	November 21, 2025
CIP Committee Meetings	December 1-12, 2025
Operating Budget Kickoff	January 5, 2026

Budget Process



Milestone	Date
Base Budget Review Meetings with Departments	January 6-23, 2026
Fee Schedule Changes Submitted to Budget Office	January 30, 2026
Departments Submit New Requests and Revenue Projections	February 13, 2026
Department Budget Meetings with Town Manager	February 23- 27, 2026
Town Manager's Recommended Budget Presentation	May 12, 2026
Budget Public Hearing	May 19, 2026
Budget Workshop	May 21, 2026
Scheduled Adoption of Budget	June 2, 2026

Basis of Budgeting

The accounts of the Town of Holly Springs are organized on the basis of funds and account groups. A fund is an independent fiscal and accounting entity, with a self-balancing set of accounts comprised of assets, liabilities, fund equity, revenues and expenditures or expenses as appropriate. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements. The account groups are not funds but are a reporting device used to account for certain assets and liabilities of the governmental funds that are not recorded directly in those funds.

Basis of Accounting

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the measurement focus applied. In accordance with North Carolina General Statutes, all funds of the Town are maintained during the year using the modified accrual basis of accounting. The governmental fund types are presented in the financial statements using the same basis of accounting.

Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Town considers revenues to be available if they are collected within 90 days of the end of the current fiscal year. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Budget Transfers & Amendments

Full implementation of the budget begins immediately on July 1. Pursuant to General Statue 159-15, the budget may be amended by submission of proposed changes to the Town Council. Budgetary control is executed at the department level or by project. The Town Manager is authorized to transfer funds from one department to another within the same fund in an amount not to exceed \$50,000. Any revisions to transfer budgeted amounts over \$50,000 or that alter the total expenditures of any fund must be approved by the Town Council before being recorded. Budget amendments and transfers must adhere to balanced budget requirements.

The Town adheres to the following procedures for amending the budget during the year:

1. A transfer of funds between operational account lines of the same department can be approved by the Department Director or the Budget, Innovation, and Strategy Director. The department completes a budget amendment form and submits to Budget, Innovation, and Strategy Department for processing.
2. The Town Manager has the authority to approve budget amendments up to \$50,000 between departments of the same fund that does not modify the overall fund's budget. The responsible department will complete the budget amendment form, acquire the Town Manager's signature, and submit the document to Budget, Innovation, and Strategy Department for processing.
3. Any Town Manager approved budget amendments will be reported to Town Council the following month. All budget amendments between departments over \$50,000, between funds, or that increase or decrease the total budget of any fund must be approved by Town Council in advance.

Encumbrances

As required by North Carolina General Statutes, the Town maintains encumbrance accounts, which are considered “budgetary accounts” under which purchase orders, contracts and other commitments for expenditures of funds are recorded in order to reserve that portion of applicable appropriation. Encumbrances outstanding at year-end represent the estimated amounts for the expenditures ultimately to result in unperformed contracts in process at year-end to be completed. Encumbrances outstanding at year end do not constitute expenditures or liabilities.

Basis of Budgetary Accounting

Budgetary accounting is used for management control of all funds of the Town.

Governmental Funds

These funds are used to account for governmental functions. Governmental funds include the following fund types:

General Fund

The General Fund is the general operating fund of the Town. It is used to account for expenditures and all financial resources for services to the public, except for those required to be accounted for in another fund. The primary revenue sources are ad valorem taxes, state grants and various other taxes and licenses. The primary expenditures are for public safety, streets maintenance and construction, sanitation services and general governmental functions.

Special Revenue Funds

The Special Revenue Funds are used to account for resources that are legally restricted to expenditures for specified purposes. Restrictions on resources may be federal, state, or local. A special revenue fund is established when required by legal mandate or sound financial management practices. These are nonmajor funds of the Town.

Capital Project Funds

The Capital Project Funds are used to account for financial resources to be used for the acquisition or construction of major facilities (other than those financed by proprietary funds). These funds are used for the tracking of large non-recurring capital projects, which are outside of the General Fund. Included in this classification are the Town’s Capital Reserve Funds. The Capital Reserve Funds are used to set aside money to pay for large expenditure items and functions. These are non-major funds of the Town.

Proprietary Funds

These are used to account for business-type activities.

Enterprise Funds

The Enterprise Funds account for those operations (a) that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that the periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. The Town has two Enterprise Funds: Utility and Stormwater.



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Town of
**HOLLY
SPRINGS**
North Carolina

Budget Message



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TOWN OF HOLLY SPRINGS

Fiscal Year 2026-27 Manager's Budget Message

May 12, 2026

To the Honorable Mayor and Town Council Members:

On behalf of the entire organization, it is my pleasure to recommend to you the Fiscal Year 2026-2027 (FY27) Operating Budget and Community Investment Plan.

Introduction

In the most recent community survey, Holly Springs residents once again expressed high overall satisfaction levels with their community. 95% say it's a great place to live and 94% say a great place to raise children. The Town also heard what residents are most concerned about, including managing traffic and growth.

The annual budget is the chief policy document that reflects the values and priorities of Holly Springs. This year's recommendation continues to leverage sound fiscal policy to advance a balanced budget that advances the Mayor and Town Council's strategic vision for the Town. A few of the investment highlights in this year's recommendation include:

1. Managing Traffic and Improving Mobility
2. Enhancing Parks, Facilities, and Events
3. Managing Growth and Protecting the Environment

The Recommended Budget totals \$139,226,267 (net of transfers), an 18.3% increase from the adopted FY 2025-2026 (FY26) budget – reflecting increased capital project investments for the community. Of this, the General Fund represents \$72,890,399, a 11.9% increase from the prior year. A significant portion of this increase comes from \$4,343,927 in fund balance appropriations for community investment projects. Net of those investments, the remaining General Fund budget is \$68,546,472, a 5.2% increase from the prior year adopted budget.

The Town's total assessed property valuation (real and personal property) is projected to increase from \$13.9 billion to \$14.6 billion in FY27, a 4.6% increase over the prior year. Nineteen (19) new positions are recommended, with seven in anticipation of opening Eagles Landing Park and two dedicated to the Utility Fund (water and sewer). The remaining ten positions are to support service growth areas, facility maintenance, and maintaining the high level of organizational excellence that has been a hallmark of Holly Springs.

Budget Message

Fiscal Year 2026-2027



Key Budget Drivers

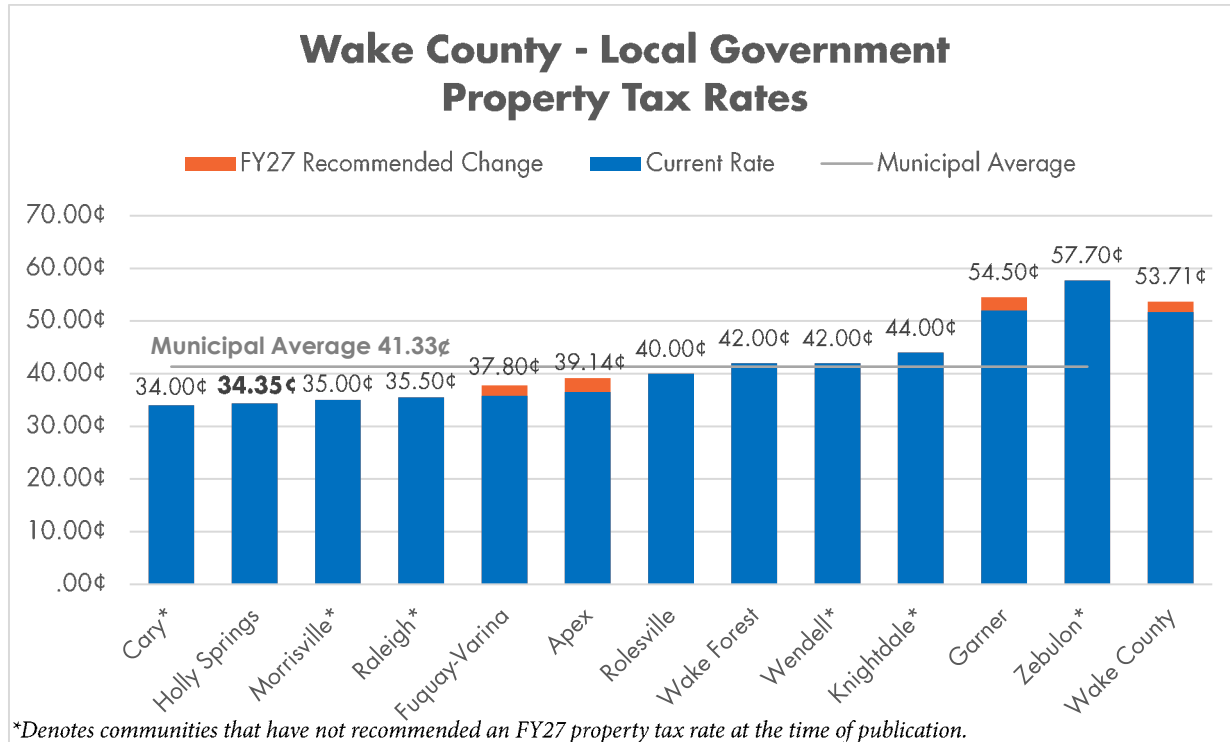


Figure 1 – A graph showing local government property tax rates in Wake County.

Today, Holly Springs has the 2nd lowest property tax rate in Wake County, and this budget recommendation is committed to providing high levels of service while maintaining affordability. This year’s recommendation maintains a property tax rate of 34.35 cents per \$100 valuation while still addressing key strategic priorities and service growth needs.

Slowing Development & Growth - Since the 2020 Census, Holly Springs has grown in population by nearly a third, but recent trends indicate that growth is slowing. Over the past 10 years, the Town has approved on average 600 building permits for single homes annually. In 2025, that number dropped to under 300 permits. While the Council-approved number of yet to be built residential units remains around 5,200 units, the decline in pulled permits to build is more likely due to higher interest rates and national market conditions than local factors. Trends across Wake County also indicate a general slowing of growth.

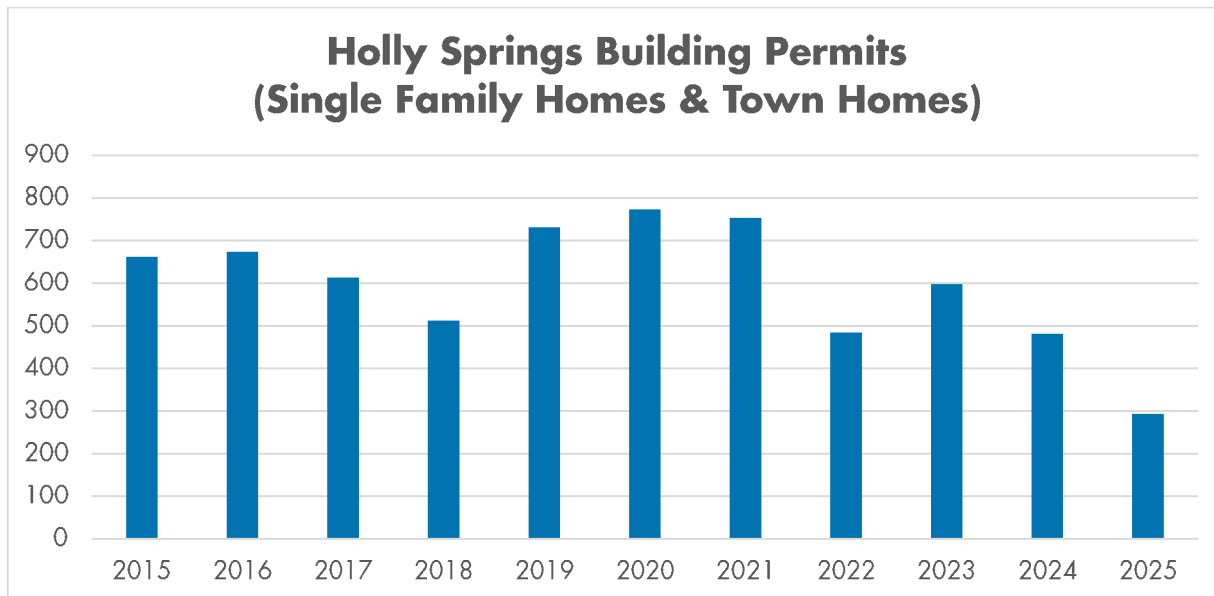


Figure 2 - A graph showing building permits in Holly Springs from 2015 to 2025.

Impact to Property Tax - Slowing residential growth does impact revenue, in particular property tax. Property taxes represent about 43.1% of the General Fund revenues which provides essential public services such as Police, Fire, Parks & Recreation, and maintains public infrastructure like sidewalks, greenways, and roads. Since 2020, the total real estate value in Holly Springs has grown on average over 7% (excluding Wake County property revaluation years). In 2026, values are projected to increase by an estimated 4.3%. This trend is similar across Wake County, with half of the other municipalities seeing growth as low as 0.5% to 3%. The difference-maker for Holly Springs is economic development.



Figure 3 - Mayor and Town Council

Economic Development - The recruitment of life sciences manufacturing has been an important economic strategy of the Mayor & Council dating back to 2002. Since 2020, over \$7 Billion of life science commercial development has been announced. These strategic investments diversify the Town's tax base and reduce the property tax burden on residential property owners.

Sales Tax - The second largest governmental revenue source is sales tax at \$16.5 million, which comprises 22.7% of the General Fund operating revenue. During the post-COVID high-inflation period, sales tax revenue nearly doubled in just four years. This trend began

to slow in FY23, reaching a low of 3% growth in FY25. Today, in FY26, sales tax revenue shows signs of an upward correction with collections projected to be up by more than 7% compared to last year. When forecasting sales tax revenues, prudent fiscal restraint is advisable given the possibility of unforeseen global market conditions. However, data indicate a potential return to more typical pre-COVID growth rates in the 4 – 8% range annually.

Budget Message

Fiscal Year 2026-2027

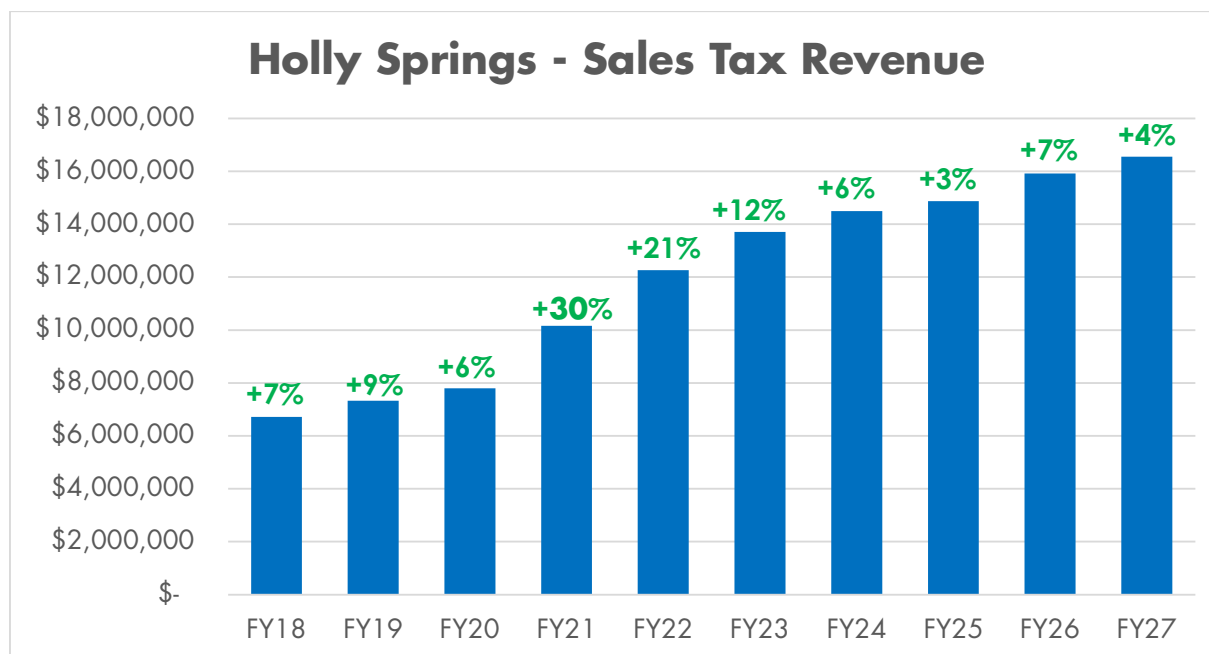


Figure 4 - Shows actual sales tax revenue for Holly Springs from FY18 to FY25; FY26 and FY27 are projected.

Managing Traffic and Improving Mobility

The 2025 Community Survey identified management of traffic as the top priority for residents. In the Town's 2026 Strategic Plan, the Mayor and Council established a vision to address this concern by enhancing multi-modal transportation and making smart infrastructure investments to include partnerships with the Town's adjacent municipalities. This budget seeks to advance that vision through the following community impact investments:

Holly Springs Hopper – In January the Town launched its first ever microtransit service the Holly Springs Hopper. While operational for just a few months, the service has been a big hit with residents, providing a new mobility option for residents and visitors getting around town. In particular, the Hopper has increased accessibility with over half of all riders qualifying for the fare free rate provided to individuals with disabilities or riders 62 years or older. This year's budget funds the service for a full year of operations, and using additional grant funding, staff are working with Town Council to consider expanding weekday hours of operations as well as Saturday service.



Figure 5 - Holly Springs Hopper Microtransit Vehicle

Holly Springs Road Widening (Central Phase) – In January the Mayor and Town Council cut the ribbon marking the completion of the Holly Springs Road Widening (East Phase) from Sunset Lake Road to Flint Point Lane. In FY27, the Town plans to bid and begin construction on the next phase (Central) to provide a four-lane median-divided road with side paths and pedestrian safety elements from Flint Point Lane to Main Street.

Intelligent Transportation System (ITS) Improvements – This budget provides funding to advance the Town's ITS initiative to mitigate traffic congestion through smart infrastructure. The Town has partnered with NCDOT for a \$2

million investment to install traffic cameras and real-time traffic analysis tools that currently enable NCDOT to remotely monitor congestion and diagnose and correct signal issues. This year's investment includes the installation of public safety preemption equipment to improve the flow of traffic during emergency responses as well as completion of an operations plan that will identify final Town digital traffic monitoring investment needs and an operational design to allow the Town to request from NCDOT transition of ITS management to the Town.

Utle Creek Greenway (Phase 2) – In 2026, the Town is scheduled to begin construction on the next phase of the Utle Creek Greenway to extend it west from Morgan Park and connect with the Holly Glen neighborhood. This project is supported by the Capital Area Metropolitan Planning Organization (CAMPO) which is providing a grant for 70% of the cost of construction.

Middle Creek Greenway Pedestrian Crossing – In partnership with the Town of Apex, a pedestrian-initiated crosswalk signal beacon will be constructed across Sunset Lake Road connecting the Holly Springs and Apex portions of the Middle Creek Greenway. This investment will enhance crosswalk safety on a key multimodal connection point between Holly Springs and Apex.

Enhancing Parks, Facilities, and Events

In the most recent Community Survey, 95% of respondents rated their quality of life in Holly Springs as either “excellent” or “good”. That is nearly double the national average, and the Town is committed to maintaining this high level of service. Below highlights some of the recreational and service delivery enhancements along with improvements to Town facilities included in this year's budget recommendation:



Figure 6 - Rendering of the Eagles Landing Park Recreation Center

Eagles Landing Park – Construction is progressing well on this 56-acre park and recreation facility located on Cass Holt Road, with an opening planned for late 2027. Eagles Landing Park will offer a wide range of activities and programming for everyone from preschoolers to our senior community, including a splashpad, an e-sports and technology lounge, four multi-use indoor courts, pickleball courts, two turf fields, fitness areas, and more. The FY27 budget begins the operational ramp-up to fund positions for the park's upcoming operations.

Cultural & Recreational Offerings –

Additional funding for Senior programming and festival / special event programming is included in this year's recommendation. A keynote event of 2026 and 2027 will be the year-long *Sesquicentennial* celebration commemorating the 150th anniversary of the Town's incorporation.

“311” / Office of Customer Care (OCC) – In May of 2023, the Town launched its “311” customer service dedicated phone line and mobile app providing an easy-to-use one-stop point of contact for all Town inquiries and services. This budget recommends adding one customer service specialist to handle increasing call volumes and improve the OCC

Budget Message

Fiscal Year 2026-2027



manager's capacity to focus on evolving and enhancing 311 effectiveness and service delivery coordination within the Town organization.

Operations Campus – This summer, the Town will open its first non-public safety or recreation-related facility in over 20 years. The Operations Campus will include a relocated yard waste convenience center for residents and provide workspace for Town employees from Public Works, Parks and Recreation, Utilities & Infrastructure, as well as support staff from various Town departments. This modern facility will provide ample space for Town operations to grow alongside the Town for many years to come. The budget includes funding to operate the new facility.

Managing Growth and Protecting the Environment

In the community survey, residents highlighted Community Safety and Growth Management as the most important areas for the Town to focus on over the next couple of years. This year's budget makes vital infrastructure investments to enhance community safety, protect our natural environment, and secure the Town's ability to manage future water and sewer needs.

New Fire Station at Rex Road – This recommendation includes funding to begin design of a new fire station on Rex Road to serve the growing population in the southwest part of Town. Design and construction will span two to three years.

Safe Drinking Water Supply – The Town continues its partnership to expand the Tri-River Water Treatment facility in Sanford, and a partnership with Fuquay-Varina to convey treated water from Sanford. This project will provide additional water supply capacity and increase overall system resiliency. These investments are necessary and critical to securing the Town's future water supply.

State of the Art Wastewater Treatment Expansion – In April, the Town broke ground on the 2 million gallons per day (MGD) treatment expansion at the Utle Creek Water Reclamation Facility (UCWRF) to bring the facility to a total capacity of 8 MGD. This project incorporates environmentally friendly state-of-the-art membrane bioreactor filtration technology to produce clean water for return to the environment.

Stormwater Management Investments – The Town's Stormwater Management Program safeguards local waterways and works to reduce flooding to protect infrastructure, such as roadways, water and sewer lines, and properties. Over the next five years, the Town plans to invest over \$2.5 million to reduce flood risk, manage erosion, and enhance environmental protection of Town waterways. This year's recommendation includes adjusting the Stormwater fee from \$5.20/month for residential properties to \$6.50/month to fund these critical environmental infrastructure investments. This is still below the \$7.22/month average of North Carolina communities that operate a similar stormwater management program.

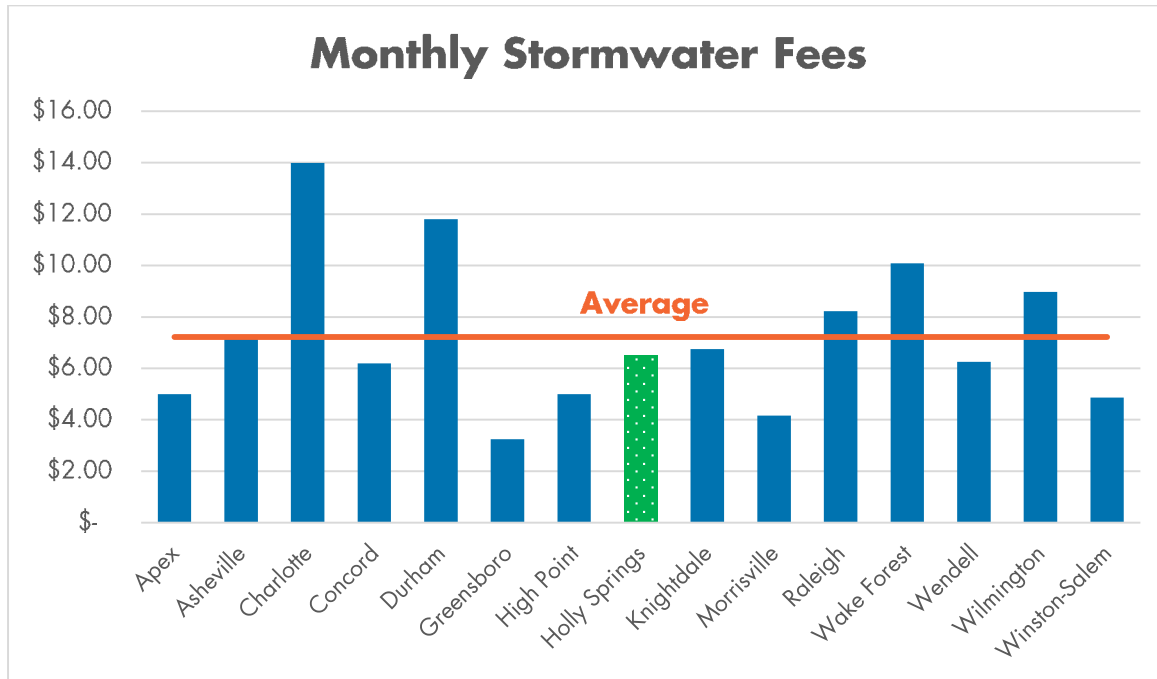


Figure 7 - Graph shows monthly stormwater fees for similar municipal systems; all fees are based on FY26 adopted budget and Holly Springs shows the F27 Recommended rate of \$6.50/month.

Water and Sewer Rate Affordability – Today, the Town has over \$500 million of Utility investments either underway or planned over the next five years. These utility infrastructure efforts are critically important, large, and require a significant investment from our rate-payers. For the typical homeowner, total monthly water and sewer rates are projected to increase by approximately \$11.89/month for a total projected water and sewer bill of \$111.30/month.

Other User Fees – The Town’s garbage and recycling contracted service provider is increasing collection fees by 4.8% (direct pass-through cost to residents), resulting in a \$0.69/month increase for residential collection.

Other Community Investment Highlights

Over the past two years, the Town Council has made considerable investments in managing and maintaining the Town’s aging public facilities. This recommended budget continues that commitment to ensure Holly Springs operates safe and sustainable facilities at a level consistent with resident service expectations.

Facility Maintenance / Investments - In total, this budget recommends using approximately \$4M in General Fund unassigned fund balance (that is above policy minimum retention requirements) for one-time investments in the following facilities projects:

- **North Main Athletic Complex (NMAC) Park** – Wake County recently awarded the Town nearly \$1.8 million in Hospitality Tax grant funds for renovations and enhancements at NMAC. The Town will contribute approximately \$2.1 million in grant match funds for a total of \$3.9 million of projects ranging from stadium turf replacement, mechanical system upgrades, and parking lot / drainage infrastructure improvements.
- **Facility Maintenance / Life-cycle Replacements** – In accordance with the Town’s facility life-cycle assessment, this budget invests \$1 million toward repairs and system replacements for public facilities.

Budget Message

Fiscal Year 2026-2027



- **Wake County / Town Cultural Center Renovation Partnership** – The Holly Springs Cultural Center and Library will be undergoing a lobby renovation, roof replacement, and mechanical system replacement this year. The project costs are shared with Wake County, and the total Town anticipated portion is projected at just under \$2.3 million. I recommend allocating approximately 20% of the cost to this partnership project annually over the next five fiscal years.
- **Law Enforcement Center (LEC) Improvements** – To improve public safety and facility security, a detainee restroom will be added to the LEC along with storage improvements. These two improvements total \$155,000.
- **Downtown Area Plan Enhancements** – This budget includes investment of \$100,000 toward ongoing enhancement of the downtown area in accordance with the Downtown Area Plan.
- **Americans with Disabilities Act (ADA) Accommodations** – \$100,000 is recommended for ongoing infrastructure updates and other accommodations to ensure the Town remains compliant with the ADA.

Personnel Investments

Staff Investments – This budget recommends nineteen (19) *new* positions and repurposing one vacant full-time position:

- **Nineteen (19) New Full-Time Positions:**
 - (7) Seven new Parks & Recreation positions in anticipation of opening of Eagles Landing Park in 2027 (note - some positions may not start until the summer of 2027, dependent on construction progress)
 - (2) Two Finance positions – to address increased purchasing and accounting transaction workload and enhance financial accountability
 - (1) Fire Health and Safety Officer – to provide the Fire Department a dedicated safety position
 - (1) Customer Service Specialist – to address 311 customer service team capacity needs and growing call volume
 - (1) Engineering Project Manager – to manage new facilities projects and major maintenance replacements / renovations
 - (1) Facilities Maintenance Planner / Inspector – to plan and manage facility life-cycle replacement and maintenance projects
 - (1) Human Resource Generalist – for position recruitments and support of Town department personnel service needs
 - (1) Planner – to support housing affordability policy development/enactment and future long-term planning efforts
 - (1) Chief of Staff – to improve leadership and management capacity to advance Town Council strategic initiatives, lead internal organization-wide change management initiatives, and improve organizational process efficiencies
 - (1) Police Administrative Assistant – conversion of an existing part-time administrative assistant to a full-time support position for ongoing CALEA Accreditation implementation and support needs across the department
 - (1) Budget Analyst – to enhance financial management and oversight of the Town's increasingly complex enterprise funds (Utility and Stormwater) that operate as distinct business units
 - (1) Pretreatment Supervisor – to provide oversight and maintain compliance of wastewater treatment and proactive risk management

- **One (1) Vacant Full-Time Positions Repurposed:**

- Repurposing a vacant Building Inspector to a Permit Technician to enhance Development Services customer service

Other Personnel Investments - Additionally, this budget recommends the following to maintain Holly Springs as an employer of choice:

- **Pay for Performance** – A merit-based pay program is included with employee adjustments between 0 – 6%, based on performance
- **Health Insurance** – The Town’s membership in the NC Health Insurance Pool (NCHIP) continues to reduce the Town’s risk to significant spikes in health insurance increases. Health insurance premiums are set to increase by 5% in FY27 and are proposed to be covered by the Town.
- **North Carolina Local Government Employee Retirement System (LGERS) Contributions** – All NC local governments are required to participate in the LGERS retirement system for local government employees. The Non-Law Enforcement Officers employer contribution rate is projected to increase from 14.38% to 15.13% and the Law Enforcement Officer rate from 16.08% to 17.10%.
- **Other Adjustments** – Consistent with historical practice using CPI data, I recommend an adjustment of 2.4% to Mayor & Council compensation.

Looking to the Future

Below outlines potential, key issues that could impact budget and policy decisions over the next year or be factors that impact the organization over the next several years:

1. **Economic Outlook** – The Town’s overall revenue sources and financial planning remain strong; however, property tax revenue from residential development is softening and could remain this way for several years. This will have some mitigating impacts for future revenue growth. Fortunately, current economic development successes underway and yet to be built over the next two to five years will position Holly Springs with a more robust and diverse tax base, which will help offset a reduced residential development environment. Additionally, other revenue sources such as sales tax continue to indicate steady growth.
2. **Legislative Threats to Municipal Property Tax Authority** – A North Carolina House committee recently advanced a proposed NC constitutional amendment to cap local property tax increases. The NC League of Municipalities has warned such an amendment could negatively impact NC local government bond ratings and increase borrowing costs. Other impacts could include reducing Town Council’s ability and flexibility to quickly respond to top community needs like transportation, public safety, and parks and recreation.
3. **Future General Fund Operating Budget Impacts from Upcoming, Major Investments** - Over the next two to six years, additional staffing and operational resources will be necessary as the Town’s new Eagles Landing Park and two new fire stations come online. These projects and the necessary staffing and equipment represent a significant investment in the future of Holly Springs. As the Town continues to balance maintaining service levels and new facilities, there is a real likelihood of the above investments “crowding out” other strategic priorities and essential service growth needs within the current revenue environment and available revenue sources.
4. **Beyond 8MGD Wastewater Expansion** – While construction for upgrading the Uteley Creek Water Reclamation Facility (UCWRF) to a treatment capacity of 8 MGD (Million Gallons per Day) is currently underway, the Town Council will soon need to decide on a strategy for future capacity investments beyond 8

Budget Message

Fiscal Year 2026-2027



MGD to meet the demand from continued population, commercial, and industrial growth. Preliminary options include a partnership with the Towns of Apex and Cary, along with efforts to obtain future, increased state permit capacity at the Town's water reclamation facility. Over the next one to two years, I do not think there will be a more important or complex Town Council decision than this future decision about wastewater treatment. This multi-year effort will require significant engagement with our other local, state, and federal funding partners. Over the next year, I recommend that Town Council begin discussion of possibly hiring a federal lobbyist to increase the Town's strategic efforts to secure large-scale grant support from the federal government (complementing similar lobbying efforts at the state level).

5. **Potential Future Transportation Bond** – Prior, 2018 Transportation Bond projects are essentially complete (Holly Springs Rd. East, Main St. Right Turn Lane, and a third-lane on NC-55 between S. Main St. and Avent Ferry Rd.) with the final bond project – Holly Springs Rd. Central – to be bid in early 2027. Design is underway for Holly Springs Road West, which would complete the four-lane median-divided connection from I-540 to the NC-55 Bypass. However, construction for this project remains unfunded. At the 2026 Annual Retreat, Town Council began exploring the next round of possible transportation investment priorities, and the Town's financial advisor presented on a potential \$100 – 150 million of future debt affordability between 2028-2032 – using existing revenue sources. Given the community's stated top priority for transportation investment, I recommend that Town Council discuss if a future Transportation Bond is desired, and if yes, if 2027, 2028, or another year is preferred for a bond referendum vote.

Conclusion

Thank you for the opportunity to present the governing body with a recommendation for the FY27 budget. I believe this budget reflects and advances the vision and goals the Town Council adopted in the Strategic Plan. Furthermore, this budget has been specifically crafted to fit within reasonable means and with prudence in light of shifting economic conditions.

I very much appreciate and value your leadership, discussion, and direction throughout the entire budget development process. Building a budget is a large and complex organization-wide effort, and as always, many team members contributed to this year's recommendation. In particular, I would like to recognize our department directors and staff from Budget, Innovation, and Strategy; Finance; and Human Resources, along with our two Assistant Town Managers.

I look forward to discussing the Recommended Budget further to ensure it meets your expectations and properly reflects the priorities of the Governing Body and the community.

Respectfully submitted,

A handwritten signature in blue ink that reads "Randy J. Harrington".

Randy J. Harrington
Town Manager

Budget Presentation and Adoption

Fiscal Year 2026-2027

Online Resources for the Recommended Budget

For more information and a video detailing the Manager's Recommended Budget for FY2026-27:
hollyspringsnc.gov/budget.

Additional Resources available online:

- Town Manager Budget Presentation (video)
- Manager's Budget Message
- Presentation Slides From the Budget Presentation
- Digital Recommended Budget Book
- Budget Snapshot

Budget Approval

The FY2026-2027 Budget was adopted by Town Council on June 2, 2026, with the following changes:

- \$5,000 reallocated from Central Services operating contingency expense into the Town Clerk's special program contributions account to support additional non-profit grant funding



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Town of
**HOLLY
SPRINGS**
North Carolina

Budget Ordinance



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Budget Ordinance

Fiscal Year 2026-2027



Ordinance No. 26-09
Date Submitted: June 2, 2026
Date Adopted: June 2, 2026

FISCAL YEAR 2026-27 BUDGET ORDINANCE HOLLY SPRINGS, NORTH CAROLINA

BE IT ORDAINED by the Town Council of Holly Springs, North Carolina:

Budget Adoption: There is hereby adopted the following Operating Budget for the Town of Holly Springs for the Fiscal Year beginning July 1, 2026 and ending June 30, 2027; the same being adopted by fund and activity within each fund as listed.

SECTION 1:

General Fund	
Revenues:	
Ad Valorem	31,450,502
Sales Tax	16,548,640
Other Taxes and Licenses	4,747,583
Environmental Fees	4,590,596
Appropriated Fund Balance	4,343,927
Permits and Fees	2,796,500
Parks and Recreation Fees	2,673,750
Other Financing Sources	2,264,702
Public Safety Revenues	1,845,745
Miscellaneous Revenues	1,227,859
Intergovernmental	400,595
TOTAL	72,890,399
Expenditures:	
Public Safety	25,456,256
Public Works	11,326,081
General Government	10,240,120
Parks & Recreation	8,282,502
Development	8,043,934
Non-Departmental Expenses	4,872,074
Transfers to Projects / Reserves / Debt Service	4,669,432
Total	72,890,399

Budget Ordinance

Fiscal Year 2026-2027



Utility Fund	
Revenues:	
Water Sales	18,902,088
Sewer Charges	16,130,816
Other Financing Sources	747,000
Other Operating Revenues	732,580
Miscellaneous Revenues	281,000
Permits and Fees	100,000
TOTAL	36,893,484
Expenditures:	
Development and Infrastructure	16,901,858
Transfers to Projects / Reserves / Debt Service	12,850,060
Non-Departmental Expenses	3,619,037
Utility Administration	3,374,929
Public Works	147,600
TOTAL	36,893,484

Stormwater Management Program Fund	
Revenues	2,429,806
Expenditures	2,429,806

Powell Bill Fund	
Revenues	1,577,260
Expenditures	1,577,260

Emergency Telephone System Fund	
Revenues	246,216
Expenditures	246,216

General Fund – Debt Service Fund	
Revenues	18,517,724
Expenditures	18,517,724

Utility Fund – Debt Service Fund	
Revenues	17,071,438
Expenditures	17,071,438

SECTION 2.

Levy of Taxes: There is hereby levied, for Fiscal Year 2026-2027, an Ad Valorem tax rate of 34.35 cents per \$100 valuation of taxable property as listed for taxes as of January 1, 2026. This rate shall be levied with 21.69 cents to the General Fund and 12.66 cents to General Fund Debt Service per one \$100 valuation of taxable property.

The tax rate is based on an estimated total valuation of property for the purposes of taxation of \$14,611,538,355 and an estimated collection rate of 99%.

Budget Ordinance

Fiscal Year 2026-2027

SECTION 3.

Fees and Charges: There is hereby established, for Fiscal Year 2026-2027 various fees and charges as contained in the Town Manager's Recommended Fiscal Year 2026-2027 Budget.

SECTION 4.

There is hereby confirmed, for Fiscal Year 2026-2027 a \$25 Municipal Vehicle Tax to be included in vehicle registration and property tax bills collected by the North Carolina Department of Revenue.

SECTION 5.

Sanitation, recycling, and yard waste fees shall be levied at a rate of \$22.57 per household per month. This includes one trash bin, one recycling bin and one yard waste bin.

SECTION 6.

Salaries & Salary Grades: The following shall govern salary and wage compensation for Fiscal Year 2026-2027:

- A. Employee Salary Adjustments. Salary adjustments shall range between 0%-6% based on performance. Position classifications are to be continuously reviewed and adjustments instituted by the Town Manager.
- B. Salary Grade Adjustments. An adjustment to the general salary grade schedule as detailed in the Town Manager's Recommended Budget. In the event any job title / grade labeling errors or technical salary calculation errors are identified, the Town Manager is authorized to make corrections consistent with the purpose and intent per the Recommended Budget. Mayor and Town Council base salaries are adjusted 2.4%.
- C. The Town Manager or designee is authorized to reclassify a current employee position's salary grade for any position with a defined salary grade range, as listed in the Town Manager's Recommended Fiscal Year 2026-27 Budget, if the incumbent has satisfied the Department's requirements to include any required training, professional certification, or other positional requirements.

SECTION 7.

The Town Manager is hereby authorized to transfer appropriations within a fund as contained herein under the following conditions as specified in North Carolina General Statute §159.

- A. Authorize budget transfers within a department without prior approval of the Town Council.
- B. Approve budget transfers between departments within the same fund up to \$50,000 without prior approval of the Town Council and will be reported to Town Council by the following month or next available business meeting.
- C. All inter-departmental budgetary transfers or appropriations above \$50,000, between funds, or that increase or decrease the total budget of any fund must be approved in advance by Town Council.

SECTION 8.

The Town Manager is hereby authorized to enter into contracts up to \$50,000 without prior Town Council approval. The Town Manager is hereby also authorized to execute contractual documents under the following conditions:

- A. Town Manager may execute contracts consistent with the Town Purchasing Policy for construction, repair, or design up to \$100,000.
- B. Town Manager may execute contracts for (1) purchases of apparatus, supplies and materials or equipment which are within budgeted departmental appropriations; (2) leases of personal property for a period of one year or less and within budgeted departmental appropriations; and (3) services which are within budgeted departmental appropriations. Any of the above may be in the formal bidding range for contracts.
- C. Town Manager may execute grant agreements to or from public and non-profit organizations which are within budgeted appropriations unless a grantor organization requires execution by the Town Council.
- D. Town Manager may execute contracts, as the lessor or lessee of real property, which are of one-year duration or less if funds therefore are within budgeted appropriations.

Budget Ordinance

Fiscal Year 2026-2027



SECTION 9.

Restricted Revenues: The Finance Officer is hereby directed to fund appropriations that have specified revenues prior to funding with General Fund monies. This is to include but not limited to ABC profits, sales tax, and state and federal grants.

SECTION 10.

Encumbrances: Operating funds encumbered on the financial records as of June 30, 2026, are hereby re-appropriated to this budget. All project ordinance appropriations are continued.

SECTION 11.

Budget Control: The Town Council in approving the budget has utilized to the fullest extent possible its revenue sources. Over collections of revenue or unanticipated revenue, sources cannot be expected to materialize during the year. It is therefore, of utmost importance, and the Town Manager is hereby directed to initiate steps to insure compliance with the budget, as fixed herein. The Town Manager is further directed where it appears that costs may possibly exceed budget appropriations, to first take steps to contain costs by any necessary methods including reductions in services prior to requesting budget amendment action by the Town Council.

SECTION 12.

The Town Council hereby authorizes the Wake County Tax Administrator to bill and collect taxes for the Town.

SECTION 13.

Multi-year projects on the financial records as of June 30, 2026, are hereby re-appropriated to fiscal year 2026-2027.

SECTION 14.

That in addition to the projects covered by Section 13, any remaining encumbered appropriations from the prior fiscal year for contracts and purchase orders that carry over into the current fiscal year are re-appropriated for expenditure in the current fiscal year. Additionally, any unexpended appropriations for previously authorized multi-year capital projects or grant projects are re-appropriated for expenditure in the current fiscal year; local grant-matching obligations that were previously authorized as part of multiyear grant projects are also re-appropriated for expenditure in the current fiscal year.

SECTION 15.

The Town Manager or designee is hereby authorized to move appropriations within a fund, to include the authority to move appropriations within funds for reorganization.

SECTION 16.

Sections of this ordinance estimate income (grants, debt, and other permanent funding sources). Until actual receipt, the Finance Officer or their designee is hereby authorized to advance funding from the appropriate fund's fund balance to cover the budgeted expense. Upon receipt of the income or debt proceeds, funds advanced shall revert back to the source fund's fund balance. If the permanent funding is not realized, the advance may be designated as the permanent source of funding. Upon receipt of the permanent funding, the sources and levels of funding for the project specified may be adjusted to reflect permanent financing. Total project appropriation levels shall not exceed the amounts specified unless amended by a subsequent ordinance.

SECTION 17.

The Finance Officer or designee is hereby authorized to transfer interest earnings from various cooperating and capital funds to the appropriate debt service funds according to Town Council policy, except where specific exceptions have been authorized.

Budget Ordinance

Fiscal Year 2026-2027

SECTION 18.

The Finance Officer or designee is authorized to appropriate amounts needed to fund the following:

- A. Current fiscal year debt issues that have been approved by Town Council.
- B. Amounts needed to satisfy federal government regulations related to interest earnings on debt issues.
- C. Banking fees.
- D. Sales and use taxes, when required by law.
- E. Insurance premiums, risk management claims (that are entirely covered under a policy of insurance and have approval of the Town Manager), legal fees, utility bills, solid waste collection fees, escrow payments, annual hardware/software maintenance for town equipment, refunds (expressly excluding property tax bills or town license fees), adjustments to utility bills pursuant to Town Council policy.

SECTION 19.

The Finance Officer or designee is authorized to close projects, remove any excess appropriations and return associated balances to the appropriate Fund's original source.

SECTION 20.

The Finance Officer or designee is authorized to create and maintain a capital reserve fund in order to account for all system development fee proceeds as required by Article 8 of NCGS 162A, which shall remain so long as the town collects system development fees.

SECTION 21.

The Town Manager is hereby authorized to adjust appropriations in accordance with any Town Council amendments to this budget ordinance made by motion of the Town Council at a duly called meeting.

SECTION 22:

All ordinances in conflict with this ordinance are hereby repealed or amended to reflect the controlling nature of this Ordinance. In the event that any ordinance or policy establishes a fee or charge less than that which is described in the document described in Section 3 of this Ordinance, this Ordinance shall control.

The provisions of this ordinance shall become effective July 1, 2026, in accordance with the laws of the State of North Carolina.

Adopted this, the 2nd day of June 2026.

Town of Holly Springs by

Michael Kondratick, Mayor

ATTEST:

Linda McKinney, Town Clerk





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Town of
**HOLLY
SPRINGS**
North Carolina

Strategic Plan



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Creating the Town's Strategic Plan

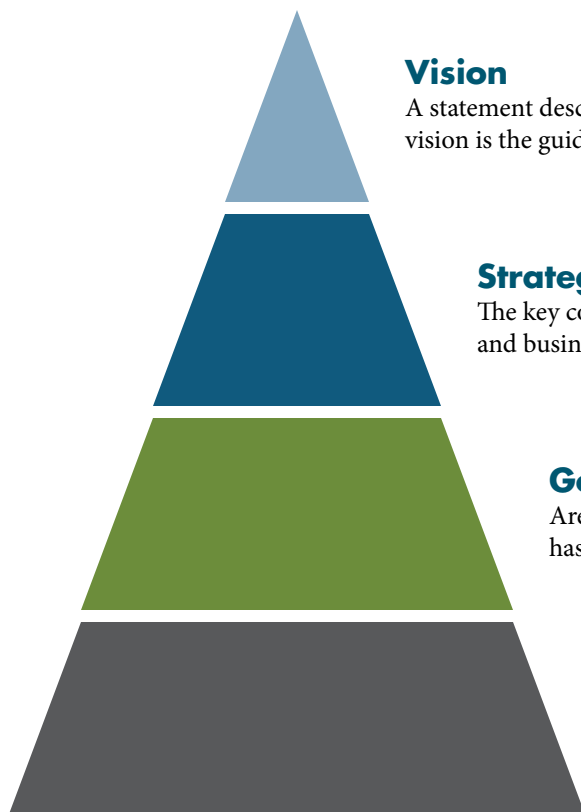
The Mayor and Town Council annually adopt a Strategic Plan for the Town of Holly Springs. The governing body establishes a vision and strategic priority areas that reflect the chief components of the Town's vision for success. The governing body determines goals for each strategic priority area and staff submit initiatives for how to accomplish those goals. The proposed strategic plan is then adopted by Town Council laying the framework for the Manager's Recommended Budget.

What is a Strategic Plan?

A Strategic Plan is a document that guides the Town as it grows and responds to the evolving needs of residents. This plan provides a blueprint for maintaining and improving the qualities that make Holly Springs a great place to live, work, and play.

What are the components of a Strategic Plan?

There are many different ways to organize a Strategic Plan, and Holly Springs takes best practices from the UNC School of Government and our peer towns and cities to build a plan that reflects the values and needs of our residents, businesses, and staff. Our Strategic Plan is comprised of both long and short-term factors meant to influence, prioritize, and drive how decisions are made.



Vision

A statement describing what the Town aspires to represent and become. Our vision is the guiding principle for the entire Strategic Plan.

Strategic Priority Areas

The key components that impact the residents and businesses in Holly Springs.

Goals

Are long-term aspirational statements. Each Strategic Priority Area has three to five goals that are necessary for success.

Initiatives

Are medium to short-term actions and strategies to accomplish a goal. Each goal has one to seven initiatives in progress.

Strategic Plan

Strategic Priority Areas



Vision

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 public 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.

Strategic Plan

Growth Management & Economic Vitality



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, creating a festival street, 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 attract and retain 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 Cities 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.
- **Initiative 1.4:** Begin design and construction planning to complete 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 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.

Performance Management

The Town of Holly Springs embraces best practices in the management of public services and believes in being good stewards of the taxpayer's resources through performance management. Staff define performance management as a continuous process of using performance data for making management and policy decisions. A few examples of utilizing performance management includes:

- Directing operations
- Planning and budgeting
- Performance reporting
- Program evaluation
- Contract monitoring
- Testing new procedures/equipment
- Benchmarking with peer governments/services

The Town uses different types of performance measures and data throughout the organization to inform decision-making and improve operations. The Town uses business plans with performance measures for core services at the Department and below level to provide program managers the data for day-to-day organizational management, planning, and budgeting.

North Carolina Benchmarking Project & Department Performance Measures

Established in 1995, the North Carolina Benchmarking Project allows municipalities to compare their service and performance trends with other participating units. Benchmarking 2.0, launched in 2022, streamlines data collection and offers opportunities for robust analysis, peer conversations, and best-practice development. The Town of Holly Springs joined the UNC School of Government's North Carolina Benchmarking Project in 2023. For more information on the NC Benchmarking Project see here - benchmarking.sog.unc.edu/

Town departments submit their performance measures for inclusion in the [NC Benchmarking dashboard](#). The dashboard can be used for viewing and comparing Holly Springs performance data with other municipal partners in the program. Holly Springs submits performance measures for the following departments and services:

- Development Services (building inspections)
- Finance / Budget
- Fire
- Human Resources
- Parks and Recreation
- Police / E911
- Public Works (fleet, asphalt maintenance, and solid waste services)
- Utilities & Infrastructure (water and wastewater)

Strategic Measures

The Town's Strategic Plan is divided into four strategic areas of focus:

- Community Safety,
- Growth Management & Economic Vitality,
- Organizational Excellence, and
- Vibrant Community.

Each area includes goals and initiatives whose accomplishment seeks to positively affect the strategic area's outcome. To measure accomplishment towards achieving these outcomes, each focus area has strategic level performance measures. These strategic performance measures are meant to provide a long-term view of the Town's ability to achieve the vision of the Mayor and Town Council.



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Town of
**HOLLY
SPRINGS**
North Carolina

Budget Summary

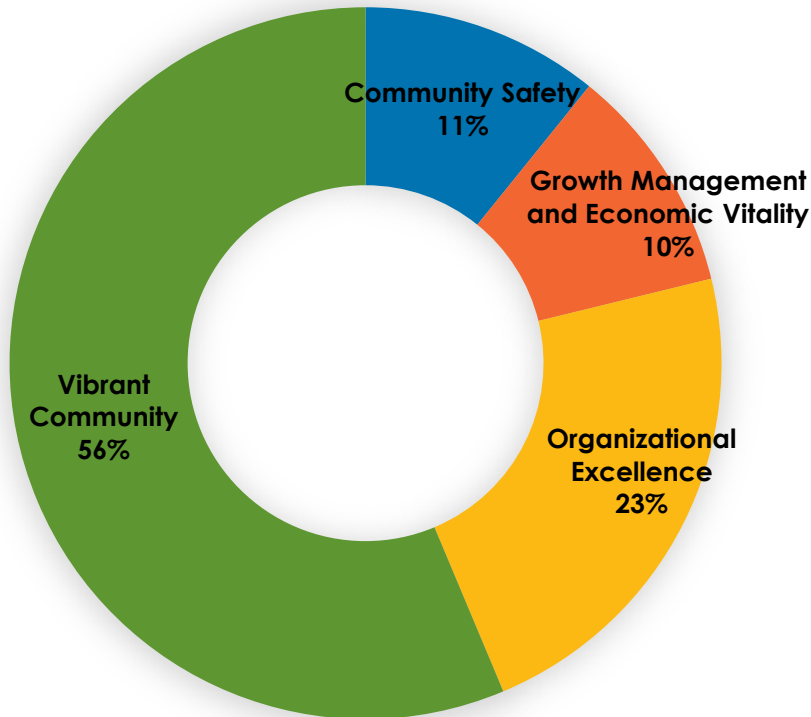


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Budget Summary

General Fund Changes by Strategic Priority Area

General Fund Changes by Strategic Priority Area



Total General Fund Operating Budget Changes	
General Fund Operating Budget Expansions	\$3,720,419
Fund Balance Investments	\$4,343,927
New and Replacement Vehicle Financing	\$1,894,000
Holly Springs Hopper Microtransit Grant Funding	\$374,595
TOTAL EXPENSE CHANGES	\$10,332,941

Operating Budget Changes by Strategic Area	
Community Safety	\$1,116,403
Growth Management & Economic Vitality	\$1,071,500
Organizational Excellence	\$2,322,933
Vibrant Community	\$5,822,105
TOTAL EXPENSE CHANGES	\$10,332,941

Budget Summary

General Fund Changes by Strategic Priority Area



Community Safety	
Police Department Replacement Vehicles	\$504,000
Fire Department Replacement Vehicles	\$215,000
Law Enforcement Center (LEC) Facility Enhancements	\$155,000
Fire Health & Safety Officer Position and Vehicle	\$149,248
Police Department Administrative Assistant Position	\$53,155
Law Enforcement Supplies	\$40,000
TOTAL EXPENSE CHANGES	\$1,116,403

Growth Management & Economic Vitality	
Holly Springs Hopper Microtransit Services (Full Year of Service)	\$576,300
Intelligent Transportation System (ITS) Investments	\$250,000
Engineering Project Manager Position	\$142,137
Development Services Planner Position	\$83,264
Development Services Replacement Vehicle	\$37,000
Reclassifying Vacant Building Inspector to Permit Technician	\$(17,201)
TOTAL EXPENSE CHANGES	\$1,071,500

Organizational Excellence	
Employee Pay for Performance Merit Increase (General Fund Portion)	\$1,023,697
Health Insurance and Benefits Changes (General Fund Portion)	\$353,135
Mandatory Town Contributions to LGERS (Local Government Employees Retirement System)	\$255,584
Increases to Town Utilities, Insurance, and Centralized Costs	\$209,801
Chief of Staff Position	\$162,565
IT Licenses, Subscriptions, and Operating Supplies	\$101,800
Human Resources Generalist Position	\$79,089
Purchasing Agent Position	\$68,435
Accounting Specialist Position	\$62,142
IT Staff Position Reclassification	\$3,355
Finance Cost Allocation Study Increase	\$3,330
TOTAL EXPENSE CHANGES	\$2,322,933

Budget Summary

General Fund Changes by Strategic Priority Area

Vibrant Community	
North Main Athletic Complex (NMAC) Renovations and Enhancements	\$2,100,000
Facility Maintenance and Repairs Supplemental Investments	\$1,000,000
Public Works Replacement Vehicles	\$621,000
Cultural Center Renovations in Partnership with Wake County	\$458,927
Parks and Recreation Replacement Vehicles	\$371,000
Operations Campus Utilities and Operating Expenses	\$298,184
(7) New Positions for Eagles Landing Park	\$231,584
Facilities Maintenance Planner Position and Vehicle	\$108,566
Downtown Enhancements (Downtown Area Implementation)	\$100,000
Middle Creek at Sunset Lake Road Pedestrian Safety Crossing Safety	\$100,000
Americans with Disabilities Act (ADA) Compliance Investments	\$100,000
Town Celebrations for 150th Anniversary	\$80,000
Facility Repairs and Preventative Maintenance Program Increase	\$50,000
Commercial Trash Disposal and Janitorial Services Increases	\$36,655
311 Customer Service Specialist Position (General Fund Portion)	\$32,126
New Steet Median Maintenance	\$27,000
Bass Lake Part-Time Increase	\$26,913
Park Maintenance Part-Time Increase	\$22,180
Fleet Maintenance Supplies and Vehicle Services	\$20,200
Community Center Senior Programming	\$12,850
Event Safety and Support	\$11,200
Athletics Part Time Increases	\$8,720
Additional Non-Profit Grant Funding Allocation	\$5,000
TOTAL EXPENSE CHANGES	\$5,822,105

Budget Summary

Enterprise Fund Changes



Utility Fund Changes	
Utilities and Infrastructure Replacement Vehicles	\$747,000
Water Resources Treatment Chemicals and Supplies for Growth and Cost Increases	\$260,800
Employee Pay for Performance Merit Increase (Utility Fund Portion)	\$205,950
Water Resources - Replacement of Equipment	\$106,740
Bulk Water Purchase from Harnett County	\$100,000
UCWRF Pretreatment Supervisor Position	\$93,838
Utilities and Infrastructure Employee Overtime and Benefits Increases	\$81,000
Replacement and New Water Meter Cost Increase	\$80,000
Utilities Budget Analyst Position (Utility Fund Portion)	\$64,811
Cityworks Work Order Management System Cloud Migration	\$60,000
Water and Sewer Rate and Tier Study	\$49,000
Health Insurance and Benefits Changes (Utility Fund Portion)	\$48,096
Mandatory Town Contributions to LGERS (Local Government Employees Retirement System)	\$41,772
IT Hardware Replacements	\$30,000
311 Customer Service Specialist Position (Utility Fund Portion)	\$27,645
Utilities and Infrastructure Field Staff Reclassifications for Operational Efficiency	\$25,939
IT Infrastructure Maintenance / Equipment Life-Cycle Replacement	\$20,000
Employee Safety Equipment and Supplies	\$15,800
IT Staff Position Reclassification	\$3,355
TOTAL EXPENSE CHANGES	\$2,061,746

Stormwater Fund Changes	
Stormwater Infrastructure Repair Projects	\$200,000
Stormwater Fund Replacement Vehicle	\$55,000
Employee Pay for Performance Merit Increase (Stormwater Fund Portion)	\$32,501
Stormwater Part-time Employee Expenses	\$23,230
Utilities Budget Analyst Position (Stormwater Fund Portion)	\$18,840
Utilities and Infrastructure Employee Overtime and Benefits Increases	\$9,689
Mandatory Town Contributions to LGERS (Local Government Employees Retirement System)	\$7,790
Health Insurance and Benefits Changes (Stormwater Fund Portion)	\$7,592
Engineering Review Increases	\$4,000
TOTAL EXPENSE CHANGES	\$358,642

Budget Summary

Major Revenue Sources

Major Revenue Sources

The following information defines the major sources of revenue for the Town of Holly Springs for the fiscal year (FY) 2026-27. The Town's anticipated revenues have been determined using historical financial trends, property tax values from Wake County, and projections provided by the North Carolina League of Municipalities (NCLM).

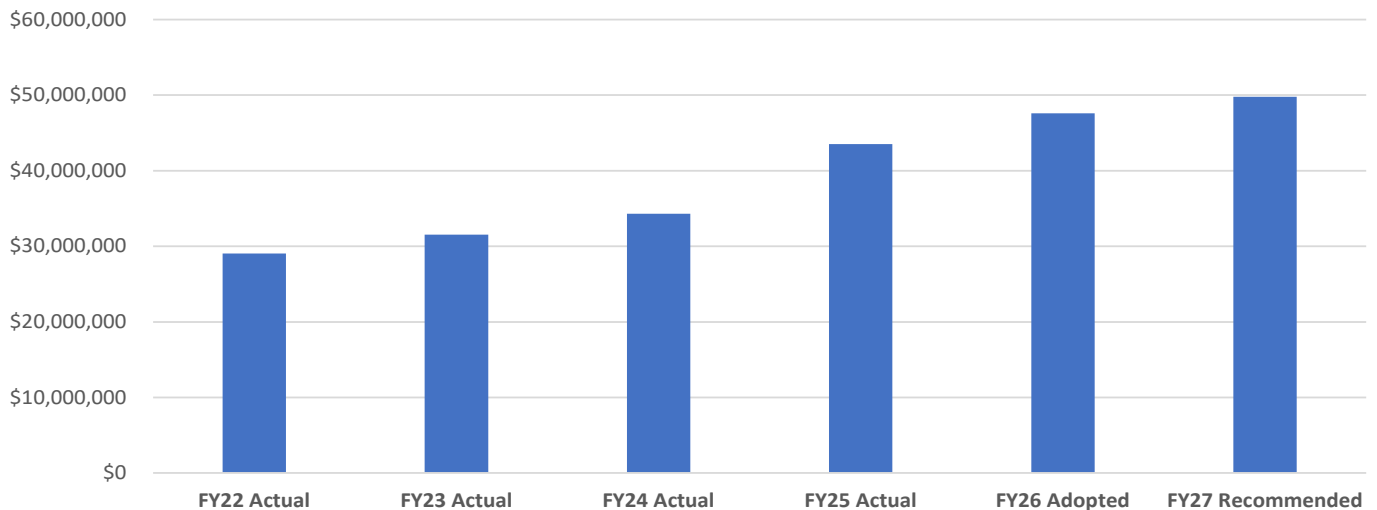
General Fund Summary

The General Fund Operating Budget for FY2026-27 totals \$72,890,399 compared to the FY2025-26 Adopted Budget of \$65,131,081. There is a revenue increase of \$7,759,318 (11.9%) when compared to the FY2025-26 Adopted Budget. Despite a conservative approach as a result of lingering uncertainty following rising interest rates and international factors, the increase in anticipated revenues is largely attributable to the Town's growing population and economic development successes. On average the Town has maintained a steady 4-7% population growth rate in recent years.

Ad Valorem Taxes: The budget is balanced with a property tax rate of 34.35 cents per \$100 valuation. In FY2026-27 the estimated total tax base for Holly Springs is \$14.6 billion, a 4.6% increase over the prior year. Assuming a 99.0% budgeted collection rate, the Town anticipates \$49.8 million in property tax revenue.

Ad Valorem represents 43.1% of the General Fund operating budget revenue. Holly Springs allocates approximately 63.14% (21.69 cents per \$100 valuation) of Ad Valorem to the General Fund and approximately 36.86% (12.66 cents per \$100 valuation) is dedicated to debt service and community investments. This distribution results in \$31.5 million in current year Ad Valorem for the General Fund and \$18.3 million for General Fund Debt Service. One cent on the Town's tax rate produces approximately \$1.46 million in revenue.

Ad Valorem Taxes



Budget Summary

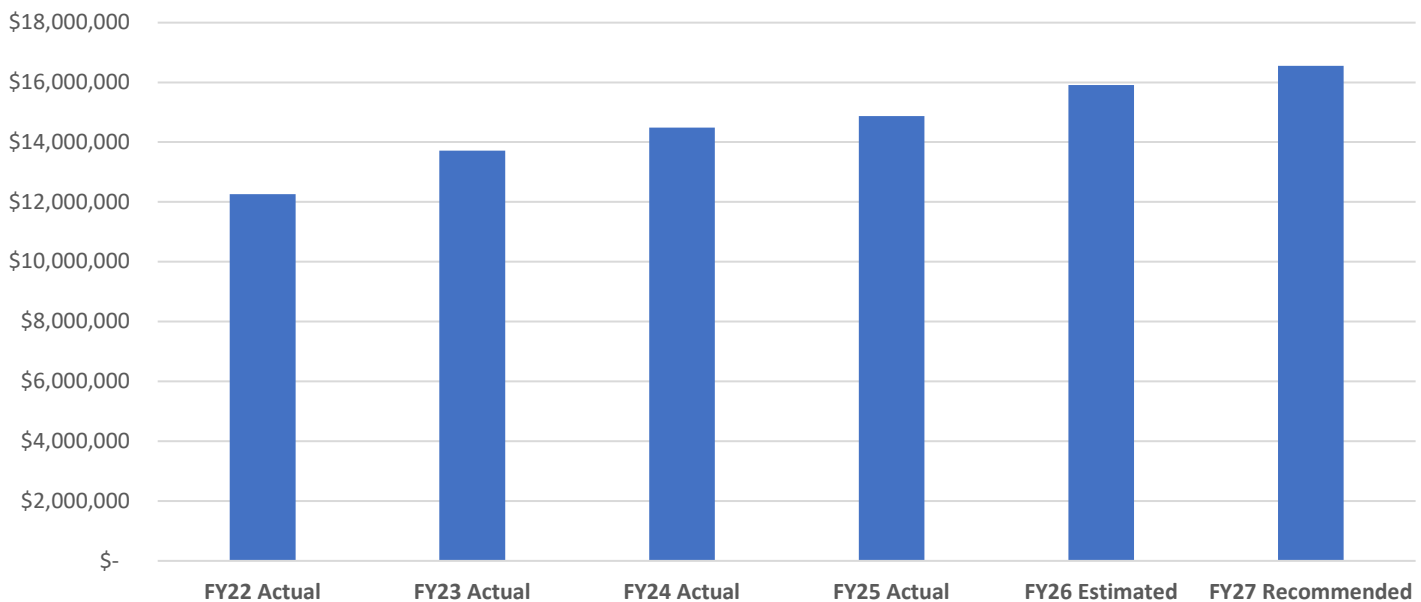
Major Revenue Sources



Sales Taxes: Sales taxes levied by Wake County comprise 2.50% of the total 7.25% sales tax paid on retail sales in North Carolina. The State of North Carolina collects and distributes a \$.01 tax on retail sales on a point of sale basis. Local governments also are eligible to receive three ½ cent taxes based on either a per capita (population) or an Ad Valorem (property value) basis. The Town's distributions are calculated using the per capita distribution formula.

Local option sales taxes are the second largest General Fund revenue source and represent \$16.5 million or approximately 22.7% of General Fund operating revenues for FY2026-27. During the post-COVID high-inflation period, sales tax revenue nearly doubled in just four years. This trend began to slow in FY23, reaching a low of 3% growth in FY25. Today, in FY26, sales tax revenue shows signs of an upward correction with collections projected to be up by more than 7% compared to last year. When forecasting sales tax revenues, prudent fiscal restraint is advisable given the possibility of unforeseen global market conditions. However, data indicate a potential return to more typical pre-COVID growth rates in the 4 – 8% range annually.

Sales Tax Revenue



State Utilities Sales Distributions: The State levies a tax on utility companies (electricity and natural gas) based on either gross receipts or usage. The state shares a portion of these taxes with local governments based on usage within their jurisdiction. The State also levies a tax on telecommunications gross receipts and then distributes a portion of these taxes per capita to each municipality. The FY2026-27 budget anticipates \$3,280,000 in revenue, which is a small increase to the FY2025-26 projection of \$3.1 million in anticipated revenue. This represents a little more than 4.5% of General Fund revenue.

Permits & Fees: The Town charges fees for providing construction permits, plan reviews, and inspection services to applicants in accordance with North Carolina General Statute 160 A-414. In addition, the Town charges fees for commercial site, street sign inspections, re-inspections, and other permits and fees associated with development. In FY2026-27, \$2,796,500 is anticipated in permits and fees revenues or approximately 3.8% of all General Fund revenue.

Parks & Recreation Fees: These revenues are fees collected from participants in Town Parks and Recreation activities such as classes, camps athletics, workshops, and event programs. The FY2026-27 budget anticipates \$2,673,750 in Parks & Recreation revenues, which is 3.7% of General Fund revenue.

Environmental Fees: The Town collects a monthly fee associated with refuse collection, recycling, and yard waste per user. In the FY2026-27 budget the cumulative per user fee is \$21.88 per month, a \$0.69 increase from last year. The FY2026-27 budget includes \$4,590,596 in anticipated environmental fees, which is approximately 6.3% of General Fund revenue.

Budget Summary

Major Revenue Sources

Fund Balance: On June 4, 2019, the Town adopted a new fiscal policy with a targeted unassigned fund balance between 20-25% of General Fund expenditures with a minimum of 20%. The Town continues to meet or exceed its current target goal of a 20% minimum General Fund unassigned fund balance.

Powell Bill Street Allocation: Since 2015, the amount of this distribution no longer represents a portion of the motor fuel taxes collected. The current law states that Powell Bill revenues will be determined by an appropriation of funds by the General Assembly. There is no set formula that determines the total amount of Powell Bill funds received each year. Of the funds available each year, 25% is distributed to cities based on local street miles, and 75% based on population. The use of these funds is restricted to maintaining, repairing, constructing, reconstructing or widening any public street or thoroughfare within the Town limits. Bridges, drainage, curb and gutter and other necessary appurtenances are also approved uses of these funds, but legislation passed in 2015 specifies that the funds should be primarily for resurfacing streets. In FY2020-21 a separate Powell Bill Fund was established outside of the General Fund. In FY2026-27 the Town anticipates receiving \$1,577,260 in Powell Bill funding.

Enterprise Funds Summary

The Town operates two enterprise funds: a water and sewer utility fund and a stormwater program management fund.

Water/Sewer Utility Fund: The Utility Fund is comprised of \$36,893,484 in operating revenue related to water & sewer bills, fees, and other revenue sources. The FY2026-27 Recommended Budget implements adjusted water and sewer rates to invest in necessary infrastructure improvements to supply a growing town. The typical residential customer (estimated at 4,000 gal/month) will have a water and sewer bill increase of \$11.89 per month for a total projected water and sewer bill of \$111.30/month.

Stormwater Management Program Fund: The Town's Stormwater Management Program safeguards local waterways and works to reduce flooding to protect infrastructure, such as roadways, water and sewer lines, and properties. Over the next five years (FY27-FY31), the Town plans to invest over \$2.5 million to reduce flood risk, manage erosion, and enhance environmental protection of Town waterways. This year's recommendation includes adjusting the Stormwater fee from \$5.20/month for residential properties to \$6.50/month to fund these critical environmental infrastructure investments. The Stormwater Fund is comprised of \$2,429,806 in operating revenue related to user, and development fees.

Budget Summary

Nonprofit Grant Programs



Community Nonprofit Grant Program

The Town of Holly Springs sets aside \$20,000 each budget year to assist local non-profit groups through a grant program. Eligible organizations may apply for up to \$2,500 once a year. Applicants may receive all, partial, or no funding. Grants must be used for a public purpose and serve the residents of Holly Springs.

Applications for the grants open in January of each year and close in March. The applications are reviewed and scored by the Town staff Grants Committee. Then applications are forwarded to the Council Grants Committee. The Council Grants Committee meets to evaluate applications and Council's Grants Committee makes a recommendation to the full Council, who votes on appropriations. Below is a list of the grants awarded during FY26.

Community Nonprofit Grant Program FY 2025-2026	
Annual Recipient Organizations	Grant Amount Awarded
Neighbor Up	\$2,000
Diaper Train	\$1,500
Toward Zero Waste	\$1,500
Arts Holly Springs	\$1,500
For Girls Like Quaneisha	\$1,000
Holly Springs Community Band	\$1,000
Holly Strings Youth Orchestra	\$1,000
Kraft YMCA	\$1,000
Pride of Holly Springs	\$1,000
Center for Volunteer Caregiving	\$750
InterAct	\$750
White Oak Foundation	\$750
BeSHE Inc	\$500
Citivans	\$500
Felton Grove Band Boosters	\$500
Hawktimus Prime	\$500
Holly Springs Elementary PTA	\$500
HSBS PTSA	\$500
InterFaith Hospitality	\$500
KIRAN	\$500
Mbolden Ministry	\$500
Military Missions in Action	\$500
MLK Committee	\$500
Nepal Center of NC	\$500
The Sword Conservatory	\$250
TOTAL	\$20,000

Strategic Partners Nonprofit Grant Program

Town Council identifies long-standing grant recipients that demonstrate significant contributions to the Holly Springs community as strategic partners. Strategic partners receive non-profit grants directly through the Town’s annual budget process and are not required to apply through the community grant process. In FY25-26 the following strategic partners are appropriated funds:



8th Cohort of Launch Holly Springs Graduating Class



Employees collecting donations for the Holly Springs Food Cupboard

Strategic Partners Nonprofit Grant Program FY 2025-2026	
Strategic Partners	Grant Amount Awarded
Holly Springs Food Cupboard	\$5,000
Launch Holly Springs	\$5,000*
TOTAL	\$10,000

*Plus a \$1:\$1 match for an additional \$5,000, for a potential \$10,000 total

Budget Summary

Economic Development



Economic Development

Over the past few decades, Holly Springs has experienced significant growth and a reputation as one of the best places to raise a family in the country. Despite a growing commercial industry, the Town historically maintained an 80% residential / 20% commercial split due to the even stronger residential growth. The Town's reputation as a safe community and access to high quality public schools, meant Holly Springs was a popular family destination for commuters to downtown Raleigh and the Research Triangle Park. With growth comes an increase demand for services. To ease the burden of growth on residents, the Mayor and Town Council established a strategic initiative in the Town's Strategic Plan to achieve a 70% residential / 30% commercial property tax base.

Over the last few years, the Mayor and Council have made strategic decisions to guide the Town's growth to obtaining a 30% commercial tax base. In FY26 the Town of Holly Springs met the commercial tax base goal of 30% commercial tax base. The negotiation of economic incentive packages have been a strategic advantage to land major commercial investments, particularly centered on the life sciences industry. Some examples of the strategies utilized by the Town includes:

Business Investment Grant (BIG)

An agreement to reimburse a business a percentage of their property tax bill over a set period of time based upon the amount of valuation exceeding an agreed upon base value.

Synthetic Tax Increment Grant (STIG)

An agreement for a developer to provide infrastructure improvements as part of a development project, with the Town providing an agreed upon reimbursement paid over a pre-determined number of years based on the increased property tax valuation to a defined area/ parcel.

Intergovernmental Partners: the Town of Holly Springs has worked hard to build relationships at the county and state level to provide benefit packages that incent national and international businesses to select Holly Springs as their development site.



Photo overlooking the Holly Springs Business Park

Budget Summary

Economic Development - BIG Agreements

Business Investment Grant (BIG)

An agreement to reimburse a business a percentage of their property tax bill over a set period of time based upon the amount of valuation exceeding an agreed upon base value.

Fujifilm Diosynth Biotechnologies - BIG Agreement Phase I					
DESCRIPTION OF THE AGREEMENT	Reimbursement of 70% of the property valuation over a base value of \$1.5B beginning by no later than FY26 for a period of 8 years. Additionally the business must create 653 jobs by FY28.				
	FY27	FY28	FY29	FY30	FY31
Estimated Property Tax Revenue	\$5,152,500	\$6,183,000	\$6,183,000	\$6,183,000	\$6,183,000
Estimated BIG Reimbursement	\$-	\$721,350	\$721,350	\$721,350	\$721,350
Net Town Revenue*	\$5,152,500	\$5,461,650	\$5,461,650	\$5,461,650	\$5,461,650

*Town portion of net revenue will go towards repayment of initial land purchase as part of the economic development agreement.

Fujifilm Diosynth Biotechnologies - BIG Agreement Phase II					
DESCRIPTION OF THE AGREEMENT	Reimbursement of 50% of property tax associated with phase 2, commencing after the collection of \$20M in property tax by the Town. Reimbursement takes places over 6 years with a max amount of \$20,236,800.				
	FY27	FY28	FY29	FY30	FY31
Estimated Property Tax Revenue	\$-	\$4,122,000	\$4,122,000	\$4,122,000	\$4,122,000
Estimated BIG Reimbursement	\$-	\$-	\$-	\$-	\$-
Net Town Revenue*	\$-	\$4,122,000	\$4,122,000	\$4,122,000	\$4,122,000

*Town portion of net revenue will go towards repayment of initial land purchase as part of the economic development agreement.

Amgen - BIG Agreement Phase I					
DESCRIPTION OF THE AGREEMENT	Reimbursement of 50% of the property valuation over a base value of the property's FY21-22 valuation beginning by no later than FY26 for a period of 8 years with a maximum reimbursement cap of \$9.5M. Additionally the business must create 355 jobs.				
	FY27	FY28	FY29	FY30	FY31
Estimated Property Tax Revenue	\$1,704,306	\$1,901,273	\$1,901,273	\$1,901,273	\$1,901,273
Estimated BIG Reimbursement	\$843,661	\$942,145	\$942,145	\$942,145	\$942,145
Net Town Revenue	\$860,645	\$959,128	\$959,128	\$959,128	\$959,128

Amgen - BIG Agreement Phase II					
DESCRIPTION OF THE AGREEMENT	Reimbursement of 50% of property tax associated with phase 2. Reimbursement takes places over 6 years with a max amount of \$11,490,490.				
	FY27	FY28	FY29	FY30	FY31
Estimated Property Tax Revenue	\$690,435	\$1,779,330	\$2,919,750	\$3,465,915	\$3,496,830
Estimated BIG Reimbursement	\$345,218	\$889,665	\$1,459,875	\$1,732,958	\$1,748,415
Net Town Revenue	\$345,218	\$889,665	\$1,459,875	\$1,732,958	\$1,748,415

Budget Summary

Economic Development - STIG Agreements



Synthetic Tax Increment Grant (STIG)

An agreement for a developer to provide infrastructure improvements as part of a development project, with the Town providing an agreed upon reimbursement paid over a pre-determined number of years based on the increased property tax valuation to a defined area/parcel.

Village Gate - STIG Agreement					
DESCRIPTION OF THE AGREEMENT	Reimbursement of infrastructure improvements over a 7 year period beginning in the tax year following the completed construction of the Solaris Building and other required infrastructure. Reimbursements will be capped at \$585,349.				
	FY27	FY28	FY29	FY30	FY31
Estimated Property Tax Revenue	\$135,897	\$135,897	\$135,897	\$135,897	\$135,897
Estimated BIG Reimbursement	\$100,795	\$100,795	\$50,398	\$50,398	\$50,398
Net Town Revenue	\$35,102	\$35,102	\$85,499	\$85,499	\$85,499



Photo near Village Gate at the intersection of Ralph Stephens Rd and Avent Ferry Rd

Budget Summary

Budget Overview - All Funds Revenues

Revenues & Sources	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
General Fund				
Ad valorem Taxes	\$24,017,666	\$28,138,301	\$30,071,189	\$31,450,502
Sales Tax	\$14,491,894	\$14,872,621	\$14,712,051	\$16,548,640
Other Taxes and Licenses	\$4,000,100	\$4,257,484	\$4,388,850	\$4,747,583
Environmental Fees	\$4,360,310	\$4,080,498	\$4,350,034	\$4,590,596
Appropriated Fund Balance	\$0	\$0	\$2,181,901	\$4,343,927
Permits and Fees	\$2,326,132	\$1,935,565	\$2,388,500	\$2,796,500
Parks and Recreation Fees	\$2,604,616	\$2,654,786	\$2,550,800	\$2,673,750
Other Financing Sources	\$5,633,181	\$3,886,165	\$2,538,103	\$2,264,702
Public Safety Revenues	\$1,454,701	\$1,766,761	\$1,950,144	\$1,845,745
Miscellaneous Revenues	\$1,973,192	\$1,783,026	\$1,165,031	\$1,227,859
Intergovernmental	\$150,597	\$153,081	\$138,050	\$400,595
GENERAL FUND SUB-TOTAL	\$61,012,389	\$63,528,287	\$66,434,653	\$72,890,399
Utility Fund				
Water Sales	\$13,124,304	\$13,018,110	\$15,688,023	\$18,902,088
Sewer Charges	\$9,713,680	\$11,747,955	\$13,767,962	\$16,130,816
Other Financing Sources	\$1,325,000	\$579,306	\$580,500	\$747,000
Other Operating Revenues	\$874,322	\$617,390	\$797,500	\$732,580
Miscellaneous Revenues	\$298,038	\$522,001	\$271,000	\$281,000
Permits and Fees	\$67,101	\$71,235	\$31,000	\$100,000
Appropriated Fund Balance	\$0	\$0	\$276,004	\$0
UTILITY FUND SUB-TOTAL	\$25,402,445	\$26,555,997	\$31,411,989	\$36,893,484
Stormwater Fund				
Environmental Fees	\$1,480,938	\$1,519,712	\$1,661,737	\$2,139,806
Permits and Fees	\$191,644	\$162,457	\$200,000	\$220,000
Miscellaneous Revenues	\$129,373	\$134,534	\$70,000	\$70,000
Appropriated Fund Balance	\$0	\$0	\$38,847	\$0
Other Financing Sources	\$0	\$0	\$0	\$0
STORMWATER FUND SUB-TOTAL	\$1,801,954	\$1,816,702	\$1,970,584	\$2,429,806
Other Funds				
Powell Bill Revenue	\$1,424,125	\$1,628,833	\$3,878,853	\$1,577,260
Emergency Telephone System Fund	\$10,110	\$409,196	\$306,361	\$246,216
OTHER MINOR FUNDS SUB-TOTAL	\$1,434,235	\$2,038,028	\$4,185,214	\$1,823,476
Debt Service Funds				
General Debt Service Revenues	\$11,209,998	\$17,097,804	\$17,713,816	\$18,517,724
Utility Debt Service Revenues	\$4,063,495	\$9,946,854	\$7,980,842	\$17,071,438
DEBT SERVICE FUNDS SUB-TOTAL	\$15,273,493	\$27,044,658	\$25,694,658	\$35,589,162
TOTAL REVENUES & SOURCES	\$104,924,517	\$120,983,673	\$129,697,098	\$149,626,327

Budget Summary

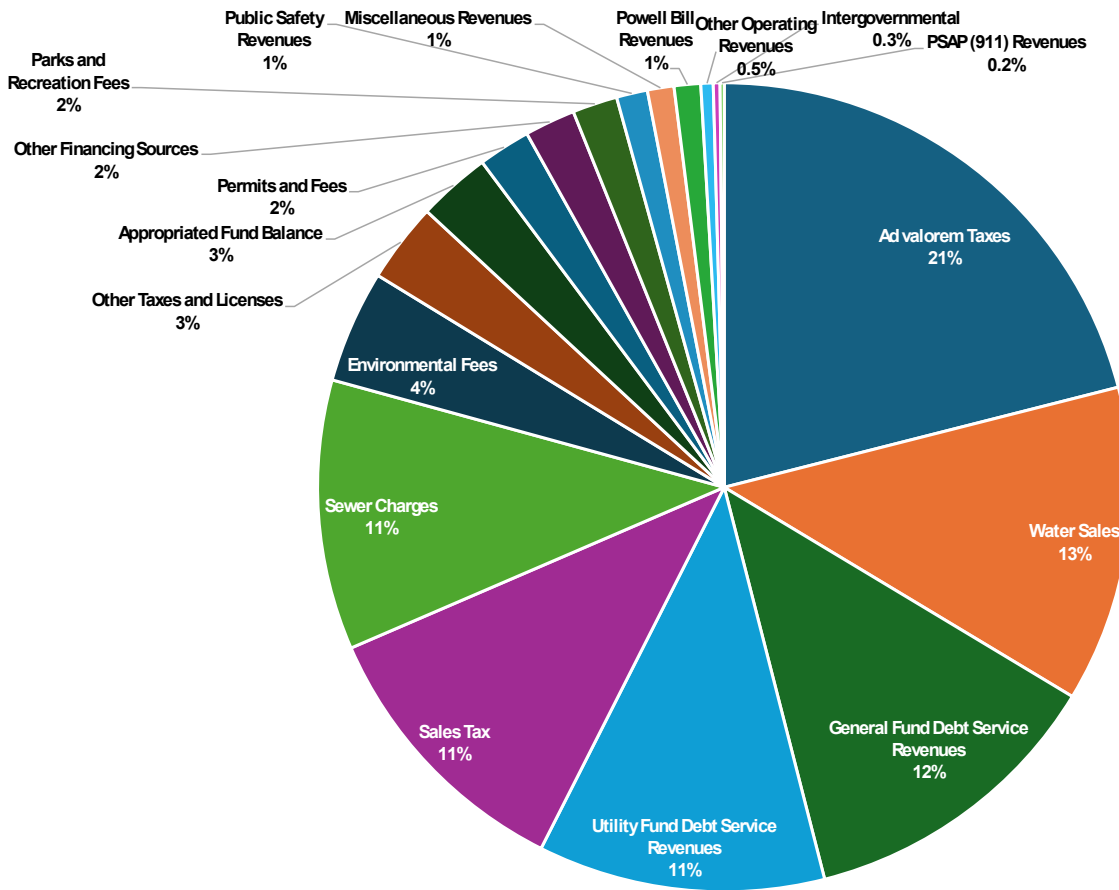
Budget Overview - All Funds Expenditures & Uses



Expenditures & Uses	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
General Fund				
Salaries and Benefits	\$33,250,007	\$38,674,883	\$43,821,437	\$47,268,226
Operating Expenditures	\$14,783,158	\$14,935,479	\$17,733,798	\$19,058,741
Non-Departmental / Transfers	\$3,908,941	\$4,730,450	\$2,036,710	\$4,669,432
Capital Outlay	\$2,442,828	\$3,638,892	\$2,842,708	\$1,894,000
EXPENSES TOTAL	\$54,384,935	\$61,979,704	\$66,434,653	\$72,890,399
Utility Fund				
Transfers Out	\$3,078,279	\$6,584,485	\$8,423,233	\$12,850,060
Operating Expenditures	\$10,334,664	\$10,320,676	\$12,145,754	\$12,720,792
Salaries and Benefits	\$7,603,321	\$7,956,230	\$9,967,980	\$10,575,632
Capital Outlay	\$957,701	\$679,193	\$875,022	\$747,000
UTILITY FUND SUB-TOTAL	\$21,973,966	\$25,540,584	\$31,411,989	\$36,893,484
Stormwater Fund				
Salaries and Benefits	\$1,303,591	\$1,392,649	\$1,630,187	\$1,641,503
Transfers Out	\$0	\$4,000	\$0	\$426,553
Operating Expenditures	\$278,708	\$259,676	\$340,397	\$306,750
Capital Outlay	\$556,269	\$45,966	\$0	\$55,000
STORMWATER FUND SUB-TOTAL	\$2,138,568	\$1,702,291	\$1,970,584	\$2,429,806
Other Minor Funds				
Powell Bill Fund	\$1,464,735	\$221,572	\$3,878,853	\$1,577,260
Emergency Telephone System (911) Fund	\$580,552	\$519,497	\$306,361	\$246,216
OTHER MINOR FUNDS SUB-TOTAL	\$2,045,287	\$741,069	\$4,185,214	\$1,823,476
Debt Service Funds				
General Fund Debt Service	\$9,537,045	\$9,356,051	\$17,713,816	\$18,517,724
Utility Fund Debt Service	\$3,963,544	\$6,879,050	\$7,980,842	\$17,071,438
DEBT SERVICE FUNDS SUB-TOTAL	\$13,500,589	\$16,235,102	\$25,694,658	\$35,589,162
TOTAL EXPENSES & USES	\$94,043,344	\$106,198,750	\$129,697,098	\$149,626,327

Budget Summary

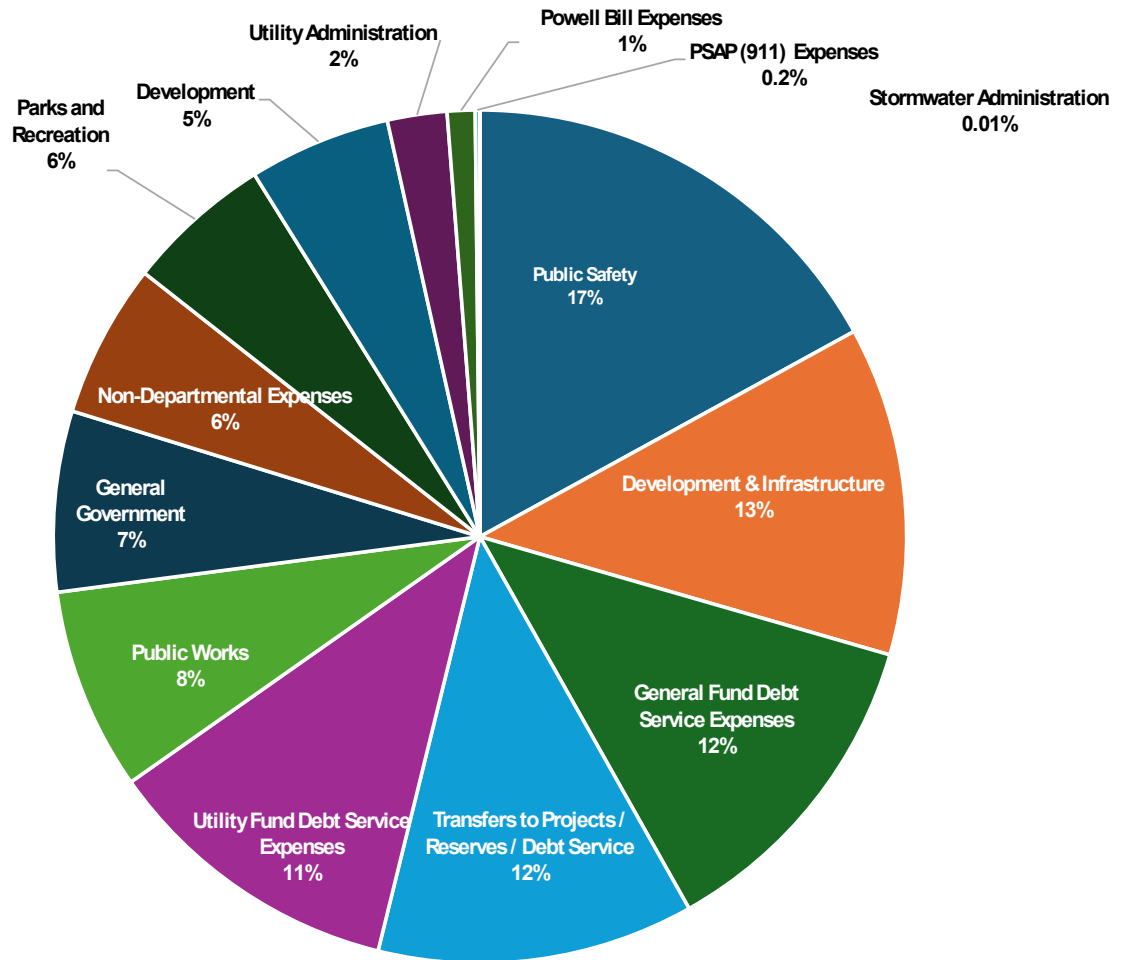
Revenues & Sources - All Operating Funds



Revenues & Sources - All Funds	FY27 Approved
Ad valorem Taxes	\$31,450,502
Water Sales	\$18,902,088
General Fund Debt Service Revenues	\$18,517,724
Utility Fund Debt Service Revenues	\$17,071,438
Sales Tax	\$16,548,640
Sewer Charges	\$16,130,816
Environmental Fees	\$6,730,402
Other Taxes and Licenses	\$4,747,583
Appropriated Fund Balance	\$4,343,927
Permits and Fees	\$3,116,500
Other Financing Sources	\$3,011,702
Parks and Recreation Fees	\$2,673,750
Public Safety Revenues	\$1,845,745
Miscellaneous Revenues	\$1,578,859
Powell Bill Revenues	\$1,577,260
Other Operating Revenues	\$732,580
Intergovernmental	\$400,595
PSAP (911) Revenues	\$246,216
TOTAL REVENUES & SOURCES	\$149,626,327

Budget Summary

Expenditures & Uses - All Operating Funds

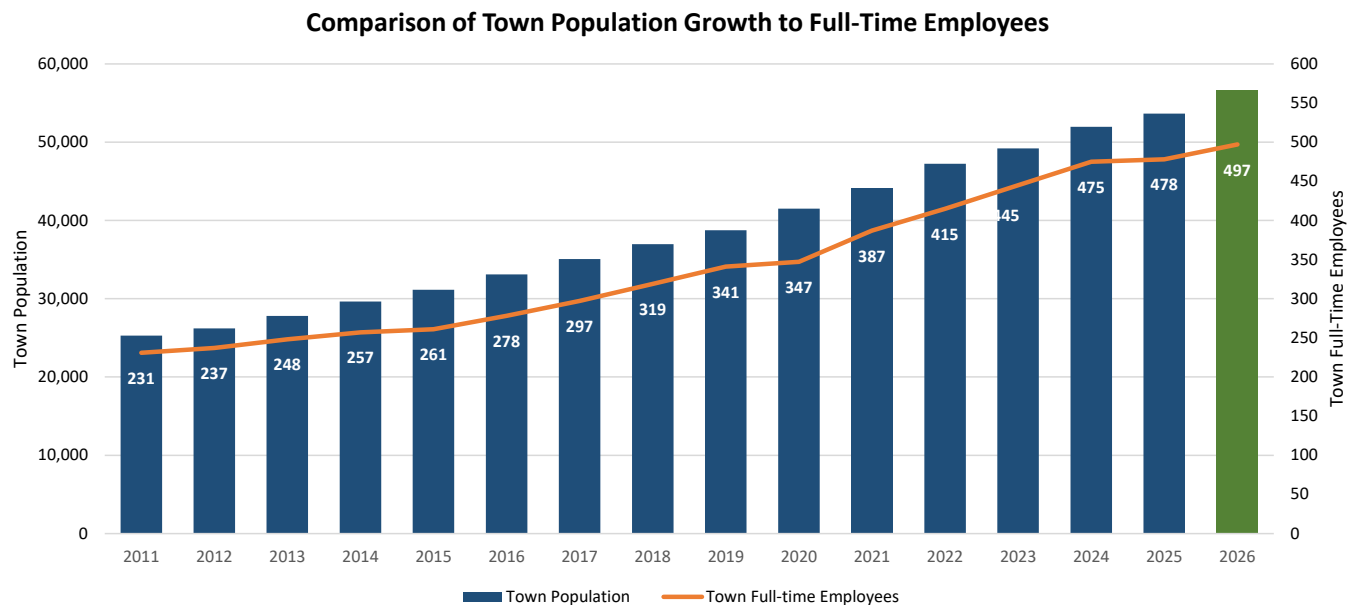


Expenditures & Uses - All Funds	FY27 Approved
Public Safety	\$25,456,256
Development & Infrastructure	\$18,637,402
General Fund Debt Service Expenses	\$18,517,724
Transfers to Projects / Reserves / Debt Service	\$17,946,045
Utility Fund Debt Service Expenses	\$17,071,438
Public Works	\$11,473,681
General Government	\$10,240,120
Non-Departmental Expenses	\$8,739,980
Parks and Recreation	\$8,282,502
Development	\$8,043,934
Utility Administration	\$3,374,929
Powell Bill Expenses	\$1,577,260
PSAP (911) Expenses	\$246,216
Stormwater Administration	\$18,840
TOTAL EXPENDITURES & USES	\$149,626,327

Budget Summary

Position Summary

	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Actual	FY27 Approved
Authorized Full-Time Positions By Department/Office					
Police	93	99	107	107	108
Fire & Rescue	71	73	85	85	86
Utilities & Infrastructure	66	72	75	76	78
Development Services	49	55	56	54	55
Public Works	41	46	48	49	51
Parks & Recreation	39	42	43	44	51
Finance	19	19	19	20	21
Information Technology	10	11	13	14	15
Human Resources	4	4	6	6	7
Town Manager's Office	4	4	3	3	4
Budget, Strategy, and Innovation	4	4	4	3	3
Office of Customer Care	4	4	4	4	5
Communications & Marketing	4	4	4	5	5
Town Attorney	3	3	3	3	3
Economic Development	2	3	3	3	3
Town Clerk	2	2	2	2	2
TOTAL AUTHORIZED POSITIONS	415	445	475	478	497



*2026 Population Data is Projected with FY2026-27 Approved Authorized Full-Time Positions.

Budget Summary

Fund & Budget Unit Structure



Fund & Budget Unit Structure

Below outlines the organizational structure the Town uses to account for (including accounting numbers) revenues and expenditures of Town operations. Revenues are accounted at the fund level. Expenditures are accounted at the budget unit level (e.g. Finance).

Governmental Fund

Fund 10 – General Fund

- Central Services – 410
- Communications and Marketing – 411
- Administration – 412
 - Office of Customer Care - 10
 - Town Manager – 11
 - Human Resources – 12
 - Town Attorney – 13
 - Town Clerk – 14
 - Office of Budget, Strategy, and Innovation - 15
- Finance – 413
- Information Technology – 414
 - Fiber Optic – 50
- Economic Development– 416
- Police – 418
 - Law Enforcement – 18
 - Telecommunications – 19
- Fire and Rescue – 420
- Public Works – 422
 - Fleet Maintenance – 21
 - Streets – 22
 - Solid Waste– 24
 - Public Facilities Maintenance – 30
- Parks and Recreation – 425
 - Cultural Center – 25
 - Park and Field Maintenance– 26
 - Community Center/Programs – 27
 - Bass Lake – 28
 - Athletics – 29
 - North Main Athletic Center – 31
 - Administration– 39
 - Eagles Landing Park - 43
- Utilities & Infrastructure – 450
 - Business Asset Management – 005
 - Infrastructure – 010
 - Transportation - 011
- Development Services – 460
 - Customer Service & Compliance – 015
 - Land Development – 020
 - Building Safety & Inspections – 025

Special Revenue Funds

Fund 15 – Powell Bill

Fund 26 – Emergency Telephone System

- Police Department 911 System – 418-16

Capital Reserve Funds*

Fund 21 – Parks and Recreation Reserves

Fund 22 – Street Reserves

Fund 27 – Stormwater Reserves

Fund 70 - Utility Capital Reserves

Fund 71 – System Development Fee-CRF*

Enterprise Funds

Fund 30 – Utility Fund

- Central Services – 410
- Administration – 412
 - Office of Customer Care - 10
 - Town Manager – 11
 - Office of Budget, Innovation and Strategy - 15
- Finance – 413
 - Utility Billing – 32
 - Water Meters – 42
- Information Technology – 414
- Public Works – 422
 - Fleet Maintenance – 422-21
- Utilities & Infrastructure – 450
 - Business Asset Management - 005
 - Water Resource Administration – 030
 - Waste Water Treatment Plant – 035
 - Compliance/Lab – 040
 - Distributions & Water Storage – 045
 - Collections – 050
 - Pump Stations – 055
 - Utility Engineering - 060
- Development Services – 460
 - Customer Service & Compliance – 015
 - Land Development – 020

Fund 31 – Stormwater Fund

- Central Services – 410
- Administration – 412
 - Office of Budget, Innovation, and Strategy - 15
- Utilities & Infrastructure – 450
 - Stormwater Environmental - 065
 - Stormwater Utility Operations - 070
- Development Services - 460

Capital Project Funds*

Fund 11 – PayGo

Fund 35 – Grants & Special Revenue

Fund 42 - Business Park Development

Fund 43 – Water Projects

Fund 44 – Stormwater Projects

Fund 45 – Sewer Projects

Fund 46 - Town Building Projects

Fund 48 – Street and Sidewalk Projects

Fund 49 – Parks and Recreation Projects

Fund 75 - Utility Fund PAYGO

Debt Service Funds

Fund 60 – General Fund Debt Service

Fund 61 – Utility Fund Debt Service

**Indicates not annually appropriated*



Town of
**HOLLY
SPRINGS**
North Carolina

General Fund



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General Fund

Introduction and Financial History

General Fund Introduction

The General Fund accounts for all revenues and expenditures that are not legally, or by financial best practices, required to be accounted for in another type of special purpose or business-type fund. The General Fund includes services that are generally not run as a business enterprise and typically rely on tax dollars as their primary or sole source of revenue. The General Fund is comprised of the core administrative and operational functions of the Town to include public safety (e.g. Police and Fire), Parks and Recreation, Public Works, development functions, and General Government departments.

General Fund Financial History

REVENUES	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Ad valorem Taxes	\$20,644,471	\$22,410,442	\$24,017,666	\$28,138,301	\$30,071,189	\$31,450,502
Sales Tax	\$12,261,390	\$13,711,816	\$14,491,894	\$14,872,621	\$14,712,051	\$16,548,640
Other Taxes and Licenses	\$3,423,404	\$3,667,641	\$4,000,100	\$4,257,484	\$4,388,850	\$4,747,583
Environmental Fees	\$3,306,669	\$3,589,222	\$4,360,310	\$4,080,498	\$4,350,034	\$4,590,596
Appropriated Fund Balance	\$0	\$0	\$0	\$0	\$2,181,901	\$4,343,927
Permits and Fees	\$2,601,694	\$2,723,138	\$2,326,132	\$1,935,565	\$2,388,500	\$2,796,500
Parks and Recreation Fees	\$1,969,446	\$2,587,558	\$2,604,616	\$2,654,786	\$2,550,800	\$2,673,750
Other Financing Sources	\$2,736,750	\$4,113,201	\$5,633,181	\$3,886,165	\$2,538,103	\$2,264,702
Public Safety Revenues	\$915,413	\$1,043,940	\$1,454,701	\$1,766,761	\$1,950,144	\$1,845,745
Miscellaneous Revenues	\$629,159	\$1,430,492	\$1,973,192	\$1,783,026	\$1,165,031	\$1,227,859
Intergovernmental	\$101,267	\$122,698	\$150,597	\$153,081	\$138,050	\$400,595
TOTAL REVENUES	\$48,589,662	\$55,400,149	\$61,012,389	\$63,528,287	\$66,434,653	\$72,890,399

EXPENDITURES	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Public Safety	\$15,444,872	\$17,009,019	\$17,820,221	\$24,301,557	\$25,088,710	\$25,456,256
Public Works	\$7,362,056	\$8,523,280	\$9,676,492	\$8,823,893	\$11,161,581	\$11,326,081
General Government	\$5,000,674	\$14,440,174	\$7,732,512	\$8,167,344	\$9,120,498	\$10,240,120
Parks and Recreation	\$5,101,948	\$6,224,916	\$6,264,703	\$6,822,304	\$7,489,692	\$8,282,502
Development	\$3,757,346	\$4,378,309	\$5,314,989	\$5,367,592	\$7,250,120	\$8,043,934
Non-Departmental Expenses	\$2,185,399	\$2,613,085	\$3,667,076	\$3,820,503	\$4,287,342	\$4,872,074
Transfers to Projects / Reserves / Debt Service	\$7,441,788	\$3,665,744	\$3,908,941	\$4,676,511	\$2,036,710	\$4,669,432
TOTAL EXPENDITURES	\$46,294,084	\$56,854,527	\$54,384,935	\$61,979,704	\$66,434,653	\$72,890,399

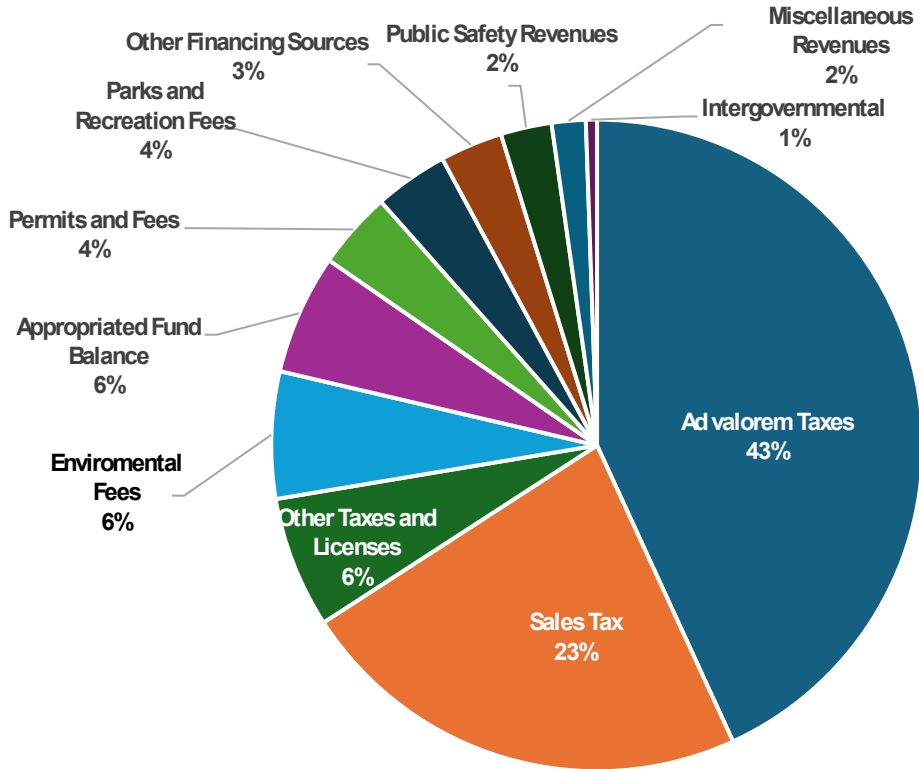
TOTAL REVENUES	\$48,589,662	\$55,400,149	\$61,012,389	\$63,528,287	\$66,434,653	\$72,890,399
TOTAL EXPENDITURES	\$46,294,084	\$56,854,527	\$54,384,935	\$61,979,704	\$66,434,653	\$72,890,399
NET FUND SAVINGS/(DEFICIT)	\$2,295,578	(\$1,454,378)	\$6,627,454	\$1,548,583	\$0	\$0

General Fund

FY2026-27 Summary by Function

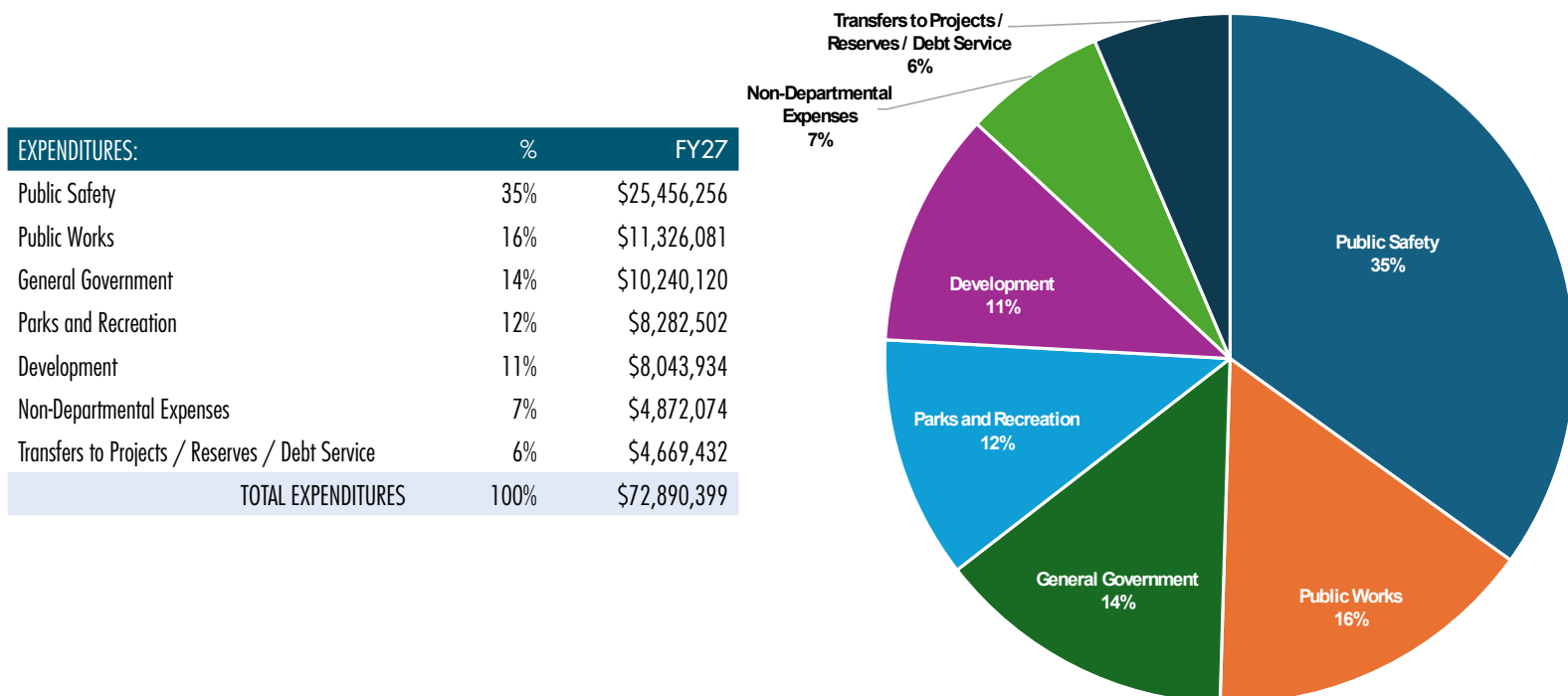


Revenues



REVENUES:	%	FY27
Ad valorem Taxes	43%	\$31,450,502
Sales Tax	23%	\$16,548,640
Other Taxes and Licenses	6%	\$4,747,583
Enviromental Fees	6%	\$4,590,596
Appropriated Fund Balance	6%	\$4,343,927
Permits and Fees	4%	\$2,796,500
Parks and Recreation Fees	4%	\$2,673,750
Other Financing Sources	3%	\$2,264,702
Public Safety Revenues	2%	\$1,845,745
Miscellaneous Revenues	2%	\$1,227,859
Intergovernmental	1%	\$400,595
TOTAL REVENUES	100%	\$72,890,399

Expenditures



EXPENDITURES:	%	FY27
Public Safety	35%	\$25,456,256
Public Works	16%	\$11,326,081
General Government	14%	\$10,240,120
Parks and Recreation	12%	\$8,282,502
Development	11%	\$8,043,934
Non-Departmental Expenses	7%	\$4,872,074
Transfers to Projects / Reserves / Debt Service	6%	\$4,669,432
TOTAL EXPENDITURES	100%	\$72,890,399

General Fund

Communications & Marketing Department

Mission Statement

The Communications & Marketing Department acts as an information superhighway that connects the Town of Holly Springs with residents, businesses, and the media. The department acts as an internal marketing agency and communications engine for all Town departments to best inform and educate the public about their local government.

Major Services Provided

- Conducts extensive strategic planning to ensure that Town Council approved projects and initiatives are rolled out to the public in easy to understand and compelling formats
- Disseminates information accurately and effectively to the public and media during crisis situations
- Creates impactful marketing materials and ensures the Holly Springs brand is used effectively
- Manages the Town website, which receives more than 4 million page views per year
- Utilizes multiple communications tools to give the public a variety of ways to get information, including monthly print newsletter, bimonthly digital newsletter, e-mail and text message communications, and more
- Develops engaging videos and social media content to tell the story of how Town services impact the community and why they are important

Communications and Marketing Department Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$380,045	\$436,544	\$431,438	\$569,012	\$636,860
Operating Expenditures	\$110,469	\$124,489	\$88,277	\$271,468	\$200,468
Capital Outlay	\$0	\$0	\$0	\$0	\$0
EXPENSE TOTALS	\$490,514	\$561,032	\$519,716	\$840,480	\$837,328

Budget Changes

- Town Celebrations for 150th Anniversary (\$80,000)

General Fund

Town Manager



Mission Statement

Execute the policies and priorities of Town Council and manage the day-to-day service delivery.

Major Services Provided

- Ensuring that all local, state, and federal laws and regulations are met
- Ensuring that all operations and projects are operational, efficient and sustainable
- Implementing philosophies and policy decisions of the council
- Managing the performance of all Town departments
- Providing for economic and downtown development

Town Manager's Office Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$606,544	\$710,110	\$740,302	\$687,356	\$893,507
Operating Expenditures	\$76,002	\$59,990	\$165,092	\$263,755	\$277,172
Capital Outlay	\$0	\$0	\$0	\$0	\$0
EXPENSE TOTALS	\$682,547	\$770,100	\$905,394	\$951,111	\$1,170,679

Budget Changes

- Chief of Staff Position (\$162,565)

Mission Statement

To provide a one-stop customer service operation for the Town.

Major Services Provided

- Customer service interactions for residents and businesses
- Provide telecommunication and in-person customer service for Town Hall.

Office of Customer Care Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$125,550	\$171,772	\$152,675	\$182,561	\$235,018
Operating Expenditures	\$8,206	\$7,797	\$9,928	\$10,600	\$12,800
Capital Outlay	\$0	\$0	\$0	\$0	\$0
EXPENSE TOTALS	\$133,756	\$179,569	\$162,603	\$193,161	\$247,818

Budget Changes

- 311 Customer Service Specialist Position (General Fund Portion)(\$32,126)

General Fund

Budget, Innovation, & Strategy



Mission Statement

To assist the Town Manager in development and execution of the Town's budget and strategic planning processes.

Major Services Provided

- Operating Budget Development and Execution
- Community Investment Plan Development
- Manage the Town's Strategic Planning process
- Provide Innovative and Strategic decision-making practices for Town Departments

Budget, Innovation, and Strategy Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$426,952	\$513,901	\$447,523	\$397,460	\$276,115
Operating Expenditures	\$38,533	\$29,585	\$3,041	\$13,664	\$13,664
Capital Outlay	\$0	\$0	\$0	\$0	\$0
EXPENSE TOTALS	\$465,485	\$543,486	\$450,564	\$411,124	\$289,779

Budget Changes

- Sustainability Coordinator reorganized to Public Works Department (-\$121,345)

Mission Statement

The Human Resources Department is responsible for recruitment and selection, position classification and compensation, benefits management, policy administration, personnel records management, workers' compensation administration, Family and Medical Leave Act administration, employee relations, and wellness initiative management.

Major Services Provided

The Human Resources Department strives to provide personnel programs and policies that are fair and legal, maintain comprehensive benefits and competitive pay, and promote workplace wellness to retain a skilled and diverse workforce that meets the varied needs of the Town and its citizens.

Human Resources Department Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$346,027	\$458,338	\$574,030	\$871,279	\$988,954
Operating Expenditures	\$158,628	\$80,642	\$351,301	\$272,092	\$286,392
Capital Outlay	\$0	\$0	\$490,722	\$0	\$0
EXPENSE TOTALS	\$504,655	\$538,980	\$1,416,053	\$1,143,371	\$1,275,346

Budget Changes

- Human Resources Generalist Position(\$79,098)

General Fund

Town Attorney



Mission Statement

The Town attorney serves as general counsel to the Town Council, Town Manager, department heads and other Town boards, giving legal advice, drafting ordinances, representing the Town in court in civil matters such as land condemnation, contract disputes, bill collection, civil fines and ordinance violations.

Major Services Provided

- Legal Counsel
- Contracts
- Legal Representation

Town Attorney Department Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$308,369	\$440,262	\$442,441	\$460,214	\$523,357
Operating Expenditures	\$8,021,930	\$8,696	(\$12,268)	(\$2,450)	(\$2,450)
Capital Outlay	\$0	\$0	\$0	\$0	\$0
EXPENSE TOTALS	\$8,330,298	\$448,958	\$430,172	\$457,764	\$520,907

Budget Changes

- None

Mission Statement

To record, maintain, and preserve records of all Town business; to maintain custody of the Town seal; to administer all elections held in the town; and to provide accurate information in a timely manner to the governing body, staff, and the public in order that all may be guaranteed open access to information and the legislative process.

Major Services Provided

The Clerk's office provides a variety of information, services, and support to Town staff, elected officials, and the public at large. In addition to keeping the records for the Town, the Clerk's office is also responsible for the following:

- Preparing and distributing Town Council Agendas
- Recording and archiving minutes of Council meetings
- Overseeing records retention
- Recording, researching, preserving, and providing access to Holly Springs' historical records
- Processing applications for service on Town boards
- Updating Municipal code
- Conducting and overseeing municipal elections
- Ensuring publication of legal ads
- Issuing solicitor's permits
- Responding to public record requests
- Supporting the Mayor, Town Council, and Town Manager's Office
- Administering Oaths of Office

Town Clerk Department Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$213,449	\$231,880	\$227,338	\$242,254	\$264,625
Operating Expenditures	\$134,119	\$213,834	\$126,206	\$213,534	\$147,534
Capital Outlay	\$0	\$0	\$0	\$0	\$0
EXPENSE TOTALS	\$347,568	\$445,714	\$353,544	\$455,788	\$412,159

Budget Changes

- Additional Non-Profit Grant Funding Allocation (\$5,000)

General Fund

Finance Department



Mission Statement

The Finance Department provides timely and accurate financial information to key stakeholders while protecting town assets, both real and intangible, and ensuring town compliance with federal, state, and local laws from a financial and fiduciary vantage point. Serving as an essential partner on topics requiring economic, financial and fiduciary inputs and expertise, the Finance Department manages Accounting and Financial Reporting, Budgeting, Revenue Collections, Payroll, Benefits Administration, Cash Management and Investments, Utility Billing and its external audit partners.

Major Services Provided

- Accounts Payable
- Payroll Processing
- GL Accounting & Reporting
- Capital Asset and Inventory tracking
- Budgeting & Performance Measurement
- Investments and Debt

Finance Department Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$924,490	\$898,374	\$904,406	\$1,112,514	\$1,182,854
Operating Expenditures	\$109,125	\$140,885	\$96,970	\$158,246	\$160,576
Capital Outlay	\$0	\$23,215	\$31,033	\$0	\$0
EXPENSE TOTALS	\$1,033,615	\$1,062,475	\$1,032,408	\$1,270,760	\$1,343,430

Budget Changes

- Purchasing Agent Position (\$68,435)
- Accounting Specialist Position (\$62,142)
- Finance Cost Allocation Study Increase (\$3,330)
- Business Systems Analyst Realigned with Information Technology (-\$135,003)

General Fund

Information Technology Department

Mission Statement

The Information Technology Department will provide high quality technology services to the Town in a cost-effective and efficient manner in support of the Town's strategic goals and initiatives.

Major Services Provided

- User support for all IT needs
- Guidance in the use of technology
- User training
- System and cyber security
- IT procurement services
- Network support (internal and fiber networks)
- Consulting on IT services
- GIS Services

Information Technology Department Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$783,113	\$837,050	\$970,362	\$1,197,801	\$1,644,883
Operating Expenditures	\$1,323,009	\$1,393,395	\$1,362,739	\$1,617,139	\$1,904,362
Capital Outlay	\$0	\$540,572	\$78,940	\$4,736	\$0
EXPENSE TOTALS	\$2,106,122	\$2,771,017	\$2,412,040	\$2,819,676	\$3,549,245

Budget Changes

- Business Systems Analyst Realigned with Information Technology (\$135,003)
- IT Licenses, Subscriptions, and Operating Supplies (\$101,800)
- IT Staff Position Reclassification (\$3,355)

General Fund

Economic Development Department



Mission Statement

The continual retention, expansion, and recruitment efforts of the Economic Development department provide the opportunity for more jobs in Holly Springs and increase the diversification between the residential and commercial tax base.

Major Services Provided

Staying connected with county partners at Wake County Economic Development (WCED), state partners in the Economic Development Partnership of North Carolina (EDPNC), and being a member of the North Carolina Economic Development Association (NCEDA) allows the Department to keep their finger on the pulse of Economic Development locally, in the region, in the state, and beyond. The Economic Development Department fills the requests of large projects coming from the state and follows up to land large projects. The Department also works with small businesses and entrepreneurs in the town and helps them to grow and thrive. Additionally, the department focuses on staying involved in key local partnerships in order to be a community connector. Staff make sure to stay up to date on their marketing efforts to display the qualities of Holly Springs that make it attractive to prospective industries.

Economic Development Department Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$277,739	\$352,402	\$418,353	\$496,713	\$518,879
Operating Expenditures	\$67,876	\$59,162	\$66,498	\$80,550	\$74,550
Capital Outlay	\$0	\$0	\$0	\$0	\$0
EXPENSE TOTALS	\$345,615	\$411,564	\$484,851	\$577,263	\$593,429

Budget Changes

- None

Mission Statement

The Holly Springs Police Department, working in partnership with the citizens we serve, shall endeavor and remain committed through professional, ethical, and impartial policing practices to preserve life, protect property, and maintain order for all who live, learn, and visit in our community. Citizen trust, confidence, and support are paramount in achieving the highest quality of life. The Holly Springs Police Department is committed to the highest standards of ethics and professionalism as it works in partnership with citizens to maintain a safe community.

Major Services Provided

- Provides primary law enforcement coverage for the Town of Holly Springs
- Responds to criminal and non-criminal requests for service
- Serves as the Primary PSAP for 911 callers within the town limits
- Provides community support through numerous outreach efforts
- Provides animal control services for town residents

Police Department Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$8,589,226	\$9,094,091	\$11,590,220	\$12,646,437	\$13,142,203
Operating Expenditures	\$821,532	\$935,789	\$996,409	\$1,331,056	\$1,123,330
Capital Outlay	\$482,910	\$295,980	\$1,776,751	\$1,238,200	\$504,000
EXPENSE TOTALS	\$9,893,667	\$10,325,860	\$14,363,379	\$15,215,693	\$14,769,533

Budget Changes

- Police Department Replacement Vehicles (\$504,000)
- Police Department Administrative Assistant Position (\$53,155)
- Law Enforcement Supplies (\$40,000)

General Fund

Fire and Rescue Department



Mission Statement

Our mission is to provide a safe, professional, and courteous team that strives to exceed the expectations of the community and our organization. This mission requires our members to be part of a capable, aggressive, all-risk fire department that is focused on customer service, professional development, and an “All In” attitude from all members.

Major Services Provided

- Fire suppression within the municipal limits and areas surrounding the Town
- Free blood pressure checks at all fire stations
- Emergency medical services as EMT-Basics (Fire Department staff provides basic medical care prior to an ambulance arriving)
- Fire education programs on various aspects of public fire safety that are presented to any group free of charge
- Fire hydrant maintenance for all hydrants located in the fire district
- Free tours of the fire stations will be provided with prior arrangements or appointment
- Free home smoke alarm checks

Fire Department Budget Summary

	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$6,564,497	\$6,860,083	\$8,627,947	\$9,061,634	\$9,673,873
Operating Expenditures	\$500,202	\$616,827	\$1,124,440	\$777,486	\$742,850
Capital Outlay	\$50,653	\$17,450	\$185,791	\$33,897	\$270,000
EXPENSE TOTALS	\$7,115,351	\$7,494,361	\$9,938,178	\$9,873,017	\$10,686,723

Budget Changes

- Fire Department Replacement Vehicles (\$215,000)
- Fire Health & Safety Officer Position and Vehicle (\$149,248)

General Fund

Public Works Department

Mission Statement

The Holly Springs Public Works Department provides for a safe, clean and healthy environment within the Town.

Major Services Provided

- Fleet Maintenance
- Solid Waste
- Powell Bill / Street Maintenance
- Yard Waste
- Public Facilities Maintenance
- Manage the Town's Sustainability Program

Public Works Department Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$2,903,565	\$3,439,248	\$3,654,779	\$4,443,218	\$4,822,791
Operating Expenditures	\$4,534,776	\$4,927,203	\$4,779,120	\$5,308,783	\$5,847,290
Capital Outlay	\$1,084,939	\$1,310,041	\$389,994	\$1,409,580	\$656,000
EXPENSE TOTALS	\$8,523,280	\$9,676,492	\$8,823,893	\$11,161,581	\$11,326,081

Budget Changes

- Facility Maintenance and Repairs Supplemental Investments (\$1,000,000)
- Public Works Replacement Vehicles (\$621,000)
- Facilities Maintenance Planner Position and Vehicle (\$108,566)
- Sustainability Coordinator Realigned with Public Works (\$102,729)
- Facility Repairs and Preventative Maintenance Program Increase (\$50,000)
- Commercial Trash Disposal and Janitorial Services Increases (\$36,655)
- New Steet Median Maintenance (\$27,000)
- Fleet Maintenance Supplies and Vehicle Services (\$20,200)

General Fund

Parks and Recreation Department



Mission Statement

To facilitate healthy and active lifestyles for Holly Springs residents and visitors by offering exceptional experiences, accessible recreation & cultural activities, and quality parks, facilities, and greenways.

Major Services Provided

The department offers a variety of parks, open spaces, greenways, a recreation center, a cultural arts center, dog park, a lake and retreat center, and athletic facilities to meet the needs of our growing and diverse community. Programs are offered in art, dance, athletics, nature and outdoor education, after school and track-out times, fitness and wellness, special interest as well as summer camps and activities geared for senior citizens. Parks and Recreation also provides a number of special events that bring the community together. The sport complexes host numerous baseball, soccer, football and lacrosse tournaments each year which bring economic benefit to the town. The department supports the weekly, year-round farmers market.

Major Service Centers:

- Cultural Center & Farmers Market
- Bass Lake Park and Sugg Farm
- Park and Field Maintenance
- Community Center and Programs
- Athletics
- Administration and Special Events
- North Main Athletic Complex

Parks and Recreation Department Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$3,973,265	\$4,304,940	\$4,569,279	\$5,239,334	\$5,765,644
Operating Expenditures	\$2,037,203	\$1,909,888	\$1,979,988	\$2,094,063	\$2,089,858
Capital Outlay	\$214,448	\$49,875	\$273,037	\$156,295	\$427,000
EXPENSE TOTALS	\$6,224,916	\$6,264,703	\$6,822,304	\$7,489,692	\$8,282,502

Budget Changes

- North Main Athletic Complex (NMAC) Renovations and Enhancements (\$2,100,000)
- Cultural Center Renovations in Partnership with Wake County (\$458,927)
- Parks and Recreation Replacement Vehicles (\$371,000)
- (7) New Positions for Eagles Landing Park (\$231,584)
- Bass Lake Part-Time Increase (\$26,913)
- Park Maintenance Part-Time Increase (\$22,180)
- Community Center Senior Programming (\$12,850)
- Event Safety and Support (\$11,200)
- Athletics Part-Time increases (\$8,720)

General Fund

Utilities & Infrastructure Department

Mission Statement

The Utilities and Infrastructure Department is committed to infrastructure and utility asset management including long-term asset planning and proactive operation of utilities.

Major Services Provided

Business Asset Management

- Project Management for Town and grant funded facility, site, and infrastructure projects
- Grant application and management

Infrastructure

- Asset management facilitation and coordination
- Asset management software and database management
- ADA Compliance Program
- Utility permitting

Transportation

- Support an efficient and connected local and regional multi-modal transportation system
- Secure funding partnerships for transportation that leverages regional opportunities for investment

Utilities & Infrastructure Department Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$1,152,624	\$1,278,658	\$1,494,450	\$2,085,522	\$2,334,709
Operating Expenditures	\$90,157	\$138,851	\$101,893	\$282,325	\$236,325
Capital Outlay	\$0	\$56,920	\$0	\$0	\$0
EXPENSE TOTALS	\$1,242,781	\$1,474,429	\$1,596,343	\$2,367,847	\$2,571,034

Budget Changes

- Engineering Project Manager Position (\$142,137)

General Fund

Development Services Department



Mission Statement

Development Services is committed to creating an atmosphere for the prosperity of businesses, contributing to our customer's and resident's success by providing helpful, timely and quality services through knowledge and professional expertise, and adhering to sustainable practices to ensure the public's health, safety, and general welfare.

Major Services Provided

- Current and Long-Range Planning
- Land Development Review
- Building Safety & Inspections
- Zoning, Code Enforcement, and Technical Services
- Central Permitting & Development Business Administration

Development Services Department Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$2,660,619	\$3,222,353	\$3,429,340	\$4,128,128	\$4,363,954
Operating Expenditures	\$434,873	\$469,433	\$341,909	\$754,145	\$1,071,946
Capital Outlay	\$40,036	\$148,774	\$0	\$0	\$37,000
EXPENSE TOTALS	\$3,135,528	\$3,840,560	\$3,771,249	\$4,882,273	\$5,472,900

Budget Changes

- Holly Springs Hopper Microtransit Services (Full Year of Service) (\$576,300)
- Development Services Planner Position (\$83,264)
- Development Services Replacement Vehicle (\$37,000)
- Reclassifying Vacant Building Inspector to Permit Technician (-\$17,201)

General Fund

Central Services and Non-Departmental

Central Services Department

- The Central Services Department is a cost center managed by the Finance Department for centralized costs and utility bill payment for the Town

Central Services Department Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Operating Expenditures	\$2,613,085	\$3,667,076	\$3,766,564	\$4,287,342	\$4,872,074
EXPENSE TOTALS	\$2,613,085	\$3,667,076	\$3,766,564	\$4,287,342	\$4,872,074

Budget Changes

- Increases to Town Utilities, Insurance, and Centralized Costs (\$209,801)
- Operations Campus Utilities and Operating Expenses (\$298,184)

Non-Departmental

- Transfers to other funds such as the PAYGO Fund, capital project funds, and capital reserve funds are budgeted as other financing uses within the general fund and not assigned to a specific department

Non-Departmental Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Transfers / Other Financing Uses	\$3,665,744	\$3,908,941	\$4,730,450	\$2,036,710	\$4,669,432
EXPENSE TOTALS	\$3,665,744	\$3,908,941	\$4,730,450	\$2,036,710	\$4,669,432

Budget Changes

- Law Enforcement Center (LEC) Facility Enhancements (\$155,000)
- Intelligent Transportation System (ITS) Investments (\$250,000)
- Downtown Enhancements (Downtown Area Implementation) (\$100,000)
- Middle Creek at Sunset Lake Road Pedestrian Safety Crossing (\$100,000)
- Americans with Disabilities Act (ADA) Compliance Investments (\$100,000)



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Town of
**HOLLY
SPRINGS**
North Carolina

Utility Fund



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Utility Fund

Introduction and Financial History

Utility Fund Introduction

The Utility Fund is the Town's largest enterprise fund, which means the fund is managed as a business-type element of the Town government. Enterprise funds are not tax supported and instead operate by providing or selling a product or service that users pay to receive. The Town's Utility Fund provides water and wastewater services to residents and businesses in Holly Springs.

Utility Fund Financial History

REVENUES	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Water Sales	\$9,416,194	\$10,478,472	\$13,124,304	\$13,018,110	\$15,688,023	\$18,902,088
Sewer Charges	\$7,882,984	\$8,034,104	\$9,713,680	\$11,747,955	\$13,767,962	\$16,130,816
Other Financing Sources	\$6,215,618	\$3,049,848	\$1,325,000	\$579,306	\$580,500	\$747,000
Other Operating Revenues	\$1,064,052	\$909,675	\$874,322	\$617,390	\$797,500	\$732,580
Miscellaneous Revenues	\$100,062	\$461,006	\$298,038	\$522,001	\$271,000	\$281,000
Permits and Fees	\$107,942	\$81,071	\$67,101	\$71,235	\$31,000	\$100,000
Appropriated Fund Balance	\$0	\$0	\$0	\$0	\$276,004	\$0
TOTAL REVENUES	\$24,786,851	\$23,014,176	\$25,402,445	\$26,555,997	\$31,411,989	\$36,893,484

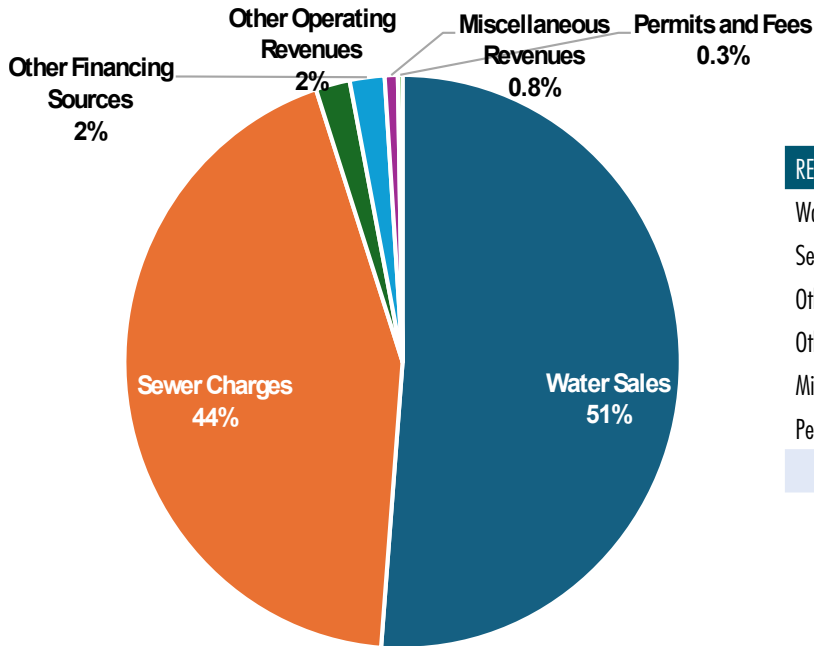
EXPENSES	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Development & Infrastructure	\$10,785,734	\$10,818,170	\$13,140,937	\$13,207,997	\$16,026,751	\$16,901,858
Transfers to Projects / Reserves / Debt Service	\$4,091,000	\$12,361,566	\$3,078,279	\$6,584,485	\$8,423,233	\$12,850,060
Non-Departmental Expenses	\$7,670,101	\$5,423,324	\$3,506,532	\$3,170,490	\$3,648,357	\$3,619,037
Utility Administration	\$1,456,402	\$1,885,821	\$2,139,794	\$2,493,237	\$3,166,048	\$3,374,929
Public Works	\$167,621	\$104,266	\$108,423	\$84,375	\$147,600	\$147,600
TOTAL EXPENSES	\$24,170,859	\$30,593,147	\$21,973,966	\$25,540,584	\$31,411,989	\$36,893,484

TOTAL REVENUES	\$24,786,851	\$23,014,176	\$25,402,445	\$26,555,997	\$31,411,989	\$36,893,484
TOTAL EXPENSES	\$24,170,859	\$30,593,147	\$21,973,966	\$25,540,584	\$31,411,989	\$36,893,484
NET FUND SAVINGS/(DEFICIT)	\$615,992	(\$7,578,971)	\$3,428,479	\$1,015,413	\$0	\$0

Utility Fund

FY2026-27 Summary by Function

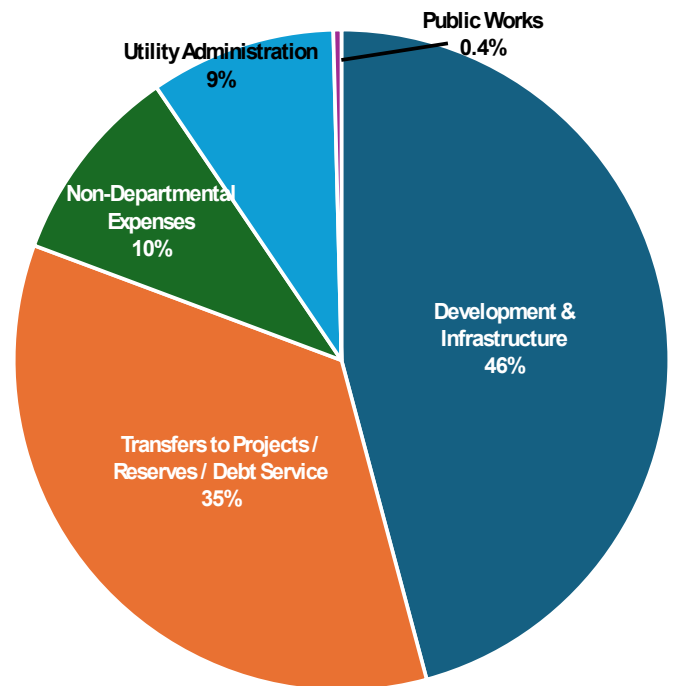
Revenues



REVENUES:	%	FY27
Water Sales	51%	\$18,902,088
Sewer Charges	44%	\$16,130,816
Other Financing Sources	2%	\$747,000
Other Operating Revenues	2%	\$732,580
Miscellaneous Revenues	0.8%	\$281,000
Permits and Fees	0.3%	\$100,000
TOTAL REVENUES	100%	\$36,893,484

Expenditures

EXPENDITURES:	%	FY27
Development & Infrastructure	46%	\$16,901,858
Transfers to Projects / Reserves / Debt Service	35%	\$12,850,060
Non-Departmental Expenses	10%	\$3,619,037
Utility Administration	9%	\$3,374,929
Public Works	0.4%	\$147,600
TOTAL REVENUES	100%	\$36,893,484



Utility Fund

Administration Department

Mission Statement

Execute the policies and priorities of Town Council and manage the day-to-day service delivery.

Major Services Provided

- Ensuring that all local, state, and federal laws and regulations are met
- Ensuring that all operations and projects are operational, efficient and sustainable
- Implementing philosophies and policy decisions of the council
- Managing the budget and performance of all Town departments
- Providing for economic and downtown development

Town Manager Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$112,364	\$119,148	\$125,982	\$140,105	\$149,720
Operating Expenditures	\$1,126	\$509	\$983	\$1,500	\$1,500
Capital Outlay	\$0	\$0	\$0	\$0	\$0
EXPENSE TOTALS	\$113,491	\$119,656	\$126,965	\$141,605	\$151,220

Budget Changes

- None

Office of Customer Care Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$125,546	\$171,771	\$152,675	\$182,561	\$235,018
Operating Expenditures	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0
EXPENSE TOTALS	\$125,546	\$171,771	\$152,675	\$182,561	\$235,018

Budget Changes

- 311 Customer Service Specialist Position (Utility Fund Portion) (\$27,645)

Budget, Innovation, and Strategy					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$0	\$0	\$0	\$0	\$56,512
Operating Expenditures	\$0	\$0	\$0	\$0	\$3,600
Capital Outlay	\$0	\$0	\$0	\$0	\$0
EXPENSE TOTALS	\$0	\$0	\$0	\$0	\$60,112

Budget Changes

- Utilities Budget Analyst Position (Utility Fund Portion) (\$68,811)

Utility Fund

Finance Department



Mission Statement

The Finance Department provides timely and accurate financial information to key stakeholders while protecting town assets, both real and intangible, and ensuring town compliance with federal, state, and local laws from a financial and fiduciary vantage point. Serving as an essential partner on topics requiring economic, financial and fiduciary inputs and expertise, the Finance Department manages Accounting and Financial Reporting, Budgeting, Revenue Collections, Payroll, Benefits Administration, Cash Management and Investments, Utility Billing and its external audit partners.

Major Services Provided

- Customer Service
- Utility Billing
- Utility Meter Management

Finance Department Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$650,840	\$668,225	\$769,952	\$865,883	\$855,285
Operating Expenditures	\$484,582	\$647,827	\$782,962	\$1,094,396	\$1,223,396
Capital Outlay	\$45,260	\$0	\$27,138	\$40,000	\$0
EXPENSE TOTALS	\$1,180,682	\$1,316,052	\$1,580,052	\$2,000,279	\$2,078,681

Budget Changes

- Replacement and New Water Meter Cost Increase (\$80,000)
- Water and Sewer Rate and Tier Study (\$49,000)

Utility Fund

Information Technology Department

Mission Statement

The Information Technology Department will provide high quality technology services to the Town in a cost-effective and efficient manner in support of the Town's strategic goals and initiatives.

Major Services Provided

- User support for all IT needs
- Guidance in the use of technology
- User training
- System security
- IT procurement services
- Network support (internal and fiber networks)
- Consulting on IT services

Information Technology Department Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$279,067	\$343,199	\$374,741	\$490,874	\$338,089
Operating Expenditures	\$187,035	\$189,116	\$204,571	\$350,729	\$511,809
Capital Outlay	\$0	\$0	\$54,233	\$0	\$0
EXPENSE TOTALS	\$466,102	\$532,315	\$633,545	\$841,603	\$849,898

Budget Changes

- Cityworks Work Order Management System Cloud Migration (\$60,000)
- IT Hardware Replacements (\$30,000)
- IT Infrastructure Maintenance / Equipment Life-Cycle Replacement (\$20,000)
- IT Staff Position Reclassification (\$3,355)

Utility Fund

Utilities & Infrastructure Department



Mission Statement

The Utilities and Infrastructure Department is committed to infrastructure and utility asset management including long-term asset planning and proactive operation of utilities.

Major Services Provided

- Water reclamation facility operation and maintenance
- Reclaimed water operation, maintenance, and program administration
- Environmental Compliance Lab
- Water and sewer collections, distribution, pump station operations, and infrastructure maintenance
- Water and sewer utility engineering and planning

Utilities & Infrastructure Department Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$3,865,135	\$4,206,690	\$4,156,103	\$5,231,212	\$5,809,783
Operating Expenditures	\$5,034,634	\$6,315,938	\$6,939,521	\$7,744,117	\$8,038,570
Capital Outlay	\$319,748	\$748,482	\$586,956	\$766,999	\$747,000
EXPENSE TOTALS	\$9,219,516	\$11,271,110	\$11,682,580	\$13,742,328	\$14,595,353

Budget Changes

- Utilities and Infrastructure Replacement Vehicles (\$747,000)
- Water Resources Treatment Chemicals and Supplies for Growth and Cost Increases (\$206,800)
- Water Resources - Replacement of Equipment (\$106,740)
- Bulk Water Purchase from Harnett County (\$100,000)
- UCWRF Pretreatment Supervisor Position (\$93,838)
- Utilities and Infrastructure Employee Overtime and Benefits Increases (\$81,000)
- Utilities and Infrastructure Field Staff Reclassifications for Operational Efficiency (\$25,939)
- Employee Safety Equipment and Supplies (\$15,800)

Utility Fund

Development Services Department

Mission Statement

Development Services is committed to creating an atmosphere for the prosperity of businesses, contributing to our customer's and resident's success by providing helpful, timely and quality services through knowledge and professional expertise, and adhering to sustainable practices to ensure the public's health, safety, and general welfare.

Major Services Provided

- Current and Long-Range Planning
- Land Development Review
- Building Safety & Inspections
- Zoning, Code Enforcement, and Technical Services
- Central Permitting & Development Business Administration

Development Services Department Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$1,437,071	\$1,561,212	\$1,463,463	\$2,085,225	\$2,159,105
Operating Expenditures	\$80,912	\$99,397	\$61,954	\$150,698	\$147,400
Capital Outlay	\$80,671	\$209,219	\$0	\$48,500	\$0
EXPENSE TOTALS	\$1,598,654	\$1,869,827	\$1,525,417	\$2,284,423	\$2,306,505

Budget Changes

- None

Utility Fund

Public Works



Mission Statement

The Holly Springs Public Works Department provides for a safe, clean and healthy environment within the Town.

Major Services Provided

- Fleet Maintenance

Public Works Department Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0
Operating Expenditures	\$104,266	\$108,423	\$84,375	\$147,600	\$147,600
Capital Outlay	\$0	\$0	\$0	\$0	\$0
EXPENSE TOTALS	\$104,266	\$108,423	\$84,375	\$147,600	\$147,600

Budget Increases

- None

Utility Fund

Central Services and Non-Departmental

Central Services Department

- The Central Services Department is a cost center managed by the Finance Department for centralized costs and utility bill payment for the Town

Central Services Department Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Operating Expenditures / Transfers	\$5,423,324	\$3,506,532	\$3,170,490	\$3,648,357	\$3,619,037
EXPENSE TOTALS	\$5,423,324	\$3,506,532	\$3,170,490	\$3,648,357	\$3,619,037

Non-Departmental

- Transfers to other funds such as the PAYGO Fund, capital project funds, and capital reserve funds are budgeted as other financing uses within the Utility Fund and not assigned to a specific department

Non-Departmental Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Transfers / Other Financing Uses	\$12,361,566	\$3,078,279	\$6,584,485	\$8,423,233	\$12,850,060
EXPENSE TOTALS	\$12,361,566	\$3,078,279	\$6,584,485	\$8,423,233	\$12,850,060



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Town of
**HOLLY
SPRINGS**
North Carolina

Stormwater Fund



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Stormwater Fund

Introduction and Financial History

Stormwater Fund Introduction

The Stormwater Fund is one of the Town's enterprise funds, which means the fund is managed as a business-type element of the Town government. Enterprise funds are not tax supported and instead operate by providing or selling a product or service that users pay to receive. Customers pay the Town a fee based on their structure's impervious surface area according to a unit of measure defined as an "Equivalent Residential Unit" or ERU. The Town's Stormwater Fund provides services to residents and businesses by planning for and managing the Town's stormwater system.

Stormwater Fund Financial History

REVENUES	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Environmental Fees	\$1,327,964	\$1,406,858	\$1,480,938	\$1,519,712	\$1,661,737	\$2,139,806
Permits and Fees	\$227,396	\$164,986	\$191,644	\$162,457	\$200,000	\$220,000
Miscellaneous Revenues	\$7,224	\$85,997	\$129,373	\$134,534	\$70,000	\$70,000
Appropriated Fund Balance	\$0	\$0	\$0	\$0	\$38,847	\$0
Other Financing Sources	\$587,100	\$481,176	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$2,149,684	\$2,139,016	\$1,801,954	\$1,816,702	\$1,970,584	\$2,429,806

EXPENDITURES	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Development & Infrastructure	\$721,664	\$953,448	\$1,990,211	\$1,439,101	\$1,721,715	\$1,735,544
Transfers to Projects / Reserves / Debt Service	\$539,522	\$0	\$0	\$4,000	\$0	\$426,553
Non-Departmental Expenses	\$691,270	\$581,525	\$109,944	\$225,262	\$248,869	\$248,869
Stormwater Administration	\$0	\$27,655	\$38,413	\$33,928	\$0	\$18,840
TOTAL EXPENSES	\$1,952,456	\$1,562,628	\$2,138,568	\$1,702,291	\$1,970,584	\$2,429,806

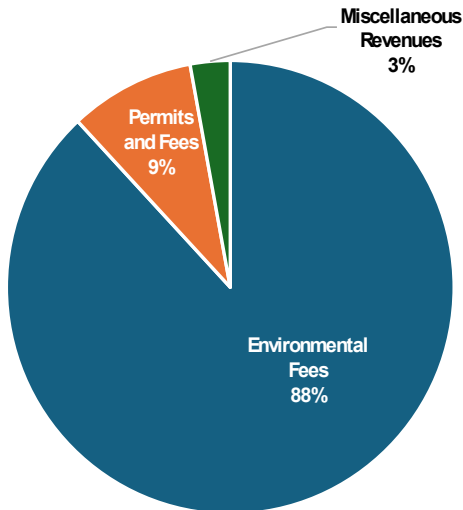
TOTAL REVENUES	\$1,364,038	\$2,149,684	\$2,139,016	\$1,801,954	\$2,032,375	\$2,429,806
TOTAL EXPENSES	\$911,690	\$1,952,456	\$1,562,628	\$2,138,568	\$2,032,375	\$2,429,806
SAVINGS/(DEFICITS)	\$452,348	\$197,228	\$576,388	(\$336,614)	-	-

Stormwater Fund

FY2026-27 Summary by Function

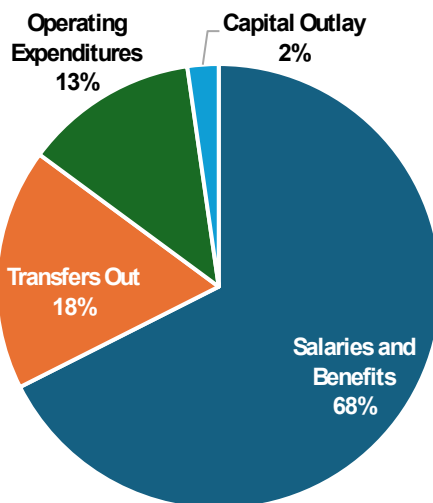


Revenues



REVENUES:	%	FY27
Environmental Fees	88%	\$2,139,806
Permits and Fees	9%	\$220,000
Miscellaneous Revenues	3%	\$70,000
TOTAL REVENUES	100%	\$2,429,806

Expenditures



EXPENDITURES	%	FY27
Salaries and Benefits	68%	\$1,641,503
Transfers Out	18%	\$426,553
Operating Expenditures	13%	\$306,750
Capital Outlay	2%	\$55,000
TOTAL EXPENDITURES	100%	\$2,429,806

Stormwater Fund

Budget, Innovation, & Strategy

Mission Statement

To assist the Town Manager in development and execution of the Town's budget and strategic planning processes.

Major Services Provided

- Operating Budget Development and Execution
- Community Investment Plan Development
- Manage the Town's Strategic Planning Process
- Provide Innovative and Strategic Decision-making Practices for Town Departments

Utilities & Infrastructure Department Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$0	\$0	\$0	\$0	\$18,840
Operating Expenditures	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0
EXPENSE TOTALS	\$0	\$0	\$0	\$0	\$18,840

Budget Changes

- Utilities Budget Analyst Position (Stormwater Fund Portion) (\$18,840)

Stormwater Fund

Utilities & Infrastructure Department



Mission Statement

The Utilities and Infrastructure Department is committed to infrastructure and utility asset management including long-term asset planning and proactive operation of utilities.

Major Services Provided

- National Pollutant Discharge Elimination System (NPDES) Phase II Permit Program
- Stormwater and Erosion Control inspections and compliance
- Flood Plain administration

Utilities & Infrastructure Department Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$680,866	\$988,636	\$979,341	\$1,188,714	\$1,289,297
Operating Expenditures	\$64,194	\$190,521	\$134,012	\$190,021	\$153,674
Capital Outlay	\$66,373	\$556,269	\$45,966	\$0	\$55,000
EXPENSE TOTALS	\$811,433	\$1,735,426	\$1,159,320	\$1,378,735	\$1,497,971

Budget Changes

- Stormwater Infrastructure Repair Projects (\$200,000)
- Stormwater Fund Replacement Vehicle (\$55,000)
- Stormwater Part-time Employee Expenses (\$23,320)
- Utilities and Infrastructure Employee Overtime and Benefits Increases (\$9,689)

Stormwater Fund

Development Services Department

Mission Statement

Development Services is committed to creating an atmosphere for the prosperity of businesses, contributing to our customers' and residents' success by providing helpful, timely and quality services through knowledge and professional expertise, and adhering to sustainable practices to ensure the public's health, safety, and general welfare.

Major Services Provided

- Current and Long-Range Planning
- Land Development Review
- Building Safety & Inspections
- Zoning, Code Enforcement, and Technical Services
- Central Permitting & Development Business Administration

Development Services Department Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Salaries & Benefits	\$138,973	\$250,423	\$271,154	\$328,380	\$220,273
Operating Expenditures	\$3,041	\$4,363	\$8,627	\$14,600	\$17,300
Capital Outlay	\$0	\$0	\$0	\$0	\$0
EXPENSE TOTALS	\$142,015	\$254,786	\$279,781	\$342,980	\$237,573

Budget Changes

- Engineering Review Increases (\$4,000)

Stormwater Fund

Central Services



Central Services Department

- The Central Services Department is a cost center managed by the Finance Department for centralized costs and utility bill payment for the Town

Central Services Department Budget Summary

	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Operating Expenditures	\$100,349	\$109,944	\$225,262	\$248,869	\$248,869
Transfers Out	\$481,176	\$0	\$0	\$0	\$0
EXPENSE TOTALS	\$581,525	\$109,944	\$225,262	\$248,869	\$248,869

Budget Changes

- None

Stormwater Fund

Non-Departmental

Non-Departmental

- Transfers to other funds such as the PAYGO Fund, capital project funds, and capital reserve funds are budgeted as other financing uses within the Stormwater Fund and not assigned to a specific department

Non-Departmental Budget Summary					
	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Other Financing Uses	\$0	\$0	\$4,000	\$0	\$426,553
EXPENSE TOTALS	\$0	\$0	\$4,000	\$0	\$426,553

Budget Changes

- Stormwater Infrastructure Investments (\$426,553)



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Town of
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North Carolina

Special Revenue & Debt Service Funds



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Special Revenue and Debt Service Funds

Special Revenue Funds

Powell Bill Fund Introduction

The Powell Bill Fund is one of the Town's special revenue funds, which means the fund has a dedicated revenue source that is legally required to be used for only a specific function. The Powell Bill funds are used primarily to resurface municipal streets but also may be used to maintain, repair, construct, or widen streets, bridges, and drainage areas. Municipalities can also use Powell Bill funds to plan, construct, and maintain bike paths, greenways, or sidewalks. The amount each municipality receives is based on a formula set by the N. C. General Statutes, with 75 percent of the funds based on population and 25 percent based on the number of municipality-maintained street miles. The annual population figures are provided by the NC Office of State Budget Management.

Powell Bill Fund Financial History

	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Powell Bill Street Maintenance Fund Budget Summary					
Revenue	\$1,243,335	\$1,424,125	\$1,628,833	\$3,878,853	\$1,577,260
Expense	\$197,002	\$1,464,735	\$221,572	\$3,878,853	\$1,577,260
SAVINGS / (DEFICITS)	\$1,046,333	(\$40,610)	\$1,407,261	\$0	\$0

Emergency Telephone System (911) Fund Introduction

The Emergency Telephone System (911) Fund is one of the Town's special revenue funds, which means the fund has a dedicated revenue source that is legally required to be used for only a specific function. The Town receives state funding for managing a primary public safety answering point, or PSAP. The North Carolina 911 Board approved a funding method in December 2010 for distributing funds to primary PSAPs. The 911 Board is required to present the final approved distribution amount (base amount as defined in G.S. §143B-1406) for each primary PSAP by June 1 of each year for the upcoming fiscal year.

Emergency Telephone System (911)

	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
Emergency Telephone System (911) Fund Budget Summary					
Revenue	\$111,704	\$10,110	\$409,196	\$306,361	\$246,216
Expense	\$99,316	\$580,552	\$519,497	\$306,361	\$246,216
SAVINGS / (DEFICITS)	\$12,388	(\$570,442)	(\$110,301)	\$0	\$0

Special Revenue and Debt Service Funds

Debt Service Funds



Debt Service Funds Introduction

Debt Service Funds are annual appropriations for paying the annual principal and interest payments for debts taken by the Town. The Town maintains a General Fund Debt Service fund, which is tax-base supported, and a Utility Debt Service Fund, which is supported by water and wastewater revenue sources.

Debt Service Funds - Financial History

	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Amended	FY27 Approved
General Fund Debt Service Budget Summary					
Revenue	\$9,620,297	\$11,209,998	\$17,097,804	\$17,713,816	\$18,517,724
Expense	\$7,292,736	\$9,537,045	\$9,356,051	\$17,713,816	\$18,517,724
SAVINGS / (DEFICITS)	\$2,327,561	\$1,672,953	\$7,741,753	\$0	\$0
Utility Fund Debt Service Budget Summary					
Revenue	\$6,961,826	\$4,063,495	\$9,946,854	\$7,980,842	\$17,071,438
Expense	\$4,202,127	\$3,963,544	\$6,879,050	\$7,980,842	\$17,071,438
SAVINGS / (DEFICITS)	\$2,759,699	\$99,950	\$3,067,804	\$0	\$0

Debt Service Funds - Principal and Interest

General Fund Debt Service Principal and Interest							
DEBT TYPE	FY27	FY28	FY29	FY30	FY31	Future Years	Totals
Principal	\$10,757,249	\$10,336,815	\$9,846,273	\$9,873,485	\$9,755,189	\$99,880,192	\$150,449,204
Interest	\$6,394,234	\$5,910,245	\$5,421,513	\$4,962,562	\$4,507,286	\$26,615,621	\$53,811,462
GENERAL FUND TOTAL	\$17,151,484	\$16,247,060	\$15,267,786	\$14,836,047	\$14,262,475	\$126,495,813	\$204,260,665
Utility Fund Debt Service Principal and Interest							
DEBT TYPE	FY27	FY28	FY29	FY30	FY31	Future Years	Totals
Principal	\$6,099,593	\$6,343,117	\$6,105,623	\$4,303,990	\$3,449,995	\$79,839,735	\$106,142,053
Interest	\$4,370,443	\$4,194,977	\$4,002,658	\$3,807,577	\$3,633,359	\$40,006,681	\$60,015,696
UTILITY FUND TOTAL	\$10,470,036	\$10,538,095	\$10,108,281	\$8,111,566	\$7,083,355	\$119,846,416	\$166,157,749
TOTALS (ALL FUNDS)	\$27,621,520	\$26,785,155	\$25,376,067	\$22,947,614	\$21,345,830	\$246,342,229	\$370,418,414

Budget Summary

Debt Management

Types of Debt Financing

The following is a common list of financing options used by local governments in North Carolina to issue debt.

General Obligation Bonds

General Obligation (GO) bonds require voter approval because the debt is secured by the taxing power of the local government. When a local government issues GO bonds, they promise to pay back the loan by using all revenue available at its disposal, including its ability to raise taxes. GO bonds in North Carolina require approval of the North Carolina Local Government Commission (LGC). GO bonds typically have the lowest interest rates and twenty-year terms.

Revenue Bonds

Revenue bonds are secured and repaid from specific revenues and can only be used to finance revenue-producing projects. Revenues earned from these projects repay the bond. These revenues are most often the net earnings from enterprise or self-supporting utilities. Revenue bonds are commonly used to finance water and sewer capital improvements.

Installment Purchase Agreements

Installment purchase (IP) (or lease-purchase) financing can be either short-term or long-term. This type of obligation is privately placed with a financial institution or vendor. The security for the obligation is the asset being purchased or constructed. This type of financing is typically used for items such as large equipment and some facilities. For large IP agreements, the LGC must approve the debt.

Certificates of Participation

Certificates of Participation (COPs) operate similar to an IP except that the debt is publicly traded rather than privately placed. COPs typically have higher interest rates than GO bonds because the debt is secured by a pledge of the asset being purchased or constructed and funds resulting from the project being financed and cannot be secured by the “full faith and credit” of the government. The local government uses revenue to pay off debt on a capital project. Unlike revenue bonds, local governments can use the revenue from the entire unit to pay off the debt and are not limited to using revenue only produced by the financed project. This type of financing should be considered for a revenue-generating project.

Tax Increment Financing

Tax Increment Financing (TIF) also referred to as “project development financing” is a higher risk for investors because the debt is secured on anticipated increases in property value. A TIF project begins by designating an area as a TIF district and determining a base property value. The base valuation is set for a specific number of years, during which time public and private investments should improve the property. The increase in value over the base valuation is the increment. Local governments continue to accrue taxes levied on the base valuation for normal operations. Additional taxes levied on the increment are for the repayment of debt service or other qualifying needs associated with the TIF. At the end of the specified time, all debt associated with the TIF is amortized and all tax revenues can be used at the discretion of the local government. A successful TIF project is dependent upon an increase in the property value of the designated district. The inherent risk in TIF is the assumption that property values will increase enough to repay the associated debt.

Special Revenue and Debt Service Funds

General Debt Schedule Summary



General Fund Debt by Purpose as of 6/30/2025

SERIES	Purpose	Type	Final Maturity	Original Par	Outstanding Par
2008A	Green Oaks Parkway	Installment Purchase Agreement	06/17/2026	\$6,366,000	\$353,667
2014	Law Enforcement Center, Athletic Complex, Transportation Improvements	Limited Obligation Bond	10/01/2032	\$17,105,000	\$8,080,000
2020A	Vehicles and Equipment	Installment Purchase Agreement	10/16/2025	\$550,000	\$113,630
2020C	Fire Truck	Installment Purchase Agreement	08/01/2030	\$1,200,000	\$738,918
2020D	Hunt Center Refunding 2009	Installment Purchase Agreement	10/22/2027	\$3,070,118	\$1,027,402
2021	Vehicles and Equipment	Installment Purchase Agreement	10/29/2025	\$695,182	\$87,956
2021	Town Hall, Land Purchase	Limited Obligation Bond	04/01/2041	\$18,270,000	\$17,195,000
2021	Transportation Improvements, Parks and Recreation Projects	General Obligation Bond	06/01/2041	\$30,000,000	\$24,000,000
2022	Vehicles and Equipment	Installment Purchase Agreement	06/25/2027	\$1,581,000	\$632,400
2022	Refunding 2012	General Obligation Bond	02/01/2037	\$7,381,542	\$5,769,918
2023	Fire Station 3, Replacement Fire Truck, PW/Operation Center Complex Ph 1	Limited Obligation Bond	10/01/2043	\$12,565,000	\$12,565,000
2023 IF	Vehicles and Equipment	Installment Purchase Agreement	06/26/2027	\$460,000	\$239,037
2024	Vehicles and Equipment	Installment Purchase Agreement	10/22/2029	\$1,241,874	\$1,110,288
2024	Operations Center Complex	Limited Obligation Bond	10/01/2044	\$18,590,000	\$18,590,000
2025	Parks and Recreation / Transportation	General Obligation Bond	02/01/2045	\$68,000,000	\$68,000,000
Totals:				\$187,075,715	\$158,503,214

Special Revenue and Debt Service Funds

Utility Debt Schedule Summary

Utility Fund Debt by Purpose as of 6/30/2025					
SERIES	Purpose	Type	Final Maturity	Original Par	Outstanding Par
2010	Utle Creek Wastewater Treatment Plant	Other Debt Financing Arrangements	05/01/2030	\$17,500,000	\$4,375,000
2011	Water System	Other Debt Financing Arrangements	05/01/2030	\$33,534	\$8,338
2020	Water and Sewer Re-funding 2010	Revenue Bond	07/14/2028	\$5,242,436	\$2,700,687
2020A	Refunding 2008	Revenue Bond	08/12/2028	\$9,040,907	\$4,473,454
2020B	Avery Ferry Force Main	Installment Purchase Agreement	09/01/2035	\$3,045,650	\$2,170,608
2021	Vehicles and Equipment	Installment Purchase Agreement	10/29/2025	\$716,068	\$90,598
2022	Refunding 2012B, Re-funding 2006, Refunding 2012A	General Obligation Bond	02/01/2037	\$7,183,458	\$5,615,082
2023	PW/Operation Center Complex Ph 1	Limited Obligation Bond	10/01/2043	\$1,325,000	\$1,325,000
2024	Vehicles and Equipment	Installment Purchase Agreement	10/22/2029	\$568,438	\$508,207
2024	Sanford Water Capacity and Linework	Revenue Bond	11/01/2053	\$66,865,000	\$66,865,000
2024	Operations Center Complex	Limited Obligation Bond	10/01/2044	\$18,590,000	\$18,590,000
Utility Fund Total				\$130,110,490	\$106,721,975



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Town of
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North Carolina

Community Investment Plan (CIP)



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Community Investment Plan (CIP)

Introduction

Introduction

The Community Investment Plan (CIP) is a five year plan that links the Town's infrastructure needs and financial resources with a timetable. The CIP is a multi-year long range plan that also acts as a policy document charting a course for capital improvements and Town development. Generally, the Town's CIP only includes capital improvements that either exceed \$100,000, involve the acquisition of land, or items deemed essential for future planning by the Town Manager or the Governing Body. The purchase of vehicles or equipment is excluded from the CIP unless deemed otherwise.

CIP Planning Process



The CIP is an ongoing process, and each year the plan is updated. The need or idea for investments can originate from the Mayor, Town Council, Residents, or Town staff. These items are compiled, assessed, and a plan is presented to the Governing Body with the Manager's Recommended Budget. The CIP's first year of expenditures are budgeted with years two through four as plans for future assessment and refinement.

Functions of the CIP

A CIP must be updated each year. Adopting a CIP does not end with the first year. Changing needs and priorities, emergencies, cost changes, mandates and changes in technology all require the CIP to be updated annually. The Town's public facilities, streets, parks, infrastructure, equipment, etc., are constantly in need of repair, replacement or expansion. A growing population will require additional or new facilities. These reasons require that the CIP be updated to maintain the financial solidity of the Town. The CIP achieves the following objectives as a component of the Town's budget and financial planning process:

- Focuses attention on community goals, needs, and capabilities
- Guides future community growth and development
- Advance planning ensures that projects are well thought out in advance of construction
- Provides for the orderly replacement of capital items
- Encourages a more efficient governmental administration as well as maintains a sound and stable financial program

Community Investment Plan (CIP)

Introduction



Fiscal Policy Excerpt – Capital Improvement Budget Policy

1. The Town will prioritize all capital improvements in accordance with a capital improvement program.
2. The Town will develop a five-year plan for capital improvements and review and update the plan annually.
3. The Town will coordinate development of the capital improvement program with development of the operating budget.
4. The Town will use intergovernmental assistance to finance only those capital improvements that are consistent with the capital improvement plan and Town priorities.
5. The Town will maintain all its assets at a level adequate to protect the Town's capital investment and to minimize future maintenance and replacement costs.
6. The Town will identify the estimated costs and potential funding sources for each capital project proposal before it is submitted for approval.
7. The Town will attempt to determine the least costly and most flexible financing method for all new projects.

Prioritization System

The Town uses a tiered prioritization system to assist in planning. The system is not meant to decide which projects are approved, but to help assess options and compare priorities across many different functional areas.

Priority Level			
Category Rating	High	Medium	Low
1	Level A		
2		Level B	
3			
4			Level C

The table is divided into three tiers:

- Level A – highest consideration for funding
- Level B – moderate consideration for funding
- Level C – lower consideration for funding

Community Investment Plan (CIP)

Introduction

A CIP project's tier is determined by its assessment of priority level and category rating. The horizontal axis is for scoring a project's priority level from high to medium to low.

High	• Project mandated by local, state, or federal regulations • Project is a top strategic priority of the Town Council • Project substantially reduces expenditures or increases revenues
Medium	• Project maintains existing service levels • Project results in better efficiency of service delivery or workplace productivity
Low	• Product expands service levels • Product expands quality of life

On the vertical axis of the prioritization system is the project's category rating. This is divided in four categories:

1. **Health/Safety/Welfare** - Projects that protect the health, safety, and welfare of the community and the employees serving it.
2. **Maintenance/Replacement** - Projects that provide for the maintenance of existing systems, infrastructure, and equipment.
3. **Expansion of Existing Programs** - Projects which enhance the existing systems and programs allowing for expansion of existing services.
4. **Expansion of New Programs** - Projects that allow for expansion into new programs and services.

The prioritization system is only designed to aid in decision-making. Staff works to assess both community investment needs but also funding availability. The Town Manager submits the CIP with the Recommended Budget and the final plan is approved by the Mayor and Town Council with the next fiscal year's operating budget.

PAYGO

PAYGO, which stands for "pay as you go" is a method for funding a project without taking out new debt or raising new revenues. PAYGO is used for one-time expenses and capital investments.

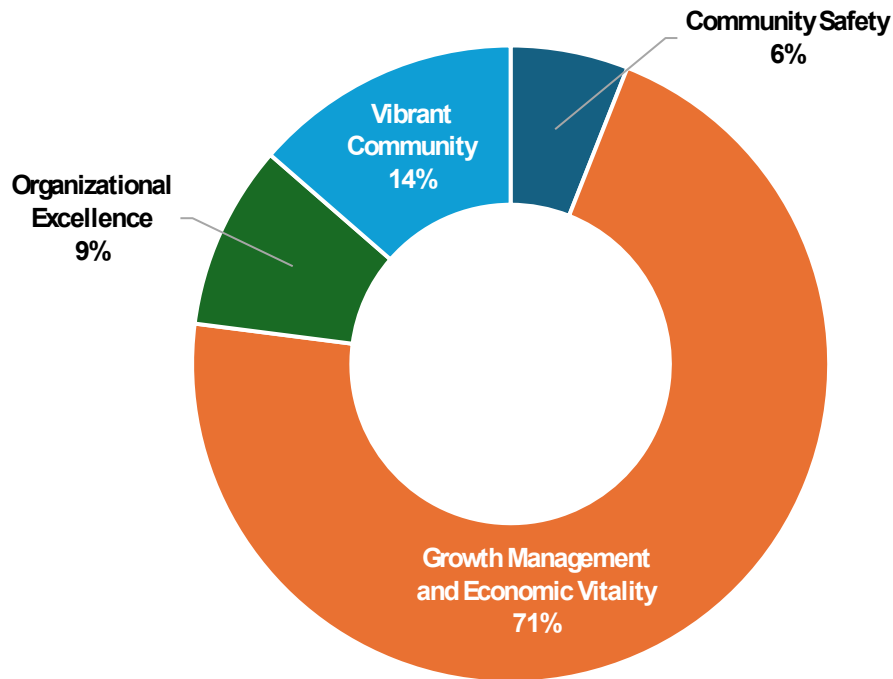
Community Investment Plan (CIP)

Projects by Strategic Priority Area



FY2026-2027 CIP Projects by Strategic Priority Area

Note - All projects listed below are only showing budgeted amounts for anticipated expenses occurring during the FY2026-27 fiscal year. These figures do not represent the full cost if expenses are anticipated to occur over multiple fiscal years. For a full project cost refer to the summary by project tables included at the end of the Community Investment Plan chapter.



Projects by Strategic Priority Area	FY27
Community Safety	\$2,549,000
Growth Management & Economic Vitality	\$30,285,000
Organizational Excellence	\$3,996,000
Vibrant Community	\$5,797,927
TOTAL	\$42,627,927

Community Safety	FY27
New Fire Station - Rex Road (Design)	\$1,320,000
Police Radio Replacements (Federal Grant Funds)	\$1,074,000
Law Enforcement Center Improvements	\$155,000
TOTAL	\$2,549,000

Community Investment Plan (CIP)

Projects by Strategic Priority Area

Growth Management & Economic Vitality	FY27
Elevated Water Tank on New Hill Road and GB Alford Water Connection	\$22,350,000
Street Resurfacing (Powell Bill)	\$2,000,000
Avent Ferry Road Widening - Phase 2	\$1,900,000
Harnett County Booster Station	\$1,092,000
Future Waste Water Capacity / Regionalization Implementation	\$500,000
Utility System Maintenance and Repair	\$500,000
Utility System - Strategic Asset Management Plan (SAMP)	\$400,000
UCWRF Fencing & Security Upgrades	\$400,000
Intelligent Transportation System (ITS)	\$250,000
UCWRF and Pump Station Supervisory Control and Data Acquisition (SCADA) System Upgrades	\$250,000
Utility System Risk and Resiliency Implementation Plan	\$200,000
Replace Asbestos Cement Water Line Program	\$200,000
Earp Street Drainage Improvements	\$150,000
Climbing Tree Outfall Repair	\$50,000
Downtown Investment Grant (DIG) Program	\$25,000
Neighborhood Traffic Calming / Safety	\$18,000
TOTAL	\$30,285,000

Organizational Excellence	FY27
General Fund Vehicle Replacements	\$1,894,000
General Government Facility Maintenance and Repair (Additional Supplement)	\$1,000,000
Utility Fund Vehicle Replacements	\$747,000
General Government Facility Maintenance and Repair	\$200,000
ADA Improvements	\$100,000
Stormwater Fund Vehicle Replacements	\$55,000
TOTAL	\$3,996,000

Vibrant Community	FY27
NMAC Renovations and Enhancements	\$3,889,000
Greenway Connections (Bond Funded) - Camp Branch	\$750,000
Cultural Center Renovations - Wake County Agreement Installments	\$458,927
Sidewalk, Pedestrian, & Bike Safety Improvements	\$225,000
Middle Creek Pedestrian Crossing at Sunset Lake Road	\$200,000
Future Carolina Springs Master Park Plan and Design	\$100,000
Downtown Area Plan - Implementation & Enhancements	\$100,000
Playground Rehabilitation, Sunshades, and Park Amenities	\$75,000
TOTAL	\$5,797,927

Community Investment Plan (CIP)

5-Year CIP Funding Summary



GENERAL PROJECTS								
DESCRIPTION	PRIOR FYs	FY27	FY28	FY29	FY30	FY31	TOTALS	Future FYs
USES								
Public Safety	\$2,050,000	\$2,394,000	\$3,300,000	\$14,750,000	\$0	\$10,500,000	\$32,994,000	\$0
Parks and Recreation	\$250,000	\$4,739,000	\$6,025,000	\$5,000,000	\$0	\$0	\$16,014,000	\$0
PAYGO	\$3,742,587	\$2,556,927	\$1,301,927	\$1,351,927	\$1,401,927	\$1,451,927	\$11,807,222	\$818,225
Streets and Transportation	\$7,275,000	\$4,150,000	\$10,500,000	\$44,385,000	\$0	\$2,000,000	\$68,310,000	\$0
Fleet Replacement	\$0	\$1,894,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$9,894,000	\$0
TOTAL USES:	\$13,317,587	\$15,733,927	\$23,126,927	\$67,486,927	\$3,401,927	\$15,951,927	\$139,019,222	\$818,225
SOURCES								
Operating Revenues	\$4,992,587	\$6,700,927	\$3,301,927	\$3,351,927	\$3,401,927	\$3,451,927	\$25,201,222	\$818,225
Future Financing Sources	\$1,550,000	\$1,320,000	\$13,800,000	\$38,750,000	\$0	\$10,500,000	\$65,920,000	\$0
General Obligation Bonds	\$0	\$750,000	\$4,400,000	\$0	\$0	\$0	\$5,150,000	\$0
Parks and Recreation Reserves	\$0	\$100,000	\$1,625,000	\$0	\$0	\$0	\$1,725,000	\$0
Street Reserves	\$1,375,000	\$0	\$0	\$0	\$0	\$0	\$1,375,000	\$0
Intergovernmental / Grants	\$5,400,000	\$4,863,000	\$0	\$23,385,000	\$0	\$0	\$33,648,000	\$0
Powell Bill	\$0	\$2,000,000	\$0	\$2,000,000	\$0	\$2,000,000	\$6,000,000	\$0
TOTAL SOURCES:	\$13,317,587	\$15,733,927	\$23,126,927	\$67,486,927	\$3,401,927	\$15,951,927	\$139,019,222	\$818,225

Community Investment Plan (CIP)

5-Year CIP Funding Summary

UTILITY PROJECTS								
DESCRIPTION	PRIOR FYs	FY27	FY28	FY29	FY30	FY31	TOTALS	Future FYs
USES								
PAYGO	\$5,216,075	\$1,950,000	\$1,400,000	\$900,000	\$900,000	\$900,000	\$11,266,075	\$900,000
Water and Sewer	\$7,944,000	\$23,942,000	\$6,500,000	\$70,642,500	\$11,042,500	\$128,142,500	\$248,213,500	\$19,262,500
Utility Fleet Replacement	\$0	\$747,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,747,000	\$0
TOTAL USES:	\$13,160,075	\$26,639,000	\$8,400,000	\$72,042,500	\$12,442,500	\$129,542,500	\$262,226,575	\$20,162,500
SOURCES								
Operating Revenues / Transfers	\$8,560,075	\$2,450,000	\$1,400,000	\$900,000	\$900,000	\$1,150,000	\$15,360,075	\$900,000
Financing Sources	\$1,100,000	\$23,097,000	\$7,000,000	\$71,142,500	\$11,542,500	\$128,392,500	\$242,274,500	\$19,262,500
Intergovernmental / Grants	\$3,500,000	\$1,092,000	\$0	\$0	\$0	\$0	\$4,592,000	\$0
TOTAL SOURCES:	\$13,160,075	\$26,639,000	\$8,400,000	\$72,042,500	\$12,442,500	\$129,542,500	\$262,226,575	\$20,162,500

STORMWATER PROJECTS								
DESCRIPTION	PRIOR FYs	FY27	FY28	FY29	FY30	FY31	TOTALS	Future FYs
USES								
Stormwater Projects	\$0	\$200,000	\$1,260,000	\$580,000	\$0	\$600,000	\$2,640,000	\$0
Vehicle Replacements	\$0	\$55,000	\$0	\$0	\$0	\$0	\$55,000	\$0
TOTAL USES:	\$0	\$255,000	\$1,260,000	\$580,000	\$0	\$600,000	\$2,695,000	\$0
SOURCES								
Operating Revenues / Transfers	\$0	\$255,000	\$1,260,000	\$580,000	\$0	\$600,000	\$2,695,000	\$0
TOTAL SOURCES:	\$0	\$255,000	\$1,260,000	\$580,000	\$0	\$600,000	\$2,695,000	\$0

TOTAL CIP (ALL FUNDS)								
DESCRIPTION	PRIOR FYs	FY27	FY28	FY29	FY30	FY31	TOTALS	Future FYs
TOTAL USES:	\$26,477,662	\$42,627,927	\$32,786,927	\$140,109,427	\$15,844,427	\$146,094,427	\$403,940,797	\$20,980,725
TOTAL SOURCES:	\$26,477,662	\$42,627,927	\$32,786,927	\$140,109,427	\$15,844,427	\$146,094,427	\$403,940,797	\$20,980,725

Community Investment Plan (CIP)

Project Descriptions



FY2026-27 Community Investment Plan Projects (Current Year Expenses Only)

Note - All projects listed below are only showing budgeted amounts for anticipated expenses occurring during the current budget fiscal year. These figures do not represent the full cost if expenses are anticipated to occur over multiple fiscal years. For a full project cost refer to the summary by project tables included at the end of the Community Investment Plan chapter.

LEVEL-A (Highest Consideration for Funding)

Elevated Water Tank on New Hill Road and GB Alford Water Connection (\$22,350,000) - provide a drinking water storage facility with 1 MGD capacity to serve the west side of Holly Springs.

New Fire Station - Rex Road (\$1,320,000) - a new Fire Station to serve the growing southwest side of Holly Springs. The station will be located off Rex Road at the current site of the temporary Yard Waste Convenience Center.

Police Radio Replacements (\$1,074,000) - federal grant funding for the replacement for law enforcement radios to ensure interoperability with other law enforcement agencies.

Harnett County Booster Station (\$1,092,000) - federal grant funding for capacity upgrades to the Harnett County Booster Station which provides clean drinking water to Holly Springs.

Future Wastewater Capacity / Regionalization Implementation (\$500,000) - funding for planning and engineering assessments for the next phase of wastewater treatment for the Town as well as exploring regionalization partnerships with neighboring municipalities.

NMAC Renovations and Enhancements (\$3,889,000) - funding for renovations and enhancements of the NMAC parking lot, stadium turf field, scoreboard, and mechanical systems to include \$1.789 million in Wake County hospitality tax grant funding.

Street Resurfacing (Powell Bill) (\$2,000,000) - biennial street resurfacing program utilizing state "Powell Bill" funding for Town-owned roads.

Avent Ferry Road Widening - Phase 2 (\$1,900,000) - funding for pre-construction services to widen Avent Ferry Road and provide intersection improvements from Cass Holt Road to NC-55 Bypass. This is an NCDOT funded project to be administered by Town staff.

Earp Street Drainage Improvements (\$150,000) - design funding to upsize and improve the stormwater drainage system along Earp Street at Collins Street.

Climbing Tree Outfall Repair (\$50,000) - pre-construction funding to repair and stabilize erosion of a stormwater outfall along the Climbing Tree trail.

LEVEL-B (Moderate Consideration for Funding)

Greenway Connections (Bond Funded) (\$750,000) - Parks and Recreation voter-approved bond funding to design a section of the Camp Branch greenway connecting the Sunset Oaks and Creekside neighborhoods.

Future Carolina Springs Master Park Plan and Design (\$100,000) - funding for a master plan to begin design of a future park as part of the Carolina Springs development.

LEVEL-C (Lower Consideration for Funding)

No proposed FY2026-27 Level - C projects.

Community Investment Plan (CIP)

Project Descriptions

General Fund PAYGO (Pay-as-you-go funding)

- General Government Facility Maintenance and Repair (Additional Supplement) (\$1,000,000)
- Cultural Center - Wake County Agreement Installments (\$458,927)
- Sidewalk, Pedestrian, & Bike Safety Improvements (\$225,000)
- General Government Facility Maintenance and Repair (\$200,000)
- Middle Creek Pedestrian Crossing at Sunset Lake Road (\$200,000)
- Law Enforcement Center Improvements (\$155,000)
- ADA Improvements (\$100,000)
- Downtown Area Plan - Implementation & Enhancements (\$100,000)
- Playground Rehabilitation, Sunshades, and Park Amenities (\$75,000)
- Downtown Investment Grant (DIG) Program (\$25,000)
- Neighborhood Traffic Calming / Safety (\$18,000)

Utility Fund PAYGO

- Utility System Maintenance and Repair (\$500,000)
- Utility System - Strategic Asset Management Plan (SAMP) (\$400,000)
- UCWRF Fencing & Security Upgrades (\$400,000)
- Intelligent Transportation System (ITS) (\$250,000)
- UCWRF and Pump Station Supervisory Control and Data Acquisition (SCADA) System Upgrades (\$250,000)
- Replace Asbestos Cement Water Line Program (\$200,000)
- Utility System Risk and Resiliency Implementation Plan (\$200,000)

Fleet Replacement

- General Fund Vehicle Replacements (\$1,894,000)
- Utility Fund Vehicle Replacements (\$747,000)
- Stormwater Fund Vehicle Replacements (\$55,000)

Community Investment Plan (CIP)

Project Descriptions



Active Priority Community Investments

Note - All community investments listed below are active projects that have been council approved, budgeted, and at this time do not have a request for funding in future fiscal years. From a budgetary perspective these projects are considered “fully-funded” but may still have future grants, debt issuances, or other revenues to be collected at a future date. This is not an all inclusive list of every active community investment project.

Utle Creek Water Reclamation Facility (UCWRF) Upgrade to 8 MGD (Million Gallons per Day) (\$222,436,054) – Upgrading the facility from a treatment capacity of 6 MGD of wastewater to 8 MGD. This project incorporates environmentally friendly state-of-the-art membrane bioreactor filtration technology to produce clean water for return to the environment.

Eagles Landing Park (\$110,042,000) – Construction is underway for this new 56-acre park and recreation facility located on Cass Holt Road, with an opening planned for late 2027. Eagles Landing Park will offer a wide range of activities and programming for everyone from preschoolers to our senior community, including a splashpad, an e-sports and technology lounge, four multi-use indoor courts, pickleball courts, two turf fields, fitness areas, and more.

Sanford Water Capacity Partnership (\$81,797,000) – Holly Springs portion of the construction cost for the water treatment plant in Sanford in order to secure the future water supply for the Town.

Holly Springs – Fuquay Varina Water Line and Storage Facilities (\$59,789,934) – Holly Springs portion of the construction cost for the water conveyance line from the new water treatment plant in Sanford to Holly Springs.

Operations Campus (\$49,618,028) – Construction is finalizing the first phase of a new service Operations Campus. The initial phase of construction will include a 42,200sqft Administration Building and a 26,000 Operations Building.

Holly Springs Road Widening – Central (\$19,600,000) – Design is complete and construction is scheduled to begin in FY27 for the next phase of widening Holly Springs Road to a 4-lane median section with sidewalk. The central phase is from Main Street to Flint Point Lane.

Community Investment Plan (CIP)

Funding Level Summary FY2026-2027

Priority Level	Category Type
H - High	1 - Health/Safety/Welfare
M - Medium	2 - Maintenance/Replacement
L - Low	3 - Expansion of Existing Programs
PAYGO - (PAY-AS-YOU-GO)	4 - Expansion of New Programs

Functional Area	Project Name	Priority Type	FY2026-2027 Capital Cost
LEVEL A			
Water and Wastewater	Elevated Water Tank on New Hill Road and GB Alford Water Connection	H-1	\$22,350,000
Public Safety	New Fire Station - Rex Road	H-1	\$1,320,000
Public Safety	Police Radio Replacements	H-1	\$1,074,000
Water and Wastewater	Harnett County Booster Station	H-1	\$1,092,000
Water and Wastewater	Future Wastewater Capacity / Regionalization Implementation	H-1	\$500,000
Parks and Recreation	NMAC Renovations and Enhancements	H-2	\$3,889,000
Streets	Street Resurfacing (Powell Bill)	H-2	\$2,000,000
Streets	Avent Ferry Road Widening - Phase 2	H-2	\$1,900,000
Stormwater	Earp Street Drainage Improvements	H-2	\$150,000
Stormwater	Climbing Tree Outfall Repair	H-2	\$50,000
LEVEL B			
Parks and Recreation	Greenway Connections (Bond Funded)	H-3	\$750,000
Parks and Recreation	Future Carolina Springs Master Park Plan and Design	H-4	\$100,000
LEVEL C			
n/a	n/a	n/a	n/a

Community Investment Plan (CIP)

Funding Level Summary FY2026-2027



Functional Area	Project Name	Priority Type	FY2026-2027 Capital Cost
Fleet Replacement			
Fleet Replacement	General Fund Vehicle Replacements	Fleet Replacement	\$1,894,000
Fleet Replacement	Utility Fund Vehicle Replacements	Fleet Replacement	\$747,000
Fleet Replacement	Stormwater Fund Vehicle Replacements	Fleet Replacement	\$55,000
General PAYGO			
General	General Government Facility Maintenance and Repair (Additional Supplement)	PAYGO	\$1,000,000
General	Cultural Center - Wake County Agreement Installments	PAYGO	\$458,927
General	Sidewalk, Pedestrian, & Bike Safety Improvements	PAYGO	\$225,000
General	General Government Facility Maintenance and Repair	PAYGO	\$200,000
General	Middle Creek Pedestrian Crossing at Sunset Lake Road	PAYGO	\$200,000
General	Law Enforcement Center Improvements	PAYGO	\$155,000
General	ADA Improvements	PAYGO	\$100,000
General	Downtown Area Plan - Implementation & Enhancements	PAYGO	\$100,000
General	Playground Rehabilitation, Sunshades, and Park Amenities	PAYGO	\$75,000
General	Downtown Investment Grant (DIG) Program	PAYGO	\$25,000
General	Neighborhood Traffic Calming / Safety	PAYGO	\$18,000
TOTAL			\$2,556,927
Utility PAYGO			
Utility	Utility System Maintenance and Repair	Utility PAYGO	\$500,000
Utility	Utility System - Strategic Asset Management Plan (SAMP)	Utility PAYGO	\$400,000
Utility	UCWRF Fencing & Security Upgrades	Utility PAYGO	\$400,000
Utility	Intelligent Transportation System (ITS)	Utility PAYGO	\$250,000
Utility	UCWRF and Pump Station Supervisory Control and Data Acquisition (SCADA) System Upgrades	Utility PAYGO	\$250,000
Utility	Replace Asbestos Cement Water Line Program	Utility PAYGO	\$200,000
Utility	Utility System Risk and Resiliency Implementation Plan	Utility PAYGO	\$200,000
TOTAL			\$2,200,000

Community Investment Plan (CIP)

Parks and Recreation Summary - By Project

PROJECT TITLE	Prior FYs	FY27	FY28	FY29	FY30	FY31	Future FYs	TOTALS
Future Carolina Springs Master Park Plan and Design	\$0	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
Greenway Connections (Bond Funded)	\$0	\$750,000	\$6,025,000	\$5,000,000	\$0	\$0	\$0	\$11,775,000
NMAC Renovations and Enhancements	\$250,000	\$3,889,000	\$0	\$0	\$0	\$0	\$0	\$4,139,000
TOTALS	\$250,000	\$4,739,000	\$6,025,000	\$5,000,000	\$0	\$0	\$0	\$16,014,000

Community Investment Plan (CIP)

Streets / Transportation Summary - By Project



PROJECT TITLE	Prior FYs	FY27	FY28	FY29	FY30	FY31	Future FYs	TOTALS
Avent Ferry Road Widening - Phase 2	\$3,000,000	\$1,900,000	\$0	\$18,385,000	\$0	\$0	\$0	\$23,285,000
Holly Springs Road Widening (West)	\$3,000,000	\$0	\$6,000,000	\$24,000,000	\$0	\$0	\$0	\$33,000,000
Avent Ferry Festival Street	\$500,000	\$0	\$4,500,000	\$0	\$0	\$0	\$0	\$5,000,000
Street Resurfacing (Powell Bill)	\$0	\$2,000,000	\$0	\$2,000,000	\$0	\$2,000,000	\$0	\$6,000,000
Intelligent Transportation System (ITS)	\$775,000	\$250,000	\$0	\$0	\$0	\$0	\$0	\$1,025,000
TOTALS	\$7,275,000	\$4,150,000	\$10,500,000	\$44,385,000	\$0	\$2,000,000	\$0	\$68,310,000

Community Investment Plan (CIP)

Public Safety Summary - By Projects

PROJECT TITLE	Prior FYs	FY27	FY28	FY29	FY30	FY31	Future FYs	TOTALS
New Fire Station - Sunset Lake Rd	\$2,050,000	\$0	\$0	\$1,300,000	\$0	\$10,500,000	\$0	\$13,850,000
New Fire Station - Rex Road	\$0	\$1,320,000	\$1,300,000	\$13,450,000	\$0	\$0	\$0	\$16,070,000
Heavy Rescue Vehicle	\$0	\$0	\$2,000,000	\$0	\$0	\$0	\$0	\$2,000,000
Police Radio Replacements	\$0	\$1,074,000	\$0	\$0	\$0	\$0	\$0	\$1,074,000
TOTALS	\$2,050,000	\$2,394,000	\$3,300,000	\$14,750,000	\$0	\$10,500,000	\$0	\$32,994,000

Community Investment Plan (CIP)

Water and Wastewater Summary - By Projects



PROJECT TITLE	Prior FYs	FY27	FY28	FY29	FY30	FY31	Future FYs	TOTALS
Elevated Water Tank on New Hill Road and GB Alford Water Connection	\$3,600,000	\$22,350,000	\$0	\$0	\$0	\$0	\$0	\$25,950,000
East Regional Wastewater Pump Station	\$0	\$0	\$0	\$0	\$8,400,000	\$0	\$0	\$8,400,000
Bass Lake Wastewater Pump Station Phase 2 Upgrade	\$394,000	\$0	\$0	\$0	\$0	\$0	\$3,000,000	\$3,394,000
Elevated Reclaim Water Storage Tank	\$200,000	\$0	\$0	\$0	\$0	\$0	\$4,000,000	\$4,200,000
Future Wastewater Capacity / Regionalization Implementation	\$250,000	\$500,000	\$6,500,000	\$70,642,500	\$2,642,500	\$119,392,500	\$12,262,500	\$212,190,000
Water & Reclaimed Main Relocation	\$0	\$0	\$0	\$0	\$0	\$250,000	\$0	\$250,000
12 Oaks Gravity Outfall Upgrade Phase 2	\$3,500,000	\$0	\$0	\$0	\$0	\$8,500,000	\$0	\$12,000,000
Harnett County Booster Station	\$0	\$1,092,000	\$0	\$0	\$0	\$0	\$0	\$1,092,000
TOTALS	\$7,944,000	\$23,942,000	\$6,500,000	\$70,642,500	\$11,042,500	\$128,142,500	\$19,262,500	\$267,476,000

Community Investment Plan (CIP)

Stormwater Summary - By Projects

PROJECT TITLE	Prior FYs	FY27	FY28	FY29	FY30	FY31	Future FYs	TOTALS
Earp Street Culvert Cross Pipe Upsizing	\$0	\$0	\$85,000	\$0	\$0	\$0	\$0	\$85,000
Earp Street Drainage Improvements	\$0	\$150,000	\$850,000	\$0	\$0	\$0	\$0	\$1,000,000
Greenpoint Lake Stream Restoration	\$0	\$0	\$0	\$80,000	\$0	\$600,000		\$680,000
Climbing Tree Outfall Repair	\$0	\$50,000	\$250,000	\$0	\$0	\$0	\$0	\$300,000
Womble Park Regenerative Stormwater Conveyance and Bioretention	\$0	\$0	\$75,000	\$500,000	\$0	\$0	\$0	\$575,000
TOTALS	\$0	\$200,000	\$1,260,000	\$580,000	\$0	\$600,000	\$0	\$2,640,000

Community Investment Plan (CIP)

General Fund and Fleet



General Fund PAYGO

PROJECT TITLE	Prior FYs	FY27	FY28	FY29	FY30	FY31	Future FYs	TOTALS
Sidewalk, Pedestrian, & Bike Safety Improvements	\$1,215,000	\$225,000	\$225,000	\$225,000	\$225,000	\$225,000	\$225	\$2,340,225
General Government Facility Maintenance and Repair	\$919,893	\$200,000	\$300,000	\$350,000	\$400,000	\$450,000	\$500,000	\$3,119,893
Playground Rehabilitation, Sunshades, and Park Amenities	\$684,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$1,134,000
Downtown Investment Grant (DIG) Program	\$160,694	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$310,694
Neighborhood Traffic Calming / Safety	\$158,000	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000	\$266,000
ADA Improvements	\$455,000	\$100,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,555,000
Cultural Center Renovations - Wake County Agreement Installments	\$0	\$458,927	\$458,927	\$458,927	\$458,927	\$458,927	\$0	\$2,294,635
Downtown Area Plan - Implementation & Enhancements	\$150,000	\$100,000	\$0	\$0	\$0	\$0	\$0	\$250,000
Law Enforcement Center Improvements	\$0	\$155,000	\$0	\$0	\$0	\$0	\$0	\$155,000
General Government Facility Maintenance and Repair (Additional Supplement)	\$0	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$1,000,000
Middle Creek Pedestrian Crossing at Sunset Lake Road	\$0	\$200,000	\$0	\$0	\$0	\$0	\$0	\$200,000
TOTALS	\$3,742,587	\$2,556,927	\$1,301,927	\$1,351,927	\$1,401,927	\$1,451,927	\$818,225	\$12,625,447

Fleet Replacement

PROJECT TITLE	Prior FYs	FY27	FY28	FY29	FY30	FY31	Future FYs	TOTALS
General Fund	\$0	\$1,894,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$0	\$9,894,000
Utility Fund	\$0	\$747,000	\$500,000	\$500,000	\$500,000	\$500,000	\$0	\$2,747,000
Stormwater Fund	\$0	\$55,000	\$0	\$0	\$0	\$0	\$0	\$55,000
TOTALS	\$0	\$2,696,000	\$2,500,000	\$2,500,000	\$2,500,000	\$2,500,000	\$0	\$12,696,000

Community Investment Plan (CIP)

Pay - As - You - Go (PAYGO)

Utility Fund PAYGO

PROJECT TITLE	Prior FYs	FY27	FY28	FY29	FY30	FY31	Future FYs	TOTALS
Utility System Maintenance and Repair	\$1,653,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$4,653,000
Utility System Risk and Resiliency Implementation Plan	\$700,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,900,000
Utility System - Strategic Asset Management Plan (SAMP)	\$432,100	\$400,000	\$0	\$0	\$0	\$0	\$0	\$832,100
Replace Asbestos Cement Water Line Program	\$0	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,200,000
Middle Creek Manhole & Outfall Restoration	\$500,000	\$0	\$500,000	\$0	\$0	\$0	\$0	\$1,000,000
UCWRF Fencing & Security Upgrades	\$0	\$400,000	\$0	\$0	\$0	\$0	\$0	\$400,000
UCWRF and Pump Station Supervisory Control and Data Acquisition (SCADA) System Upgrades	\$1,930,975	\$250,000	\$0	\$0	\$0	\$0	\$0	\$2,180,975
TOTALS	\$5,216,075	\$1,950,000	\$1,400,000	\$900,000	\$900,000	\$900,000	\$900,000	\$12,166,075



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Town of
**HOLLY
SPRINGS**
North Carolina

Salary & Position List



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Salary & Position List

Standard Salary Schedule

Salary Schedule (Non-Public Safety)		
2026-2027 Fiscal Year		
Salary Grade	Minimum	Maximum
Pay Grade	Minimum	Maximum
C	\$44,304.88	\$66,457.31
D	\$46,968.26	\$70,452.39
E	\$49,793.76	\$74,690.64
F	\$52,758.23	\$79,137.35
G	\$55,931.14	\$83,896.71
H	\$59,289.31	\$88,933.97
I	\$62,855.95	\$94,283.91
J	\$66,631.00	\$99,946.51
K	\$70,614.50	\$105,921.75
L	\$74,829.60	\$112,244.40
M	\$79,322.62	\$118,983.94
N	\$84,070.40	\$126,105.60
O	\$89,142.42	\$133,713.61
P	\$94,492.34	\$141,738.52
Q	\$100,166.52	\$150,249.79
R	\$106,164.94	\$159,247.40
S	\$112,534.84	\$168,802.25
SLT 1	\$135,041.80	\$202,562.69
SLT 2	\$148,545.98	\$222,818.97
SLT 3	\$163,400.58	\$245,100.86

Salary & Position List

Fire Department Titles by Salary Grade



Fire Salary Schedule and Position Titles			
2026-2027 Fiscal Year			
Salary Grade	Title	Minimum	Maximum
F1	Fire Cadet	\$46,614.94	\$46,614.94
F2	Firefighter	\$54,841.11	\$82,261.67
F3	Hold for future use	\$58,131.58	\$87,197.37
F4	Firefighter/ Relief Driver	\$61,619.47	\$92,429.21
	Fire Inspector		
F5	Fire Engineer	\$65,316.64	\$97,974.97
F6	Fire Lieutenant	\$69,235.64	\$103,853.46
	Fire Life Safety Educator		
F7	Fire Captain	\$73,389.79	\$110,084.68
	Fire Training Coordinator		
F8	Battalion Chief	\$86,599.94	\$129,899.91
	Health and Safety Officer		
F9	Assistant Fire Chief	\$102,187.93	\$153,281.90

Note - the above salary schedule is utilized only for certified firefighting positions, including cadets in a training environment. Other non-firefighting positions and the Department Chief are included in the general employee salary schedule.

Salary & Position List

Police Department Titles by Salary Grade

Police Salary Schedule and Position Titles 2026-2027 Fiscal Year			
Salary Grade	Title	Minimum	Maximum
P1	Police Cadet	\$51,993.59	\$51,993.59
P2	Police Officer	\$61,440.00	\$91,753.40
P3	Senior Police Officer	\$64,839.07	\$97,258.61
P4	Master Police Officer	\$68,729.41	\$103,094.12
	Police Detective		
P5	Police Corporal	\$72,853.19	\$109,279.78
P6	Police Sergeant	\$77,224.37	\$115,836.56
P7	Police Lieutenant	\$86,491.30	\$129,736.95
P8	Police Captain	\$102,059.73	\$153,089.60

Note - the above salary schedule is utilized only for sworn law enforcement officer positions, including cadets in a training environment. Other non-sworn positions, the Deputy Chief, and the Police Chief are included in the general employee salary schedule.

Salary & Position List

New Positions



New Positions		
Department	Job Title	Salary Grade
General Fund		
Parks and Recreation	Maintenance Technician I/II/III - Parks	C/D/F
Office of Customer Care (OCC)	Customer Service Specialist	E
Police	Administrative Assistant*	E
Parks and Recreation	Customer Service Representative - Lead	E
Finance	Accounting Specialist	F
Fire	Health and Safety Officer	F8
Parks and Recreation	Park Maintenance Crew Leader	G
Parks and Recreation	Park Maintenance Crew Leader	G
Finance	Purchasing Agent	H
Public Works	Facilities Maintenance Planner / Inspector	H
Human Resources	Human Resource Generalist	J
Development Services	Planner I/II/III - Development	J/K/M
Parks and Recreation	Recreation Center Assistant Manager	K
Parks and Recreation	Fitness Manager	L
Parks and Recreation	Parks and Recreation Manager - Eagles Landing	M
Utilities and Infrastructure	Engineering Project Manager	P
Town Manager's Office	Chief of Staff	SLT 2
Utility Fund		
Budget, Innovation, and Strategy	Budget and Strategy Analyst / Senior	K/M
Utilities and Infrastructure	Pretreatment Supervisor	M

*The Police Administrative Assistant is a conversion of a part-time to a full-time position.

Salary & Position List

Position Changes / Reclassifications

Position Changes / Reclassifications				
Position Number	Current Title	Current Salary Grade	Proposed Title	Proposed Salary Grade
460-009	Building Inspector	I	Permit Technician	E
411-007	Communications & Marketing Specialist	K	Communications & Marketing Specialist / Senior	K/M
411-008	Communications & Marketing Specialist	K	Communications & Marketing Specialist / Senior	K/M
413-011	Business Analyst	M	Business Systems Analyst	M
450-011	Project Manager (Transportation)	N	Engineer I/II/III	L/N/P
417-007	GIS Manager	O	IT Business and Geospatial Manager	P
Various	Police Detective	P5	Police Detective	P4
Utility Fund				
434-020	Electrical & Instrumentation Tech	I	Pump Mechanic I/II	G/H
450-012	Utility Tech I/II/III	C/D/E	Water Facility Mechanic I/II/III	G/H/I
450-013	Utility Tech I/II/III	C/D/E	Water Facility Mechanic I/II/III	G/H/I
434-006	Utility Crew Lead	G	Pump Mechanic Crew Lead	I
Stormwater Fund				
432-024	Environmental Tech II	K	Engineering Technician II	K

Salary & Position List

General Position Titles by Salary Grade



Position Titles by Salary Grade				
Grade	Position Title			
C	Grade Min:	\$44,304.88	Grade Max:	\$66,457.31
	Maintenance Technician I - Facilities			
	Maintenance Technician I - Parks			
	Meter Services Technician			
	Public Works Technician I - Solid Waste			
	Public Works Technician I - Streets			
	Utility Technician I			
D	Grade Min:	\$46,968.26	Grade Max:	\$70,452.39
	Animal Control Officer			
	Customer Service Representative			
	Maintenance Technician II - Facilities			
	Maintenance Technician II - Parks			
	Public Works Technician II - Solid Waste			
	Public Works Technician II - Streets			
	Utility Technician II			
	Equipment Operator I - Parks			
	Equipment Operator I - Public Works			
E	Grade Min:	\$49,793.76	Grade Max:	\$74,690.64
	Administrative Assistant			
	Customer Accounts Specialist			
	Customer Service Representative - Lead			
	Customer Service Specialist			
	Development Technician			
	Equipment Operator II - Public Works			
	Equipment Operator II - Utilities and Infrastructure			
	Permit Technician			
	Police Records Technician			
	Public Works Technician III - Concrete			
	Telecommunicator I			
	Utilities Locator			
	Utility Technician III			

Salary & Position List

General Position Titles by Salary Grade

Position Titles by Salary Grade				
Grade	Position Title			
F	Grade Min:	\$52,758.23	Grade Max:	\$79,137.35
	Accounting Specialist			
	Accounts Payable Specialist			
	Fiscal Support Specialist			
	Fleet Mechanic I			
	Maintenance Technician III - Facilities			
	Maintenance Technician III - Parks			
	Park and Recreation Program Assistant			
	Permit Technician II			
	Public Works Technician IV - Concrete			
	Quartermaster			
	Reservation Specialist			
	Telecommunicator II / Senior			
	Utility Accounting Specialist			
	Utility Billing Specialist			
G	Grade Min:	\$55,931.14	Grade Max:	\$83,896.71
	Backflow Technician			
	Fleet Mechanic II			
	Meter Services Technician - Lead			
	Paralegal			
	Park Maintenance Crew Leader			
	Payroll Specialist			
	Planning Technician			
	Public Works Crew Leader - Concrete			
	Public Works Crew Leader - Solid Waste			
	Public Works Crew Leader - Streets			
	Pump Mechanic I			
	Stormwater Crew Leader			
	Utility Crew Leader			
	Water Facility Mechanic/Operator I			

Salary & Position List

General Position Titles by Salary Grade



Position Titles by Salary Grade				
Grade	Position Title			
H	Grade Min:	\$59,289.31	Grade Max:	\$88,933.97
	Animal Control Supervisor			
	Code Compliance Officer			
	Customer Service Supervisor			
	Deputy Clerk			
	Development Review Coordinator			
	Fleet Mechanic III (Master/ASE)			
	Lab Analyst			
	Lead Utility Billing Specialist			
	Park Naturalist			
	Project Management Specialist			
	Pump Mechanic II			
	Purchasing Agent			
	Recreation Program Specialist			
	Theater Production Specialist			
	Utility Asset Specialist			
	Water Facility Mechanic/Operator II			
I	Grade Min:	\$62,855.95	Grade Max:	\$94,283.91
	Building Codes Inspector I			
	Development Business Coordinator			
	Development Inspector I			
	Electrical & Instrumentation Technician			
	Emergency Management Specialist			
	Land Acquisition Agent			
	Marketing & Special Events Coordinator			
	Permit Supervisor			
	Reclaimed Water Coordinator			
	Pump Mechanic Crew Lead			
	Telecommunications Shift Supervisor			
	Water Facility Mechanic/Operator III			
	Zoning Compliance Officer I			

Salary & Position List

General Position Titles by Salary Grade

Position Titles by Salary Grade				
Grade	Position Title			
J	Grade Min:	\$66,631.00	Grade Max:	\$99,946.51
	Crime Analyst			
	Digital Media Specialist			
	Engineering Technician I			
	Environmental Technician I			
	Erosion Control Inspector I			
	GIS Technician			
	Grant Writer			
	Human Resource Benefits Specialist			
	Human Resource Generalist			
	IT Technician I			
	Planner I - Development			
	Planner I - Parks			
	Public Works Supervisor - Concrete / Facilities Maintenance / Fleet / Street / Solid Waste			
	Recreation Program Supervisor			
	Zoning Compliance Officer II			
K	Grade Min:	\$70,614.50	Grade Max:	\$105,921.75
	Accountant			
	Budget and Strategy Analyst			
	Building Codes Inspector II			
	Communications & Marketing Specialist			
	Development Inspector II			
	Engineering Technician II			
	Environmental Technician II			
	Erosion Control Inspector II			
	Human Resources Analyst			
	IT Public Safety Technician			
	IT Technician II			
	Performance Administrator			
	Planner II - Development			
	Planner II - Parks			
	Plans Reviewer I - Building			
	Plans Reviewer I - Development			
	Recreation Center Assistant Manager			
	Sustainability Coordinator			

Salary & Position List

General Position Titles by Salary Grade



Position Titles by Salary Grade				
Grade	Position Title			
L	Grade Min:	\$74,829.60	Grade Max:	\$112,244.40
	Building Codes Inspector III			
	Capital Projects Inspector			
	Chief Operator			
	Compliance Supervisor			
	Development Business Manager			
	Engineer I			
	Environmental Specialist			
	Field Supervisor - Cross Connection/Backflow			
	Field Supervisor - Pump Maintenance			
	Field Supervisor - Stormwater			
	Field Supervisor - Water Collections			
	Field Supervisor - Water Distribution			
	Fitness Manager			
	GIS Analyst			
	Industrial Maintenance Supervisor			
	Parks and Recreation Manager - Administrative Services			
	Parks and Recreation Manager - Bass Lake			
	Parks and Recreation Manager - Sports Complex			
	Plans Reviewer II - Building			
	Plans Reviewer II - Development			
	Police Administrative Services Manager			
	Small Business and Downtown Coordinator			
	Systems Analyst			
M	Grade Min:	\$79,322.62	Grade Max:	\$118,983.94
	Asset Management/ADA Coordinator			
	Assistant Project Manager			
	Business Analyst			
	Business Systems Analyst			
	Development Services Supervisor - Building Inspections			
	Development Services Supervisor - Development Inspections			
	Development Services Supervisor - Development Inspections			
	Environmental Control Supervisor			
	HR Business Partner - Benefits			
	HR Business Partner - Talent Acquisition			
	HRIS Analyst			

Salary & Position List

General Position Titles by Salary Grade

Position Titles by Salary Grade				
Grade	Position Title			
M	Grade Min:	\$79,322.62	Grade Max:	\$118,983.94
	Parks and Recreation Manager - Cultural Center			
	Parks and Recreation Manager – Eagles Landing			
	Parks and Recreation Manager - Hunt Center			
	Parks and Recreation Manager - Park Maintenance			
	Planner III - Development			
	Planner III - Parks			
	Plans Reviewer III - Building			
	Plans Reviewer III - Development			
	Pretreatment Supervisor			
	Senior Budget and Strategy Analyst			
	Senior Communications & Marketing Specialist			
	Systems Administrator			
	Utilities Manager - Finance & Assets			
N	Grade Min:	\$84,070.40	Grade Max:	\$126,105.60
	Accounting & Finance Manager			
	Customer Service Manager			
	Development Review Engineer			
	Development Services Manager - Building Inspections			
	Development Services Manager - Building Plans Review			
	Development Services Manager - Development Construction			
	Economic Development Program Coordinator			
	Engineer II			
	Lead Communications & Marketing Specialist			
	Project Manager			
	Public Works Manager - Business Manager			
	Public Works Manager - Facilities			
	Public Works Manager - Fleet			
	Public Works Manager - Solid Waste			
	Public Works Manager - Streets			
	Purchasing Manager			
	Safety and Risk Manager			
	Senior Planner			
	Stormwater Administrator			

Salary & Position List

General Position Titles by Salary Grade



Position Titles by Salary Grade				
Grade	Position Title			
O	Grade Min:	\$89,142.42	Grade Max:	\$133,713.61
	Customer Care Manager			
	Development Services Division Manager - Customer Service & Compliance			
	Environmental and Stormwater Manager			
	GIS Manager			
	IT Developer			
	IT Operations Manager			
	Sr. Project Manager			
	Telecommunications Manager			
	Utilities Manager - Collections & Distribution			
	Utilities Manager - Environmental Compliance			
	Utilities Manager - Water Facility Operations			
P	Grade Min:	\$94,492.34	Grade Max:	\$141,738.52
	Business Asset Management Division Manager			
	Engineering Project Manager			
	Engineer III			
	IT Business Manager and Geospatial Manager			
Q	Grade Min:	\$100,166.52	Grade Max:	\$150,249.79
	Chief Building Official			
	Development Services Division Manager - Construction & Engineering			
	Development Services Division Manager - Development Engineering			
	Development Services Division Manager - Planning			
	Engineering Manager			
R	Grade Min:	\$106,164.94	Grade Max:	\$159,247.40
	Assistant Director of Development Services			
	Assistant Director of Facilities and Stormwater			
	Assistant Director of Finance			
	Assistant Director of Human Resources			
	Assistant Director of Information Technology			
	Assistant Director of Parks & Recreation			
	Assistant Director Public Works			
	Assistant Director of Transportation			
	Assistant Town Attorney			

Salary & Position List

General Position Titles by Salary Grade

Position Titles by Salary Grade				
Grade	Position Title			
S	Grade Min:	\$112,534.84	Grade Max:	\$168,802.25
	Deputy Police Chief			
	Deputy Director U&I - Water Resources			
SLT 1	Grade Min:	\$135,041.80	Grade Max:	\$202,562.69
	Budget, Innovation, and Strategy Director			
	Chief Information Officer			
	Communications and Marketing Director			
	Development Services Director			
	Economic Development Director			
	Finance Director			
	Human Resources Director			
	Parks & Recreation Director			
	Public Works Director			
SLT 2	Grade Min:	\$148,545.98	Grade Max:	\$222,818.97
	Chief of Staff			
	Executive Director of Utilities & Infrastructure			
	Fire Chief			
	Police Chief			
SLT 3	Grade Min:	\$163,400.58	Grade Max:	\$245,100.86
	Assistant Town Manager			
Council Determined Pay				
	Town Attorney			
	Town Clerk			
	Town Manager			

Salary & Position List

Position Titles by Department



	Salary Grade	FY26 Full Time Employees	FY27 Full Time Employees
Town Manager's Office			
Town Manager	N/A	1	1
Assistant Town Manager	SLT 3	2	2
Chief of Staff	SLT 2	0	1
Total		3	4
Budget, Innovation, and Strategy			
Budget, Innovation, and Strategy Director	SLT 1	1	1
Sustainability Coordinator	K	1	0
Senior/Budget Analyst	M/K	1	2
Total		3	3
Office of Customer Care (OCC)			
Customer Care Manager	O	1	1
Customer Service Supervisor	H	1	1
Customer Service Specialist	E	2	3
Total		4	5
Town Attorney			
Town Attorney	N/A	1	1
Assistant Town Attorney	R	1	1
Paralegal	G	1	1
Total		3	3
Town Clerk			
Town Clerk	N/A	1	1
Deputy Clerk	H	1	1
Total		2	2
Human Resources			
Human Resources Director	SLT 1	1	1
Asst Human Resources Director	R	1	1
Risk Manager	N	1	1
HR Business Partner-Talent Acquisition	M	1	1
HR Business Partner-Benefits	M	1	1
HRIS Analyst	M	1	1
Human Resource Generalist	J	0	1
Total		6	7

Salary & Position List

Position Titles by Department

	Salary Grade	FY26 Full Time Employees	FY27 Full Time Employees
Information Technology			
Chief Information Officer	SLT 1	1	1
IT Assistant Director	R	1	1
GIS Manager	O	1	1
IT Developer	O	1	1
Business Systems Analyst	M	3	4
System Administrator	M	1	1
GIS Analyst	L	1	1
IT Technician II	K	2	2
IT Technician I	J	2	2
GIS Technician	J	1	1
Total		14	15
Communications and Marketing			
Communications and Marketing Director	SLT 1	1	1
Lead Communications & Marketing Specialist	N	1	1
Senior / Marketing and Communications Specialist	M	2	2
Digital Media Specialist	J	1	1
Total		5	5
Finance			
Finance Director	SLT 1	1	1
Assistant Finance Director	R	1	1
Accounting and Finance Manager	N	1	1
Purchasing Manager	N	1	1
Customer Service Manager	N	1	1
Business Analyst	M	1	0
Accountant	K	3	3
Purchasing Agent	H	1	2
Lead Utility Billing Specialist	H	1	1
Payroll Specialist	G	1	1
Meter Services Technician - Lead	G	1	1
Accounts Payable Specialist	F	1	1
Accounting Specialist	F	1	2
Utility Billing Specialist	F	1	1
Customer Accounts Specialist	E	1	1
Customer Service Representative	D	1	1
Meter Services Technician	C	2	2
Total		20	21

Salary & Position List

Position Titles by Department



	Salary Grade	FY26 Full Time Employees	FY27 Full Time Employees
Economic Development			
Economic Development Director	SLT 1	1	1
Economic Development Program Coordinator	N	1	1
Small Business and Downtown Coordinator	L	1	1
Total		3	3
Police			
Police Chief	SLT 2	1	1
Deputy Police Chief	S	1	1
Police Captain	P8	3	3
Police Lieutenant	P7	5	5
Police Sergeant	P6	8	8
Telecommunications Manager	O	1	1
Police Administrative Services Manager	L	1	1
Police Detective	P5	8	8
Police Corporal	P5	6	6
Crime Analyst	J	1	1
Police Cadet/Officer/ Senior / Master / Detective	P1/P2/P3/P4/P4	52	52
Animal Control Supervisor	H	1	1
Emergency Management Specialist	I	1	1
Telecommunications Shift Supervisor	I	2	2
Quartermaster	F	1	1
Telecommunicator I/ II/ Senior	E/F	12	12
Administrative Assistant	E	0	1
Police Records Technician	E	1	1
Animal Control Officer	D	2	2
Total		107	108
Fire and Rescue			
Fire Chief	SLT 2	1	1
Assistant Fire Chief	F9	3	3
Fire Battalion Chief	F8	3	3
Health and Safety Officer	F8	0	1
Fire Captain	F7	10	10
Fire Training Coordinator	F7	1	1
Fire Lieutenant	F6	9	9
Fire Life Safety Educator	F6	1	1

Salary & Position List

Position Titles by Department

	Salary Grade	FY26 Full Time Employees	FY27 Full Time Employees
Fire Engineer	F5	15	15
Fire Inspector	F4	2	2
Fire Cadet/ Firefighter / Relief Driver	F1/F2/4	39	39
Administrative Assistant	E	1	1
Total		85	86
Parks and Recreation			
Parks & Recreation Director	SLT 1	1	1
Assistant Director of Parks & Recreation	R	2	2
Parks and Recreation Manager - Culture Center	M	1	1
Parks and Recreation Manager - Park Maintenance	M	1	1
Parks and Recreation Manager - Hunt Center	M	1	1
Parks and Recreation Manager - Eagles Landing	M	0	1
Planner - Parks I/II/III	J/K/M	1	1
Parks and Recreation Manager - Administrative Services	L	1	1
Parks and Recreation Manager - Bass Lake	L	1	1
Parks and Recreation Manager - Sports Complex	L	1	1
Fitness Manager	L	0	1
Performance Administrator	K	1	1
Recreation Center Assistant Manager	K	0	1
Recreation Program Supervisor	J	1	1
Marketing & Special Events Coordinator	I	1	1
Park Naturalist	H	1	1
Recreation Program Specialist	H	7	7
Theater Production Technician	H	1	1
Park Maintenance Crew Leader	G	4	6
Maintenance Technician - Parks I/II/III	C/D/F	11	12
Parks & Recreation Program Assistant	F	2	2
Reservation Specialist	F	1	1
Customer Service Representative - Lead	E	2	3
Customer Service Representative	D	2	2
Total		44	51

Salary & Position List

Position Titles by Department



	Salary Grade	FY26 Full Time Employees	FY27 Full Time Employees
Public Works			
Public Works Director	SLT 1	1	1
Public Works Manager - Business Manager	N	1	1
Public Works Manager - Facilities	N	1	1
Public Works Manager - Fleet	N	1	1
Public Works Manager - Solid Waste	N	1	1
Public Works Manager - Streets	N	1	1
Sustainability Coordinator	K	0	1
Public Works Supervisor - Concrete	J	1	1
Public Works Supervisor - Facilities Maintenance	J	1	1
Public Works Supervisor - Fleet	J	1	1
Public Works Supervisor - Solid Waste	J	1	1
Public Works Supervisor - Street	J	1	1
Facilities Maintenance Planner / Inspector	H	0	1
Fleet Mechanic I/II/III	F/G/H	3	3
Public Works Crew Leader - Concrete	G	1	1
Public Works Crew Leader - Streets	G	3	3
Public Works Crew Leader - Solid Waste	G	2	2
Public Works Technician - Concrete III/IV	E/F	3	3
Administrative Assistant	E	1	1
Equipment Operator	E	1	1
Maintenance Technician - Facilities I/II/III	C/D/F	4	4
Public Works Technician - Solid Waste I/II	C/D	14	14
Public Works Technician - Streets I/II	C/D	6	6
Total		49	51
Utilities and Infrastructure			
Executive Director of Utilities & Infrastructure Services	SLT 2	1	1
Deputy Director U&I - Water Resources	S	1	1
Assistant Director U&I - Transportation	R	1	1
Assistant Director U&I - Facilities/Stormwater	R	1	1
Engineering Manager	Q	2	2
Business Asset Management Division Manager	P	1	1
Engineering Project Manager	P	0	1
Engineer I/II/III	L/N/P	5	6
Sr. Project Manager	O	1	1

Salary & Position List

Position Titles by Department

	Salary Grade	FY26 Full Time Employees	FY27 Full Time Employees
Utilities and Infrastructure (Continued)			
Environmental and Stormwater Manager	O	1	1
Utilities Manager - Collections & Distribution	O	1	1
Utilities Manager - Environmental Compliance	O	1	1
Utilities Manager - Water Facility Operations	O	1	1
Project Manager	N	4	3
Stormwater Administrator	N	1	1
Asset Management/ADA Coordinator	M	1	1
Assistant Project Manager	M	2	2
Pretreatment Supervisor	M	0	1
Chief Operator	L	1	1
Field Supervisor - Pump Maintenance / Stormwater / Water Collections/ Water Distribution	L	4	4
Industrial Maintenance Supervisor	L	1	1
Environmental Specialist	L	1	1
Environmental Technician I/II	K	2	3
Engineering Technician I/II	K	1	0
Erosion Control Inspector	K	1	1
Electrical & Instrumentation Technician	I	1	0
Land Acquisition Agent	I	2	2
Pump Mechanic Crew Lead	I	0	1
Reclaimed Water Coordinator	I	1	1
Water Facility Mechanic/Operator I/II/III	G/H/I	6	8
Lab Analyst	H	2	2
Project Management Specialist	H	1	1
Utility Asset Specialist	H	1	1
Backflow Technician	G	1	1
Pump Mechanic I/II	G/H	2	3
Stormwater Crew Leader	G	1	1
Utility Crew Leader	G	4	3
Utility Accounting Specialist	F	1	1
Utility Technician I/II/III	C/D/E	14	12
Utilities Locator	E	3	3
Total		76	78

Salary & Position List

Position Titles by Department



	Salary Grade	FY26 Full Time Employees	FY27 Full Time Employees
Development Services			
Development Services Director	SLT 1	1	1
Assistant Director Development Services	R	1	1
Development Services Division Manager - Engineering and Construction	Q	1	1
Chief Building Official	Q	1	1
Development Services Division Manager - Planning	Q	1	1
Development Services Manager - Development Engineering	Q	1	1
Development Services Division Manager - Customer Service & Compliance	O	1	1
Development Review Engineer	N	2	2
Development Services Manager - Building Inspections	N	1	1
Development Services Manager - Building Plans Review	N	1	1
Development Services Manager - Development Construction	N	1	1
Senior Planner	N	2	2
Development Services Supervisor - Development Inspections	M	2	2
Development Services Supervisor - Building Inspections	M	2	2
Compliance Supervisor	L	1	1
Development Business Manager	L	1	1
Plans Reviewer I/II/III - Development	K/L/M	4	4
Plans Reviewer I/II/III - Building	K/L/M	2	2
Planner I/II/III - Development	J/K/M	4	5
Building Code Inspector I/II/III	I/K/L	8	7
Zoning Compliance Officer	J	3	3
Development Inspector I/II	I/K	6	6
Permit Supervisor	I	1	1
Development Review Coordinator	H	2	2
Planning Technician	G	2	2
Permit Technician	E	2	3
Total		54	55
Total Positions (All Departments)		478	497



Town of
**HOLLY
SPRINGS**
North Carolina

Fee Schedule



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Fee Schedule

Finance/Utility Fees	
Description	Approved Fee FY2026-27
Water/Sewer Rates - Approved water and sewer rate changes effective July 1, 2026. Monthly rates consist of monthly access fee (based on meter size, charged per meter/per unit) plus Water and Sewer Rate tiers.	
Access Fees for Meter Size	
3/4" (Multi-unit dwellings will be charged this access fee per meter/per unit)	\$20.68
1"	\$34.46
1 1/2"	\$68.95
2"	\$110.31
3"	\$220.58
4"	\$344.66
6"	\$689.33
8"	\$1,102.90
10"	\$2,895.07
12"	\$3,653.04
Water Rates*	
Water - In Town Rates	
0-2,000 Gallons	\$6.85 per 1,000 gallons
2,001-5,000 Gallons	\$8.92 per 1,000 gallons
5,001-9,000 Gallons	\$10.98 per 1,000 gallons
9,001-14,000 Gallons	\$13.04 per 1,000 gallons
14,001 Gallons and over	\$15.10 per 1,000 gallons
Multi Unit Dwelling Water Rate* 0-14,000 Gallons and Over	\$10.98 per 1,000 gallons
*Water Out-of-Town Access Fees and Volume Rates are two times the In-Town Rates	
Sewer Rates*	
Sewer In-Town Rates	
0 -14,000 Gallons and Over	\$21.56 Monthly Access Fee
	\$9.38 per 1,000 Gallons
*Sewer Out-of-Town Access Fees and Volume Rates are Two Times the In-Town Rates	
*Town Rate (Internal only) and Industrial Water/Sewer Rate (Applicable Monthly Access Fee per meter/per unit) plus consumption billed at In-Town 0-2,000 Gallon tier	
Irrigation Meters (Monthly Access Fee plus rate per 1,000 gallons)	
Regular Water Use	\$20.67 monthly access fee; \$13.72 per 1,000 gallons
Residential/Commercial Reuse	\$10.34 monthly access fee; \$6.85 per 1,000 gallons
Bulk/Industrial Reuse	\$10.34 monthly access fee; \$4.56 per 1,000 gallons

Fee Schedule



Finance/Utility Fees (continued)	
Description	Approved Fee FY2026-27
Garbage, Recycling	
Garbage fee	\$10.71
Recycling fee	\$4.36
Garbage Container	\$75
Recycling Bin	\$45
Yard Waste Fees	
Yard Waste Fee	\$7.50
Additional Monthly Yard Waste Cart Service (per cart)	Additional Yard Waste Monthly Fee (Per Cart) + Actual Cart Cost
Additional Yard Waste Cart Delivery (per trip)	\$20
Bulk Yard Waste Fee (Based on estimated volume)	Level I: \$80, Level II: \$160, Level III: \$240
Additional Yard Waste Collection (per cart)	\$15
Stormwater Management Program Fees (Monthly Fee)	
Residential (single family & townhomes)	\$6.50
Non-Residential and Multi-Family Units	\$6.50 per ERU
Water Meter Fees	
Water Meter Deposit	\$80 (Homeowners and Renters) \$120 (No SSN provided - Homeowners and Renters) \$80 Commercial
Next Business Day Service	\$75
Utility Set-up Administrative Fee	\$15
Meter Reading Fee	\$40 per trip if no fault of the Town (Leak/Plumbing problem) \$80 per trip if no fault of the Town, outside of Town business \$0 if the problem is on the Town's side
Meter Data Reading	\$50
New Meter Installation Revisit	\$75 first/\$150 second/ \$250 third
Hydrant Meter Fees	
Hydrant Meter Rental	\$25/ per day \$550/ per month
Hydrant Meter Rental Deposit	\$1,500

Fee Schedule

Finance/Utility Fees (continued)	
Description	Approved Fee FY2026-27
Hydrant Meter Fees (continued)	
Hydrant Meter Set-up Fee (initial or relocation)	\$100
Hydrant Meter Reading Fee	\$40
Hydrant Meter Assembly Damage Fee (plus actual repair or replacement cost plus 10%)	\$55 and actual repair or replacement cost plus 10%
Hydrant Meter Modification Trip Fee	\$50
Monthly Adaptor Fee	\$25/month
Hydrant Meter Bill Late Payment Charge	\$10
Late Payment and Cut off Status Delinquent Fee	
Utility Bill Late Payment Charge	\$10.00
Water Meter "Cut Off Status" Delinquent Fee	\$35.00
Miscellaneous Water Fees	
Bulk Water Fee (no charge for reclaimed)	\$25 + \$10.65/1,000 gals
Late / No Show Fee	\$25
Reclaimed Bulk Account Setup (inc. up to 4 train/trans cards)	\$100
Reclaimed Bulk Training (per person)	\$50
Replacement Transaction Card (if lost)	\$10
Line Flushing Fee / Reclaimed at 50%	\$25 + \$10.65/1,000 gals \$12.50 + \$5.32/1,000 gals
Water Meter (3/4")	\$355.00
Water Meter (1")	\$470.00
Water Meter (1 1/2")	\$945.00
Water Meter (2")	\$1,150.00
Water Meter 3" Octave w/Allegro Pit Mount	\$2,700.00
Water Meter 4" Octave w/Allegro Pit Mount	\$3,625.00
Water Meter 6" Octave w/Allegro Pit Mount	\$5,300.00
Water Meter 8" Octave w/Allegro Pit Mount	\$6,600.00
Water Meter 10" Octave w/Allegro Pit Mount	\$9,935.00
Water Meter 12" Octave w/Allegro Pit Mount	\$13,100.00
Allegro Register for Meter Only	\$250.00
Pit Mount Only	\$655.00
Water Meter Removal	\$25
Unauthorized Meter Connection	Up to \$1,000
Finance Miscellaneous Fees	
Return Fee	\$35
Motor Vehicle Fee	\$25

Fee Schedule



Development Services Fees

Description	Approved Fee FY2026-27
Holly Springs Hopper	
1-2 riders within town limits/ extraterritorial jurisdiction*	\$2/\$4
3+ riders within town limits/ extraterritorial Jurisdiction*	+\$1 per rider / +\$2 per rider
*No cost for riders 62+ and riders with disabilities. Fare reduction opportunities available. Riders must be at least age 16 if not accompanied by an adult rider.	
^Denotes fee includes 3 submittals for Development Services related fees	
Zone Map Amendments: *Round acreage to the nearest tenth; ex. (0.0 acres)	
Zone Map Amendment - General Use District^	\$900 + \$10/acre*
Zone Map Amendment — Additional Public Hearing	\$350
Zone Map Amendment — Conditional Zoning District (CD) [Option 1 Development Plan/Major Subdivision Plan]^	\$1500 + \$10/acre* + Development Plan Fee
Zone Map Amendment — Conditional Zoning District (CD) or Legacy PUD Master Plan Major Amendment^	\$1500 + \$10/acre*
Legacy PUD Master Plan — Minor Amendment^	\$500
Major Subdivision (Residential or Non-residential): New or Major Amendment^	\$1100+\$5/lot or dwelling unit
Dev Plan — New or Major Amendment^	\$1100+\$5/lot or dwelling unit
Development Plan/Major Subdivision Plan with Zone Map Amendment — Conditional Zoning District (CD) Option 1	\$600
Platting: (2 paper reviews + 1 mylar)	
Final Plat^	\$300 + \$10/lot
Exempt Plat^	\$200
Minor Residential Plat^	\$200
Amendment to Recorded Plat^	\$200
UDO Permits	
Accessory Use/Building or Structure	\$75
Temporary Use/Building or Structure	\$75
Laying Hens	\$75
Wireless Telecom Facilities (plus Special Use permit fees when applicable)	\$1,000
Wireless Small Cell Telecom Co-Location on existing utility pole in Town Right-of-Way (Max. 25 permits per batch)	\$100/each (first 5 in a batch) + \$50/each additional (max. 20 additional) + \$500 technical consulting fee Total fee not to exceed \$2,500
UDO Permit-After the Fact	Double Permit Fee
UDO Permit with Residential Bldg Permit Review	\$75
UDO Permit with Non-Residential Bldg Permit	\$100
Sign Permit (permanent/temporary)	\$75/\$50
Temporary Family Healthcare Home	\$100
Temporary Family Healthcare Home Annual Renewal	\$50

Fee Schedule

Development Services Fees (continued)	
Description	Approved Fee FY2026-27
Other Permits and Procedures	
Minor Plan Amendment [^]	\$450
Minor Plan Amendment Additional Review Fee	\$200
Additional Plan Review Fee (PUD, Subdivision, Development Plan, and Platting)	½ Original Fee part parcel fees apply
Master Sign Plan New or Amendment	\$200 + applicable waiver and/or Variance Fees
Voluntary Annexation Petition	Recording Fee Only
Historic Property Verification/Inspection Meeting – Capital Area Preservation (CAP)	Actual CAP Cost
Home Occupation Registration	\$35
Zoning Verification Letter	\$100 + Inspection Fee
Utility Verification Request	\$100 + Inspection Fee
ABC Permit Review/Inspection Fee	\$75
Planning Inspection / Re-Inspection Fee	\$100
Amendment to Comp Plan or UDO	\$700
Zoning Citation Fee (Noncompliance)	As set forth in Town's UDO
Zoning Vested Rights	\$400
Development Agreement Public Hearing Fee	Actual Cost
Incomplete Petition Processing Fee	\$50
UDO/DPM Waiver or Alternate Compliance	\$100
Development Petition Expiration Extension	\$100
Land Use Advisory Committee (LUAC) Request & Communications Item	\$100/\$200 for each subsequent meeting
Administrative Adjustment	\$150
Administrator's Interpretation	\$150
Development Point of Contact Change Request (Development, engineer of record, etc.)	\$50
Quasi-Judicial Petitions	
Special Use Permit	\$500 + other required applications/fees
Special Use Permit After-the-Fact	\$1,000 + other required applications/fees
Appeal of Administrative Decision	\$350
Variance of Development Standards	\$350
Variance of Development Standards – After the Fact	\$500
Variance of Development Standards – with concurrent Quasi-Judicial Petition	\$100
Documents, Maps, Etc.	
Unified Development Ordinance	Town's Reproduction Cost
Development Procedures Manual	Town's Reproduction Cost
Comprehensive Plan	Town's Reproduction Cost

Fee Schedule



Development Services Fees (continued)

Description	Approved Fee FY2026-27
GIS Maps	
8.5x11	\$2 each
11x17	\$3 each
18x24	\$5 each
24x36	\$10 each
30x42	\$12 each
36x48	\$15 each
Photographic Copies (B&W)	
8.5x11 and 8.5x14	\$0.10 per page
11x17	\$0.20 per page
18x24	\$4 per page
24x36	\$8 per page
30x42	\$10 per page
36x48	\$12 per page
Photographic Copies (Color)	
8.5x11	\$2 per page
Files on Disk	
Flash Drive or CD	\$10 per page
Design & Construction Standards Manual	
Purchased	\$95 per copy
Mailed	\$110 per copy
Construction Drawing Plan Review	
Subdivision [^]	\$1,100 +\$50 per lot
Site [^]	\$1,100 +\$30 per acre
Major Plan Revisions [^]	\$1,500
Other ex. Utility or Roadway [^]	\$2,000
Subsequent Plan Review (includes utility plan review)	\$450
Minor Revisions Plan Review [^]	\$900
Revisions Subsequent Plan Reviews	\$450
Timbering Review Per Project	\$500
Irrigation Well Review	\$200
Preliminary Pump Station Site Plan review [^]	\$1,500
Construction Drawing Pump Station Review [^]	\$1,500
Construction As-built Review Fee	\$200

Fee Schedule

Development Services Fees (continued)	
Description	Approved Fee FY2026-27
Environmental Plan Review	
Subdivision/Site^	\$750/acre
Subsequent Plan Reviews & Plan Revision	\$450 per review
Environmental Variance/Waiver Reviews Per Review	\$300
Environmental Variance/Waiver/ Appeal Review After Fact Filing Fee Per Review	\$500
NPDES Stormwater Review	
NPDES – Subdivision^	\$1000+\$25 per lot
NPDES— Stormwater Subsequent Reviews/Revisions (per rev) (site and subdivision)	\$450
NPDES-Site	<20 Acres \$1300 >20 Acres \$1650
Stormwater As-built / Engineer Certification Administration	\$200
Utility Permit Fees - Due with Permit Application	
Water Permit Application Review (Delegated)	\$600^
Sewer Permit Application Review (Delegated)	\$600^
Reclaimed Water Distribution Line Extension Permit Application Review (Delegated)	\$600^
Reclaimed Water Conjunctive Use Permit Application Review (Non res <5 acres, delegated)	\$600
Water Permit Processing	\$200
Wastewater Permit Processing	\$200
Reclaimed Water Permit Processing	\$200
Landscaping Watering Exception Permit (30 day permit)	\$250 res / \$650 non-res

Fee Schedule



Development Services Fees (continued)

Description	Approved Fee FY2026-27
Special Engineering Study Review Fees^	
Utility Studies	
Fire Flow Analysis^	\$2,750
Sewer Study^	\$2,750
Sewer Study (with Pump Station Analysis)^	\$3,500
Reclaimed Water Model Analysis/Update^	\$2,000
Utility Studies Subsequent Review	
Fire Flow Analysis Subsequent Review	\$1,000
Sewer Study Subsequent Review	\$1,000
Sewer Study (with Pump Station Analysis) Subsequent Review	\$1,000
Reclaimed Water Model Analysis/Update Subsequent Review	\$1,000
Traffic Studies	
Tier 1 - Trip Generation and Distribution Assessment (TGDA)^	\$2,500
Tier 2 - Site Specific Traffic Assessment (SSTA)^	\$3,500
Tier 3 - Traffic Impact Analysis (TIA)^	\$5,000
Traffic Studies Subsequent Review	
Tier 1 - Trip Generation and Distribution Assessment (TGDA)	\$1,000
Tier 2 - Site Specific Traffic Assessment (SSTA)	\$1,500
Tier 3 - Traffic Impact Analysis (TIA)	\$2,500
Flood Studies	
Local Flood Study^	\$2,000
FEMA Flood Study^	\$2,000
Flood Studies Additional Review	
Local Flood Study	\$1,000
FEMA Flood Study	\$1,000
Study Verification Letter (Internal review only)	\$250
Land Disturbance Fee	
Environmental Development Permit	\$400 x _____ acres
NPDES Stormwater Fee for Stormwater Permit	
Storm Control Measures (SCM)	< 5 acre drainage \$300 each SCM > 5 acre drainage \$500 each SCM

Fee Schedule

Development Services Fees (continued)	
Description	Approved Fee FY2026-27
Stormwater Fee-in-Lieu	
Cape Fear River Basin – Total fee-in-lieu = number of pounds/acre/year to be offset x acres in impervious surface x 30 yrs x \$14 per pound	
Bonding	
Infrastructure Surety Performance	New – \$350 ea. Revised/Renewal- \$300 ea.
Infrastructure Surety Warranty	New – \$350 ea. Revised/Renewal- \$300 ea.
Stormwater SCM Surety Performance	New – \$350 ea. Revised/Renewal- \$300 ea.
Erosion Control Surety Performance	New – \$350 ea. Revised/Renewal – \$300 ea.
UDO Compliance Surety	New – \$350 ea. Revised/Renewal – \$300 ea.
Non-Residential Development Fees – These fees are to be collected BEFORE Construction Drawing Approval	
Fees In Lieu Of Assessment	
Payment in Lieu of Street Widening	Per DS approved engineer's estimate
Payment in Lieu Infrastructure Improvements	Per DS approved engineer's estimate
Payment in Lieu Street Light Installation	\$2,000 per light
Utility Inspection Fees	
Water	\$2.10 per LF
Wastewater	\$2.10 per LF
Reclaimed	\$2.10 per LF
Pump Station Inspection	\$1,500 lump sum
Streets/Fire lanes	\$2.10 per LF
Sidewalks	\$2.10 per LF
Greenway	\$2.10 per LF
Fiber	\$2.10 per LF
Storm Drainage Pipe	\$2.10 per LF
Re-Inspection Fee	\$.25/LF for any after 1st or 2nd Inspection
After Hours Inspections (2 business day notice)	\$125/hr, min 2 hrs if directly after work hours; \$125/hr, minimum 3 hrs if Inspector has to leave home

Fee Schedule



Development Services Fees (continued)

Description	Approved Fee FY2026-27
Non-Residential Water And Sewer Services	
Non-Residential System Development Fees – Based on Meter Size (due at issuance of building permit). Fee for Multi-Unit Dwellings will be applied as the ¾" residential meter rate per equivalent residential unit. All other fees will follow the Non-Residential fee schedule.	

Water & Sewer (charged separately)	System Development Fee
Irrigation	\$3,200
Irrigation (Reclaimed)	\$1,650
¾" meter Sewer	\$5,538
¾" meter Water	\$6,162
1" meter Sewer	\$11,076
1" meter Water	\$12,324
1 ½" meter Sewer	\$27,690
1 ½" meter Water	\$30,810
2" meter Sewer	\$44,304
2" meter Water	\$49,296
3" meter Sewer	\$184,600
3" meter Water	\$205,400
4" meter Sewer	\$369,200
4" meter Water	\$410,800
6" meter Sewer	\$590,720
6" meter Water	\$657,280
8" meter Sewer	\$1,033,760
8" meter Water	\$1,150,240
10" meter Sewer	\$2,030,600
10" meter Water	\$2,259,400
12" meter Sewer	\$2,030,600
12" meter Water	\$2,259,400

Fee Schedule

Development Services Fees (continued)	
Description	Approved Fee FY2026-27
Water Developer Installed	\$150/unit
Wastewater Developer Installed	\$150/unit
Reclaimed Developer Installed	\$150/unit
Irrigation Meter Tap Fee ¾" only	\$2,000
Backflow Inspection Fee	\$25
Service Reconnection fee for lapse in annual backflow certification	\$50
Residential Development Fees – These fees are to be collected BEFORE Construction Drawing Approval	
Utility Inspection Fees Same as Non-Residential Fees	
Fee in Lieu of Assessment Same as Non-Residential Fees	
Residential Development Fees – These fees are to be collected WITH Residential Building Permit Issuance	
System Development Fees – Water and Sewer Services	
Irrigation Meters	\$0
¾" Meter	S \$5,538 ; W \$6,162
Reclaimed – 25% cost of Water	
Tap Fees	
Water/Wastewater/Reclaimed Developer Installed	\$90/unit
Service Reconnection fee for lapse in annual backflow	\$50
Development Engineering & Construction Inspection Fees	
Driveways	\$125 each
Lot or Site Final (Prior to C.O.)	\$200 each
Re-Inspection Fee (Engineering Driveway and Engineering Site Finals)	\$100 per reinspection
Reclaimed Irrigation Installation Inspection (Residential/Commercial)	\$100/\$200 each

Fee Schedule



Development Services Fees (continued)

Description	Approved Fee FY2026-27
General Fees Refund Policy: A refund will be issued when requested minus a \$50.00 processing fee for any permit, which has not expired, and construction has not started	
General Building Code Fees	
All permits are subject to a technology surcharge fee at 4% of permit fee.	4% of Code Enforcement Fees
Working w/o Permit	Double permit fees, Max fee of \$1,000
Reinspection Fees (Violations over 10; Not ready; Previous Violation(s) Not Corrected)	\$100
Certificate of Occupancy C/O (same business day)	\$50
Stop Work Order	\$150
Add/Change Contractor (per permit/per trade)	\$50
Conditional Power	\$150
Demolition Permit	\$150
After Hours Inspections (2 business day notice)	\$125/hr, min 2 hrs if directly after work hours; \$125/hr, min 3 hrs if Inspector has to leave home
Misc. Inspections	\$100/\$150
Change of Occupancy or Use Permit	\$250
Stocking C/O (48 hour notice)	\$250
Temporary C/O (48 hour notice)	\$250
Temporary C/O (24 hour notice)	\$400
Temporary C/O Renewal	\$200
Express Review Fee	\$500/hr, min. 2 hr
Express Review (Re-review)	\$500/hr, min. 1 hr + \$125 per 15 minute increments
Express Review Cancellation (less than 3 business day notice)	No Refund
Residential Trade Fees	
HVAC / Water Heater Change Out	\$75
Generator Install	\$75
Building	\$75
Electrical	\$75
Mechanical	\$75
Plumbing	\$75
Permit Revision	\$50

Fee Schedule

Development Services Fees (continued)	
Description	Approved Fee FY2026-27
Residential New Dwellings - Each Dwelling Unit	
Up to 3,000 sq. ft.	\$1,200
Over 3,000 sq. ft.	Add \$0.30 per sq. ft.
Homeowner's Recovery Fee	\$10
Permit Revision	\$100
Residential Additions	
0-500 sq. ft.	\$300
Over 500 sq. ft.	Add \$0.30 per sq. ft.
Homeowner's Recovery Fee	\$10
Permit Revision	\$50
Residential Alterations	
0-500 sq. ft.	\$300
Over 500 sq. ft.	Add \$0.30 per sq. ft.
Homeowner's Recovery Fee	\$10
Permit Revision	\$50
Residential Accessory Structures	
Building Trade	\$150
Electrical Trade	\$75
Mechanical Trade	\$75
Plumbing Trade	\$75
Permit Revision	\$50
Manufactured and Modular Homes	
Manufactured Homes (including piers, tie-downs, steps, decks & all trade inspections)	\$300
Modular Homes & Moved Dwellings	Trade Fees + \$0.10 per sq ft
Non-Residential and Multi-Family Construction Cost Fees	
\$0.00-\$ 1,500	\$250
\$1,501-\$ 2,500	\$350
\$2,501-\$25,000	\$425
\$25,001-\$50,000	\$650
\$50,001-\$100,000	\$1,200
\$100,001-\$ 200,000	\$2,500
\$200,001-\$ 350,000	\$4,500
\$350,001-\$ 500,000	\$6,000
\$500,001-\$ 750,000	\$8,000
\$750,001-\$ 1,000,000	\$10,000
Over \$1,000,000	\$10,000 + 0.15% of each million or portion thereof

Fee Schedule



Development Services Fees (continued)	
Description	Approved Fee FY2026-27
Non-Residential Plan Review Fee	
0-5,000 sf	\$160
5,001-10,000 sf	\$240
10,001-25,000 sf	\$320
25,001-50,000 sf	\$480
50,001-100,000 sf	\$800
100,001-500,000 sf	\$1,280
500,001 sf and above	\$2,080
At-Risk Building (Design/Build) Plan Review	Non-Residential Plan Review Fees plus \$200 per submission-submittal
Permit Revision	\$150
Non-Residential Permit Processing Fee	
0-5,000 sf	\$75
5,001-10,000 sf	\$100
10,001-25,000 sf	\$125
>25,000 sf	\$150
Temporary Use Buildings (Construction/Sales)	
Construction/Sales Trailer	\$150
Permit Processing	\$25
Plan Review	\$50
Permit Revision	\$50
Non-Residential Trade Fees	
HVAC / Water Heater Change Out	\$150
Generator Install	\$150
Building	\$150
Electrical	\$150
Mechanical	\$150
Plumbing	\$150
Permit Revision	\$50
Small Cell Wireless Facilities (Max 25 per application)	
5 Facilities or Less	\$100 per Facility
Additional Facilities over 5	\$50 per Facility
Technical Consulting Fee	\$500
Municipal Code Fees	
Code Enforcement Citation	As set forth in Town's Municipal Code
Temporary Right-of-Way Signs	\$25 per sign
Building Code Fees not included in the fee schedule or fees for unique situations will be referred to supervisory staff and subsequently to the Department Director for approval.	

Fee Schedule

Parks & Recreation Department	
Description	Approved Fee FY2026-27
Scholarships (See Parks and Rec Policy - % dependent upon eligibility)	50% Discount
Park Land Dedication or Fees-in-Lieu Development Fees	
Single Family Detached	In lieu of land dedication a fee calculated pursuant to UDO Chapter 4, Table 4.2-A may be paid at the discretion of the Town Council.
Single Family Attached	In lieu of land dedication a fee calculated pursuant to UDO Chapter 4, Table 4.2-A may be paid at the discretion of the Town Council.
Multi-Family Attached	In lieu of land dedication a fee calculated pursuant to UDO Chapter 4, Table 4.2-A may be paid at the discretion of the Town Council.
25% Holly Springs Based Non-profit Rental Fee Discount for All Facilities (1 time per fiscal year per qualifying non-profit)	
A Holly Springs resident is defined as a person that lives within the municipal Town limits and pays Holly Springs taxes and/or Holly Springs utilities. A person living in the extra-territorial jurisdiction (ETJ) is considered to be a non-resident. A Holly Springs mailing address does not qualify as a resident.	
Parks and Recreation registration fees are based on the activity type and associated implementation costs. Cost may be contingent upon co-sponsorship.	
Processing Fee for activity refunds and transfers. No refund if registration fee is below \$15. Town cancelled activities will not be assessed a processing fee.	\$15
Processing Fee for rental amendments or schedule changes unless due to Town weather cancellations. Rentals must be rescheduled within 30 days of the original rental start date.	\$15 per occurrence
After-Hours Staffing Fee per hour for facility rentals (outside normal operating hours)	\$40/\$60
Room Set Up Fee for facility rentals	\$25/\$38
In Honor of / Memorial Tree Purchase with Personalized Plaque	\$300
In Honor of / Memorial Bench Purchase with Personalized Plaque	\$2,200
Annual Photography Permit (Valid 1 year)	\$100
Photography Permit (Daily)	\$25
Special Event Application Fee (Non Profit/For Profit/Late Fee)	\$50/\$100/\$100
Youth Athletics	
Youth Athletic Fee, per Individual / Non Res Fee	\$75/\$113
Athletics Activity Late Fee, per Individual / Non Res Fee	\$10/\$15
Multi-child Fee Reduction	\$5
Adult Athletics Fees are established yearly with consideration for individual sport expenses and implementation costs.	

Fee Schedule



Parks & Recreation Department (continued)	
Description	Approved Fee FY2026-27
Before School/After School/Track Out/Summer Camp Programs	
After School Fee / Non Res Fee (per month)	\$155/\$233
Track Out Fee / Non Res Fee (weekly rate)	\$194/\$291
Track Out Session Rate / Non Res Fee	\$500/\$750
Before School Fee / Non Res Fee (per month)	\$127/\$190
Before and After School Fee / Non Res Fee (per month)	\$245/\$368
Summer Camp Fees – (per week)	
Basic Camp / Non Res	\$140/\$210
Non-refundable Registration Fee (After School, Before School & Track Out)	\$30
Late Payment/per day/per child (After school)	\$1
Late Pick Up Fee / per 15 minutes time	\$10
Multi-child Fee Reduction	\$5
Fitness Room (non-refundable)	
Daily Pass / Non Res Fee	\$10/\$15
Monthly Pass / Non Res Fee	\$31/\$46
3 Months (10% Discount)	\$83/\$125
6 Months (20% Discount)	\$148/\$222
Annual Pass / Non Res Fee	\$225/\$338
Membership discount available to Youth (age 13-21), Seniors (age 55+) and Military	20%
Replacement Cards	\$5
HS Business Corporate Membership (10 annual transferable memberships)	\$2725/year
Family Memberships receive a 10% discount (includes all 3/6/12 multi-month memberships)	
Gymnasium (non-refundable)	
Age 12 and under Daily Gym Pass / Non Res Fee	\$2/\$3
Age 12 and under Gym 10 Visit Pass / Non Res Fee	\$10/\$15

Fee Schedule

Parks & Recreation Department (continued)	
Description	Approved Fee FY2026-27
Hunt Center Facility Rentals	
Program Rooms (1-5) See Parks & Recreation Policy Manual for Equipment Available for Rental	
Room Deposit	\$50
Rooms (1-5) Per Hour/Per Room	\$35/\$52
Community Room and Multipurpose Room (Up/Down)	
Room Deposit	\$60
Rental Per Hour / Non Res fee	\$70/\$105
Gym: See Parks & Recreation Policy Manual for Gym equipment Available for Rental	
Gym Deposit	\$100
Rental Per Hour / Non Res Fee	\$50/\$75
Scoreboard/Clock Rental / Non Res Fee	\$25 + \$12/hr. for operator / \$38 + \$18/hr for operator
Picnic Shelters/Band Shell – Damage deposit of \$25 is required	
Half Day / Non Res Fee	40 max capacity: \$50/\$75 100 max capacity: \$80/\$120
Full Day / Non Res Fee	40 max capacity: \$80/\$120 100 max capacity: \$150/\$225
Athletic Fields – Natural Grass	
Damage deposit for fields with portable mounds	\$50
Natural Grass Field Rental Per Hour / Non Res Fee	\$40/\$60
Non-Peak Groups Per Hour (weekdays 8 am - 5 pm)	\$25
Lights (where available) / Non Res Fee	\$20/\$30 per hour
Baseball/Softball field prep (includes dragging, lining and laying out bases) / Non Res Fee	\$50/\$75
Multipurpose field lining / Non Res Fee (excluding football)	\$175/\$263
Football field lining (no numbers)	\$400/\$600
Scoreboard/Clock Rental / Non Res Fee	\$25 + \$12/hr. for operator/ \$38 + \$18/hr for operator
HSHS Baseball field - per hour / Non Res Fee (Games have a minimum rental of 3 hours)	\$75/\$113
Cleaning Fee	Third Party Fee

Fee Schedule



Parks & Recreation Department (continued)	
Description	Approved Fee FY2026-27
Tennis Courts (1-hour minimum)	
Tennis Court Rental per hour / Non Res Fee	\$8/\$12
Turf Soccer Field Rates – Womble and NMAC – Damage deposit of \$100 is required	
Field Preparation per field (excluding football)	\$175/\$263
Football field prep (no numbers)	\$400/\$600
Hourly rental per quad / Non Res Fee	\$50/\$75
Hourly Lighting charge, per quad / per hour	
Small Group Training (1/2 quad @ Womble Mon-Fri before 5pm)	\$25/\$38
Cleaning Fee	3rd Party Fee
North Main Athletic Complex Baseball Stadium	
Deposit	\$300
Rental Event held in the parking lot (Hourly rate not available for events)	\$250 per section per day / \$25 per section per hour
Stadium Rental Early bird: Monday-Thursday prior to 12 PM Non-peak: Monday-Thursday 12 PM-5 PM Peak: Monday-Thursday 5 PM and after, Friday-Sunday all day	Early bird: \$72 per hour Non-peak: \$125 per hour Peak: \$200 per hour
Light Usage	\$50 per hour
Scoreboard (includes one staff member)	\$50 per hour
Additional Staff (Staffing Level Determined by HSPR Staff)	\$35/hour for FT staff; \$15/hour for PT staff
Clubhouse Rental (access available 1 hour prior and after rental time)	Single Game: \$150 per game Daily Rate: \$300 per day
Housekeeping Fee	\$50 per day
Cleaning Fee	3rd party fee

Fee Schedule

Parks & Recreation Department (continued)	
Description	Approved Fee FY2026-27
Small Event (0-4,999 expected attendees)	
Vendor Fee	\$25 - \$100 per event
Electricity	\$30 per event
Large Event (5,000+ expected attendees)	
Holly Springs based non-profit Food Vendor (Must have a 501c3 certificate and be located within the corporate limits of Holly Springs)	\$75 per event
Holly Springs based non-profit Vendor (non-food) (Must have a 501c3 certificate and be located within the corporate limits of Holly Springs)	\$50 per event
For-Profit Food Vendor and Non-Food Vendor	\$100 - \$250 per event
Electricity (food vendors only)	\$50 per event
Vendor Late Fee (HollyFest and July 5th)	\$30
Event Sponsorship Packages (each event will specify what is included for each tier offered)	
Tier 1	\$150
Tier 2	\$350
Tier 3	\$500
Tier 4	\$1,000
Tier 5	\$1,500
Tier 6	\$2,000
Tier 7	\$2,500
Tier 8	\$3,000
Tier 9	\$5,000
Tier 10	\$7,500
Advertising/Signage Fees	
Baseball/Softball/Soccer (excludes NMAC Stadium)	
Field Advertisement Signs – per Field (4'x6')	\$600

Fee Schedule



Parks & Recreation Department (continued)	
Description	Approved Fee FY2026-27
Bass Lake Park & Retreat Center	
Weekend (Friday - Sunday) Conference Room Rental - 3 hour minimum	
Conference Room Rental (\$300 deposit)	\$100 per hr / \$150 per hr
Conference Room and Deck Rental (\$400 deposit)	\$160 per hr / \$240 per hr
Weekday (Monday - Thursday) Conference Room Rental - 3 hour minimum	
Conference room rental rate (\$200 refundable deposit)	\$70 per hr / \$105 per hr
Conference Room and Deck Rental (\$250 deposit)	\$100 / \$150 per hr
Rental Packages	
Weekend Wedding Package / Non Res Fee (\$400 deposit)	\$2,400 / \$3,600
Weekday (Monday-Friday) (8am - 5pm) Business Package / Non Res Fee (\$200 deposit)	\$300 / \$450
Weekday (Monday-Friday) (8am - 5pm) Business Package and Deck / Non Res Fee (\$250 deposit)	\$400 / \$600
Extra Fees	
After-hours staffing fees	\$40 / \$60
Overtime fee	\$35 per 15 minute interval
Alcohol Deposit (Refundable)	\$300
Boats	
Canoe or Jon Boat Hourly Rental (non motorized)	\$10
Gheenoe Hourly Rental (motorized)	\$15
Summer Camp Fees	
Specialty Camp per week	\$239 / \$358

Fee Schedule

Parks & Recreation Department (continued)	
Description	Approved Fee FY2026-27
Sugg Farm at Bass Lake	
Rental Deposit	20% of rental fee
General Event (Includes a set up day, event day, and breakdown day)	\$2,500
General Event - Extra Day	\$825
Single Day Rental - During Park Operating Hours	\$1,000
5K Race Rental (Includes one day for set up)	\$1,200
5K Race Rental Extra Day	\$500
High School Cross Country Weekend Meet	\$500/day
High School Cross Country Weekday Meet	\$250/day
High School Cross Country Team Charge for Weekday Practices	\$25/practice or \$150 for the season
Greenway Fees (extra fees may apply depending upon need)	
Womble Park (per event) rental	\$250
Fun Run - 5K Race event (does not include park rental)	\$500
6K - 10K Race event (does not include park rental)	\$1,000
11K - 20 K Race event (does not include park rental)	\$1,850
Half Marathon rental (12 month lead time required, does not include park rental)	\$2,500
Marathon rental (12 month lead time required, does not include park rental)	\$4,625
Community Garden Plot (10month)	\$40

Fee Schedule



Parks & Recreation Department (continued)	
Description	Approved Fee FY2026-27
Cultural Center	
Room Rental - 2 hour minimum	
Room Deposit (per room)	\$100
Hourly Fee per room / Non Res Fee	\$35/\$53
Hourly Kitchen (Rm #126) / Non Res Fee	\$15/\$23
Alcohol Deposit	\$300
Theatre Rentals (Private Events) - 3 hour minimum	
Theater Deposit	\$300
Deluxe Performance Package - rehearsal time, 4 hr performance, & tech	\$675/\$1,013
Budget Performance Package - no rehearsal, 4 hr performance, no tech	\$425/\$638
Non-Performance Package - 3 hrs, basic lighting, podium/mic	\$325/\$488
Private Screening/Movie Party - 3 hrs, 20 attendees	\$175/\$263
Extra Rental Times for Packages above	\$95/\$143/hr
After Hours Staff for performances, meetings, presentations (tech)	\$60/hr
After Hours Staff for rehearsals or front desk staff	\$45/hr
Fee for Exceeding Booked Time	\$70 per 30 minutes
Grand Piano Use - must remain stationary during performance	\$75/day
Cultural Center Outdoor Venue	
Hourly Springs Outdoor Stage Fee / Non Res Fee	\$75/113 per hour

Fee Schedule

Parks & Recreation Department (continued)	
Description	Approved Fee FY2026-27
Farmers Market (Traditional Season)	
Vendor – Weekly	\$287
Vendor – Alternative A/B Week Schedule	\$172
Vendor – Daily/Substitute	\$20
Vendor – Seasonal Produce	\$60
Farmers Market (Winter Season)	
Winter Vendor – Full Season	\$207
Winter Vendor – One Saturday per month	\$103
Winter Vendor – daily/substitute	\$20
Annual Farmers Market	
Vendor – Extended Season Weekly	\$442
Vendor – Extended Season Alternative A/B Week Schedule	\$264
Farmers Market General Fees	
Electricity	\$25/season
Each Additional Booth Space or Produce/Meat Vendor Vehicle	50% of regular booth fee/additional space
Application Fee	\$20

Fee Schedule



Water Quality Lab Fees

Any analysis that the Town's Environmental compliance Laboratory is not certified to perform will be billed to the business or industry at the Town's cost plus 10% handling fee.

Description	Approved Fee FY2026-27
Industrial Use Permit	
Permit Application	\$500
Permit Renewal	\$250
Permit Modification	\$250
Supplemental Document Review Fee	\$100/document
Pretreatment Authorization to Construct (ATC)	\$1,000
Annual Administrative Fee	\$250
Lab Analysis Fees	
Biological Oxygen Demand (BOD)	\$39
Total Suspended Solids (TSS)	\$22
Ammonia	\$22
Total Phosphorus	\$39
Conductivity / pH	\$10
Fecal Coliform	\$50
Total Coliform	\$50
Dissolved Oxygen	\$10
Orthophosphorus	\$39
Total Nitrogen	\$60
Site Visit	\$150
Sampler Rental Fee	\$75 per day
Pretreatment Surcharge Rates: (surcharges will be based upon monthly reported averages that occur above the concentration limit)	
Biological Oxygen Demand (BOD)	\$0.80 per lb. when exceeding 300 mg/l
Ammonia	\$2.00 per lb. when exceeding 25 mg/l
Total Suspended Solids (TSS)	\$0.60 per lb. when exceeding 300 mg/l
Total Nitrogen	\$1.35 per lb. when exceeding 45 mg/l
Total Phosphorus	\$7.00 per lb. when exceeding 6 mg/l
Fat, Oils and Grease Program Violation Fees	
Grease Interceptor Not Maintained – Notice of Violation (NOV)	\$150
Grease Interceptor Missing Components – NOV	\$150
Food Serve Establishment with no Grease Interceptor/unapproved grease interceptor – NOV	\$1,000
Failure to implement expected action from NOV – Second NOV	\$500
Failure to implement expected action from second NOV (Third NOV)	Utility Service suspended with \$500 reconnection fee plus \$150/day out of compliance
Repetitive NOVs / Failure to maintain (4 or more NOVs within 12 months)	\$300 per day out of compliance
Annual Administrative Fee	\$100

Fee Schedule

Fire Department Fees	
Description	Approved Fee FY2026-27
Fire Prevention and Miscellaneous Permit/Inspection Fees	
Fire Prevention/Misc	\$100
Commercial Burn	\$100
Blasting Permit	\$50
Fixed Fire Suppression Systems	\$50
Fuel Storage	\$75 per Tank
Water Supply (Hydrant Placement)	\$100
After Hours Inspections (2 business day notice)	\$125/hr, min 2 hrs if directly after work hours; \$125/hr, min 3 hrs if Inspector has to leave home
Reinspection Fee	\$100
Fire Prevention Permit / Inspection Fees (Shell, New Building, Fit-up, Multi-Family)	
0-5,000 SF	\$150
5,001-10,000 SF	\$200
10,001-25,000 SF	\$250
>25,001 SF	\$300
Fire Alarm & Fire Sprinkler Permit / Inspection Fees	
0-5,000 SF	\$150
5,001-10,000 SF	\$200
10,001-25,000 SF	\$250
>25,001 SF	\$300
Fire Prevention and Miscellaneous Plan Review Fees	
Fire Prevention/Misc	\$50
Commercial Burn	\$100
Blasting Permit (30 / 90 Days)	\$100 / \$200
Fixed Fire Suppression Systems	\$100
Plan Review Revision	\$50
Fuel Storage	\$100
Residential Subdivision Site	\$100
Express Review	\$250
Express Re-Review	\$100

Fee Schedule



Fire Department Fees (continued)	
Description	Approved Fee FY2026-27
Fire Prevention Plan Review Fees (Shell, New Building, Fit-up, Multi-Family)	
0-5,000 SF	\$150
5,001-10,000 SF	\$200
10,001-25,000 SF	\$250
>25,000 SF	\$300
Plan Review Revision	\$150
Fire Alarm & Fire Sprinkler Plan Review Fees	
0-5,000 SF	\$150 + \$2.00 per Device/Head
5,001-10,000 SF	\$200 + \$2.00 per Device/Head
10,001-25,000 SF	\$250 + \$2.00 per Device/Head
>25,000 SF	\$300 + \$2.00 per Device/Head
Plan Review Revision	\$150
Fire Department Fees not included in the fee schedule or fees for unique situations will be referred to supervisory staff and subsequently to the Department Director for approval.	

Fire Department Periodic Inspection Fees								
Square Feet	1-2,500	2,501-5,000	5,001-10,000	10,001-25,000	25,001-50,000	50,001-100,000	100,001-500,000	500,001-Plus
Inspection Fee	\$35	\$50	\$65	\$80	\$100	\$125	\$165	\$250
1st Re-inspection	No Fee	No Fee	No Fee	No Fee	No Fee	No Fee	No Fee	No Fee
2nd Re-inspection	\$75	\$75	\$75	\$75	\$75	\$75	\$75	\$75
3rd Re-inspection	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100
Subsequent 1st Offense	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100
Subsequent 2nd Offense	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200
3rd Subsequent Offense	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500

Police Department Fees	
Description	Approved Fee FY2026-27
Golf Cart Registration and Inspection Fee	\$50
Golf Cart Registration Renewal and Re-inspection Fee	\$20 Annually
Designated Dog Fee pursuant to Town Ordinance Article III Section 12-61	\$250

Fee Schedule

Miscellaneous Fees	
Description	Approved Fee FY2026-27
Vehicle, Equipment & Labor Hourly Charges	
Backhoe	\$100
Pickup Truck	\$50
Dump Truck	\$100
Heavy Equipment	\$100 per piece of equipment
Police Vehicle	\$25
Other Town Vehicles	\$25
Other Town Equipment	FEMA Rates
Traffic/Street Sign Installation and Replacement Fees	
U-Channel post 10'	\$35
U-Channel post 12'	\$37
Sign Brackets	\$7
Street sign 6" x 30"	\$42
Street sign 6" x 36"	\$42
Street sign 6" x 42"	\$42
Street sign 6" x 48"	\$48
Street sign 6" x 54"	\$48
Street sign 9" x 30"	\$54
Street sign 9" x 36"	\$57
Street sign 9" x 42"	\$57
Traffic signs 12" x 18"	\$57
Traffic signs 18" x 24"	\$57
Traffic signs 30" x 30" (Octagon)	\$90
Decorative Combo Assembly	\$1,250
Decorative Stop Assembly	\$750
Decorative Speed Limit Assembly	\$750
Labor Charges (Hourly Rate)	
Department Head	\$100
Manager	\$80
Supervisor	\$70
Technician	\$50
Police Chief/Command Staff	\$99
Police Supervisor	\$77
Police Officer	\$60.50
Firefighter/EMT	\$50
Fire Supervisor	\$65
Command Staff	\$85

Fee Schedule



Miscellaneous Fees (continued)

Description	Approved Fee FY2026-27
Public Information Fees	
Candidate Filing Fee	\$50
Solicitor/Peddler Permit	\$25
Irrigation Permit	\$50
Paper Copies	
8 1/2 x 11 (per side)	\$.10 per page
8 1/2 x 14 (one/two side)	\$.10 per page
11 x 17 (one/two side)	\$.20 per page
Electronic Files	
CD Rom or Flash Drive	\$10 each
Envelopes	
Letter Size	\$.04 each
6 x 9 Kraft	\$.10 each
9 x 12 Kraft	\$.14 each
10 x 13 Kraft	\$.16 each
Postage	
Postage	Actual Postage
Certified Copies	
Eligible Paper Documents Only	\$.35 per order, + cost of copies
Cemetery Fees	
Cemetery Plot - 5 x 10 Plot - Resident	\$975 each \$1,375 for 2 \$2,175 for 4
Cemetery Plot - 5 x 10 Plot - Non Resident	\$1,175 each \$1,675 for 2 \$3,175 for 4
Bid Documents	
Purchased	TBD per project cost
Mailed	TBD per project cost



Town of
**HOLLY
SPRINGS**
North Carolina

Fiscal Policy



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 Holly Springs, N.C.	FN-11.3 Fiscal Policy Guidelines	
Administrative Rules	Prepared By:	Tina Stroupe
	Dept./Title:	Finance
	Date Approved:	June 3, 2025
	Effective Date:	June 3, 2025
	Supersedes Old #:	FN-11.2
Old Effective Date:	June 18, 2024	

Fiscal Policy Guidelines – Objectives

This fiscal policy is a statement of the guidelines and goals that will influence and guide the financial management practice of the Town of Holly Springs, North Carolina. A fiscal policy that is adopted, adhered to, and regularly reviewed is recognized as the cornerstone of sound financial management. Effective fiscal policy:

- Contributes significantly to the Town's ability to insulate itself from fiscal crisis;
- Enhances short term and long term financial credit ability by helping to achieve the highest credit and bond ratings possible;
- Promotes long-term financial stability by establishing clear and consistent guidelines;
- Promotes the view of linking long-run financial planning with day to day operations; and
- Provides the Town Council, citizens, and the Town's professional management a framework for measuring the fiscal impact of government services against established fiscal parameters and guidelines.

To these ends, the following fiscal policy statements are presented.

Capital Improvement Budget Policies

1. The Town will prioritize all capital improvements in accordance with a capital improvement program.
2. The Town will develop a five-year plan for capital improvements and review and update the plan annually.
3. The Town will coordinate development of the capital improvement program with development of the operating budget.
4. The Town will use intergovernmental assistance to finance only those capital improvements that are consistent with the capital improvement plan and Town priorities.
5. The Town will maintain all its assets at a level adequate to protect the Town's capital investment and to minimize future maintenance and replacement costs.
6. The Town will identify the estimated costs and potential funding sources for each capital project proposal before it is submitted for approval.
7. The Town will attempt to determine the least costly and most flexible financing method for all new projects.

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Debt Policies

General

1. The Town will confine long-term borrowing to capital improvement or projects that cannot be financed from current revenues except where approved justification is provided.
2. The Town will utilize a balanced approach to capital funding utilizing debt financing, draws on capital reserves and/or fund balances in excess of policy targets, and current-year (pay-as-you-go) appropriations.
3. When the Town finances capital improvements or other projects by issuing bonds or entering into capital leases, it will repay the debt within a period not to exceed the expected useful life of the project. Target debt ratios will be annually calculated and included in the review of financial trends.
4. Where feasible, the Town will explore the usage of special assessment, revenue, or other self-supporting bonds instead of general obligation bonds.
5. The Town will retire tax anticipation debt, if any, annually and will retire bond anticipation debt within six months after completion of the project.

Tax Supported Debt

6. Net debt as a percentage of total assessed value of taxable property should not exceed 2.5%. Net debt is defined as any and all debt that is tax-supported.
7. The ratio of debt service expenditures as a percent of total governmental fund expenditures should not exceed 15% with an aggregate ten-year principal payout ratio target of 55% or better.

Fund Balance Policies

1. In accordance with governmental accounting standards the Town's total Fund Balance in the General Fund is comprised of five components:
 - a. Nonspendable Fund Balance represents resources that are physically or legally in a nonspendable form such as inventory, prepaid expenses or long-term receivables,
 - b. Restricted Fund Balance represents resources limited by state or federal law, or regulations, creditors or grantors. Included are unspent bond proceeds, grants earned but not spent, such as Powell Bill, or resources reported as "Stabilization by State Statute",
 - c. Committed Fund Balance represents resources formally committed by Council in the form of a resolution or ordinance for a particular purpose such as a project,
 - d. Assigned Fund Balance represents resources constrained by Council or the Town Manager informally for a specific future purpose, but not yet formally restricted or committed, such as for an anticipated project or appropriation in a subsequent fiscal year, and
 - e. Unassigned Fund Balance represents all remaining resources available for appropriation by the Town Council after all commitments for future expenditures, required reserves defined by State statutes, and previous Council designations have been calculated to include transfers and debt service. The Town will define these remaining amounts as "available fund balances."
2. Available fund balances at the close of each fiscal year should be targeted range between 20-25% of General Fund expenditures with a minimum of 20%. Reserves beyond 20% of the Total Annual Operating Budget of the Town may be used for one-time use.
3. The Town Council may, from time-to-time, appropriate available fund balances below the 20% policy for the purposes of a declared fiscal emergency or other such global purpose as to protect the long-term fiscal security of the Town of Holly Springs. In such circumstances, the Council will adopt a plan to restore the available fund balances to the policy level within 36 months from the date of the appropriation. If restoration cannot be accomplished within such time period without severe hardship to the Town, then the Council will establish a different but appropriate time period.

Budget Development Policies

1. The Town will develop the Annual Budget in conjunction with a stated program of performance objectives and measures with which to gauge progress toward meeting those objectives.
2. Water and sewer rates will be established at the appropriate level to enable the related funds to be self-supporting. In addition water and sewer rates will be established to maintain compliance with Revenue Bond Covenants.

3. One-time or other special revenues will not be used to finance continuing Town operations but instead will be used for funding special projects.
4. The Town will pursue an aggressive policy seeking the collection of delinquent utility, license, permit and other fees due to the Town.
5. The Town Council will receive a financial report at the end of each quarter showing year-to-date revenues and expenditures and comparing each amount to the budget as amended.
6. Budget amendments will be brought to the Town Council for consideration as needed. A monthly budget amendment report will be brought to the Town Council for all prior month budget amendments required to be reported.
7. The Budget Officer may transfer amounts of expenditures between departments or between funds in the budget. The Budget Officer may transfer amounts up to fifty thousand dollars (\$50,000) between departments of the same fund without prior Council Action.

Cash Management and Investment Policies

1. It is the intent of the Town that public funds will be invested to the extent possible to reduce the need for property tax revenues. Funds will be invested with the chief objectives of safety of principal, liquidity, and yield, in that order. All deposits and investments of Town funds will be in accordance with N.C.G.S. 159.
2. The Town will use a Central Depository to maximize the availability and mobility of cash for all funds that can be legally and practically combined.
3. The Town may deposit Town Funds into: Any Board approved Official Depository, if such funds are secured in accordance with NCGS-159 (31). The Town may invest Town Funds in: the North Carolina Capital Management Trust, US Treasury Securities, US Agency Securities specifically authorized in GS-159 and rated no lower than “AAA”, and Commercial Paper meeting the requirements of NCGS-159 plus having a national bond rating.
4. Investment of the Town will be diversified to eliminate the risk of loss as a result of over concentration of securities in a specific issuer, class of securities, or maturity sector.
5. Investment income will be allocated to each participating fund or account based on a fair and equitable formula determined by the Finance Director.

End of Administrative Rule No. FN-11.3

Approved by the Holly Springs Town Council, this, the 3rd day of June, 2025.

Linda McKinney, Town Clerk





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Glossary

Accrual Basis of Accounting (or Full Accrual).

Accounting method that recognizes revenues in the accounting period in which they are earned and become measurable.

Ad Valorem Tax.

A property tax levied according to assessed value.

Annual Budget.

A budget covering a single fiscal year (July 1 - June 30).

Appropriation.

The amount budgeted on a yearly basis to cover projected expenditures which have been legally authorized by the Town Council.

Assessed Valuation.

The value real estate or personal property as determined by tax assessors and used as a basis for levying taxes.

Assessment.

The process for determining values of real and personal property for taxation purposes.

Audit.

An independent evaluation of the accuracy of the Town's financial statements, practices, and internal controls designed to ensure compliance with generally accepted account principles.

Balanced Budget.

Budget in which planned expenditures equal anticipated revenues. North Carolina state law requires municipalities to adopt a balanced operating budget.

Budget.

A plan covering a fiscal year which projects expenditures for providing services and revenues to finance them. The Town's adopted budget is the official expenditure policy of the Town Council and an effective tool for managing Town operations. The budget is the legal instrument by which Town funds are appropriated for specific purposes and by which Town government positions are authorized. N.C. General Statutes require the budget to be balanced.

Budget Amendment.

A legal procedure used by Town staff and Council to revise a budget appropriation.

Budget Document.

A formal document presented to the Town Council containing the Town's financial plan for a fiscal year. The Budget document is presented in two phases, proposed and final, the latter of which reflects the budget as adopted and approved by the Town Council.

Budget Message.

A written overview of the proposed budget from the Town Manager to the Mayor and Town Council which discusses the major budget items and the Town's present and future financial condition.

Budgetary Control.

The control or management of a government in accordance with an approved budget to keep expenditures within the limitations of available appropriations and revenues.

Capital Outlay.

Expenditure resulting in the acquisition of or addition to the Town's general fixed assets costing more than \$5,000 and having a useful life of greater than three years.

Community Investment Plan (CIP).

A long-range plan of proposed capital improvement projects, which includes estimated project costs and funding sources that the Town expects to carry out over a five-year period. The program is updated annually to reassess capital needs and for the preparation of the capital budget.

Contingency.

An appropriation of funds to cover unanticipated events that may occur during the fiscal year. Transfers from this line item must be approved by Town Council. North Carolina General Statutes require that the contingency amount be limited to 5% of the other appropriations within a respective fund.

Deficit.

An excess of expenditures over revenues or expense over income.

Encumbrances.

A financial commitment for services, contracts, or goods which have not, as of yet, been delivered or performed.

Enterprise Fund.

A fund which accounts for the operations that are financed from user charges and whose operation resembles a business.

Expenditures.

Outflows of net financial resources. They include current operating expenses requiring the present or future use of net current assets, debt service and capital outlays, and intergovernmental grants, entitlements, and shared revenues.

Fiscal Year (FY).

A twelve month period (July 1 through June 30) to which the annual operating budget applies and at the end of which an assessment is made of the Town's financial condition and performance of its operations.

Glossary

Franchise Tax.

A tax levied on the gross sales of Public Utilities. Such taxes were assessed by the state as a function of permitting the respective utilities to do business in the state of North Carolina. Such taxes are shared between the state and its municipalities according to the respective ratio of gross sales within those jurisdictions.

Fund.

An accounting entity created to record the financial activity for a selected financial grouping. A fund is set up to carry out a special function or attain certain objectives in accordance with set laws and regulations (i.e. General Fund).

Full-Time Equivalent (FTE).

An acronym used to describe the number of approved positions by Town Council with provided benefits. One FTE equals 2080 hours per year per permanent position.

Fund Balance.

The difference between fund assets and fund liabilities of the governmental unit.

Government Finance Officers Association (GFOA)

The Government Finance Officers Association is a professional association of approximately 19,000 state, provincial, and local government finance officers in the United States and Canada.

Governmental Fund.

A fund which accounts for the operations that are tax-base supported and provide general government activities.

General Fund.

A fund which provides for the accounting of all financial resources except those designated to other funds. Most of the basic government services, such as police, fire, sanitation, or street maintenance are accounted for in this fund.

Grants.

A contribution or gift in cash or other assets from another government to be used for a specific purpose. For example, a grant from the State of North Carolina for the construction of a major highway.

Interest and Penalties on Taxes.

Uncollected interest and penalties on ad valorem taxes.

Intergovernmental Revenues.

Revenues from other governments (state, federal, local) which can be in the form of grants, shared revenues, or entitlements.

Levy.

The amount of tax, service charges, and assessments imposed by a government.

Non-operating Expenses.

Expenses which are not directly related to the provision of services such as debt service.

Non-operating Revenues.

Revenues which are generated from other sources (i.e. interest income) and are not directly related to service activities.

Operating.

Those costs, other than personnel and capital outlay, which are necessary to support the day-to-day operation of the Town. Includes items such as telephone charges, utilities, office supplies, advertising, travel, and printing.

Pay-As-You-Go (PAYGO).

Is a strategy for financing large or capital expenditures with funds that are currently available rather than borrowing.

Personnel.

Expenditures for salaries and fringe benefits including merit increases, social security, retirement, health insurance, life insurance, 401 (k), and other employee benefits.

Policy.

A definite course or method of action in light of given conditions to guide and determine present and future decisions.

Powell Bill Funds.

Funding from state-shared gasoline tax which is restricted for use on maintenance of local streets and roads.

Property Taxes.

Taxes levied on both real and personal property according to the property's valuation and tax rate.

Proprietary Fund.

A fund which accounts for the operations that are business-like interactions.

Reclassification.

Change in a position title and/or the associated pay range based on changes in the job skills required for a given position.

Reserve.

An account designated for a portion of the fund balance which is to be used for a specific purpose.

Revenue.

Inflows of financial resources that increase the fund balance account. Expenditure refunds, interfund transfers, and debt proceeds are not considered revenues.

Surplus.

The amount by which revenues exceed expenditures.

Tax Rate.

The amount of tax stated in terms of a unit of the tax base.

Village District Area Plan (VDAP).

A plan for the development and zoning of the related zoned “Village District” predominately in the downtown area.



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Town of Holly Springs

128 South Main Street

Post Office Box 8

Holly Springs, NC 27540

www.hollyspringsnc.gov



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 11.

New Business

Title: Semiannual UDO Text Amendments 26-UDO-01

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Cheryl Caines, Development Services

Action(s):

- Adopt Ordinance 26-07 to adopt the Plan Consistency Statement, Statement of Reasonableness, and approve / deny / defer UDO Text Amendments.

Explanation:

- This Unified Development Ordinance (UDO) text amendment package contains the Spring 2026 amendments for consideration as part of the Town's normal twice-yearly initiative to review and amend the ordinance where appropriate.
- The proposed UDO text amendment package contains a series of amendments to various sections of the UDO identified by staff during implementation and administration of the ordinance.
- Amendments contained in the attached draft include:
 - Revise any use currently permitted via a Special Use Permit to be permitted via a Conditional Zoning District to enhance citizen participation in the public engagement process and allow the Town Council to address site-specific concerns during the legislative approval process. The amendments allow residents to provide meaningful community engagement and feedback through a legislative review process for uses that may have significant community, infrastructure, or quality of life impacts.
 - Clarify that lots created with frontage on open space rather than streets must front onto active open space areas.
 - Allow bars and fueling stations in the Neighborhood Mixed Use (NMU) zoning district with additional standards. Currently, bars are allowed through a Conditional District Rezoning process and fueling stations are not permitted. The proposed additional use and design standards seek to ensure compatibility with nearby residential districts.
 - Add Electric Vehicle Supply Equipment (EVSE) parking requirements specific to schools (K-12) to better align with school operations by reducing the number of EVSE spaces to be provided at the time of construction but increasing the EVSE-Ready space percentage to make EV parking space conversion easier to provide in the future.
- Detailed language of the proposed amendments can be found in the attached draft Ordinance 26-07.
- As a living document, it is customary for the ordinance to need clarification or changes as

town policies change, interpretations are made, or community expectations evolve.

Public Hearing:

- The legislative public hearing process, including UDO text amendment, is prior to the Planning Board review and recommendation.
- The public hearing was held on May 19, 2026. A link to the public hearing video is included in the staff report.
- No public comment was provided during the public hearing. Feedback was provided on the proposed amendments. The proposed changes were positive. However, there is some concern about how the change to a Conditional Zoning District process for some uses could impact non-profits.

Changes made following the Public Hearing:

No changes were made to the proposed amendments.

Staff Recommendation: Approve

Planning Board Recommendation: Approve (8 -0) [1 absent]

A summary of the Planning Board discussion is in the staff report (Note: this report is a separate attachment from the Staff Report).

Changes made following the Planning Board:

- Part 4: Corrected typographical error
- Part 5: Table 3.2-A Group Home Use - corrected change of SUP to CD under the RMX Regional Mixed-Use district. It had been shown in error under the CB Community Business district column in previous versions of the Ordinance.
- Part 11: Corrected typographical error
- Part 17: Corrected terminology
- Part 20: updated Assisted Living definition with more inclusive language.

Background:

- The Land Use Advisory Committee reviewed and endorsed the proposed amendments on April 7, 2026 and recommended moving the UDO amendments (26-UDO-01) into the public hearing phase.
- In accordance with the legislative review process, consideration of these amendments will take place on the following schedule:
 - Tuesday, May 19 - Town Council Public Hearing
 - Tuesday, May 26 - Planning Board review and recommendation
 - Tuesday, June 2 - Town Council consideration and decision
- In October 2021 the Town Council adopted the 2022 UDO with an effective date of March 1, 2022.

Funding Source(s):

N/A

Attachment(s):

1. 26UDO01_StaffRpt_TC_06022026
2. 26DUO01_PlanningBoardActionReport
3. 26UDO01_Ordinance_06022026



Project Type: Unified Development Ordinance (UDO) Text Amendment

Applicant / Petitioner:

Town of Holly Springs

Amendment Overview

This UDO text amendment package contains the Spring 2026 amendments for consideration as part of the Town's twice-yearly initiative to update the Ordinance. Detailed language of the proposed amendment can be found in the attached draft ordinance.

In October 2021, the Town Council adopted the 2022 UDO with an effective date of March 1, 2022. Following adoption, staff has been working with residents, businesses, and the development community to implement the ordinance and has determined a list of amendments needed to make technical corrections and minor modifications as well as changes in the process to establish uses that may have potential impacts, that respond to changing economic demands for commercial uses in neighborhood centers near residential areas, and that create appropriate relationships between the built environment (e.g. homes) and adjacent open space in residential developments.

These amendments were endorsed by the Land Use Advisory Committee at the April 7, 2026 meeting, and the proposed changes are not related to the quasi-judicial development plan/subdivision plan approval process anticipated to be discussed at the upcoming June 9th Town Council Workshop meeting.

Requested Action:

Legislative Decision: Having previously held a Legislative Public Hearing to receive public comments, the Town Council must make a determination on whether or not to approve the policy or modification.

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Unified Development Ordinance (UDO) Text Amendment Information

The proposed amendments table below provides a summary of the proposed changes to the Town of Holly Springs Unified Development Ordinance (UDO) and an explanation of why the change is needed.

Purpose of Amendment Key	
Legal Compliance	Change made to comply with North Carolina General Statutes or other legal change.
Clarification or Correction	Change made to provide clarification on UDO intent, prevent misinterpretations, or correct grammatical errors.
Minor Change	Minor changes made to further achieve goals and policies outlined in the Comprehensive Plan or changes made to better implement the established policy based on resident, business, and development community feedback.
Major Change	Major changes to support a specific town policy or substantially change current UDO regulations.

List of Amendments		
Ordinance Part	Purpose of Amendment	Amendment Summary
1, 2, 3	Minor Change	Clarify that where the lot frontage requirements are satisfied by fronting onto a common open space instead of a public or private street, the open space must meet the General Design Standards and Types/Configurations of open spaces allowed in Chapter 4: Open Space & Conservation; lots can only front onto active and developed open space.
4	Clarification or Correction	Modify the example used in the interpretation of Use Matrices to be consistent with other proposed changes related to car wash uses.
	Legal Compliance	Adding language that uses not permitted in any zoning district are permitted in the HI District by CD.
5	Major Change	Revise uses with community impacts to Conditional Zoning Districts to enhance the public engagement process and respond to site specific or community wide concerns: • A few uses require a Special Use Permit because of their unique Most of these uses require a Special Use Permit. Data Centers are currently a Permitted (P) use in BRT Business & Research Technology districts. • The proposed amendments will require a Conditional Zoning District (CD) for the majority of these uses, such as wireless telecommunications towers, data centers, and wastewater treatment facilities. • The CD process allows these uses to be considered through a legislative public hearing process, which gives residents an opportunity for more



		meaningful community engagement. Feedback and concerns can be shared in a legislative format to respond to site specific conditions rather than in a Quasi-judicial public hearing with imposed permit conditions to respond to evidential impacts. Other proposed use amendments include: - allowing Bars in Neighborhood Mixed-Use Districts with additional standards to eliminate potential use conflicts with residential uses; - allowing fueling stations in Neighborhood Mixed-Use Districts with additional standards to minimize visual impacts of fueling areas; - Modifying Car Wash uses to prohibit them in the NMX district
7, 14	Clarification or Correction	Separate Religious and Assembly Uses to be consistent with other UDO language that shows these as two separate uses.
8	Minor Change	Adding additional Use Standards for Bars and Tasting Rooms to match existing definitions, address concerns that may arise by allowing bars in the NMX Neighborhood Mixed Use zoning district and clarifying that only Tasting Rooms are allowed in the BRT Business Research & Technology zone (where manufacturing facilities would be located).
9 - 13	Clarification or Correction	Adding additional Use Standards to address specific issues related to: - Drive In/Drive Through – Car Wash – standards to address operations outside a building and design for corner lots - Fueling Stations – standards that address size of the fueling station and placement on the lot along Thoroughfare streets. - Moving airport standards to the correct Use Category (from Public and Institutional Uses to Infrastructure Uses). Adding limitations on Outdoor Storage in the IVMX Innovation Village Mixed-Use district.
	Minor Change	
15, 16	Clarification or Correction	Correcting errors.
17	Minor Change	Adding specific EV parking requirements for schools to be more in line with school operations.
18	Minor Change	Incorporating design standards to require retaining walls along streetscapes utilize building materials and colors consistent with the primary building.
19	Clarification or Correction	Modifying neighborhood meeting mailing notice requirements to be consistent with UDO and NC General Statutes public hearing mailing notice requirements.
20	Clarification or Correction	Modify definitions to be consistent with and support administration of other proposed amendments.
	Minor Change	



Decision-Making Information

Comprehensive Plan Summary Table

Vision Holly Springs Comprehensive Plan	
Land Use & Character Plan (Section 1)	☒ Consistent ☐ Inconsistent
Comprehensive Transportation Plan (Section 2)	☒ Consistent ☐ Inconsistent
Parks, Recreation & Greenways Master Plan (Section 3)	☒ Consistent ☐ Inconsistent
Community Facilities Plan (Section 4)	☒ Consistent ☐ Inconsistent
Infrastructure & Utilities Plan (Section 5)	☒ Consistent ☐ Inconsistent
Natural Resources Plan (Section 6)	☒ Consistent ☐ Inconsistent

Unified Development Ordinance (UDO) Text Amendment Staff Analysis

Staff has reviewed the application and has determined the requested Zone Map Change is:

- | | |
|---|--|
| ☒ Consistent with Adopted Plans | ☐ Inconsistent with Adopted Plans |
| ☒ Reasonable and in the Public Interest | ☐ Not Reasonable and in the Public Interest |

The proposed Unified Development Ordinance (UDO) amendments provide the Town of Holly Springs the necessary policies and development standards to implement *Vision Holly Springs*. Specifically, the proposed UDO amendments implement the character-based land use approaches outlined in Section 1: Land Use & Character Plan and allows greater citizen engagement, mitigates for potential adverse impacts of uses on adjacent areas or community; supports the development of businesses in neighborhood centers to serve nearby residents, improves community character for residential developments, and provides context sensitive development. Finally, the proposed UDO text amendments provide the tools necessary for staff and the development community to implement the goals and objectives stated in the Plan and is reasonable and in the public interest

Staff Recommendation: ☒ Approve ☐ Deny

Previous Case Related Items

Land Use Advisory Committee Discussion

The LUAC discussed the initial concept for this project on April 7, 2026

Planning Board Representatives: Van Crandall, Sara Kempin

Town Council Representatives: CM Chris Deshazor, MPT Annie Drees

Summary of Discussion:

- Clarification on bar uses, which do not include bars that are accessory uses within a restaurant.
- Discussion about additional standards to minimize or eliminate impacts from bars on adjacent residential uses.
- Discussion on how other jurisdictions have addressed Electric Vehicle parking for school uses.



- Comments that the limitation of four pumps in fueling stations in Neighborhood Mixed Use is restrictive and should be modified to allow for more fuel pumps. Consider other ways to ensure integration with residential areas and address visual impacts.

Advisory Decision

The Land Use Advisory Committee endorsed the proposed UDO amendments and recommended the amendments be moved into the public hearing process.

Legislative Public Hearing

Public Hearing Date: 5/19/2026

Public Hearing Video: <https://hollyspringsnc.portal.civicclerk.com/event/642/media> (Public Hearing begins at **36:29**)

Legislative Public Hearing Summary

Prior to the Legislative Public Hearing:

- Published notice has been made twice in the News & Observer.

Public Hearing Discussion:

- No public comments were provided during the public hearing.
- Council members provided the following comments:
 - Support for modifications of Electric Vehicle (EV) parking requirements for schools.
 - The proposed amendment to change Data Center uses and uses requiring Special Use Permits to Conditional Zoning District Rezoning is a positive change for the public hearing process.
 - Concern of how the change may increase the applications fees for non-profit uses like Community Support Facilities.

Planning Board Consideration & Action

Planning Board Meeting Date: 5/26/2026

A summary of the Planning Board discussion, the adopted Plan Consistency Statement, and final recommendation can be found in the Planning Board Action Report attached with the agenda item.



Town Council Consideration & Action

Unified Development Ordinance (UDO) Text Amendment Plan Consistency Statement, Statement of Reasonableness, & Unified Development Ordinance (UDO) Text Amendment Decision

Per NCGS 160D-605, when adopting or rejecting any Unified Development Ordinance (UDO) Text Amendment, the Town Council must approve a brief statement describing whether its action is consistent or inconsistent with an adopted comprehensive or land-use plan. In addition, a statement analyzing the reasonableness of the proposed Unified Development Ordinance (UDO) Text Amendment shall be approved by the Town Council.

Town Council Decision Type: Legislative Decision

Legislative Decision:

Legislative public hearings are held prior to a change in policy that may affect the entire community, including decisions on land use. The public hearing allows the Town Council to receive public comments regarding the proposal and then have discussion and deliberation. Based on the information provided on the proposal, the Town Council will make a determination on whether or not to approve the policy or modification.

Staff Recommended Consistency and Reasonableness Statement:

The proposed Unified Development Ordinance (UDO) amendments provide the Town of Holly Springs the necessary policies and development standards to implement Vision Holly Springs. Specifically, the proposed UDO amendments implement the character-based land use approaches outlined in Section 1: Land Use & Character Plan and allows greater citizen engagement, mitigates for potential adverse impacts of uses on adjacent areas or community; supports the development of businesses in neighborhood centers to serve nearby residents, improves community character for residential developments, and provides context sensitive development. Finally, the proposed UDO text amendments provide the tools necessary for staff and the development community to implement the goals and objectives stated in the Plan and is thus reasonable and in the public interest.

Potential Unified Development Ordinance (UDO) Text Amendment Petition Motion(s)

Adopt Ordinance #26-07 to adopt the Plan Consistency Statement, Statement of Reasonableness, and approve Unified Development Ordinance (UDO) Text Amendment.

**Planning Board Meeting Date: 5/26/2026**

Per NCGS § 160D-604(b), all proposed amendments to the Unified Development Ordinance (UDO) or Zoning Map shall be submitted to the Planning Board for review and comment. If no written report is received from the Planning Board within 30 days of referral of the amendment to the Planning Board, the Town Council may act on the amendment without the Planning Board report. The Town Council is not bound by the recommendations, if any, of the Planning Board.

Planning Board Decision Type: Advisory Decision

Advisory Decision

The Planning Board must review the application and make a recommendation to the Town Council.

The Planning Board should consider whether or not the Unified Development Ordinance (UDO) Text Amendments are consistent with the Vision of Holly Springs Comprehensive Plan and are reasonable and in the public interest.

The Planning Board discussed the following issues and concerns:

- More inclusive language was proposed for the Assisted Living definition.
- Neighborhood meeting notice changes and how to determine if the mailings met the notice requirements.
- Discussion on the proposal to make Drive-through Car Wash a separate use. Staff noted this is because car washes are being regulated differently from other drive-through uses (special standards apply and the use is not permitted in the Neighborhood Mixed Use district).
- Confirming that uses can be limited in the Conditional District Zoning Rezoning process as they can be in the Special Use Permit process.
- The elimination of Special Use Permits (SUP) may have impacts on the frequency of the Board of Adjustment (BOA) meetings. Staff noted that there have been a couple in the last few years, but most BOA cases are variance requests.
- There was discussion about adding a second public hearing at the end of the legislative process for controversial uses to provide additional opportunities for public comment prior to a decision. Staff noted that Planning Board or Town Council could suggest this change be considered; however, in the current process Town Council can continue public hearings on a case-by-case basis to allow for additional public comment. In addition, there are public comment periods during Planning Board and Town Council meetings.

UDO Text Amendment Plan Consistency Statement

Per NCGS § 160D-604(d), the Planning Board shall advise and comment on whether the proposed action is consistent with all applicable officially adopted plans, and provide a written recommendation to the Town Council that addresses plan consistency and other matters as deemed appropriate by the Planning Board, but a comment by the Planning Board that a proposed amendment is inconsistent with the officially adopted plans shall not preclude consideration or approval of the proposed amendment by the Town Council.

The Planning Board adopted the following Plan Consistency Statement (8 - 0) [1 absent]



The proposed Unified Development Ordinance (UDO) amendments provide the Town of Holly Springs the necessary policies and development standards to implement *Vision Holly Springs*. Specifically, the proposed UDO amendments implement the character-based land use approaches outlined in Section 1: Land Use & Character Plan and allows greater citizen engagement, mitigates for potential adverse impacts of uses on adjacent areas or community; supports the development of businesses in neighborhood centers to serve nearby residents, improves community character for residential developments, and provides context sensitive development. Finally, the proposed UDO text amendments provide the tools necessary for staff and the development community to implement the goals and objectives stated in the Plan and are reasonable and in the public interest.

Those voting against the motion:

- None



Ordinance No. 26-07

Date Submitted: May 19, 2026

Date Adopted: June 2, 2026

**AN ORDINANCE TO AMEND SECTIONS OF THE CODE OF ORDINANCES
TO MODIFY APPENDIX A: UNIFIED DEVELOPMENT ORDINANCE
AND ADOPT THE COMPATIBILITY STATEMENT REQUIRED BY
NORTH CAROLINA GENERAL STATUTES 160D**

WHEREAS, the Town of Holly Springs Town Council adopted *Vision Holly Springs: Town of Holly Springs Comprehensive Plan* in November 2007; and

WHEREAS, the Town of Holly Springs Town Council has maintained and updated *Vision Holly Springs: Town of Holly Springs Comprehensive Plan* by adopting *Section 1: Land Use & Character Plan* in 2019; *Section 3: Parks, Recreation and Greenways Master Plan* in 2021; *Section 2: Comprehensive Transportation Plan* in 2022; *Section 1: Land Use & Character Plan Appendix E: Downtown Area Plan* in 2023; and *Section 1: Land Use & Character Plan Appendix F: Northeast Gateway Master Plan* in 2022, and

WHEREAS, Town of Holly Springs desires to amend the Unified Development Ordinance in accordance with the goals and policies contained within *Vision Holly Springs: Town of Holly Springs Comprehensive Plan*; and

WHEREAS, an opportunity for public input into the suggested amendment has been offered in a public hearing before the Town Council; and

WHEREAS, the Holly Springs Planning Board has reviewed this request at a Public Meeting and recommended approval; and

WHEREAS, the Holly Springs Town Council finds that the proposed UDO amendments are consistent with the *Vision Holly Springs: Town of Holly Springs Comprehensive Plan* as follows: The proposed Unified Development Ordinance (UDO) amendments provide the Town of Holly Springs the necessary policies and development standards to implement *Vision Holly Springs*. Specifically, the proposed UDO amendments implement the character-based land use approaches outlined in *Section 1: Land Use & Character Plan* and allows greater citizen engagement, mitigates for potential adverse impacts of uses on adjacent areas or community; supports the development of businesses in neighborhood centers to serve nearby residents, improves community character for residential developments, and provides context sensitive development. Finally, the proposed UDO text amendments provide the tools necessary for staff and the development community to implement the goals and objectives stated in the Plan and is thus reasonable and in the public interest; and

THEREFORE, BE IT ORDAINED by the Holly Springs Town Council of the Town of Holly Springs, North Carolina, that the Code of Ordinances Appendix A: Unified Development Ordinance of the Town is amended as follows:

Modify text as indicated in **bold** and remove text as indicated in ~~strikethrough~~ to modify rear setbacks from alleys to ensure sufficient driveway length, as follows:

Part 1: Chapter 2 Districts; Table 2.2.1-A (Development Standards for Residential Use Districts) Notes.

Add text as indicated in **bold** to clarify open space configuration requirements when Dwelling Units face common open space, as follows:

Table 2.2.1-A - Notes	
N6	The Lot Frontage is measured along the Front Lot Line abutting a Public Street. Where no Public Street exists and the Lot fronts a Private Street or common Open Space, the Frontage shall be measured along the Lot Line abutting the Private Street or Alley and each Lot shall gain access to and from a Public Street across a perpetual recorded public access easement. For Projects with Dwelling Units accessed from a rear alley with principal entrances facing common Open Space, the Open Space shall be designed in accordance with UDO Section 4.3.3 General Design Standards Table and Table 4.3-A Types of Permitted Open Space Configurations as a Mini-Park, Plaza, Square, or Green.

Part 2: Chapter 2 Districts; Table 2.2.2-A (Development Standards for Commercial & Mixed-Use Districts) Notes.

Add text as indicated in **bold** to clarify open space configuration requirements when Dwelling Units face common open space, as follows:

Table 2.2.2-A - Notes	
N6	Each Single Use Site, Subdivision, or Integrated Center, Business Park or Industrial Park shall have the minimum Lot Frontage on a Public Street, measured along the front property lot line abutting the Public Street. Where an Outlot fronts a Private Street or common Open Space, the Frontage shall be measured along the Outlot Lot Line abutting the Private Street or Alley and each Outlot shall gain access to and from a Public Street across a perpetual recorded public access easement. For Projects with Dwelling Units accessed from a rear alley with principal entrances facing common Open Space, the Open Space shall be designed in accordance with UDO Section 4.3.3 General Design Standards Table and Table 4.3-A Types of Permitted Open Space Configurations as a Mini-Park, Plaza, Square, or Green.

Part 3: Chapter 2 Districts; Table 2.2.3-A, (Development Standards for Employment/Campus Use Districts) Notes.

Add text as indicated in **bold** to clarify open space configuration requirements when Dwelling Units face common open space, as follows:

Table 2.2.3-A – Notes	
N4	Each Single Use Site, Subdivision, or Integrated Center, Business Park or Industrial Park shall have the minimum Lot Frontage on a Public Street, measured along the front property lot line abutting the Public Street. Where an Outlot fronts a Private Street or common Open Space, the Frontage shall be measured along the Outlot Lot Line abutting the Private Street or Alley and each Outlot shall gain access to and from a Public Street across a perpetual recorded public access easement. For Projects with Dwelling Units accessed from a rear alley with principal entrances facing common Open Space, the Open Space shall be designed in accordance with UDO Section 4.3.3 General Design Standards Table and Table 4.3-A Types of Permitted Open Space Configurations as a Mini-Park, Plaza, Square, or Green.

Part 4: Chapter 3 Use Provisions; Section 3.1.3, Interpretation of Use Matrices; Permitted Uses

Modify text as indicated in **bold** and remove text as indicated in ~~strikethrough~~ to modify the description of multiple uses regulated on a site and clarify the interpretation of uses not listed, as follows:

3.1.3 interpretation of Use Matrices

A. Permitted Uses. Permitted Uses shall be allowed within the Base Zoning Districts in accordance with the Use Table (3.2-A) in this section. Where multiple principal Uses are proposed to be located on a single parcel, all applicable conditions must be met for each proposed Use. For example, if the proposed Use is a Fueling Station with a convenience store and a Car Wash, all requirements and conditions for Fueling Station, Drive In/Drive Through ~~Facility~~, and Retail Uses must be met.

B. Uses Not Listed. The Administrator shall make the determination whenever there is a question regarding a Use not specifically listed in the Use Table. This determination shall be based on the definitions contained in this UDO, the purpose and intent of the respective Zoning District, and any commonly accepted Use-based guides (e.g., North American Industrial Classification System (NAICS), Institute of Transportation Engineers (ITS) Trip Generation Guide). **If the Administrator determines that the Use is not a Permitted Use in any Zoning District, the Use shall be Permitted subject to a Conditional Zoning District (CD) in the HI District.** This determination may be appealed using the process identified in Section 11.3.4.

Part 5: Chapter 3 Use Provisions; Table 3.2-A Table of Permitted Uses

Modify text as indicated in **bold** and remove text as indicated in ~~strikethrough~~ to eliminate remaining SUPs, modify certain uses from P to PS when Additional Standards exist, and add references for additional standards, as follows:

TABLE 3.2-A - TABLE OF PERMITTED USES														
	RESIDENTIAL USE DISTRICTS					COMMERCIAL & MIXED-USE DISTRICTS				EMPLOYMENT / CAMPUS USE DISTRICTS				ADDITIONAL STANDARDS
DISTRICTS	RR	SR	NR	NCR	MXR	NMX	DMX	RMX	CB	SP (CD ONLY)	IVMX	BRT	HI (CD ONLY)	
Residential Uses														3.3.2
Apartment Dwelling	--	--	--	CD	PS	PS	PS	PS	PS	--	PS	--	--	3.3.2 .A
Apartment Dwelling – Upper Story Unit	--	--	--	CD	PS	PS	PS	PS	PS	--	PS	--	--	3.3.2 .B
Attached Dwelling – Duplex	--	--	CD	PS	PS	CD	CD	CD	--	--	CD	--	--	3.3.2 .B
Attached Dwelling – Triplex	--	--	CD	PS	PS	CD	CD	CD	--	--	CD	--	--	3.3.2 .B
Attached Dwelling – Quadruplex	--	--	CD	PS	PS	CD	CD	CD	--	--	CD	--	--	3.3.2 .B
Attached Dwelling – Townhome	--	--	CD	PS	PS	CD	CD	CD	--	--	CD	--	--	3.3.2 .B
Detached Dwelling	P	P	P	P	P	CD	--	CD	--	--	--	--	--	
Detached Dwelling – Cottage Dwelling	P	P	P	P	P	CD	--	CD	--	--	--	--	--	

TABLE 3.2-A - TABLE OF PERMITTED USES

	RESIDENTIAL USE DISTRICTS					COMMERCIAL & MIXED-USE DISTRICTS				EMPLOYMENT / CAMPUS USE DISTRICTS				ADDITIONAL STANDARDS
DISTRICTS	RR	SR	NR	NCR	MXR	NMX	DMX	RMX	CB	SP (CD ONLY)	IVMX	BRT	HI (CD ONLY)	
Family Care Home	P PS	P PS	P PS	P PS	P PS	--	--	--	--	--	--	--	--	3.3.2 .C
Group Home	--	--	--	--	--	PS	--	SU P CD	--	--	--	--	--	3.3.2 .D
Manufactured Dwelling	PS	--	--	--	--	--	--	--	--	--	--	--	--	3.3.2 .E
Residential Care Facilities	--	--	--	P	P	P	--	P	P	P	P	--	--	
Lodging Uses														3.3.3
Bed and Breakfast	PS	PS	PS	PS	PS	PS	PS	PS	--	--	PS	--	--	3.3.3 .A
Hotel	--	--	--	--	--	CD	P	P	P	P	P	--	--	
Inn	--	--	--	CD	CD	P	P	P	--	--	P	--	--	
Motel	--	--	--	--	--	--	--	--	CD	--	--	--	--	
Office and Service Uses														3.3.4
Animal Boarding and Outdoor Kennel	PS	--	--	--	--	--	--	--	PS	--	--	PS	--	3.3.4 .A
Business Services	--	--	CD	CD	CD	P	P	P	P	P	P	P	P	

TABLE 3.2-A - TABLE OF PERMITTED USES

	RESIDENTIAL USE DISTRICTS					COMMERCIAL & MIXED-USE DISTRICTS				EMPLOYMENT / CAMPUS USE DISTRICTS				ADDITIONAL STANDARDS
DISTRICTS	RR	SR	NR	NCR	MXR	NMX	DMX	RMX	CB	SP (CD ONLY)	IVMX	BRT	HI (CD ONLY)	
Child Care Center	SUP P CD	SUP CD	SUP CD	SUP CD	PS	PS	PS	PS	PS	PS	PS	PS	--	3.3.4 .B
Hospital	--	--	--	--	--	--	--	--	--	P	P	--	--	
Laundry, Self-Service	--	--	--	--	--	P	--	P	P	--	--	--	--	
Medical Office	--	--	--	--	--	P	P	P	P	P	P	--	--	
Mortuary/Funeral Home/Crematory	PS	--	--	--	--	PS	--	P	--	P	P	--	--	3.3.4 .C
Office Use	--	--	CD	CD	CD	P	P	P	P	P	P	P	P	
Personal Services	--	--	CD	CD	CD	P	P	P	P	--	P	P	--	
Tattoo Studios	--	--	--	--	--	--	--	P	P	--	P	--		
Vehicle Service (Major)	--	--	--	--	--	--	--	--	CD	--	--	P	P	
Vehicle Service (Minor)	--	--	--	--	--	PS	--	PS	PS	--	PS	PS	PS	3.3.4 .D
Veterinary Clinic/Hospital	P	--	--	--	--	P	P	P	P	--	P	P	--	
Retail, Dining, and Entertainment Uses														3.3.5

TABLE 3.2-A - TABLE OF PERMITTED USES

	RESIDENTIAL USE DISTRICTS					COMMERCIAL & MIXED-USE DISTRICTS				EMPLOYMENT / CAMPUS USE DISTRICTS				ADDITIONAL STANDARDS
DISTRICTS	RR	SR	NR	NCR	MXR	NMX	DMX	RMX	CB	SP (CD ONLY)	IVMX	BRT	HI (CD ONLY)	
Adult Establishments	--	--	--	--	--	--	--	--	--	--	--	--	PS	3.3.5 .A
Amusement & Entertainment, Indoor	--	--	--	--	--	PS	PS	P	P	--	--	P	--	3.3.5 .B
Amusement & Entertainment, Outdoor	CD	--	--	--	--	--	CD	--	CD	--	--	--	--	3.3.5 .C
Bar/ Nightclub /Tasting Room	--	--	--	--	--	CD PS	PS	PS	PS	--	PS	PS	--	3.3.5 .D
Drive In/Drive Through	--	--	--	--	--	SUP P CD	--	PS	PS	PS	--	--	--	3.3.5 .E
Drive In/Drive Through – Car Wash	--	--	--	--	--	--	--	PS	PS	PS	--	--	--	3.3.5 .E
Electronic Gaming Operation	--	--	--	--	--	--	--	--	--	--	--	--	SUP CD	3.3.5 .F
Food/Restaurant Uses	--	--	CD	CD	CD	P	P	P	P	--	P	A	--	
Fueling Station	--	--	--	--	--	-- CD	--	PS	PS	--	PS	PS	PS	3.3.5 .G
Large Vehicle and Heavy Equipment Sales and Service	--	--	--	--	--	--	--	--	--	--	--	P	P	

TABLE 3.2-A - TABLE OF PERMITTED USES

	RESIDENTIAL USE DISTRICTS					COMMERCIAL & MIXED-USE DISTRICTS				EMPLOYMENT / CAMPUS USE DISTRICTS				ADDITIONAL STANDARDS
DISTRICTS	RR	SR	NR	NCR	MXR	NMX	DMX	RMX	CB	SP (CD ONLY)	IVMX	BRT	HI (CD ONLY)	
Manufactured Home Sales	--	--	--	--	--	--	--	--	CD	--	--	--	--	
Retail Uses	--	--	CD	CD	P	P	P	P	P	--	P	A	--	
Theater	--	--	--	--	--	--	P	P	P	--	P	--	--	
Tobacco Stores	--	--	--	--	--	--	--	--	--	--	--	CD	--	
Vehicle Leasing and Rental	--	--	--	--	--	--	--	--	CD	--	--	--	--	
Vehicle Sales	--	--	--	--	--	--	--	--	CD	--	--	--	--	
Public and Institutional Uses														3.3.6
Assembly Use	--	--	--	--	--	--	P	P	P	--	P	--	--	
Cemetery	PS	--	--	--	--	--	PS	--	--	PS	--	--	--	3.3.6 .A
Civic Building	PS	PS	PS	PS	PS	PS	PS	PS	PS	PS	PS	PS	PS	3.3.6 .B
Community Support Facility	SUP CD	SUP CD	SUP CD	SUP CD	SUP CD	P	P	P	P	P	P	P	--	
Penal or Correctional Institution	--	--	--	--	--	--	--	--	--	--	--	--	SUP CD	3.3.6 .C
Religious Use	PS	PS	PS	PS	PS	P	P	P	P	--	P	--	--	3.3.6 .D

TABLE 3.2-A - TABLE OF PERMITTED USES

	RESIDENTIAL USE DISTRICTS					COMMERCIAL & MIXED-USE DISTRICTS				EMPLOYMENT / CAMPUS USE DISTRICTS				ADDITIONAL STANDARDS
DISTRICTS	RR	SR	NR	NCR	MXR	NMX	DMX	RMX	CB	SP (CD ONLY)	IVMX	BRT	HI (CD ONLY)	
						PS	PS	PS	PS		PS			
School (Commercial, Trade or Business)	--	--	--	--	--	P	P	P	P	P	P	P	P	
School (K-12)	CD	CD	CD	CD	CD	--	--	--	--	--	--	--	--	3.3.6 .E
Recreation Uses														3.3.7
Campground	SUP CD	--	--	--	--	--	--	--	--	--	--	--	--	3.3.7 .A
Fitness Facilities/Studios	--	--	--	--	P	P	P	P	P	--	P	--	--	
Golf Course	CD	CD	CD	CD	CD	--	--	--	--	--	--	--	--	
Recreation Facility, Indoor	PS	PS	PS	PS	PS	PS	PS	PS	PS	P	PS	--	--	3.3.7 .B
Recreation Facility, Outdoor (<50 acres)	PS	PS	PS	PS	PS	PS	PS	PS	PS	--	PS	--	--	3.3.7 .C
Recreation Facility, Outdoor (>50 acres)	CD	CD	CD	CD	CD	CD	CD	CD	CD	P	CD	--	--	3.3.7 .C
Shooting Range, Outdoor	SUP CD	--	--	--	--	--	--	--	--	--	--	--	--	3.3.7 .D
Agriculture, Manufacturing, and Distribution Uses														3.3.8

TABLE 3.2-A - TABLE OF PERMITTED USES

	RESIDENTIAL USE DISTRICTS					COMMERCIAL & MIXED-USE DISTRICTS				EMPLOYMENT / CAMPUS USE DISTRICTS				ADDITIONAL STANDARDS
DISTRICTS	RR	SR	NR	NCR	MXR	NMX	DMX	RMX	CB	SP (CD ONLY)	IVMX	BRT	HI (CD ONLY)	
Agricultural Uses (General)	P	--	--	--	--	--	--	--	--	--	--	--	--	
Agricultural Uses (Intensive)	SP CD	--	--	--	--	--	--	--	--	--	--	--	--	3.3.8 .A
Data Centers	--	--	--	--	--	--	--	--	--	--	--	P CD	P CD	
Distribution and Logistics	--	--	--	--	--	--	--	--	--	--	PS	PS	PS	3.3.8 .B
Heavy Manufacturing	--	--	--	--	--	--	--	--	--	--	--	--	P	
Landfill	--	--	--	--	--	--	--	--	--	--	--	--	CD	3.3.8 .C
Light Manufacturing and Warehousing	--	--	--	--	--	--	--	--	--	--	P	P	P	
Neighborhood Manufacturing	--	--	--	--	--	PS	PS	PS	PS	--	P	P	P	3.3.8 .D
Research and Development Facilities	--	--	--	--	--	--	--	--	--	P	P	P	P	
Resource Extraction	--	--	--	--	--	--	--	--	--	--	--	--	CD	3.3.8 .E
Storage, Self-Service	--	--	--	--	--	--	--	--	--	--	--	--	PS	3.3.8 .F

TABLE 3.2-A - TABLE OF PERMITTED USES

	RESIDENTIAL USE DISTRICTS					COMMERCIAL & MIXED-USE DISTRICTS				EMPLOYMENT / CAMPUS USE DISTRICTS				ADDITIONAL STANDARDS
DISTRICTS	RR	SR	NR	NCR	MXR	NMX	DMX	RMX	CB	SP (CD ONLY)	IVMX	BRT	HI (CD ONLY)	
Infrastructure Uses														3.3.9
Airport, Public or Private	SUP CD	--	--	--	--	--	--	--	--	--	--	--	--	3.3.9 .A
Infrastructure/Utilities (Major)	SUP CD	SUP CD	SUP CD	SUP CD	SUP CD	SUP CD	SUP CD	SUP CD	SUP CD	P	SUP CD	P	P	3.3.9 .B
Infrastructure/Utilities (Minor)	PS	PS	PS	PS	PS	PS	PS	PS	PS	PS	PS	PS	PS	3.3.9 .C
Neighborhood Recycling Collection Point	--	--	--	--	--	P	--	P	P	P	P	P	P	
Parking Garage	--	--	--	--	A	A	PS	PS	PS	A/PS	PS	A/PS	--	3.3.9 .D
Parking Lot – Principal Use	--	--	--	--	--	--	SUP CD	PS	P	--	PS	--	--	3.3.9 .E
Solar Energy Systems - Small	A	A	A	A	A	A	A	A	A	A	A	A	A	3.3.9 .B
Solar Energy Systems – Large	SUP CD	--	--	--	--	--	--	--	--	SUP CD	SUP CD	SUP CD	SUP CD	3.3.9 .B
Transit Station / Terminal	--	--	--	--	--	--	P	P	P	--	P	P	--	
Wireless Telecommunications Equipment	PS	PS	PS	PS	PS	PS	PS	PS	PS	PS	PS	PS	PS	3.3.9 .F

TABLE 3.2-A - TABLE OF PERMITTED USES

	RESIDENTIAL USE DISTRICTS					COMMERCIAL & MIXED-USE DISTRICTS				EMPLOYMENT / CAMPUS USE DISTRICTS				ADDITIONAL STANDARDS
DISTRICTS	RR	SR	NR	NCR	MXR	NMX	DMX	RMX	CB	SP (CD ONLY)	IVMX	BRT	HI (CD ONLY)	
Wireless Telecommunications Tower	SUP CD	--	--	--	--	SUP CD	--	--	SUP CD	SUP CD	--	SUP CD	SUP CD	3.3.9 .F
Other Uses														3.3.1 0
Outdoor Advertising Sign	--	--	--	--	--	--	--	CD	--	--	--	--	PS	3.3.1 0.A
KEY: P - Permitted Use; PS - Permitted Use with Additional Standards; A - Accessory Use; SUP - Special Use Permit; CD - Conditional Zoning District Only														

Part 6: Chapter 3 Use Provisions; Section 3.3.2 Additional Use Provisions; Residential Uses – Additional Use Provisions.

Modify text as indicated in **bold** and remove text as indicated in ~~strikethrough~~ to add a location/separation requirement for Family Care homes as permitted by NCGS 160D-907, and reletter the remaining section, as follows:

A. Apartment Dwelling.

1. Residential Use Districts. Apartment Dwellings are permitted only in new Projects or Subdivisions in accordance with the minimum and maximum allocation allowances in Table 2.2.1-A - Development Standards for Residential Use Districts, Attached Dwelling Unit and Apartment Dwelling Unit Allocation.
2. Non-residential Use Districts. Apartment Dwellings are only permitted when located on upper stories within a vertically integrated mixed-use Building with non-residential Uses permitted in the District on the ground floor story. Alternate locations and configurations are permitted by Conditional Zoning District (CD).

B. Attached Dwelling.

1. Residential Use Districts. Attached Dwellings are permitted only in new Subdivisions in accordance with the minimum and maximum allocation allowances in Table 2.2.1-A - Development Standards for Residential Use Districts, Attached Dwelling Unit and Apartment Dwelling Unit Allocation.
2. Non-residential Use Districts. Attached Dwellings are not permitted to front on Main Street between Earp Street and Elm Street, but are allowed to front on side Streets in the case of sites with multiple Frontages.

C. Family Care Home

1. **Location. A Family Care Home may not be located within a 1/2 mile radius of an existing Family Care Home, as measured between Lot Lines.**

~~C~~ D. Group Home

1. Location. A Group Home may not be located within a 1/2 mile radius of an existing Group Home, as measured between Lot Lines.

~~D~~ E. Manufactured Dwelling.

Part 7: Chapter 3 Use Provisions; Section 3.3.5.A. Additional Use Provisions; Adult Establishments.

Modify text as indicated in **bold** and remove text as indicated in ~~strike through~~ to clarify that Religious Use and Assembly Use are differing land uses as shown on the permitted use table, as follows:

A. Adult Establishments.

1. Limitation on Adult Establishment Activity.

- a. No Building, premises, Structure, or other facility that contains any adult establishment shall contain any other kind of adult establishment.
- b. No Building, premises, Structure, or other facility in which sexually oriented devices are sold, distributed, exhibited, or contained shall contain any adult establishment.
- c. Maximum occupancy of a viewing booth in an adult mini motion picture theater is 1 person.

2. Prohibited Locations for Adult Establishments. Adult establishments are prohibited within the following areas:

- a. Proximity to Adult Establishments. The establishment, enlargement, reconstruction, resumption or structural alteration of any adult establishment is prohibited within 1,000 feet of another adult establishment. The distance between 1 adult establishment and another adult establishment shall be measured in a straight line, without regard to

intervening Structures or objects, from the closest exterior structural wall of each such adult establishment.

b. Proximity to Protected Uses and Protected Districts. The establishment, enlargement, reconstruction, resumption or structural alteration of any adult establishment is prohibited within 1,000 feet of any existing Religious/~~Assembly~~ Use, **Assembly Use**, Town Park, School (K-12), Family Child Care Home, Child Care Center or Residential Use District within the Town or its Extraterritorial Jurisdiction. The distance between 1 adult establishment and other protected Uses noted above shall be measured in a straight line, without regard to intervening Structures or objects, from the closest exterior structural wall of each Use.

Part 8: Chapter 3 Use Provisions; Section 3.3.5.D. Additional Use Provisions; Bar/Nightclub/Tasting Room.

Modify text as indicated in **bold** and remove text as indicated in ~~strikethrough~~ to reflect change from CD to PS in NMX zoning districts, adding additional limitation based on floor area in the NMX District, remove “nightclub” from the use category since the term is already included in the definition, and reorganize, as follows:

D. Bar/~~Nightclub~~/Tasting Room.

1. Licensing Requirements. All Bars, ~~nightclubs~~, and Tasting Rooms are subject to state and local licensing requirements.

~~2. Tasting rooms. Tasting Rooms are permitted with a microbrewery (Neighborhood Manufacturing Use) as part of their brewing operations. Tasting rooms are limited to 25% of the Gross Floor Area of the microbrewery.~~

2. 3. Locational Limitations.

- a. Bars, ~~nightclubs~~, and ~~or~~ Tasting Rooms shall not be established or expanded within 300 ~~feet~~ of a School (K-12). ~~In the BRT District, Uses are limited to tasting room only.~~
- b. **Bars and Tasting Rooms established or expanded within 100 ft of an Attached or Detached Dwelling Unit shall require a Conditional Zoning District (CD).**

3. Use Limitations. Bars shall not be permitted in the BRT District.

4. Size Limitations.

a. Bars. Bars shall not exceed 2,500 sf in the NMX district.

b. Tasting Rooms. Tasting Rooms are permitted as an Accessory Use with a brewery, microbrewery, winery, or distillery as part of their operations and limited to 25% of the Gross Floor Area of the operation.

5. 4. Outdoor Areas. When ~~adjacent to~~ **abutting** Residential Use Districts, outdoor areas (e.g., Patios, Decks, or lounging areas) shall be enclosed by a minimum 6-~~feet~~ high opaque fence or similar feature to mitigate potential visual and/or audible impacts to

adjacent properties. This does not apply to outdoor seating within the public Sidewalk. ~~As part of a Special Use Permit review, the additional standards may be imposed to ensure compatibility.~~

6. Prepared Food Service. Bars, ~~nightclubs~~, and tasting rooms are permitted to serve prepared food (including mobile vendors) in addition to the drinking activities. Mobile vendors are permitted as Temporary Use (Section 3.5).

Part 9: Chapter 3 Use Provisions; Section 3.3.5.E Additional Use Provisions; Drive in/Drive Through

Modify text as indicated in **bold** and remove text as indicated in ~~strikethrough~~ to reference Car Wash as a stand-alone type of Drive In/Drive Through Use with additional standards, apply more restrictive circulation requirements to all Districts, and reorganize, as follows:

E. Drive ~~In~~/Drive Through.

1. Applicability. The provisions of this subsection apply to facilities where food or other products/services may be purchased or services may be obtained by motorists without leaving their vehicles and by maneuvering around the site in a dedicated lane (**including Drive In/ Drive Through - Car Wash**). The provisions of this section are not applicable to public voting establishments, medical testing/treatment centers, and/or charity/food bank distribution.
2. Locational Limitations. Drive Through **service** windows shall be located on the side or rear Building façades. ~~— the Service windows shall not be located on the Front, Street-facing Façade.~~
3. Service speakers. Service speakers shall be oriented away from adjacent Residential Use Districts and their audible impact shall be mitigated through volume control, deflective screens or similar features.
4. Drive Through Circulation Lanes.
 - a. ~~Except in the CB District, a~~ **No** circulation lane is permitted between the Building and the Street. All such circulation must occur in the Side – Interior or Rear Yard of the site.
 - b. Where ~~permitted in the CB District, a~~ circulation **lane is visible from the Street, in the Front Yard of the Building is permitted provided that** screening **shall be is** provided a minimum 4 feet in height. The screening ~~must~~ **shall** be comprised of a wall that matches the materials of the ~~principal Structure~~ **Primary Building** with foundation ~~plantings landscaping or Vehicle Parking Area screening~~ to Buffer the ~~wall circulation lane~~ from the ~~Sidewalk-Street~~.
 - c. At least 6 stacking spaces must be provided per Drive Through lane, beginning behind the first point at which the vehicle must stop (which may be the order board, a pre-order board or payment/pick-up window).
 - d. Door openings for Drive Through Uses that include an overhead door for cars (such as car washes) ~~must~~ **shall** not face the Street.

5. Additional Standards for Drive In/ Drive Through - Car Wash.

- a. **All activities and operations shall be completely enclosed within a Building, other than vacuuming, detailing, and hand drying.**
- b. **Accessory Uses, Buildings, or Structures shall not be located in any Front or Side-Corner Yard.**

Part 10: Chapter 3 Use Provisions; Section 3.3.5.G Additional Use Provisions; Fueling Stations.

Modify text as indicated in **bold** and remove text as indicated in ~~strikethrough~~ to remove language related to Special Use Permits and create standards for the Use in the NMX District (by CD only per updates to the Use Table), as follows:

G. Fueling Stations.

1. Applicability. The provisions of this subsection shall apply to all retail vehicle fueling stations and the associated components thereof. These provisions shall not apply to accessory fuel pumps that are a part of industrial Uses that does not provide retail fuel sales to the general public. This section shall not apply to facilities with less than 2 electric vehicle DC fast charging stations (or the successor technology), or similar facilities. This Section is intended to supplement the requirements for EV stations found in Chapter 6.
2. Canopies.
 - a. Canopies are considered an Accessory Structure to the Fueling Station and shall not be located in the Front or Side – Corner Yard.
 - b. All fueling pumps shall be covered with a Canopy or roof Structure.
 - c. Canopies and related elements, including fuel dispensers, support columns, planters, etc., shall be constructed of the same Building materials, colors, and textures as the primary Structure.
 - d. Canopies/roof Structures shall be Setback a minimum of 15 feet from the Right-of-Way and shall be outside of all required Setbacks. Canopies shall be designed to only cover the pump islands and drive up lanes for fueling.
 - e. Interest shall be added to the Canopy through the use of: roof line variations; separation of roof pitches; varying the direction of roof pitches; use of mansard roofs, hip roofs, gambrel roofs; inclusion of dormers; or, other variation in roof design.
3. On-site Circulation. New fueling stations shall provide for on-site circulation for fuel dispensing trucks and similar vehicles. Tank refueling and delivery shall not be staged from or within the Right-of-Way.

4. Underground Facilities. Underground facilities (including septic tanks and finger systems, cisterns, cellars, basements, underground storage tanks, etc.) shall not be located in or under any required Setback or Perimeter Buffer.

5. Residential Buffering/Mitigation. When adjacent to a Residential Use District the following standards shall apply:

a. A Type C Buffer shall be provided along the property boundaries that abut a Residential Use District.

b. All fueling pump islands, fuel storage apparatus, and Canopy elements shall be set back at least 30 feet from any Residential Use District.

6. Siting and Design. In all Use Districts where Fueling Stations are permitted, the following standards shall apply:

a. Fueling pumps shall only be permitted when in conjunction with a retail sales and service Use (e.g., convenience store, retail store).

b. Fueling pumps shall be provided/ sited interior to the site and screened from the public Right-of-Way by a Building, wall, or similar site element.

~~c. When subject to a Special Use Permit, additional limitations on the number of and the location of fueling stations on a given site to protect adjacent Uses and to strengthen the planned urban character of the corridor may be considered, among other criteria.~~

7. Limitations in the NMX District.

a. Fueling Stations shall be limited to 5 fueling pumps.

b. Fueling Stations shall not be located on any portion of a Lot that is within 300 ft of an intersection of 1 or more Thoroughfare Streets.

Part 11: Chapter 3 Use Provisions; Section 3.3.6. Public and Institutional Uses – Additional Use Provisions.

Modify text as indicated in **bold** and remove text as indicated in ~~strikethrough~~ to remove Airport, Public or Private from Public and Institutional Uses (relocated to 3.3.9 , Infrastructure Uses – Additional Use Provisions to match the use listing in the Permitted Use Table), reletter Section, and clarify School (K-12) Use, as follows:

~~A. Airport, Public or Private.~~

~~1. Special Submittal Requirements. In addition to the other requirements of this UDO, applicants for new and/or expanded airports shall submit the following items with their applications.~~

~~a. Proof of compliance with all county, state and federal laws, regulations and requirements. The applicant shall submit copies to the Town of any applicable/associated permitting materials to state and federal aviation agencies.~~

~~b. Complete plans for all airport facilities, including approach zones, horizontal zones and conical zones.~~

~~c. A plan/survey depicting trees and/or Structures which extend into any existing/planned approach zone, horizontal zone or conical zone. Said materials shall include the dimensions of trees or Structures.~~

~~2. Airport, Airfield, and Runway Design—FAA Standards. All new airport facilities including the airport terminal Building, airfield and runway shall comply with FAA design standards.~~

~~3. Clear space. In order to reduce danger from low flying planes approaching and taking off from the airfield, designated clear space shall be provided at the end of a runway pursuant to the following:~~

~~a. 750 feet for airstrips.~~

~~b. 1,000 feet for class I airfields.~~

~~c. 2,000 feet for class II or class III airfields.~~

~~d. 2,500 feet for class IV airfields.~~

~~4. Aprons and ramps. Aprons and ramps shall be perpendicular to runways and taxiways.~~

~~5. Construction within the airfield~~

~~a. Structures within the airfield shall be constructed of material which will provide not less than two hours' fire resistant construction according to the standards established by the American Society of Testing Materials or the requirements of the National Fire Protection Association.~~

~~b. All airports shall be fenced; such fences shall be a minimum of 8 feet in height.~~

~~c. Storage of gasoline shall be underground and in accordance with the requirements of all applicable state and local laws and ordinances.~~

B. A. Cemetery.

1. Locational Limitations. Tombstones, crypts, monuments, and mausoleums shall be located a minimum of 20 feet from any side or Rear Lot Line and at least 30 feet from a Street Right-of-Way.

2. Perimeter Fencing. A brick wall or an ornamental fence made of wood or vinyl picket or wrought iron a maximum of 4 feet in height shall be installed along the perimeter of the

~~G.~~ **B.** Civic Building.

1. All civic Buildings and their associated site improvements shall be subject to Development Plan review as described in Chapter 11.

~~D.~~ **C.** Penal or Correctional Institution.

1. Locational Restrictions. Penal and Correctional Institutions may not be established within ½ mile of a Residential Use District or School (K-12).

~~E.~~ **D.** Religious Use.

1. Applicability. The provisions of this subsection shall apply to new or modifications to religious institutions, places of worship, and their Accessory Uses. This subsection does not apply to individual religious practices.

2. Permitted Accessory Uses. Permitted Accessory Uses include but are not limited to Cemeteries, Child Care Center, residential care facilities, retail Uses, and similar facilities

3. Private Schools and Colleges. K-12 schools and/or college-equivalent operations which require state/federal certification/permits may be allowed pursuant to the District provisions. These educational Accessory Uses may require a separate review and approval process.

~~F.~~ **4.** Outdoor Event and Recreational Space. Outdoor event areas (e.g., pavilions) and recreational spaces (e.g., sports fields, Playgrounds) shall be Setback at least 50 feet from a Residential Use District. This does not apply to trails and pathways.

~~G.~~ **E.** School (K-12).

1. Passenger/Student Loading Zones. The applicant shall provide a passenger/student loading zone plan that shows the location, circulation, and traffic management provisions. To ensure compatibility with neighboring Uses, the Administrator or the Town Council as appropriate may limit the location, capacity, hours-of-operation, and spatial arrangement of the passenger loading zones.

~~2. Special District Required. All High School Campuses greater than 40 acres in size shall be permitted in Special Districts only.~~

~~3~~ **2.** Outdoor **Event and** Recreational Space.

a. Active recreational areas such as sports fields and Playgrounds shall be set back at least 50 feet from a Residential Use District. This does not apply to trails and pathways.

b. Outdoor stadiums or similar sports arenas shall be Setback at least 100 feet from a Residential Use District. To ensure compatibility with neighboring Uses, a Conditional Zoning District (CD) may include conditions, among others, to limit the location, capacity, hours-of-operation, and spatial arrangement of the outdoor stadium and similar sports arenas.

- c. Lighting shall be directed away from neighboring properties.
- d. Concession services may be allowed as an Accessory Use to provide food, beverage, and school/sports-related merchandise to patrons/students.
- e. The applicant/school operator may allow the general public to use outdoor recreational amenities.
- f. A Type C Perimeter Buffer shall be provided along any Rear or Side property line adjoining a Residential Use District.

Part 12: Chapter 3 Use Provisions; Section 3.3.9. Infrastructure Uses – Additional Use Provisions

Modify text as indicated in **bold** and remove text as indicated in ~~strikethrough~~ to add Airport, Public or Private to Infrastructure Uses – Additional Use Provisions (relocated from 3.3.6, Public and Institutional Uses to match the use listing in the Permitted Use Table) and reletter Section, as follows:

3.3.9. Infrastructure Uses – Additional Use Provisions

A. Airport, Public or Private.

1. Special Submittal Requirements. In addition to the other requirements of this UDO, applicants for new and/or expanded airports shall submit the following items with their applications.

- a. Proof of compliance with all county, state and federal laws, regulations and requirements. The applicant shall submit copies to the Town of any applicable/associated permitting materials to state and federal aviation agencies.**
- b. Complete plans for all airport facilities, including approach zones, horizontal zones and conical zones.**
- c. A plan/survey depicting trees and/or Structures which extend into any existing/planned approach zone, horizontal zone or conical zone. Said materials shall include the dimensions of trees or Structures.**

2. Airport, Airfield, and Runway Design – FAA Standards. All new airport facilities including the airport terminal Building, airfield and runway shall comply with FAA design standards.

3. Clear space. In order to reduce danger from low-flying planes approaching and taking off from the airfield, designated clear space shall be provided at the end of a runway pursuant to the following:

- a. 750 feet for airstrips.**
- b. 1,000 feet for class I airfields.**

c. 2,000 feet for class II or class III airfields.

d. 2,500 feet for class IV airfields.

4. Aprons and ramps. Aprons and ramps shall be perpendicular to runways and taxiways.

5. Construction within the airfield

a. Structures within the airfield shall be constructed of material which will provide not less than two hours' fire-resistant construction according to the standards established by the American Society of Testing Materials or the requirements of the National Fire Protection Association.

b. All airports shall be fenced; such fences shall be a minimum of 8 feet in height.

c. Storage of gasoline shall be underground and in accordance with the requirements of all applicable state and local laws and ordinances.

The remaining sections of 3.3.9 shall be relettered to B. Infrastructure/Utilities (Major); C. Infrastructure/Utilities (Minor); D. Parking Garage; E. Parking Lot – Principal Use; F. Wireless Telecommunications Equipment and Wireless Telecommunications Towers

Part 13: Chapter 3 Use Provisions; Section 3.4.3.G, Accessory Uses, Buildings, or Structures; Commercial & Mixed- Use & Employment/Campus Use Districts and Non-Residential Uses in Residential Districts; Outdoor Storage.

Modify text as indicated in **bold** and remove text as indicated in ~~strike through~~ to clarify the amount of permitted Outdoor Storage and Operations in BRT, IVMX, and HI districts:

2. Employment/Campus Use Districts.

- a. Proximity to Residential. All operations, servicing and processing located either within 100 feet of a Residential Use District (except outside storage, off Street parking and off Street loading) shall be conducted within completely enclosed Buildings.
- b. General Standards. All storage of materials or products shall be either within completely enclosed Buildings or, within a defined storage area in compliance with the following:
 - i. Enclosed within a chain link, lattice, ornamental fence, solid walled, or similar type fenced area, including entry/exit gates made of materials compatible with the fence.
 - ii. The height above grade of said fence shall be at least 6 feet and shall not exceed 20 feet.
 - iii. Materials or products stored within the fenced storage area shall not exceed the height of the fence.
 - iv. The fenced storage area shall be surrounded by landscaping installed in compliance with the requirements for a Type C Buffer.

- c. Amount of Outdoor Storage and Operations. The total area devoted to outdoor storage and operations shall not exceed:

i. **IVMX and BRT Districts:** 30% of total Lot Area ~~in the BRT District and~~

ii. **HI District:** 50% of total Lot Area ~~in the HI District.~~

Part 14: Chapter 3 Use Provisions; Section 3.4.3.I, Accessory Uses, Buildings, or Structures; Commercial & Mixed-Use & Employment/Campus Use Districts and Non-Residential Uses in Residential Use Districts; Mobile Classrooms.

Modify text as indicated in **bold** and remove text as indicated in ~~strikethrough~~ to modify:

I. Mobile Classrooms.

1. Mobile Classrooms shall only be permitted as a Temporary Use by a Religious/~~Assembly~~ Use or School (K-12);

Part 15: Chapter 6 Parking: Section 6.3 Permitted Vehicle Parking Locations

Modify text as indicated in **bold** and remove text as indicated in ~~strikethrough~~ to modify the abbreviation of the Special District consistent with the UDO, as follows:

Table 6.3-A – Table of Permitted Vehicle Parking Locations (N1)					
USE CATEGORIES	REAR YARD ONLY	SIDE AND REAR YARD ONLY	FRONT YARD RESTRICTED	UNRESTRICTED	ALL YARDS WITH RESTRICTIONS
Residential Uses					
Detached and Attached Dwellings on Lots less than 60 ft wide	Permitted	Permitted	Not Permitted	Not Permitted	Not Permitted
Detached and Attached Dwellings on Lots 60 ft or greater in width	Not Permitted	Not Permitted	Not Permitted	Not Permitted	Permitted
All other Residential Uses	Permitted	Permitted	Not Permitted	Not Permitted	Not Permitted
All Other Uses (by Use District) (N2)					
NMX/DMX	Permitted	Permitted	Not Permitted	Not Permitted	Not Permitted
REMX/IVMX	Permitted	Permitted	Permitted	Not Permitted	Not Permitted
CB	Permitted	Permitted	Permitted	Permitted	Not Permitted
SD SP	Established with a Conditional Zoning District (CD)				
BRT/HI	Permitted	Permitted	Permitted	Permitted	Not Applicable
<i>N1: Alternate permitted Vehicle Parking locations may be considered with a Conditional Zoning District (CD)</i>					

Table 6.3-A – Table of Permitted Vehicle Parking Locations (N1)					
USE CATEGORIES	REAR YARD ONLY	SIDE AND REAR YARD ONLY	FRONT YARD RESTRICTED	UNRESTRICTED	ALL YARDS WITH RESTRICTIONS
N2: Non-residential Uses located in a Residential Use District shall follow the requirements listed for the NMX District.					

Part 16: Chapter 6 Parking; Section 6.5.3 Bicycle Parking Space Location

Modify text as indicated in **bold** and remove text as indicated in ~~strikethrough~~ to correct the name of the **Americans** with Disabilities Act, as follows:

6.5.3 Bicycle Parking Space Location

- A. Bicycle parking shall be placed in a convenient, highly-visible, active, and well-lit location not more than 100 feet walking distance of the main entrance, but shall not interfere with pedestrian movements.
- B. Bicycle parking shall be provided on a hardsurface, all-weather pavement of asphalt or concrete with curb ramps installed as appropriate.
- C. For developments adjacent to a greenway, bicycle parking should be clearly visible from the trailhead.
- D. Bicycle Parking Spaces should be dispersed throughout large Parking Areas such as those found in Integrated Centers and all bicycle Parking Spaces shall be as convenient as possible and no less convenient than the ~~American~~ **Americans** with Disabilities Act parking requirements.
- E. Each bicycle Parking Space shall provide 6 feet by 2 feet in area per bicycle and at least 4 feet between parallel racks for access.
- F. Bicycle racks installed on Sidewalks should be located outside of the public Right-of-Way and provide for a clear, unobstructed width of at least 5 feet for pedestrians and should be installed at least 3 feet from the face of the curb.
- G. Bicycle parking shall be located no closer than 3 feet to any wall to provide adequate space for access and maneuvering and a minimum of 4 feet from existing Street furniture and other obstruction (e.g., mailboxes, light poles, benches) and be no closer than 12 feet from the edge of fire hydrants.
- H. Where not clearly visible from the access way, directional signage shall be provided to route bicyclists to the bicycle parking facility.
- I. Up to 25% of required bicycle Parking Spaces may be located indoors for long-term parking.

Part 17: Chapter 6 Parking; Section 6.6.1 Electric Vehicle (EV) Parking Spaces, Table 6.6-A – Electric Vehicle Parking Spaces Minimum Standards

Modify text as indicated in **bold** and remove text as indicated in ~~strikethrough~~ to modify EV parking requirements for School (K-12), as follows:

Table 6.6-A – Electric Vehicle Parking Spaces Minimum Standards		
Use	Threshold For Applicability	Requirement
Detached Dwellings, Attached Dwellings, and Bed and Breakfast	New Subdivisions platted after the adoption of this UDO or new Bed and Breakfast Uses	Minimum of 1 EVSE-Home per unit
All other Residential and Lodging Uses	Less than 20 rooms/units	Minimum of 1 EVSE space
	20 or more rooms/units	5% of all vehicle parking spaces shall have EVSE & Additional 15% shall be EVSE-Ready
School (K-12)	20 - 50 provided vehicle parking spaces in a single development	10% of all staff vehicle parking spaces shall be EVSE-Ready
	50 or more provided vehicle parking spaces in a single development	20% of all staff vehicle parking spaces: 2 shall be EVSE; remainder shall be EVSE-Ready
All other uses	20 – 50 provided vehicle parking spaces in a single development	10% shall be EVSE-Ready
	50 or more provided vehicle parking spaces in a single development	5% of all vehicle parking spaces shall have EVSE & Additional 15% shall be EVSE-Ready

Part 18: Chapter 8 Building, Site, & Subdivision Lot Design Standards; Section 8.4 Site Design

Add text as indicated in **bold** to add additional site design standards for the appearance of retaining walls fronting public streets.

8.4. Site Design

F. Retaining Walls.

A. Design Standards. Retaining walls located between a Front or Side-Corner Building Line and Front or Side-Corner Lot Line shall be designed using Type 1 Building Materials and colors consistent with the Primary Façade(s) of the Primary Building to maintain a consistent and compatible appearance.

Part 19: Chapter 11 Administration & Decision-Making Bodies; Public Notification; Neighborhood Meeting Standards; Section 11.5.F.2. Required Meeting Notification

Modify text as indicated in **bold** and remove text as indicated in ~~strikethrough~~ to modify the date of mailed notice for neighborhood meetings, as follows:

2. Required Meeting Notification.

a. The applicant shall notify interested parties of the neighborhood meeting through written mailing notices pursuant to Table 11.5-A.

b. The notice shall be sent by first class mail and be ~~postmarked~~ **deposited in the mail** not less than 10 days, but not more than 25 days, prior to the date of the neighborhood meeting.

Part 20: Chapter 13 Definitions:

Modify text as indicated in **bold** and remove text as indicated in ~~strikethrough~~ to definitions, as follows:

Agricultural Uses (Intensive). A commercial agricultural operation which raises crops on a land intensive basis. Agricultural Uses and practices include Agricultural Livestock Production; Commercial Breeding of Non-Farm Fowl and Animals; Commercial Chicken House; Confinement Feeding Yards; Dairy; Liquid Fertilizer Storage and Distribution (Commercial); Plant Nursery (Wholesale); Roadside Food Sales Stand; Sales Barn for Livestock Sale; Slaughterhouse; Yards or Hatcheries; Topsoil Removal and Storage Areas.

~~Bar/Nightclub~~. A business used primarily for: the sale or dispensing of **beer, wine, and/or** liquor by the drink for on-site consumption; and, where packaged liquor may be sold, or food may be available for consumption on the premises as accessory to the primary Use. This definition includes Bars, Taverns, pubs, and Nightclubs.

Certificate of UDO Compliance. A certificate signed by the Administrator stating that the use and development of land, Building, or Structure referred to the certificate complies with the provisions of this UDO, Variance, ~~special-exception~~ **Special Use Permit**, or Development Plan approval.

Civic Building. Buildings and facilities owned and maintained by a public or semi-public agency, excluding religious institutions, which are used primarily for public gatherings for the purpose of promoting public education, knowledge, and welfare (e.g., Library; Fire Station; Governmental Offices; Police Station; **Post Office**; Public Recreation Development; and Municipal/State Road Maintenance Facility).

Commercial & Mixed-Use District. Any District which **permits** commercial or mixed-use establishments as a Permitted Use or Special Use Permit.

Drive In/Drive Through - Car Wash. An establishment for the washing, cleaning, and detailing of motor vehicles or other light duty equipment, whether automatic, by hand, or self-service.

Façade, Building. An exterior vertical face of a Building.

Façade, Front. A Building Façade oriented toward any Front or Side-Corner Lot Line.

Façade, Primary. Any Building Façade in which any portion of a Lot or Integrated Center is determined to be visible from a Public/Private Street Frontage, interior Access Drive, or a Side or Rear Lot Line abutting a Residential Use District, and all Building Façades in the DMX District.

Façade, Side. Any Building Façade that is not a Front or Rear Façade.

Façade, Rear. A Building Façade oriented toward any Rear Lot Line.

~~Master Sign Plan. See Sign Plan, Master.~~

~~Mini Storage. See Self-storage (Mini-) Warehouse.~~

~~Mobile Dwelling. See Dwelling, Mobile.~~

~~Personal Chef. See Chef, Personal.~~

Retail Uses. Establishments engaged in selling goods or merchandise to the public for personal or household consumption, rendering services incidental to the sale of such goods, and the accessory production of such goods on premises (e.g., ~~Agricultural Seed Sales; Automotive Parts Sales (new); Costume Rental; Millinery (Fabric) Shop; Tuxedo Rental; Convenience Store; Retail Bakery; Farmer's Market; Grocery; Meat Market; Post Office; Tool and Equipment Rental; Bank/Savings & Loan/Credit Union; Consultant; Contractors (Office only); Pharmacist; Bait Sales;~~ Antique Shop; **Agricultural Seed Sales**; Apparel Shop; Appliance Store; Art Gallery; Arts and Craft Store; Automobile Parts Sales (new); **Bait Sales; Bank/Savings & Loan/Credit Union**; Bicycle Sales and Service; Camera Store; Card Shop; Clock Shop; Coin and Stamp Shop; Computer Store; Convenience Store; **Costume Rental**; Department Store; Drug Store; Fabric Store; **Farmers Market**; Floor Coverings; Flower Shop; Frame Shop; Furniture Store; Garden Supply; Gift Shop; **Grocery**; Hardware Store; Hobby, Toy or Game Shop; Home Improvement Store; Jewelry Store; **Liquor Store; Meat Market**; Music Store; Newsdealer; Paint Store; Pet Store; **Pharmacy**; Radio, TV, Music Sales and Service; **Retail Bakery**; Retail Showroom; Satellite Dish Sales and Service - indoor display; Shoe Store; Sporting Goods; Stationery and Book Store; **Tool and Equipment Rental; Tuxedo Rental**; Variety Store; **and** Video Store; ~~Wall Coverings; and Liquor Store; and Bank Machine (ATM).~~

~~Sign Plan, Master. A concept plan that provides guidelines for the overall design of consistent and compatible Signs within a Project, Single Use Site, Integrated Center, Business Park, industrial park, Subdivision, multifamily development, or any other form of development and which enhance the appearance of a development.~~

Residential Care Facilities. A facility which provides care for persons with disabilities due to illness, disease, or physical or mental infirmities on a 24-hour per day basis to 2 or more individuals in full-time residence at the facility. Definition includes Adult Care Homes, Nursing Homes, and Assisted Living facilities. Definition does not include Hospitals or Family Care Homes.

Storage, Self-Service. Structures containing generally small, individual, compartmentalized stalls or lockers offered for rent or lease to the public as individual storage spaces and

characterized by low parking demand. Premises may include retail or wholesale sales related to storage (e.g., boxes, locks, tape, protective materials, etc.) and the ~~screened~~ enclosed storage of vehicles and boats.

Part 21: REPEAL OF CONFLICTING ORDINANCES

All ordinances or parts of the UDO of the Town of Holly Springs conflicting or inconsistent with the provisions of this Ordinance are hereby repealed.

Part 22: SEVERABILITY

If any section, part of a section, paragraph, sentence, clause, phrase, or word of this Ordinance is for any reason held or declared to be unconstitutional, inoperative or void, such holdings shall not affect the remaining portion of this Ordinance and it shall be construed to have been the legislative intent to pass the Ordinance without such unconstitutional, invalid or inoperative part therein, and the remainder of this Ordinance after the exclusion of such part or parts shall be deemed to be held valid as if such part or parts had not been included therein, or if this Ordinance or any of the provisions thereof shall be held inapplicable to any person, group of persons, property, kind of property, circumstances, or set of circumstances, such holdings shall not affect the applicability thereof to any other person, property or circumstances.

Part 23: INCLUSION IN CODE

It is the intention of the Town Council entered as hereby ordained, that the provisions of this Ordinance shall become and be made part of the Unified Development Ordinance of the Town of Holly Springs, North Carolina; that the Section(s) of this Ordinance may be renumbered or relettered to accomplish such intention, and that the word "Ordinance" may be changed to "Section, or "Article" or other word.

Part 24: EFFECTIVE DATE

The provisions of this ordinance shall become effective June 2, 2026 in accordance with the laws of the State of North Carolina.

Adopted this, the 2nd day of June 2026.

Town of Holly Springs by

Michael D. Kondratick, Mayor

ATTEST:

Linda McKinney, Town Clerk



Purpose:

- Provide a preview of upcoming legislative cases & update on other Development Services initiatives

Suggested Action:

- Seek high level feedback and answer any preliminary questions

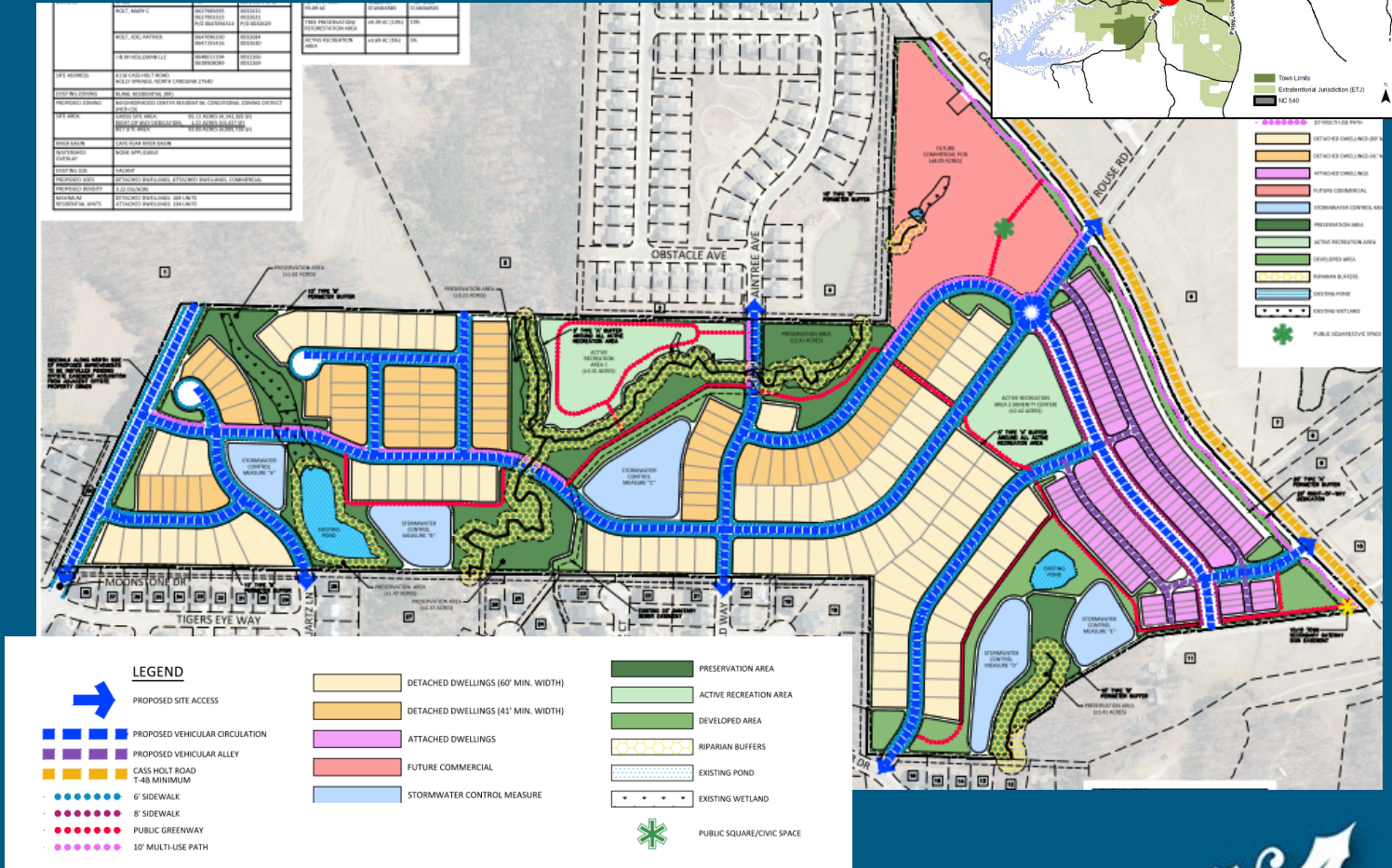
New Applications



Cass Holt North

6116 Cass Holt Road

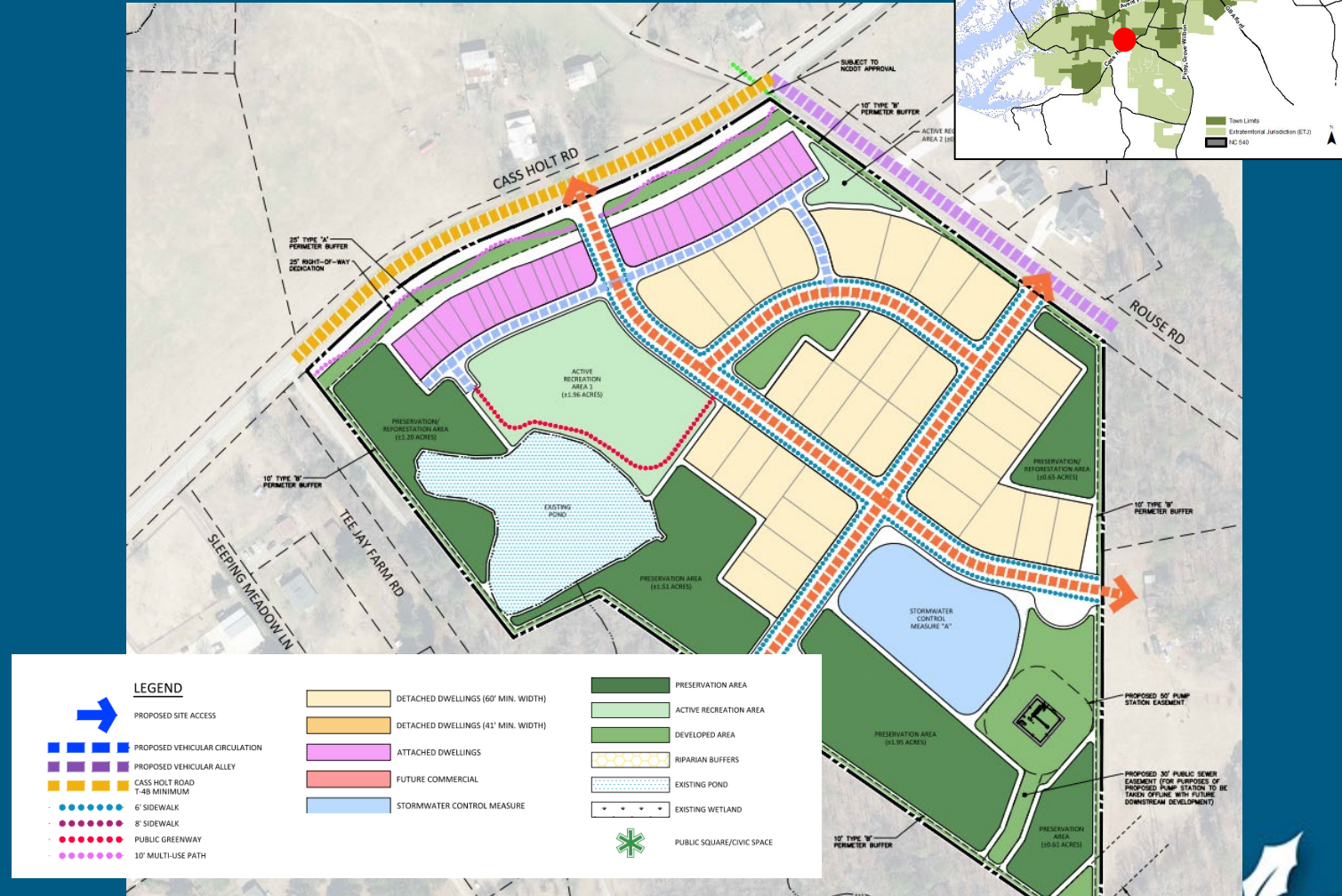
- Proposed Zoning:** Neighborhood Center Residential Conditional Zoning District (NCR-CD)
- Process:** Rezoning (Town Council Legislative)
- Proposed Use:** 169 Detached Dwellings
134 Attached Dwellings
8 ac Commercial



Cass Holt South

6116 Cass Holt Road

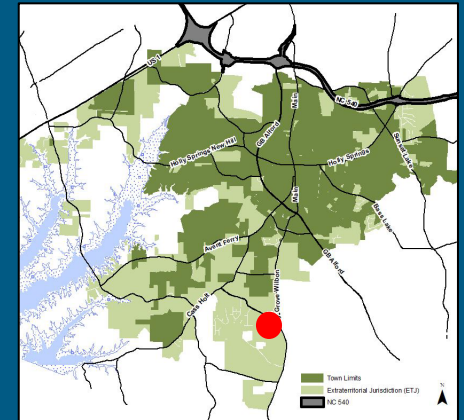
- **Proposed Zoning:**
Neighborhood Residential Conditional Zoning District (NR-CD)
- **Process:**
Rezoning (Town Council Legislative)
- **Proposed Use:**
31 Detached Dwellings
30 Attached Dwellings



Overbrook Ridge

7208 Rouse Rd

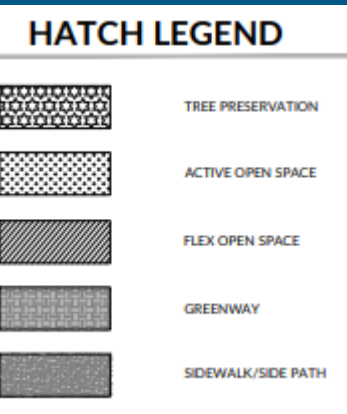
- **Proposed Zoning:**
Suburban Residential
Conditional Zoning District
(SR-CD)
- **Process:**
Rezoning (Town Council
Legislative)
- **Proposed Use:**
56 Detached Dwellings



LEGEND:	
	PROPERTY LINE
	ADJACENT PROPERTY LINE
	EXISTING R/W
	PROPOSED R/W
	ROAD CENTERLINE
	PROPOSED LOT LINE
	PROPOSED SCM
	RIPARIAN BUFFER LINE
	FLEX. OPEN SPACE & ACTIVE RECREATION AREA
	TREE PROTECTION AREA
	SINGLE FAMILY LOTS (65' X 120')

6305 People Rd

- [illegible]



Updates



Project Updates

Upcoming Public Hearings
Spring 2026

- **Sunset Lake Commons Apartments (Meridian @ Sunset Lake)***
- Daventry
- New School Montessori
- 2420 Avent Ferry Road

***Legacy Process Cases**

Other Updates: Waiting for Revisions

- **1100 Piney Grove Wilbon Road***
- 4917 Friendship Road
- 303 Blalock
- The Nest (S. Main @ Elm)
- The Grove (809 Piney Grove Wilbon)



Other Initiatives

