

Date: Wednesday, October 19, 2016
Location: 3235 Holly Springs Parkway

Holly Springs Downtown Development Authority

Agenda 6:00 pm Regular Meeting

I. CALL TO ORDER

ROLL CALL

Steve Adcock

Kevin Moore

Phyllis Long

Kyle Whitaker

Sonia Carruthers

Chris Deluca

II. OLD BUSINESS

III. TREASURER'S REPORT

IV. NEW BUSINESS

1. Discuss six-month extension on lease agreement for Heritage Roof Truss
2. Discuss Proposed Budget for the Fiscal Year 2017, presented by City Manager, Rob Logan
3. Update on Rickman Industrial Drive Realignment Project, presented by City Manager, Rob Logan
4. Update on Industrial Connector Scoping Project, presented by City Manager, Rob Logan
5. Update on LCI Project, presented by City Manager, Rob Logan
6. Approve/Deny meeting minutes

V. ADJOURNMENT

2016 Property Tax Statement

City of Holly Springs
P.O. Box 990
Holly Springs, GA, 30142
770-345-5536

**Make Check or Money Order
Payable to:**

City of Holly Springs

HOLLY SPRINGS
DOWNTOWNDEVELOPMENT
AUTHORITY
100 HICKORY CIRCLE
CANTON, GA 30114

| Bill Number | Due Date | *Total Due* |
|-------------|------------|-------------|
| 2016-02307 | 12/20/2016 | \$2,508.00 |

Map: 15N14 103

Payment Good through: 12/20/2016

Location: 101 PALM ST

If you have sold this property, forward the bill to the new owner and fax a copy of the settlement statement to 770-345-0209. If you have an escrow, forward the tax bill to your mortgage company as soon as possible. Pursuant to state law (O.C.G.A. 48-2-40) interest will be added to this bill monthly if the balance is not paid by the due date. Pursuant to state law (O.C.G.A. 48-2-44) penalties will also be added to the unpaid balance beginning 120 days after the due date. Pay online at www.hollyspringsepay.com. This payment channel is provided as a convenient alternative to appearing in person to pay the bill. A separate fee for providing this convenience will be added to the balance. Customers will have the option to accept this fee or cancel the transaction prior to final payment.

You may pay this bill online at www.hollyspringsepay.com



Tax Payer: HOLLY SPRINGS DOWNTOWNDEVELOPMENT AUTHOR
Map Code: 15N14 103 REAL
Description: LL 306; 15TH DIST/TRACT PB 80 PG 47
Location: 101 PALM ST
Bill No: 2016-02307
District: 04A

| Land Value | Building Value | Acres | Fair Market Value |
|------------|----------------|--------|-------------------|
| \$0.00 | \$1,101,500.00 | 8.7900 | \$1,101,500.00 |

| Entity | FMV | Minus Exemptions | Adjusted FMV | Taxable Value (40%) | Millage Rate | Gross Amount | Credit | Net Amount |
|----------------|--------------|------------------|--------------|---------------------|---------------|-----------------|------------|-------------------|
| City Tax | 1,101,500.00 | 1,101,500.00 | 0.00 | 0.00 | 5.0860 | 0.00 | 0.00 | \$0.00 |
| Fire Tax | 1,101,500.00 | 1,101,500.00 | 0.00 | 0.00 | 3.3740 | 0.00 | 0.00 | \$0.00 |
| Stormwater Fee | | | | | | 2,508.00 | 0.00 | \$2,508.00 |
| TOTALS | | | | | 8.4600 | 2,508.00 | .00 | \$2,508.00 |

Please see our website www.hollyspringsga.us regarding senior exemption qualifications. Questions regarding county exemptions, assessments or the fair market value of your property should be directed to the Cherokee County Assessor's office at 678-493-6120.

| Total Due | \$2,508.00 |
|-----------|------------|
|-----------|------------|

HOLLY SPRINGS DOWNTOWNDEVELOPMENT AUTHORITY
100 HICKORY CIRCLE
CANTON, GA 30114

PROPERTY TAX DEPARTMENT

Dear Taxpayer:

This brochure is designed to provide you, the taxpayer, with essential information on the most common questions and concerns regarding property taxes.

General Information

Ad Valorem taxes (which means "according to the value") are levied on real and personal property and on motor vehicles each year. Property tax revenues are used by governments for General Fund maintenance and operations. Departments such as the Police Department, Economic Development, Parks & Recreation, Planning & Zoning, Finance, and Administration operate with General Fund revenue. Real property is land and any improvements such as buildings/houses or parking lots. Personal property is inventory and fixtures used in conducting business, boats, and machinery, etc. Motor Vehicle taxes are billed and collected by Cherokee County only.

The basis for ad valorem taxation is the fair market value of the property as determined by the Tax Assessor's Office. Georgia law says only 40% of that value is taxable which is referred to as the assessed value.

Tax Digests are prepared each year by the Tax Commissioner's Office after values are determined by the Tax Assessor's Office. Tax Digests provide property ownership, billing addresses and property locations for each taxing jurisdiction such as Holly Springs, Canton, and Woodstock.

Property Tax Bills

Property tax bills are issued annually on or near October 15th for the period of January 1 – December 31 of that same year. Bills are generated as required by law (O.C.G.A. 48-5-18) to reflect the owners and values in place on January 1st of the tax year.

When are taxes due?

Property taxes are due 60 days after the bill date. Pursuant to state law (O.C.G.A. 48-2-40) interest will be added to this bill monthly if the balance is not paid by the due date. When taxes have become 30 days past due, a Fi Fa (tax lien) is placed on the property and a recording fee is charged (O.C.G.A. 48-3-3). Pursuant to state law (O.C.G.A. 48-2-44) penalties will also be added to the unpaid balance beginning 120 days after the due date.

My taxes are paid by my mortgage company, why am I getting a bill?

If your taxes are paid in escrow, please forward your tax statement to your mortgage company for payment.

Senior Tax Exemptions

The City provides a senior tax exemption on all eligible homestead property of \$1,000 on the land value and 100% of

the value of the improvements (structures). Resident must be 65 years of age or older on or before January 1st of the effective tax year. In addition, they must own and reside on the property on or before January 1st of the effective tax year. The deadline to file for this exemption is April 1st.

I sold this property, why am I getting a tax bill?

If you get a tax bill for property that you sold, please forward it to the new owners as quickly as possible. You may also return the bill to us with the new owner's name and address and we will gladly update our records and forward the bill to the new owner.

Weren't these taxes paid at closing?

Check with your closing attorney if you aren't sure.

New property owners

If you purchased after January 1, a property tax return (to declare taxable property you own) should be filed with the Tax Assessor's Office between January 1 and April 1 of the following year. Tax bills mailed at the end of the year will reflect values and exemptions that were in place on January 1st. Some new owners are surprised when they receive their tax bill the following year and find out their taxes are not the same. Homestead exemptions disappear when ownership changes. Be sure you apply for tax exemptions with the Cherokee County Tax Assessor's Office before April 1st so you can take advantage of all tax discounts available.

Appeals

Taxpayers may challenge an assessment by appealing to the Cherokee County Board of Tax Assessors if they feel their property value is not reflective of the fair market value. Contact the Cherokee County Tax Assessor's Office for more information.

Methods of payments

In person- Cash, check, money order, Visa, Master Card, or American Express at City Hall located at 3237 Holly Springs Parkway.

Mail- check or money order referencing your map and parcel number to: PO Box 990, Holly Springs, GA 30142.

Online- www.hollyspringsepay.com

Contact information

City of Holly Springs Customer Service 770-345-5536

DDA Financial Report
July 2016-Sept 2016

| Opening Balance: | | | | | \$ | 64,255.92 | |
|-------------------------------|---------|--------------------------|-------------|------------------|----|------------|--|
| Less: Cash Disbursements | | | | | | | |
| DATE | CHECK # | VENDOR | AMOUNT | DESCRIPTION | | | |
| 7/11/2016 | ACH | Cherokee Cty Water/Sewer | \$ (11.20) | Water/Sewer Fees | | | |
| 8/9/2016 | ACH | Cherokee Cty Water/Sewer | (11.20) | Water/Sewer Fees | | | |
| 9/8/2016 | ACH | Cherokee Cty Water/Sewer | \$ (11.20) | Water/Sewer Fees | | | |
| Total | | | \$ (33.60) | | | | |
| Add: Deposits & Other Credits | | | | | | | |
| 7/6/2016 | | Heritage Roof Truss | \$ 1,600.00 | Rent | | | |
| 8/4/2016 | | Heritage Roof Truss | \$ 1,600.00 | Rent | | | |
| 9/8/2016 | | Heritage Roof Truss | \$ 1,600.00 | Rent | | | |
| Total | | | \$ 4,800.00 | | | | |
| Ending Bank Balance | | | | | \$ | 69,022.32 | |
| Plus CDR | | | | | \$ | 35,649.45 | |
| Total Funds | | | | | \$ | 104,671.77 | |

Holly Springs Downtown Development Authority

Treasurer's Report

April 1, 2016 - June 30, 2016

| | | | | | |
|-------------------------------|---------|------------------------------|-------------|---------------------------------------|--|
| Opening Balance: | | | \$ | 61,279.52 | |
| Less: Cash Disbursements | | | | | |
| DATE | CHECK # | VENDOR | AMOUNT | DESCRIPTION | |
| 4/12/2016 | ACH | Cherokee Cty Water/Sewer | \$ (11.20) | Water/Sewer Fees | |
| 4/20/2016 | 1358 | Cherokee Chamber of Commerce | \$ (290.00) | Chamber Yearly Dues | |
| 4/21/2016 | 1359 | City of Holly Springs | (1,500.00) | Donation Holly Springs Special Events | |
| 5/12/2016 | ACH | City of Holly Springs | \$ (11.20) | Water/Sewer Fees | |
| 6/8/2016 | ACH | Cherokee City Water/Sewer | \$ (11.20) | Water/Sewer Fees | |
| Total | | | \$ | (1,823.60) | |
| Add: Deposits & Other Credits | | | | | |
| 4/5/2016 | | Heritage Roof Truss | \$ 1,600.00 | April 2016 Rent | |
| 5/12/2016 | | Heritage Roof Truss | \$ 1,600.00 | May 2016 Rent | |
| 6/9/2016 | | Heritage Roof Truss | \$ 1,600.00 | June 2016 Rent | |
| Total | | | \$ | 4,800.00 | |
| Ending Bank Balance | | | \$ | 64,255.92 | |
| Plus CDR | | | \$ | 35,435.90 | |
| Total Funds | | | \$ | 99,691.82 | |

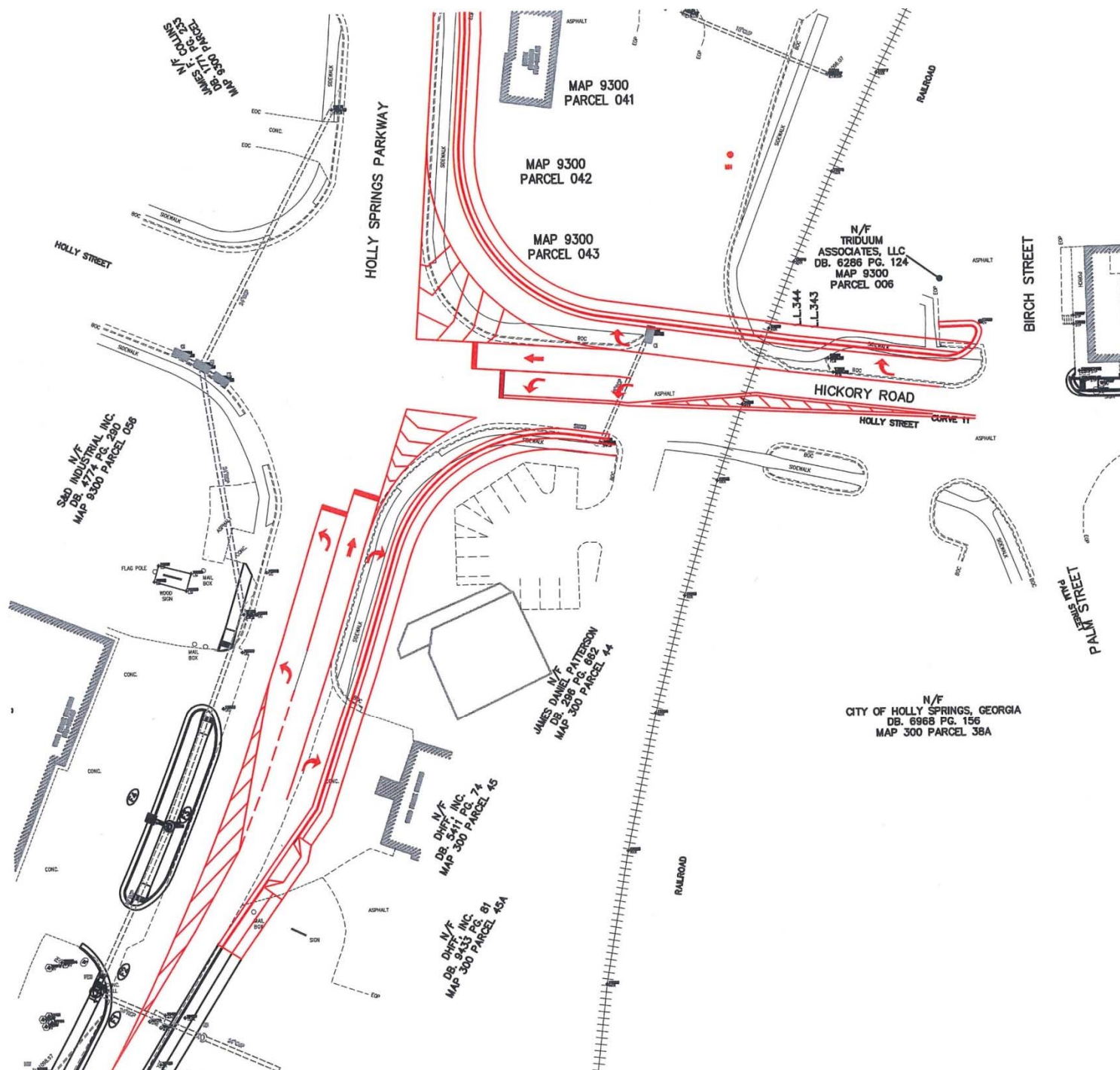
City of Holly Springs
Downtown Development Authority
Proposed Budget
For the Fiscal Year 2017

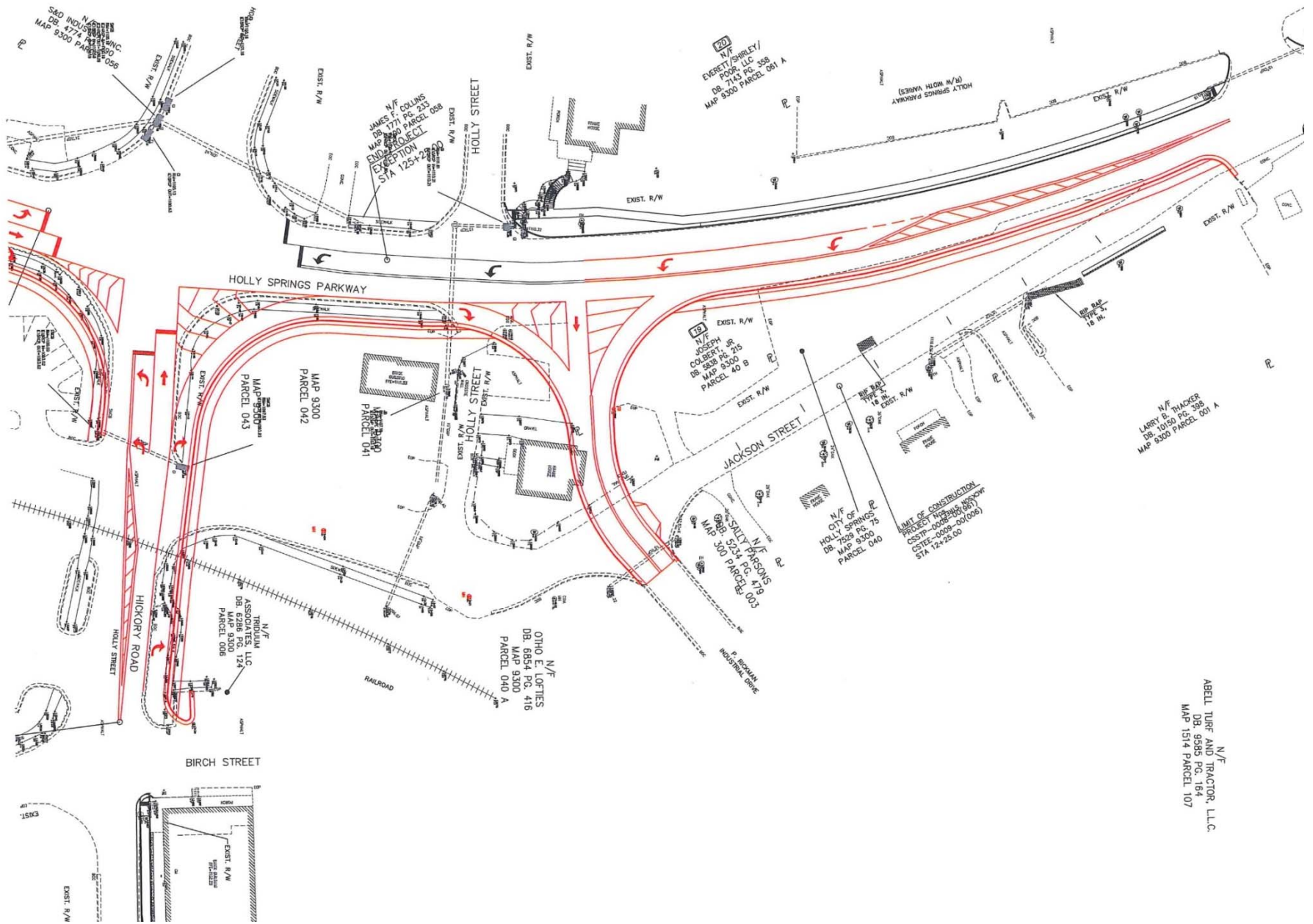
| Account Number | Description | FY2016 Budget | FY2017 Budget | Variance |
|----------------|---------------------------------|-----------------|----------------|------------------|
| 361000 | Interest Revenue | 150 | 150 | - |
| 381000 | Property Rental | 19,200 | 9,600 | 9,600 |
| | | | | |
| | TOTAL REVENUES | \$19,350 | 9,750 | 9,600 |
| | | | | |
| 7550-522200 | Repairs & Maintenance | 11,000 | 2,750 | (8,250) |
| 7550-523600 | Dues and Fees | 500 | 500 | - |
| 7550-523700 | Training | 850 | 750 | (100) |
| 7550-523850 | Professional Services | 250 | 250 | - |
| 7550-531100 | Office Supplies | 250 | 250 | - |
| 7550-531210 | Utilities | 500 | 250 | (250) |
| 7550-531700 | Other Expenditures | 500 | 500 | - |
| 7550-542100 | Capital Outlay-Special Projects | 1,000 | - | (1,000) |
| 7550-571000 | Stormwater | 2,500 | 2,500 | - |
| 7550-572000 | Sponsorships | 2,000 | 2,000 | - |
| | | | | |
| | TOTAL EXPENDITURES | \$19,350 | \$9,750 | (\$9,600) |

CITY OF HOLLY SPRINGS



Rickman Industrial Realignment Project





N/F
ABELL TURF AND TRACTOR, L.L.C.
DB. 9585 PG. 164
MAP 1514 PARCEL 107

N/F
LARRY N. TRACER
DB. 10150 PG. 388
MAP 9300 PARCEL 001 A

LIMIT OF CONSTRUCTION
PROJECT HOLLANDS BOOTH
COSTP-0009-00(006)
STA 12+25.00

N/F
CITY OF
HOLLY SPRINGS
DB. 7508 PG. 75
MAP 9300
PARCEL 040

N/F
SALLY PARSONS
DB. 5234 PG. 412
MAP 300 PARCEL 003

N/F
JOSEPH
COLBERT JR.
DB. 9308 PG. 215
MAP 9300
PARCEL 40 B

20
N/F
EVERETT/SIRLEY/
POOR, L.C.
DB. 7143 PG. 358
MAP 9300 PARCEL 061 A

N/F
JAMES F. COLINS
DB. 9771 PG. 233
MAP 9300 PARCEL 068
END OF PROJECT
EXCEPTION
STA 125+22.00

SAD INDIAN
DB. 4774 PG. 100
MAP 9300 PARCEL 056

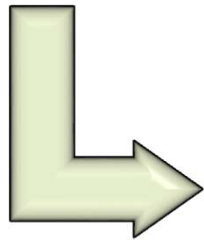
CITY OF HOLLY SPRINGS



Industrial Connector Project

2002

COHS entered into a contract with ARCADIS G&M, Inc. for the preparation of the Holly Springs Transportation Study, which identified several transportation improvement projects that needed to be constructed to improve traffic flow in the downtown Holly Springs area.

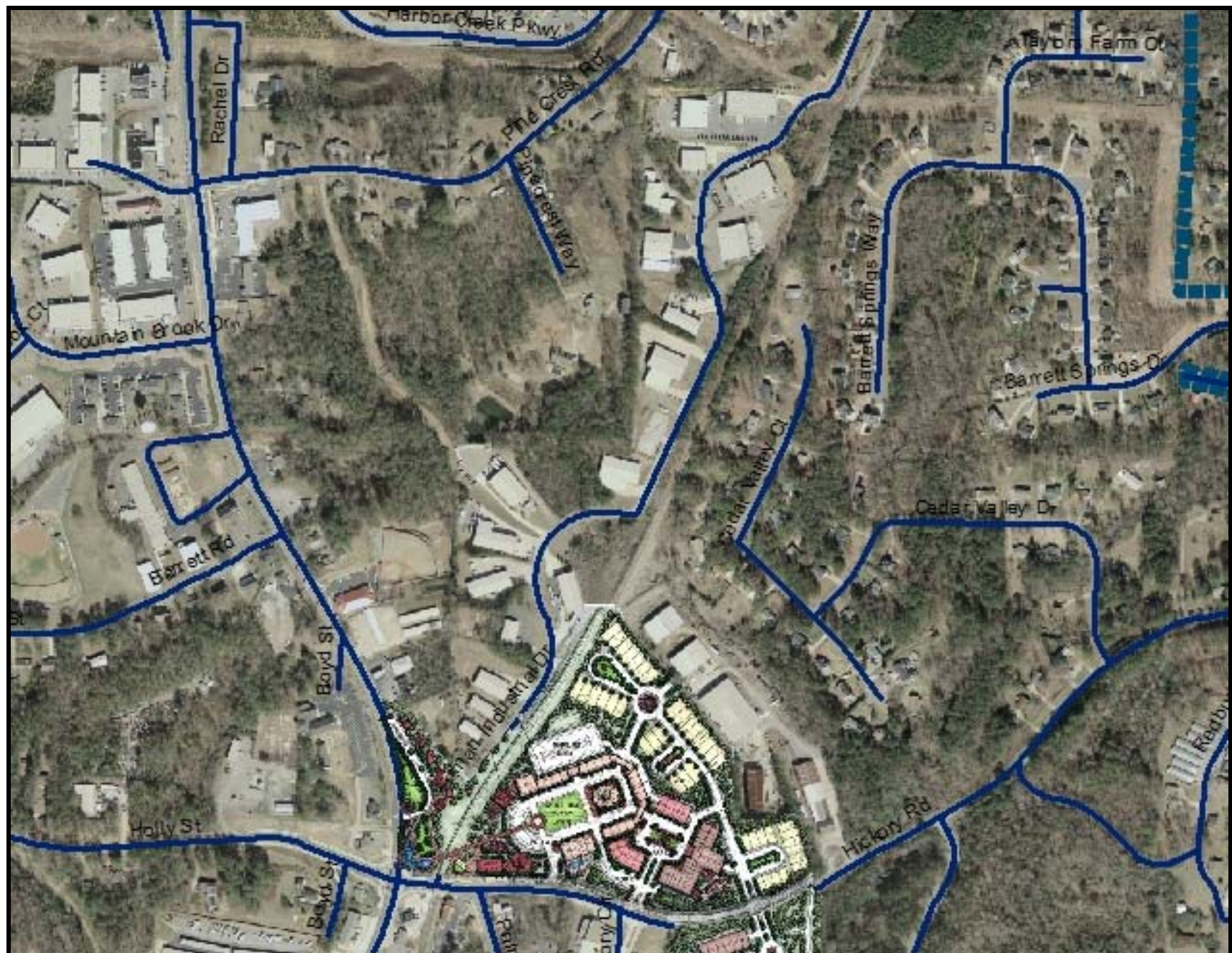



2009

COHS entered into an agreement with URS for the performance of the Town Center Transportation Study & Plan (TCP).

Both studies suggested the construction of an industrial connector that would divert traffic from the downtown area, including the at-grade railroad crossing at the intersection of Hickory Rd. and Holly Springs Pkwy. It was also suggested that traffic be diverted from Hickory Springs Industrial Dr. over the railroad, across Rickman Industrial Dr. to Holly Springs Pkwy. near Exit 14 on I-575.

Industrial Connector Project





The construction of the Industrial Connector will mitigate the congestion issues that currently exist in downtown Holly Springs near the intersection of Hickory Road and Holly Springs Parkway and improve operational issues that currently exist in this area due to the at-grade railroad crossing in close proximity to the traffic signal. Upon completion, the Industrial Connector will improve the Level of Service (LOS) within the town center district and will also reduce the number of traffic accidents in the area.

Holly Springs Downtown Development Authority

Holly Springs Downtown Development Authority

Meeting Minutes

April 20, 2016

Member Present: Steve Adcock, Kevin Moore, Phyllis Long, Sonia Carruthers

Members Absent: Kimberly Atlee, Kyle Whitaker, Chris Deluca

Staff Members Present: Rob Logan, City Manager

Chairman Steve Adcock called the meeting to order at approximately 6:00pm

Old Business

Kevin Moore presented the quarterly Treasurer's Report for the period of October 2015-December 2015 and for the period of January 2016-March 2016. Phyllis Long made a motion to approve the last quarter for 2015. Sonia Carruthers seconded the motion. The motion was approved 4-0-0. Sonia Carruthers made a motion to approve the first quarter 2016. Phyllis Long seconded the motion. The motion was approved 4-0-0.

Election of 2016 Officers

Steve Adcock made the following recommendations to nominate Kevin Moore to Vice Chairman, Sonia Carruthers to Treasurer, maintain Chris Deluca as Secretary. Steve Adcock would like to remain Chairman for another term. Phyllis Long made a motion to approve the recommendations Steve Adcock made. Kevin Moore seconded the motion. The motion was approved 4-0-0.

New Business

The Board voted to renew the annual membership with the Cherokee Chamber of Commerce. Sonia Carruthers made a motion to approve the membership. Kevin Moore seconded the motion. The motion was approved 4-0-0.

The Board approved the \$1500 for the Special Events for the rest of 2016. Sonia Carruthers made a motion to approve. Kevin Moore seconded the motion. The motion was approved 4-0-0.

City of Holly Springs City Manager, Rob Logan updated the DDA on the progress of several Downtown Development Projects. Construction on Hickory Road & Old Hwy 5 is our LCI Project, installing storm water infrastructure, curb & gutters, sidewalks, lamp posts and street signs. Expect the project to be completed in nine months.

Grants from Cherokee County, HUD money for Palm Street will install sidewalks, curbing and gutters along Palm Street at the intersection going to Depot and south toward Toonigh. Project should start soon, moving utilities on the road. Phase II will go all the way to Toonigh.

Applied for Georgia Environment Finance Authority (GEFA) to make repairs on Palm Street to address some erosion in the area.

Applied for additional funding to connect the gap between the Old Holly Springs School and Wal-Mart, to install sidewalks. This project was outside the scope of the first project. Application is pending approval.

We are working on the tax allocation district (TAD) with the school board and commissioners. We are not ready for a development agreement with the developers yet, needs the TAD done first. We did approve to have some additional funds set aside for Wakefield Beasley, who did the rendering boards for the downtown project to identify the most appropriate sites for the facilities shown on the rendering. Also testing with NOVA Engineering to determine the rock on site, looking at what it is going to take to mass grade the site to accommodate the structures and storm water.

Scoping grant from Atlanta Regional Commission for the bypass. Working on Request for Proposals (RFP) to be sent out soon. The Project will include preliminary engineering to identify route from Hickory Road to Hwy 5.

The Board accepted the resignation letter of Kimberly Atlee. Kevin Moore made a motion to accept the resignation letter. Phyllis Long seconded the motion. The motion was approved 4-0-0.

The Board approved the October 20, 2016 meeting minutes. Kevin Moore made a motion to approve the minutes. Phyllis Long seconded the motion. The motion was approved 4-0-0.

Next meeting will be in July. Will stay on a quarterly meeting schedule until further notice. Kevin Moore made a motion to adjourn the meeting at 6:30pm. Phyllis Long seconded the motion. The motion was approved 4-0-0.

Meeting Adjourned

Respectfully Submitted

Steve Adcock, Chairman

Date

Holly Springs Downtown Development Authority

Holly Springs Downtown Development Authority

Meeting Minutes

July 20, 2016

Member Present: Steve Adcock, Kevin Moore, Phyllis Long

Members Absent: Sonia Carruthers, Kyle Whitaker, Chris Deluca

Staff Members Present: City Manager/Finance Director Robert H. Logan, Assistant City Clerk Donna Sanders

Meeting was cancelled due to no quorum.

No action was taken.

Respectfully Submitted

Steve Adcock, Chairman

Date