

Ordinance No. 2024-03

**AN ORDINANCE
ADOPTING AND RATIFYING
THE TOWN OF OAK RIDGE BUDGET FOR FISCAL YEAR 2024-2025**

WHEREAS, The Town Council at its regular monthly meeting on June 6, 2024, adopts by motion, second, and ____ - ____ vote the Town's Proposed Budget for fiscal year 2024-2025, following presentation of the proposed budget and a budget message to the Council by the Town Manager as budget officer, and following a public hearing on same at the Council's regular June meeting, all in compliance with Chapter 159, Article 3, of North Carolina General Statutes; and,

NOW, THEREFORE, BE IT ORDAINED:

That, pursuant to Chapter 159, Article 3, of North Carolina General Statutes, the Town Council of the Town of Oak Ridge hereby adopts the attached "Proposed Budget for FY 2024-2025" and does hereby adopt and levy an ad valorem tax rate of .08 per \$100.00 being the rate that will produce the revenue necessary to balance the appropriations and revenues therein set forth.

Adopted this 6th day of June, 2024.

Jim Kinneman
Mayor

ATTEST:

Sandra B. Smith, CMC, NCCMC
Asst. Town Manager/Town Clerk

Date: May 2, 2024

To: Mayor Jim Kinneman
Mayor Pro Tem Mike Stone
Council Member Ann Schneider

Council Member Michael Greeson
Council Member Jim Harton

From: Bill Bruce, Town Manager

Re: Budget Message

It is my pleasure to present the proposed Town of Oak Ridge Fiscal Year 2024/2025 budget for your consideration. The budget has been prepared with considerable input and oversight from the Finance Committee and Finance Officer, as well as input from various committees and Town citizens. After three meetings of the Finance Committee, concluding with a favorable recommendation, I present this report to the Council and citizens in the form of a recommended budget. The recommendation is in the proper form for budgetary adoption and has been verified as to accuracy and completeness.

The proposed FY24/25 budget reflects the Town's ongoing commitment to providing the services and amenities demanded by an active and growing population in a fiscally responsible manner. Over the last quarter century, the Town has experienced steady, if modest, revenue growth, which is a trend projected to continue in FY24/25. Several large capital construction projects are wrapping up, including the new Heritage Farm Park, while several other projects have been funded and are underway, including the Farmhouse Community Center and the Veterans Honor Green. Additional parks staff is proposed in the next budget year to handle the additional maintenance and administration of these new facilities. Development of the Town of Oak Ridge Water System will continue in FY24/25, including the anticipated construction of a 250,000-gallon elevated water storage tank and a 3.2-mile water line to connect the elevated tank to Winston-Salem/Forsyth County Utilities. Both of these projects will be budgeted in separate Capital Project Ordinances, and will be fully funded by federal, state, and County grants.

Several smaller capital projects are budgeted in the upcoming fiscal year. Implementation of the Town Park Entrance Master Plan (originally budgeted in FY23/24) will improve the appearance and functionality of the grounds surrounding the Farmhouse Community Center. Construction of the second phase of the Veterans Honor Green will complete the full vision of the Special Events Committee, and will be augmented by additional donations. Funding for trails and design/engineering for new sidewalks is also included in the budget. Other funded organizations and events include the Oak Ridge Youth Association, the Music in the Park series, and popular annual events such as RidgeFest, Light Up the Night, Heritage Day, and other holiday celebrations.

The budget supports staff as they continue to provide exceptional service and guidance to the Town's thirteen standing boards and committees, as well as other project-specific working groups, consultants, and contractors; to maintain exceptional parks facilities; to provide outstanding citizen service; and to manage the increasingly demanding day-to-day responsibilities of a growing town.

On the revenue side, through steady and well-planned growth the Town anticipates a 4.5% increase in revenues, including property and sales tax collections, interest earnings and ABC revenue, as well as other formula-based state distributions. Grant revenue of \$8.37M will be allocated in separate capital project ordinances to fund construction of water infrastructure. Revenue increases are offset by a 9.5% increase in operating expenses, primarily attributable to personnel and operations for new park facilities, but also increasing administrative

responsibilities for staff and contracted consultants. All expenses have been researched and vetted by the Finance Committee, and all income has been conservatively estimated after due consideration of our own historic financial data as well as the best information we could obtain from the North Carolina State Treasurer, the North Carolina Department of Revenue, and the Guilford County Tax Department as well as other sources. As in past years, all requests for expenditures have been heard, debated, and evaluated before being included in the budget.

The 2024-2025 recommended budget **proposes no change to the property tax rate of .0800** as adopted in 2017. Even with a number of major capital investments, including major investments in water infrastructure, and growing administrative and operational responsibilities, the budget anticipates a fund balance in excess of \$2M at the end of FY24/25. This year's proposed budget therefore maintains the current tax rate, funds these initiatives, and also maintains adequate reserves.

The following budget message provides a recap of major initiatives in the 2023/24 budget year, summarizes major initiatives in the upcoming budget year, and then provides background information on the Town plans and policies that provide input into the budget process. The budget message also includes the 2024/25 budget ordinance and budget worksheet.

Re-cap of 2023/24 Fiscal Year Priorities

The Town of Oak Ridge began its 26th year as an incorporated town in position to advance several multi-year initiatives including construction of a new park and planning for a future municipal water system. These priorities were set during Town Council's annual Capital Planning workshop, by the Strategic Plan, and through other adopted plans and studies.

1. *Construction of Heritage Farm Park.* Construction of Heritage Farm Park, a new 60-acre park adjacent to Town Hall and connected to Oak Ridge Town Park by a greenway, will be completed in May 2024. The new park consists of two lighted multi-purpose athletic fields, an inclusive farm-themed playground, a large picnic shelter, 1.2 miles of asphalt pathways, as well as a restroom facility and parking for 60. The new park adds much needed facilities for youth athletics, provides additional recreation opportunities for Oak Ridge citizens, and preserves an iconic vista of fields and woods in the Town's Historic District.

**Budgeted in separate Capital
Project Ordinance**
Total Grants Awarded: \$2,146,102
Town Funds: \$3,213,998
Project Total: \$5,360,100



2. *Water.* During the current fiscal year, plans for a 250,000-gallon elevated water storage tank located behind Town Hall were completed and permits are currently pending with the State of NC. When constructed (pending Council approval) the tower will be filled by a groundwater well and will initially serve the Oak Ridge Fire Department and irrigation and restroom facilities at Heritage Farm Park. Engineering for a 3.2-mile water main along NC 150 to connect the tower with Winston-Salem/Forsyth County Utilities is nearly complete. The Town and the Winston-Salem/Forsyth County Utility

Commission formalized their relationship with the approval of an interlocal agreement to provide the Town with up to 350,000 gallons of potable water per day.

All engineering and anticipated constructions costs fully funded by grants

3. *Farmhouse Community Center.* After several lengthy delays, work renovating and expanding the Farmhouse Community Center is expected to continue in earnest in May of 2024. Anticipated completion date is Summer 2024. When completed, the community center will be used as an indoor/outdoor meeting and event rental space and will bring new life to a vernacular historic structure in the heart of the Town's Historic District.

Total Grants Awarded: \$380,000

Town Funds: \$270,000

Project Total: \$650,000

4. *MST.* The Mountains-to-Sea Trail Committee continued its work planning and constructing sections of trail in Oak Ridge. Volunteers worked on construction of over two new miles of trail in 2023/24 near the new Reserve at Carriage Cove and Pemberley Estates subdivisions. A proposed trailhead parking lot is budgeted in the current fiscal year but discussions about location and design are still ongoing.

Project Total: \$68,000

5. *Veterans Honor Green.* Construction of the Veterans Honor Green will be underway in May and will be complete in September 2024. Design of the Honor Green, a contemplative space near and within a scenic stand of pines on the Heritage Farm Park property, was spearheaded by the Town's Special Events Committee, and funded partially through donations.



Total Grants Awarded: \$50,000

Total Donations: \$127,000

Town Funds: \$78,000

Project Total: \$255,000

6. *Town Park/ Beautification.* The Parks and Recreation Department completed several projects at the Town Park in FY23/24, including window replacement at the caretaker's house, replacement of one set of ballfield bleachers, top-dressing of multi-purpose fields, and equipment replacement.

Project Total: \$67,000

7. *Development Ordinance Modernization.* While the Town has adopted periodic updates to its Development Ordinance over the years, the bulk of the ordinance is over thirty years old. With the assistance of the Piedmont Triad Regional Council, the Town began a project to reorganize, streamline, and modernize the Development Ordinance to reflect building trends and best practices in planning and zoning, as well as to improve functionality and user-friendliness. The project will continue into the next budget year.

Project Total: \$79,500

Priorities for 2024/2025 Fiscal Year

Oak Ridge Strategic Plan: Vision Statement

Oak Ridge is a safe and livable community that takes great pride in its natural beauty and small-town village charm. The Town's rich history and rural roots inspire an independent, family-oriented community engaged in planning for its future while preserving its unique character, historic resources, and open spaces.

Priorities for the 2024/25 Fiscal Year were shaped by the Goals and Policies adopted in the Town's Strategic Plan, Capital Improvement Plan, the Parks and Recreation Master Plan, and the Streetscape Vision Plan. Below is a summary of the major proposed initiatives in 2023/24:

- 1. Construction of Elevated Water Tank.* Construction of a 250,000-gallon elevated water tank could begin as early as Fall 2024, pending Council approval. The elevated tank will initially serve the Oak Ridge Fire Department and Heritage Farm Park, but is sized to accommodate storage of potable water from Winston-Salem/Forsyth County Utilities for distribution to households and businesses in Oak Ridge. Construction and design of the tank is 100% funded by federal (allocated by Guilford County) and state grants.

Budgeted in separate Capital Project Ordinance
Total Grants Awarded: \$2,960,000
Town Funds: \$0
Estimated Project Total: \$2,960,000
- 2. Construction of 3.2-Mile Water Main.* Construction of a 3.2-mile water main along NC Highway 150 and Linville Road will connect the Town of Oak Ridge with Winston-Salem/Forsyth County Utilities. The water main will form the foundation of the Town's growing municipal water system.

Budgeted in separate Capital Project Ordinance
Total Grants Awarded: \$5,410,000
Town Funds: \$0
Estimated Project Total: \$5,410,000

Capital Project Ordinance Summary: In North Carolina, local governments may budget for large capital projects either in the annual budget ordinance or in one or more capital project ordinances. As opposed to the annual budget ordinance, a capital project ordinance appropriates revenues and expenditures for however long it takes to complete the project rather than for a single fiscal year. The figure below is provided for illustration purposes, but it reflects the best estimates available for capital project ordinances that are anticipated in the upcoming fiscal year.

Estimated Capital Project Ordinances						
250,000 gallon water tank and line to ORFD						
Expenses						
Tank and water line						2,500,000.00
Contingency						250,000.00
Construction services						210,000.00
TOTAL						2,960,000.00
Revenues						
S.L.2020-63 appropriation (remainder)						890,000.00
Guilford County ARPA appropriation (portion)						2,070,000.00
TOTAL						2,960,000.00
Water main- County line to Town Hall						
Expenses						
Water line and appurtenances						4,450,000.00
Contingency						445,000.00
Engineering and construction services						515,000.00
TOTAL						5,410,000.00
Revenues						
Guilford County ARPA appropriation (portion)						1,195,000.00
S.L.2023-134 appropriation (portion)						4,215,000.00
TOTAL						5,410,000.00

3. *Town Park Entrance Master Plan.* A companion project to the Farmhouse Community Center, implementation of the Town Park Entrance Master Plan will include new parking facilities, sidewalks, and landscaping to the grounds surrounding the Farmhouse and will create an attractive and inviting entrance to the Town Park. Originally intended to be implemented in FY23/24, the Town now anticipates bidding this project in May 2024 for construction Fall 2024.

Estimated project total: \$150,000



4. *Design Work to Extend Water Main to the Commercial Town Core.* By conducting additional design and engineering work for a critical extension of the water line under development, the Town will position itself with “shovel-ready” projects if and when additional infrastructure money comes available at the state and federal level. **This \$125,000 project will be fully funded with grants.**

5. *Veterans Honor Green Phase 2.* The second phase of the Veterans Honor Green will include a fully accessible boardwalk section through the adjacent stand of pines, with seating and areas to pause for reflection.

Town funds: \$50,000
Donations: \$10,000
Estimated project total: \$60,000

6. *68/150.* Construction of intersection improvements at NC68/150, as well as roundabouts at NC150/Marketplace Dr. and NC68/Linville Rd. is slated to begin in September 2024. While federal and state dollars are the primary source of funds for the project, the Town has approved a municipal agreement for sidewalks and other improvements designed to further the goals of the Streetscape

Vision Plan. While NCDOT construction work will be a major theme of the next fiscal year, the Town's obligation will not come due until after project completion in late 2026.

7. *Sidewalk Design.* Design and engineering for a sidewalk along NC Highway 150 from NC 68 to Bastille Lane, and a separate project along NC 68 from Linville Road to Fogleman Road, will provide critical pedestrian linkages on the east side of Oak Ridge. The projects will be coordinated with NCDOT's intersection project, which will provide pedestrian connections to the sidewalks under design. Construction is programmed for a future year.

Project Total: \$55,000

8. *MST.* The Mountains-to-Sea Trail Committee will continue its work planning and constructing sections of trail in Oak Ridge. The annual trail capital budget is used for purchase of materials for bridges and boardwalks, surveying/design, land and easement acquisition, and trail amenities such as parking and signage.

Project Total: \$37,500



9. *Town Park/ Beautification.* The Parks and Recreation Department will undertake several projects at the Town Park in FY22/23, including replacement of a second set of ballfield bleachers, landscaping and other beautification projects, and equipment replacement.

Project Total: \$57,750

10. *Water Enterprise Fund.* The Town will continue to grow its existing municipal water system, currently limited to the community well system at Honeycutt Reserve. Ten to fifteen new connections are anticipated in the next fiscal year, growing the town system to up to thirty customers.

Documents that set priorities for budget

Operational and capital expenses in the proposed budget are developed, debated, and vetted in a multitude of ways. Ideas for major capital expenses typically begin through long-range and strategic planning processes, which are conducted over many months of analysis and public involvement. Below is a summary of the long-range planning documents that are used as inputs into the proposed budget:

1. *Strategic Plan.* The Strategic Plan, adopted in December 2018 and revised in 2021 and 2023, was developed by Town Council to provide a strategic direction for initiatives over the next 5-10 years. The Plan highlights strategic priorities in four focus areas and sets an ambitious schedule for implementation.
2. *Capital Improvement Program (CIP).* Town Council meets in February of every year to review its current five-year Capital Improvement Program and to revise as necessary in order to reflect new or emerging priorities, infrastructure or equipment needs, or projects no longer deemed feasible. The result is a five-year Capital Improvement Program that guides budget development.
3. *Parks and Recreation Master Plan.* The Parks and Recreation Master Plan, adopted in 2020, sets priorities for system-wide investments in parks and recreation over the next 10 years. The plan analyzes existing facilities and community input, reviews recreation standards, and provides recommendations

and strategies for improving and enhancing the park system in the Town of Oak Ridge. The Plan also includes detailed recommendations for development of Heritage Farm Park.

4. *Pedestrian Plan.* The Oak Ridge Pedestrian Plan was adopted in 2013. Through stakeholder and public involvement, the Plan prioritizes pedestrian improvements including sidewalks, side paths, and trails. The Plan is used as a guide in setting pedestrian priorities in the five-year CIP.
5. *Future Land Use Plan.* The Future Land Use Plan, first adopted in 2003, was amended and adopted by Town Council in 2016. The Plan primarily guides land use decisions and has particular relevance during rezoning requests as well as guides transportation policy, prioritizes open space preservation, and influences building and site design. The Plan also includes the Town's Thoroughfare and Collector Street Plan.
6. *Streetscape Vision Plan.* Oak Ridge adopted the Streetscape Vision Plan in April 2018. The Plan envisions streetscape improvements including sidewalks, lighting, planters, benches, and other improvements in the Town Core. It also recommends other design features to create a safe and inviting public realm for pedestrians and bicyclists.

Budget calendar

Preparation of the Town budget began on February 14 when the Town Council met to discuss and adopt the Capital Improvement Plan (CIP) for 2024-2029. Following adoption of the CIP the Town Manager and Finance Officer met to review current year spending, prior year trends, and upcoming projects and initiatives. Input and requests were collected from Town staff, boards, and committees. Drafts of these figures were then reviewed, vetted, and amended through four Finance Committee meetings. The final version of the draft budget was released on May 2 with a public hearing scheduled for June 6 for public comment and Council consideration.

Finance Committee Meeting Schedule FY 2024-25

Monday, Mar. 4	Finance Committee Meeting (7 pm)
Monday, Mar. 18	Finance Committee Meeting (7 pm)
Monday, Apr. 1	Finance Committee Meeting (7 pm)
Thursday, May 2	Budget Presented to Town Council (7 pm)
Thursday, June 6	Budget Public Hearing and Adoption (7 pm)

Budget summary

Revenues

Increased revenues reflect the Town's continued trend of steady, well-planned growth. Property and sales tax revenues are projected to increase by 4.5% over the previous year's budget. ABC revenue is projected to increase as well, though formula-based intergovernmental revenue sources, such as telecommunication services and electric power receipts, are projected to hold steady or decrease slightly. An increase in park revenue is also projected, primarily due to the additional facility rentals available at Heritage Farm Park and the Farmhouse Community Center, and sponsorships for the Music in the Park series.

Over \$8M in grant revenue will be allocated in separate proposed Capital Project Ordinances for construction of an elevated water storage tank and a 3.2 mile water main. Grant revenue in the annual budget is limited to proposed funding for design and engineering for a water line extension through the Town Core.

	Amount	Percent
• Property Tax Receipts	\$1,252,800	46.4%
• Sales Tax Receipts	\$443,100	16.4%
• Intergovernmental Revenue (e.g. utility and other taxes collected by the state and distributed to local governments)	\$329,800	12.2%
○ ABC Distribution	\$270,000	10.00%
• Grants/Donations	\$127,000	4.7%
• Interest Earnings	\$90,000	3.3%
• Park Revenues	\$89,631	3.3%
• Fund Balance Appropriation	\$59,551	2.2%
• Water Enterprise Fund Revenue	\$24,000	0.9%
• Planning and Zoning Fees	\$15,000	0.6%
TOTAL	\$2,700,882	100.0%

Operating Expenses- Administrative

Administrative operating expenses include salaries and benefits for administrative employees; contracts for accounting, legal services, and consulting; expenses for Town committees and boards; as well as other miscellaneous operating expenses.

This year's budget includes allocations for merit increases for Town employees (5%) and maintains benefits and retirement contributions for Town staff at current levels. The budget also maintains adequate funding for professional contracts for accounting and legal services and includes a consulting budget to address on-call engineering services, IT support, and an update to the Town's salary study. An increase in accounting and consulting expenses accommodates the additional auditing requirements associated with several large grants, and the second half of a two-year project to reorganize and modernize the Town's Development Ordinance.

Budget requests for Town committees and boards were reviewed by the Town Manager and Finance Committee with an eye toward historic funding levels and any new or proposed initiatives. Highlights include: training and education for the Planning and Zoning Board, Historic Preservation Commission, and Board of Adjustment; funding for grant programs including the Historic Heritage Grant Program and the Conserving Oak Ridge through Easements (CORE) grant initiative; and publication costs for a book documenting historic structures in Oak Ridge. The budget also funds communications and outreach for HPC; outreach and materials for the Tree Committee and MST Committee; and Special Events Committee programs including Light Up the Night and other annual events.

	Amount	Percent
• Salaries and benefits for administrative employees	\$556,947	54.5%
• Contracts for accounting, legal services, consulting, Animal control, and tax collection	\$315,491	30.9%
• Expenses for Town committees and boards	\$50,702	5.0%
• Other operating expenses	\$98,000	9.6%
TOTAL	\$1,021,140	100.0%

Operating Expenses- Building and Grounds

	Amount	Percent
Electricity, maintenance, furnishings, etc.	\$46,200	100.0%

Operating Expenses- Culture and Recreation

A 20% increase in Parks and Recreation expenses is proposed for the coming fiscal year, due in large part to the opening of Heritage Farm Park and the Farmhouse Community Center. Merit increases of up to 5% for current staff, and one new full-time and one new part-time groundskeeping position, accounts for the majority of the increase. Additional expenses for operations and maintenance, including materials costs and utilities, are also anticipated. The budget also continues a subsidy program for the Oak Ridge Youth Association (ORYA) for up to \$30,000 in facility use fees.

In addition to these added tasks and programs, Parks and Recreation staff will continue to provide superior service to the Town Park, Heritage Farm Park, the grounds at Town Hall, the Farmhouse Community Center, the Cascades Preserve, Union Cemetery, the “Welcome to Oak Ridge” signs, Town-installed sidewalks, the intersection of NC68 and NC150, and a portion of the Mountains-to-Sea Trail. Staff will also continue to support facility rentals and special events held at the park. Culture and Recreation operating expenses also includes contributions to Senior Services of Guilford County.

	Amount	Percent
• Salaries and benefits for Parks employees	\$508,328	62.5%
• Operations and maintenance	\$207,400	25.5%
• Special events	\$42,500	5.2%
• Other (Senior Services, insurance, etc.)	\$25,012	3.1%
• ORYA stipend expense	\$30,000	3.7%
TOTAL	\$813,240	100.0%

Fiscal Year 2024-2025 Proposed Budget Ordinance
Released May 2, 2024

Revenues

Ad valorem Taxes	1,252,800
Unrestricted Intergovernmental	1,167,901
Permits and Fees	15,000
Investment Earnings	90,000
Other Income	89,630
Donations	2,000
Water Enterprise Fund Revenue	24,000
Appropriation from Fund Balance	59,551
Total Revenues and Appropriation from Fund Balance	<u>2,700,882</u>

Expenditures

General Government	1,067,341
Cultural and Recreation	813,240
Capital Expenditure	796,301
Water Enterprise Fund Expense	21,000
Appropriation to Water Enterprise Fund Balance	3,000
Total Expenditures	<u>2,700,882</u>

Total Expenditures and Appropriation to Fund Balance	<u>2,700,882</u>
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Town of Oak Ridge
Proposed Budget FY 2024-2025
Modified Accrual Basis

		2024-2025
10 General Fund		
Revenues		
Planning and Zoning Fees		
3110	Planning and Zoning Fees	15,000.00
	Total Planning and Zoning	15,000.00
Tax Receipts		
3210	Property Tax Receipts	1,252,800.00
3220	Excise Tax Receipts	34,000.00
3230	Sales Tax Receipts	443,100.00
3250	Solid Waste Disposal Tax Dist.	6,500.00
3261	Telecommunication Services	8,800.00
3262	Video Programming	53,000.00
3263	Cable Tax Receipts	0.00
3264	Electric Power	210,000.00
3265	Piped Natural Gas	17,500.00
3839	Miscellaneous Revenues	1.00
	Total Tax Receipts	2,025,701.00
3311	Grants	125,000.00
	Total Grants	125,000.00
ABC Store		
3325	ABC Distribution	270,000.00
	Total ABC Store	270,000.00
3350	HPC Donations	0.00
3360	Special Events Committee Revenue	0.00
3370	Veterans Honor Green Donations	0.00
3372	Veterans Honor Green Phase 2	2,000.00
3380	MST Committee Revenues	0.00
	Total Donations	2,000.00
Interest		
3831	Interest Earnings	90,000.00
	Total Interest	90,000.00
 15 Cultural & Recreation Fund		
Revenues		
Other Park Revenues		
3341	Special Events	23,000.00
3342	Facility Rental	22,180.00
3343	Program Fees	2,550.00
3344	User Fees	9,100.00
3345	Other Park Revenue - Other	2,800.00
3346	ORYA Stipend Revenue	30,000.00
	Total Other Park Revenues	89,630.00
	Total Revenues	2,617,331.00

Town of Oak Ridge
Proposed Budget FY 2024-2025
Modified Accrual Basis

10 General Fund	2024-2025
Total Revenues Less Grants and Debt Proceeds	2,492,331.00
Operating Expenses	
4100 Administrative	
1000/1001 Administrative Salaries	380,530.00
1008 Medicare Expense	5,517.69
1009 Social Security Expense	23,592.86
1010 Retirement Expense	51,752.08
1011 Health/Dental/Vision	79,587.45
1013 Life Insurance	2,976.75
1014 Worker Comp	2,800.00
1015 Unemployment	800.00
1016 Disability Insurance	1,575.00
1017 SIMPLE Contribution	11,415.90
1035 Property Taxes	0.00
1081 Accounting	135,000.00
1082 Consulting	98,000.00
1084 Animal Control	25,991.00
1090 Legal Fees	50,000.00
1091 Tax Collection Fees	6,500.00
1095 Well Monitoring	0.00
2610 Office Supplies	6,000.00
2611 Postage and Delivery	1,000.00
3100 Travel	1,500.00
3101 Travel-Administrative	3,300.00
3120 Mileage Reimbursement	3,000.00
3150 Education	6,000.00
3210 Communications	6,000.00
3320 Web Hosting Fees	3,000.00
3700 Advertising	4,000.00
3950 Dues and Subscriptions	38,000.00
3960 Bank and Merchant Fees	2,500.00
3970 Elections	0.00
3990 Miscellaneous	500.00
4210 Board of Adjustments	500.00
4220 Historical Committee	20,527.00
4230 Ordinance Conversion	3,000.00
4240 Planning Board	1,000.00
4250 Tree Board	2,500.00
3981 Special Events Committee	7,675.00
4300 Equipment Lease	6,600.00
4350 MST Committee	1,500.00
4360 Conservation Easement Committee	17,000.00
4500 Liability Insurance	10,000.00
Total Administrative	1,021,140.73

Town of Oak Ridge
Proposed Budget FY 2024-2025
Modified Accrual Basis

		2024-2025
10 General Fund		
Building and Grounds		
1083	Security Monitoring	700.00
2110	Furnishings	3,500.00
3310	Electricity	19,000.00
3510	Repairs & Maintenance	17,000.00
3515	Cleaning	6,000.00
Total Building and Grounds		46,200.00
Cultural and Recreation Expense		
1004	Salary-Parks	353,546.80
1008	Medicare Expense	5,126.43
1009	Social Security Expense	21,919.90
1010	Retirement Expense	48,082.36
1011	Health/Dental/Vision	65,801.32
1013	Life Insurance	1,984.50
1014	Worker Comp	6,012.22
1015	Unemployment	1,000.00
1016	Disability Insurance	1,260.00
1017	SIMPLE Contribution	10,606.40
3500	Operations and Maintenance	207,400.00
3833	Contributions to Other Agencies	9,000.00
3981	Special Events	42,500.00
3982	Dog Park Expense	0.00
3983	ORYA Stipend Expense	30,000.00
4500	Liability Insurance	9,000.00
Total Cultural and Recreation Expense		813,239.94
Total Expenses		1,880,580.66
Net Revenue Before Capital		736,750.34
Net Revenue (Less Grants /Debt Proceeds)		611,750.34
20 Water Enterprise Fund		
Capital Expenses		
5500	Capital Outlay-Equipment and Land Improv	0.00
91 Capital Expenses		
Capital Expenses		
5210	Capital Exp - Computer, etc	5,000.00
5300	Capital Exp- Union Cemetery Renovation	0.00
5500	Capital Outlay - Land-Improvements-ROW	485,250.00
5700	Capital Outlay - Park Land and Debt Service	306,051.00
Total Capital Expense		796,301.00
Total Expenditures		2,676,881.66
Net Revenue		(59,550.66)

Town of Oak Ridge
Proposed Budget FY 2024-2025
Modified Accrual Basis

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	Total ABC Store	270,000.00
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3360	Special Events Committee Revenue	0.00
3370	Veterans Honor Green Donations	0.00
3372	Veterans Honor Green Phase 2	2,000.00
3380	MST Committee Revenues	0.00
	Total Donations	2,000.00
Interest		
3831	Interest Earnings	90,000.00
	Total Interest	90,000.00
 15 Cultural & Recreation Fund		
Revenues		
Other Park Revenues		
3341	Special Events	23,000.00
3342	Facility Rental	22,180.00
3343	Program Fees	2,550.00
3344	User Fees	9,100.00
3345	Other Park Revenue - Other	2,800.00
3346	ORYA Stipend Revenue	30,000.00
	Total Other Park Revenues	89,630.00
	Total Revenues	2,617,331.00

Town of Oak Ridge
Proposed Budget FY 2024-2025
Modified Accrual Basis

10 General Fund	2024-2025
Total Revenues Less Grants and Debt Proceeds	2,492,331.00
Operating Expenses	
4100 Administrative	
1000/1001 Administrative Salaries	380,530.00
1008 Medicare Expense	5,517.69
1009 Social Security Expense	23,592.86
1010 Retirement Expense	51,752.08
1011 Health/Dental/Vision	79,587.45
1013 Life Insurance	2,976.75
1014 Worker Comp	2,800.00
1015 Unemployment	800.00
1016 Disability Insurance	1,575.00
1017 SIMPLE Contribution	11,415.90
1035 Property Taxes	0.00
1081 Accounting	135,000.00
1082 Consulting	98,000.00
1084 Animal Control	25,991.00
1090 Legal Fees	50,000.00
1091 Tax Collection Fees	6,500.00
1095 Well Monitoring	0.00
2610 Office Supplies	6,000.00
2611 Postage and Delivery	1,000.00
3100 Travel	1,500.00
3101 Travel-Administrative	3,300.00
3120 Mileage Reimbursement	3,000.00
3150 Education	6,000.00
3210 Communications	6,000.00
3320 Web Hosting Fees	3,000.00
3700 Advertising	4,000.00
3950 Dues and Subscriptions	38,000.00
3960 Bank and Merchant Fees	2,500.00
3970 Elections	0.00
3990 Miscellaneous	500.00
4210 Board of Adjustments	500.00
4220 Historical Committee	20,527.00
4230 Ordinance Conversion	3,000.00
4240 Planning Board	1,000.00
4250 Tree Board	2,500.00
3981 Special Events Committee	7,675.00
4300 Equipment Lease	6,600.00
4350 MST Committee	1,500.00
4360 Conservation Easement Committee	17,000.00
4500 Liability Insurance	10,000.00
Total Administrative	1,021,140.73

Town of Oak Ridge
Proposed Budget FY 2024-2025
Modified Accrual Basis

		2024-2025
10 General Fund		
Building and Grounds		
1083	Security Monitoring	700.00
2110	Furnishings	3,500.00
3310	Electricity	19,000.00
3510	Repairs & Maintenance	17,000.00
3515	Cleaning	6,000.00
Total Building and Grounds		46,200.00
Cultural and Recreation Expense		
1004	Salary-Parks	353,546.80
1008	Medicare Expense	5,126.43
1009	Social Security Expense	21,919.90
1010	Retirement Expense	48,082.36
1011	Health/Dental/Vision	65,801.32
1013	Life Insurance	1,984.50
1014	Worker Comp	6,012.22
1015	Unemployment	1,000.00
1016	Disability Insurance	1,260.00
1017	SIMPLE Contribution	10,606.40
3500	Operations and Maintenance	207,400.00
3833	Contributions to Other Agencies	9,000.00
3981	Special Events	42,500.00
3982	Dog Park Expense	0.00
3983	ORYA Stipend Expense	30,000.00
4500	Liability Insurance	9,000.00
Total Cultural and Recreation Expense		813,239.94
Total Expenses		1,880,580.66
Net Revenue Before Capital		736,750.34
Net Revenue (Less Grants /Debt Proceeds)		611,750.34
20 Water Enterprise Fund		
Capital Expenses		
5500	Capital Outlay-Equipment and Land Improv	0.00
91 Capital Expenses		
Capital Expenses		
5210	Capital Exp - Computer, etc	5,000.00
5300	Capital Exp- Union Cemetery Renovation	0.00
5500	Capital Outlay - Land-Improvements-ROW	485,250.00
5700	Capital Outlay - Park Land and Debt Service	306,051.00
Total Capital Expense		796,301.00
Total Expenditures		2,676,881.66
Net Revenue		(59,550.66)



RESOLUTION R-2024-05

A RESOLUTION CONSENTING TO THE ADDITION OF CAISON DRIVE (EXTENSION OF SR 2076) (0.03 MILES), WHOLLY WITHIN THE CORPORATE LIMITS OF THE TOWN OF OAK RIDGE, NORTH CAROLINA, TO THE N.C. STATE MAINTENANCE SYSTEM

WHEREAS, the District Engineer of the North Carolina Department of Transportation has petitioned and does recommend that the road in Guilford County known as CAISON DRIVE (EXTENSION) be added to the Secondary Road System of the State of North Carolina for state maintenance, said road as defined on the W.S. Linville Subdivision plat, **Final Plat as recorded on the 18th day of May, 1961, in Book 30, Page 33**, Guilford County Registry, North Carolina; and

WHEREAS, the North Carolina Department of Transportation has declared through its Secondary Road Addition Investigation Report dated April 30, 2024, that said road meets the minimum requirement for the addition of CAISON DRIVE (EXTENSION) into the State Maintenance System.

NOW, THEREFORE, BE IT RESOLVED, that the Town Council on behalf of the Town of Oak Ridge, North Carolina, does hereby, after due consideration and deliberation and without any objection being heard, concur and consent to the addition of CAISON DRIVE (EXTENSION) to the N.C. State Maintenance System to the same degree and measure to which the said Department of Transportation has petitioned and does now recommend acceptance into the said N.C. State Maintenance System.

Adopted this 6th day of June, 2024.

Jim Kinneman
Mayor

ATTEST:

Sandra B. Smith, CMC, NCCMC
Asst. Town Manager/Town Clerk



RESOLUTION R-2024-06

RESOLUTION REQUESTING THAT THE NC DEPARTMENT OF TRANSPORTATION REDUCE THE SPEED LIMIT WITHIN THE STONEHENGE SUBDIVISION IN THE TOWN OF OAK RIDGE

WHEREAS, the Town of Oak Ridge is responsible for the health, safety and welfare of its citizens and those who travel in and around Oak Ridge; and,

WHEREAS, the speed limits assigned to the roads in and around the Town of Oak Ridge contribute to the said health, safety and welfare of its citizens and visitors; and,

WHEREAS, the Town Council thinks that the 30 mph speed limit in the Stonehenge subdivision in the Town of Oak Ridge is excessive due to the number of homes in the subdivision and the development of the adjacent tract, whose streets will connect to those in Stonehenge subdivision, creating additional traffic; and

WHEREAS, the Town Council thinks that the speed limit on these roads should be 25 mph.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Oak Ridge requests that the NC Department of Transportation repeal the 30 mph speed limit in the Stonehenge subdivision in the Town of Oak Ridge and decrease the speed limit to 25 mph.

Adopted, this 6th day of June, 2024.

Jim Kinneman
Mayor

ATTEST:

Sandra B. Smith, CMC, NCCMC
Asst. Town Manager/Town Clerk

TOWN OF OAK RIDGE – REVISED 2024 MEETING SCHEDULE



	Town Council 7:00 p.m.	Board of Adjustment 7:00 p.m.	Historic Preservation Commission 7:00 p.m.	Parks & Recreation Advisory Board 6:30 p.m.	Planning & Zoning Board 7:00 p.m.
January	4 th	11 th	17 th	18 th	25 th
February	1 st	8 th	21 st	15 th	22 nd
March	7 th	14 th	20 th	21 st	28 th
April	4 th	11 th	17 th	18 th	25 th
May	2 nd	9 th	15 th	16 th	23 rd
June	6 th	13 th	19 th	20 th	27 th
July	11 th	11 th	17 th	18 th	25 th
August	1 st	8 th	21 st	15 th	22 nd
September	5 th	12 th	18 th	19 th	26 th
October	3 rd	10 th	16 th	17 th	24 th
November	7 th	14 th	20 th	21 st	21 st
December	5 th	12 th	18 th	19 th	19 th

Capital Improvement Program

Wednesday, February 14, 2024, 11 a.m.-1 p.m.

OTHER COMMITTEES MEETING SCHEDULES:

Tree Committee

Meets on the first Thursday of each month at 10:00 a.m.

Special Events

Meets on the second Tuesday of each month at 7:00 p.m.

Conservation Easement

Meets on the third Wednesday of each month at 1:00 p.m.

Mountains-to-Sea-Trail

Meets virtually on the fourth Tuesday of each month at 6:00 p.m.

Water Advisory

*Meets on the **second** Wednesday of each month at 1:30 p.m.*

NORTH CAROLINA
GUILFORD COUNTY

**INTERLOCAL AGREEMENT
BETWEEN THE TOWN OF OAK RIDGE AND THE COUNTY OF GUILFORD
FOR THE PROVISION OF ANIMAL SHELTER AND CONTROL SERVICES**

This is an Interlocal cooperation agreement made and entered into this the 1st day of July, 2024, by and between the Town of Oak Ridge, a municipal corporation in the State of North Carolina (hereinafter called the "TOWN"), and Guilford County, North Carolina, a body politic and corporate (hereinafter called the "COUNTY").

WITNESSETH:

WHEREAS, the North Carolina General Statutes in Chapter 160A, Article 20, provide that units of local government may enter into agreements in order to execute an undertaking providing for the continual exercise by one unit of any power, function or right, including the provision of animal control and shelter services; and

WHEREAS, in 1955, the General Assembly authorized the COUNTY, the City of Greensboro, and the City of High Point to jointly construct and operate an animal shelter; and

WHEREAS, the TOWN and COUNTY agree that it is in the best interest of both parties that the COUNTY assume full financial responsibility for the animal shelter as initially agreed to on July 1, 2011 (Guilford County Contract No. 87954-04/11-016); and

WHEREAS, the TOWN and COUNTY agree that continued cooperation will result in more efficient administration and delivery of animal control services, and that as a result the public interest will be better served by this Agreement, as amended; and

WHEREAS, it is now desirable and in the mutual best interest of the TOWN and the COUNTY that both parties enter into a new agreement for the provision of animal control services and the operation of an animal shelter in accordance with the terms and conditions hereinafter set out.

NOW, THEREFORE, IN CONSIDERATION of the mutual covenants, terms and conditions contained herein accruing to the benefit of each of the respective parties hereto, the receipt and sufficiency of which is hereby acknowledged, it is hereby agreed as follows:

1. Term of Agreement. This Interlocal Agreement shall continue for two (2) years, from July 1, 2024 to June 30, 2026, unless terminated pursuant to the terms herein.
2. Animal Shelter. The TOWN and COUNTY agree that the COUNTY will maintain full financial responsibility for the operation of the Guilford County Animal Shelter, located at 980 Guilford College Road, Greensboro, North Carolina. Such responsibility includes all current and future capital expenditures related to the operation of the Guilford County Animal Shelter.
3. Annual Payment to COUNTY. For fiscal year 2024-2025, the TOWN will fund the provision of animal control services based on 1.5% of COUNTY's actual expenses for Animal Control services (within the meaning of Animal Control services under COUNTY's budget framework. Subject to this Agreement's provisions regarding termination, the COUNTY acknowledges that the TOWN may decide in the future to handle its own animal control functions. The annual payment is subject to future budget appropriations. Payments shall be due quarterly within thirty (30) days of invoice, which invoices shall follow the close of the July – September, October – December, January – March, and April – June quarters each year during which this agreement is in effect. Annual true-ups may be necessary in the following year if major mid-year action is required to enhance services. Invoices shall be based on actual expenses incurred during the previous quarter. For informational purposes, for fiscal year 2024-2025 services, the TOWN's estimated expense under this agreement is approximately **\$25,459.00**.
4. Resolution. In approving this Interlocal Agreement, the TOWN also adopts the Resolution attached as Exhibit A.
5. Animal Control.
 - a. The COUNTY agrees to enforce the animal control laws and ordinances of the COUNTY and TOWN within the corporate limits of the TOWN of Oak Ridge.
 - b. The COUNTY agrees to humanely secure and protect animals found in violation of current animal control laws and to make every effort to safely return those animals to their owners.
 - c. The COUNTY agrees to promote responsible pet ownership through education, assistance and effective enforcement, thereby decreasing the number of euthanized animals and violations committed.
 - d. The COUNTY agrees to provide quality animal control service to the citizens of the TOWN of Oak Ridge and meet their needs in a courteous, professional, efficient, productive and cost-effective manner.
 - e. The COUNTY agrees to provide adequate animal control positions for service delivery within the TOWN of Oak Ridge limits.
 - f. The COUNTY agrees to operate animal control services within the corporate limits of the TOWN from 8:00 A.M. to 5:00 P.M., Monday through Saturday. The COUNTY agrees to maintain adequate twenty-four (24) hour emergency services. The COUNTY agrees to establish protocol with law enforcement agencies for after hours use of animal control services.

6. Reporting. The COUNTY agrees to make available to the TOWN the following data on at least a quarterly basis:
 - a. A report on the number of calls requesting animal control services within the TOWN limits each month. Further information regarding specific instances can be provided, upon request.
 - b. The annual proposed and adopted COUNTY budget for animal control services.
 - c. The COUNTY and TOWN population numbers as determined by obtaining the most recent **certified** Census data from the State Demographics Branch of the North Carolina Office of State Budget and Management.
7. Employees and Equipment. The TOWN and COUNTY agree that any employees or equipment transferred to the COUNTY under a prior agreement for animal control services are under the exclusive authority and ownership of the COUNTY. The COUNTY has the exclusive authority to appoint, remove and otherwise deal with any employees performing work under this agreement. The COUNTY'S employees acting pursuant to this agreement and within the scope of their authority or the course of their employment shall enjoy the jurisdiction, authority, rights, privileges and immunities including coverage under the workers' compensation laws which the officers, agents and employees of Guilford County enjoy within the COUNTY.
8. Liability. The COUNTY shall provide legal support and representation to its employees performing work under this agreement in accordance with COUNTY policies and resolutions concerning defense of employees. The COUNTY shall handle all claims arising out of its animal control services and its operation of the animal shelter. The COUNTY agrees that the TOWN shall have no responsibility or liability regarding any such claims. Nothing in this agreement is intended, or shall be construed, to waive or prevent COUNTY from raising any immunity or defense that COUNTY, its officers, agents, and/or employees may have to such claims, all of which are reserved.
9. Termination. This Interlocal Agreement may be terminated by either party by providing twelve months notice prior to the start of the next fiscal year.
10. Amendments. This Agreement may be amended from time to time upon mutual consent of the governing bodies of the TOWN and COUNTY as expressed in writing.
11. Prior Agreements. This Interlocal Agreement supersedes any existing Interlocal Agreements between the TOWN and the COUNTY regarding the animal shelter and/or animal control services with respect to services provided on or after July 1, 2024.
12. In accordance with N.C.G.S. §143C-6A-5 and other applicable sections of N.C.G.S. §143C-6A regarding the Iran Divestment Act of 2015, each Party hereby certifies that it is not identified on the State Treasurer's list of persons which the Treasurer has determined engage in investment activities in Iran, including any subcontractors of either Party.

13. The PARTIES agree that this Agreement is subject to the jurisdiction and laws of the State of North Carolina, and both PARTIES agree to comply with all applicable laws. Any controversies arising out of this Agreement shall be governed by and construed in accordance with the laws of the State of North Carolina.

14. No Third-Party Beneficiaries. There are no intended third-party beneficiaries of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Interlocal Agreement, as amended, in their respective names and titles, by their proper officials, all by the authority of appropriate resolutions of the governing bodies of each of the taxing units, duly adopted, as of the day and year first written above.

ATTEST:

GUILFORD COUNTY

By: _____
Clerk to Board

By: _____
Assistant County Manager

By: _____
County Animal Services Director

ATTEST:

THE TOWN OF OAK RIDGE

By: _____
Town Clerk

By: _____
Town Manager

APPROVED AS TO FORM
LEGAL SUFFICIENCY

THIS INSTRUMENT HAS BEEN
PREAUDITED IN THE MANNER
REQUIRED BY THE LOCAL
GOVERNMENT BUDGET AND
FISCAL CONTROL ACT

By: _____
Town Attorney

By: _____
Town Finance Officer

MEMORANDUM

TO: Town Council
FROM: Ashley Royal
DATE: May 31, 2024
RE: Park Security Project - Updated

Council allocated \$70,000 from the \$140,000 Guilford County grant for the installation of security cameras at Oak Ridge Town Park and Heritage Farm Park.

The Parks & Recreation Advisory Board approved the following project details for Council to consider:

- RJ Young's proposal to install eight specialty bullet cameras (license plate readers), four dome cameras (wide view), one-year camera license, pole mount, pole mounting kit, labor, and management fee for a total of \$34,645.96. The recurring camera licensing cost that includes cloud storage will be \$1,627.44 annually.
- CMIT Solutions' proposal to expand Wi-Fi to support the infrastructure to support the new security cameras and domes, Oak Ridge Town Park maintenance building, Farmhouse Community Center, and Heritage Farm Park for a total of \$22,371.70.
- The purchase of four poles to mount the security cameras for a total of \$1,735.10.
- Oak Ridge Electric's quote to install electricity to support the security cameras and domes at all four entrances at the two parks and add meter boxes for a total of \$10,307.16.
- Hull Underground LLC's proposal to bore lines underneath the asphalt for electricity to reach the security cameras off Lisa Drive and Linville Road for \$2,500.

This project expands the existing Wi-Fi of the park for guests as well as expands support for future networking needs.

Requested Action: Approve all the components of the Park Security Project for an estimated cost of \$71,559.92.






Technology Solutions That Power Your Business

Verkada Solution-Option 1-Cameras with Wireless Point-to-Point


Quote # BP018125 Version 1

Prepared for:
Town Of Oak Ridge

Product

Description	Price	Qty	Ext. Price
CB52-256TE-HW Verkada CB52-E Outdoor Bullet Camera, 5MP, Telephoto Zoom Le Verkada CB52-E Outdoor Bullet Camera, 5MP, Telephoto Zoom Lens, 256GB of Storage, Maximum 30 Days of Retention	\$953.45	8	\$7,627.60
CD52-256E-HW Verkada CD52-E Outdoor Dome Camera, 256GB, 30 Days Max Verkada CD52-E Outdoor Dome Camera, 256GB, 30 Days Max	\$953.45	4	\$3,813.80
LIC-CAM-1Y Verkada 1-Year Camera License Verkada 1-Year Camera License	\$135.62	12	\$1,627.44
ACC-MNT-POLE-1 Pole Mount  Pole Mount	\$142.43	12	\$1,709.16
ACC-MNT-3 Verkada L-Bracket Mount Kit Verkada L-Bracket Mount Kit	\$87.91	4	\$351.64
ACC-MNT-8 Verkada Pendant Cap Mount Kit Verkada Pendant Cap Mount Kit	\$47.83	4	\$191.32

 Subtotal: **\$15,320.96**
Labor

Description	Price	Qty	Ext. Price
Verkada-PM Verkada Project Management Fee  Verkada Project Management Fee	\$300.00	1	\$300.00
Labor-TNG Tel-Net Group Project Labor from Tel-Net Group	\$18,800.00	1	\$18,800.00

 Subtotal: **\$19,100.00**

Scope of Work Details

Description	Qty
<p>Contracted Installer Will (SOW) The contracted installer shall perform on behalf of the Customer, services as described in the below SOW:</p> <p>THE TEL-NET GROUP will:</p> <ul style="list-style-type: none"> • Install customer provided Verkada cameras as follows: <p>Main Parking for Park Install (4) customer provided bullet cameras to be installed low to monitor the back of vehicles entering and exiting the parking area. Install (2) customer provided dome camera to be installed higher up the pole for an overview of movement. Provide and install (6) Cables from box on light pole to the newly installed pole. Customer to provide a power point from the light pole. Customer to provide a conduit run down the light pole and under the road to center. Customer to supply and install a pole between Entry and Exit. Provide and install Box and Wi-Fi Receiver on a light pole. Note: Current Wi-Fi does not reach this point. Provide and install POE switch in a box on the light pole.</p> <p>Mountains-to-Sea Camping entrance Install (2) customer provided bullet cameras to be installed low to monitor the back of vehicles entering and exiting the parking area. Install (1) customer provided dome camera to be installed higher up the pole for an overview of movement. Provide and install (3) Cables from the box to the cameras. Customer to provide a power line to pole provided. Customer to provide and install a Pole as indicated on Image 2.2. Provide and install Wi-Fi Receiver on camera. Note: Current Wi-Fi does not reach this point. Provide and install POE switch in a box on the customer provided pole.</p> <p>Linville & Scoggins Road entrance Install (2) customer provided bullet cameras to be installed low to monitor the back of vehicles entering and exiting the parking area. Install (1) customer provided dome camera to be installed higher up the pole for an overview of movement. Provide and install (3) Cables from the box to the cameras. Customer to provide a power line from Maintenance shop to the pole provided. Customer to provide and install a Pole as indicated on Image 3.2. Provide and install Wi-Fi Receiver on camera. Note: No current Wi-Fi on this site. Provide and install POE switch in a box on pole. Provide and install (4) point-to-points to a known location that has no issue with the line of sight between the donor antenna and the receiving antenna. TNG will patch all cameras to a new PoE switching. TNG to supply all PoE switching, programming for Surveillance network. Customer to provide programming and network to the public internet. TNG assumes the network to be available at a central point to the property.</p>	

Scope of Work Terms

Description	Qty
<p>Contracted Installers Responsibilities</p> <ul style="list-style-type: none"> • Review solution with onsite point of contact (POC) to ensure correct placement of hardware. • Communicate with the customer installation dates/times and estimated project duration. • Unbox provided hardware and materials. • Inventory and inspect all hardware and materials to ensure all hardware is onsite and is in working order. • Install each device per the manufacturer instructions. <ul style="list-style-type: none"> ○ Example: Cameras, Panels, Microphones, Speakers, Sound bars, Displays, etc. per the scoped solution approved by customer. ○ Additionally, install all equipment in such a way that it can easily be accessed, post-installation, for service and maintenance (including software updates and replacement). ○ Verify that all Cat. 6 cabling is terminated. • Run and connect cables to appropriate devices for solution. <ul style="list-style-type: none"> ○ Test all cables to verify pin configuration and identify any breaks or other damage. • Display Connections (if applicable): <ul style="list-style-type: none"> ○ Install any mounts and products to mounts after connecting all necessary cabling. ○ Remove existing products from mounts, connect necessary cabling, and re-mount products to new mounts. • Perform solution test with customer to ensure proper performance. • Train key users in the use of the devices. Document specifically who attended training and report back to the RJ Young team. • Label cables, equipment, and remotes where they are necessary for optimal user experience. <p>Customer Responsibilities</p> <ul style="list-style-type: none"> • Cabling (if existing) is in place and accessible. If cable is to be installed by provider, cable paths are defined and free of major obstacles. • Provide access to all areas where products are to be installed. • Provide room for installation and training. • Provide any licensing (Microsoft, Zoom, etc.) 72 hours in advance of installation (if applicable). • Provide IT assistance for IP addresses and network questions as needed. If you do not have an on-site IT employee, the contracted installer requires a pre-meeting with your 3rd Party IT provider. • Provide contractor ID badge for all technicians (if required). • Provide a staging area or room for technicians. • Provide network configuration and management of devices on their network (if applicable). • Provide access to service entrances, elevators, etc. where they are required. • Provide parking for oversized installation vehicles. • Provide adequate space for the disposal of boxes and trash from the installation. <p>General Assumptions</p> <ul style="list-style-type: none"> • All work will be performed during normal business hours, Monday through Friday, 8:00 a.m. to 5:00 p.m., except holidays unless otherwise agreed to in advance. • All tasks will be performed over a consecutive timeframe unless otherwise agreed to by all parties. • Installation height is no more than 10' from floor (no lift required). • Electrical power is within 4' of equipment requiring electrical power. • Installation does not include suspension hang from above floor/ceiling. • Ceilings are drop ceilings (unless determined differently during site assessment). • Lift will be provided by installer or customer for areas deemed necessary (additional cost if provided by installer). • All newly installed cabling will be industry standard. 	

Scope of Work Terms

Description	Qty
<ul style="list-style-type: none"> • All newly installed cables entering the communications closets will be dressed and organized by industry standard. • All newly installed above ceiling cabling will be installed throughout the entire facility meeting all state and local codes. • Bundle cabling will utilize existing cabling paths. If cabling paths do not exist, the provider is not responsible for providing conduit, cable tray, wire molding, etc. unless otherwise provided in agreed upon cost. • Floor plans will be provided, if requested, prior to technicians arriving onsite. <ul style="list-style-type: none"> ◦ Floor plans should include locations of cable runs and AP placement. • Core drilling is not required for any cable runs. • All customer provided equipment is onsite (if not being brought to job by the installer). • Location/area is ready for installation. • Site contact will be available when the technician arrives, and when the technician leaves to show completion of job. • Any product that needs to be installed will follow local codes for installation. • Installer to provide all necessary materials for the installation. If hardware or materials are purchased to complete the project, these costs are accounted for in pricing. • Pricing assumes that no specialty equipment is necessary for the installation, which includes scissor lifts, specialty tools, etc. • While the installer observes and follows all OSHA regulations, any safety training required for specific job sites will be considered out of scope and will be billable to the customer. • SOW, drawings, and documentation are reviewed and approved before pre-install checklist and kickoff meeting are conducted, and schedules are reviewed and approved. • This SOW is for the installation is only for what is included in quote. No additional equipment, whether existing or new, will be installed, configured, or tested per this Scope of Work. • Servers or VMware are preconfigured and ready for software to be loaded (if applicable). • Any deviation from the included Build of Materials within the quote is considered out of scope and a Change Order will be processed. • All changes during the project will be submitted in the form of a change order and signed off by the customer prior to that work being completed. • Any work outside of this scope of work and assumptions will be billed as Time & Materials or an agreed upon Change Order. • Pricing (unless specified) does not include electrical work where an Electrician is required. • Accurate Structural and Electrical drawings may be required to complete work. <ul style="list-style-type: none"> ◦ If required, these drawings must be provided prior to starting any work. If we have not received the drawings, or the drawings provided are not accurate, our technician/Engineer will show the Customer where they believe the equipment or cables should be mounted or installed. The Engineer will Red Line the drawings provided and will require customer signature of proposed change before the Engineer will complete this part of the installation. • Necessary insurance certification is provided prior to work commencement. • No Demarcation cabling included in this proposal. 	
<p>Project (Onboarding) Services</p>	
<p>The Onboarding Specialist provided by RJY will work alongside both the contracted installation team and the customer to diligently perform and carry out all their obligations under the agreement and will provide the services listed in the agreement.</p>	
<p>The RJY Onboarding Specialist will:</p> <ul style="list-style-type: none"> • Perform all feasible services requested by the company in accordance with all applicable laws, this agreement, and the decisions of the company representative not in conflict with this agreement or any applicable laws. • Provide all feasible services in accordance with the dates and milestones set post-execution of the contractual agreement. • Prepare and submit to the company representative all proposed change orders, project schedules, and any additional procedures in a timely manner. 	
<p>The Customer will:</p> <ul style="list-style-type: none"> • Continuously support RJ Young and the contracted installer in the project to the best of their ability. The customer will comprehensively inform RJ Young about the companies that are the subject of the agreement, all aspects essential to the project, and will fully provide documents and/or information deemed necessary by RJ Young in a timely manner. • Immediately check interim results, documents, minutes of meetings, etc. submitted by RJ Young for accuracy and completion. The customer will inform RJ Young immediately in written form of any necessary or desired corrections or additions. 	

Scope of Work Terms

Description	Qty
<p>System Programming and Customer Training</p> <p>The contracted installer will be responsible for all hardware devices programming, testing, and basic end user training (1 hour required).</p> <p>Loading of any database, including definition of access levels, alarm points, time zones, or any other user defined data is the responsibility of the customer/owner to specify.</p> <p>Change Orders</p> <p>Any changes to this agreement shall require an approved change order, which shall modify the scope of work, proposal cost, and timeline of the project. This agreement defines and limits the equipment to be furnished as part of this proposal. The terms of this agreement govern the entire project, including any potential change order.</p> <p>All change orders must be sent to RJ Young and signed off by the customer. The contracted installer shall not perform additional work without an official request from RJ Young, which has been approved by both the customer and the contracted installer.</p> <p>If the customer and/ or installer decide to perform work without an official change order from RJ Young, the contracted installer will risk not being paid by RJ Young for the work performed and therefore must be paid directly by the customer.</p> <p>Workmanship Warranty</p> <p>The contracted installer shall warranty their initial work (labor) for one year from the installation date. This only includes labor related to the specified scope of work for the solution that was originally provided. Work requested to be performed outside the initial scope and work and not related to this workmanship warranty will be chargeable to the customer unless covered by an additional support plan that was purchased at the time of agreement.</p> <p>Product Warranty</p> <p>The product warranty does not include batteries, electrical surges, lightning damage, software upgrades and repairs, communication devices that are no longer supported by communication pathways, obsolete components, and components exceeding manufacturer's useful life. The contracted installer is not the manufacturer of the equipment and other than the labor warranty (above), the Customer agrees to look exclusively to the manufacturer of the equipment for repairs under its warranty coverage, if any. If the customer chooses for additional fee or if covered by a support plan, the contracted installer can provide a labor quote to assist with work related to warranted products post installation.</p> <p>The contracted installer makes no express warranties as to any matter whatsoever, including, without limitation to, unless prohibited by law, the condition of the equipment, its merchantability, or its fitness for any particular purpose, and the contracted installer shall not be liable for consequential damages.</p> <p>Unless otherwise specified, no equipment provided by the contracted installer is represented to be medical grade, FDA approved, or intended for use by a healthcare professional or healthcare facility or to diagnose, treat, cure, or prevent a disease or medical condition. The contracted installer does not represent nor warrant that the system may not be compromised or circumvented, or that the system will prevent any loss by burglary, hold- up, or otherwise; or that the system will in all cases provide the protection for which it is installed.</p> <p>The contracted installer expressly disclaims any implied warranties, including implied warranties of merchantability or fitness for a particular purpose. The warranty does not cover any damage to material or equipment caused by accident, misuse, attempted or unauthorized repair service, modification, or improper installation by anyone other than the contracted installer. The Customer acknowledges that any affirmation of fact or promise made by the contracted installer shall not be deemed to create an express warranty unless included in this agreement in writing; that the Customer is not relying on the contracted installer's skill or judgment in selecting or furnishing a system suitable for any particular purpose and that there are no warranties which extend beyond those on the face of this agreement, and that the contracted installer has offered additional and more sophisticated equipment for an additional charge which the Customer has declined. The Customer's exclusive remedy for the contracted installer's breach of this agreement or negligence to any degree under this agreement is to require the contracted installer to repair or replace, at the contracted installer's option, any equipment which is non-operational.</p> <p>This Limited Warranty is independent of and in addition to any service contracted. This Limited Warranty gives you specific legal rights and you may also have other rights which vary from state to state. If required by law, the contracted installer will procure all permits required by local law and will provide, when requested, a Certificate of Workman's Compensation prior to starting work.</p> <p>Warranty exceptions: Acts of Nature, vandalism, misuse of system, device causing failure or modification/alteration of devices by non (Installer) personnel.</p> <p>Permits & Licensing</p> <p>The contracted installer will make sure all appropriate permits are included in their Scope of Work or work with the customer to obtain what is needed. The contracted installer will also carry all local and state licenses needed for the solution being installed.</p>	


Scope of Work Terms

Description	Qty
<p>Union Labor</p> <p>The customer understands and acknowledges that this project is being performed without utilizing a Union labor force. If a customer requires Union labor the contracted installer will, upon request, associate the appropriate parties to complete.</p>	
<p>Confidential Information</p> <p>Each Party may make available to the other access to certain trade secrets and other confidential technical, business, and financial information, including the contents of this Agreement and the Exhibits thereto (collectively, "Confidential Information"). So long as and to the extent that Confidential Information is marked "Confidential" or "Proprietary" (if in tangible form) or is not generally available to the public from other sources, each Party shall safeguard such Confidential Information in the manner in which it safeguards its own confidential information, and shall not disclose Confidential Information to its employees, contractors, and agents, except to the extent necessary to enable it to fulfil its obligations under this agreement.</p>	
<p>Debris Disposal</p> <p>The contracted installer will dispose of debris created by their work in owner furnished trash bins or containers at the site. If different arrangements need to be made, this must be requested and could result in additional fees.</p>	
<p>Parking and Storage</p> <p>The customer shall furnish and make available to the contracted installer at the site all reasonable storage, parking access for oversized installation vehicles, and convenient delivery space for their work.</p>	
<p>Elements Beyond the Control of Installer</p> <p>The schedule of any other contractors involved in this project shall be made in consultation with the contracted installer, and unless otherwise agreed to, shall provide time for the contracted installer to perform their work on an 8-hour day, 40-hour week basis. This proposal does not include provision for the contracted installer to perform overtime work for delays not caused by the installer.</p> <p>An additional charge to the contract shall be made for any mutually agreed upon overtime. The contracted installer shall not be responsible for delays or default that are occasioned by caused of any kind that are beyond their control, including but not limited to delays or defaults of Architects, the Owner, the Contractor, and Subcontractors, other third parties, civil disorders, labor disputes, and Acts of God.</p> <p>The contracted installer shall be entitled to equitable adjustments in the amount of the contract for delays caused by anything that is beyond their control.</p>	
<p>Third Party Materials</p> <p>For third party installs in which additional product is needed and those materials or equipment that are included in their proposal become temporarily or permanently unavailable for reasons beyond the control and without the fault of the contracted installer, then in the case of such temporary unavailability, the contracted installer reserves the right to supply and install alternative equipment subject to availability.</p>	
<p>Delays</p> <p>The contracted installer shall not be liable for any delay in the performance of the work resulting from or attributed to acts or circumstances beyond the contracted installer's control, including, but not limited to; acts of God, fire, riots, labor disputes, conditions of the premises, acts or omissions of the purchaser, owner or other contractors, suppliers or subcontractors not instructed by (Installer).</p>	
<p>Insurance</p> <p>Contracted installer's Insurance coverage can be furnished when requested. No credit will be given, or premium paid by the contracted installer for insurance afforded by others.</p>	
<p>Occupational Safety and Health</p> <p>The work will be completed in accordance with local Health & Safety ordinances.</p>	
<p>Internet Service Provider Requirements</p> <p>It is imperative that a reliable and stable internet service provider be contracted at the installation site. Customer acknowledges that signals and transmissions</p>	

Scope of Work Terms

Description	Qty
<p>are transmitted over telephone lines, wire, airwaves, internet, VOIP, radio or cellular, or other modes of communication and passed through communication networks wholly beyond the control of the installer and are not maintained by the installer. The installer shall not be responsible for any failure that prevents any transmission of data.</p> <p>Mold, Obstacles and Hazardous Conditions</p> <p>The Customer shall notify RJ Young/ contracted installer in writing of any undisclosed, concealed, or hidden conditions in any area where installation is planned, and the Customer shall be responsible for removal of such conditions. In the event the installer discovers the presence of suspected asbestos or other hazardous material, the installer shall stop all work immediately and notify the Customer. It shall be the Customer's sole obligation to remove such conditions from the premises, and if the work is delayed due to the discovery of suspected asbestos or other hazardous material or conditions, then an extension of time to perform the work shall be allowed and the Customer agrees to compensate the installer for any additional expenses caused by the delay until work can resume. If the installer, in its sole discretion, determines that continuing the work poses a risk to the installer or its employees or agents, the installer may elect to terminate this agreement on three (3) day notice to the Customer and the Customer shall compensate the installer for all services rendered and material provided to date of termination. The installer shall be entitled to remove all its equipment and uninstalled equipment and material from the job site. Under no circumstances shall the installer be liable to the Customer for any damage caused by mold or hazardous conditions or remediation thereof.</p> <p>Right to Subcontract Special Services</p> <p>The Customer agrees that the installer is authorized and permitted to subcontract any services to be provided by the installer to third parties who may be independent of the contracted installer, and that the contracted installer shall not be liable for any loss or damage sustained by the Customer by reason of fire, theft, burglary, or any other cause whatsoever caused by the negligence of third parties. The Customer appoints the installer to act as the Customer's agent with respect to such third parties, except that the installer shall not oblige the Customer to make any payments to such third parties. The Customer acknowledges that this agreement, and particularly those paragraphs relating to the installer's disclaimer of warranties, exemption from liability, even for its negligence, limitation of liability, inure to the benefit of and are applicable to any assignees, subcontractors, manufacturers, vendors, and the installer.</p> <p>Customer's Duty to Supply Electric and Communication Service</p> <p>The Customer agrees to furnish, at the Customer expense, all 110 Volt AC power, electrical outlet, ARC Type circuit breaker and dedicated receptacle, Internet connection, high-speed broadband cable, or DSL, and DHCP IP Addresses as deemed necessary by the contracted installer.</p>	

Shipping

Description	Price	Qty	Ext. Price
Shipping - Verkada  Shipping & Handling Shipping & Handling	\$225.00	1	\$225.00
Subtotal:			\$225.00

Verkada Solution-Option 1-Cameras with Wireless Point-to-Point

Prepared by:
RJ Young
 Brandon Pickett
 423-553-7330
 brandon.pickett@rjyoung.com
 Technology Sales Consultant

Prepared for:
Town Of Oak Ridge
 8315 Linville Rd
 Oak Ridge, NC 27310
 Ashley Royal
 (336) 644-7009
 aroyal@oakridgenc.com

Quote Information:
Quote #: BP018125
 Version: 1
 Delivery Date: 05/28/2024
 Expiration Date: 06/14/2024

Quote Summary

Description	Amount
Product	\$15,320.96
Labor	\$19,100.00
Subtotal:	\$34,420.96
Shipping:	\$225.00
Total:	\$34,645.96

Payment Options

Description	Payments	Interval	Amount
Purchase			
Purchase	1	One-Time	\$34,645.96

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

RJ Young

Town Of Oak Ridge

Signature: Brandon Pickett
 Name: Brandon Pickett
 Title: Technology Sales Consultant
 Date: 05/28/2024

Signature: _____
 Name: Ashley Royal
 Date: _____

RJY Purchase Agreement Terms

CONTRACT NUMBER: BP018125

1. The title to any and all products listed on the Sales Order remain with RJ Young Company (RJY) until full payment is received from you. Invoices are payable upon receipt unless prior written approval is received from the RJY corporate offices.
2. Without prior written approval of RJY you may not assign any of your rights or obligations under this Agreement or allow a lien or encumbrance of any kind to be placed upon any products for which you have not received title free and clear.
3. If payment is not paid when due, you will pay us a late charge of up to 15% of the amount of the payment or \$25.00 whichever is greater (or such lesser rate as is maximum rate allowed under applicable law). You also agree to pay \$35.00 for each returned check. Restrictive endorsements or additional terms on checks you send to us will not reduce your obligations to us.
4. If payment is not paid when due, we will have the right to take ONE OR MORE of the following actions, in addition to any and all other remedies that may be available to us under the law: (a) cancel this agreement without prior notice or warning to you; (b) file a law suit against you to collect all past due amounts, plus all our reasonable legal costs, including but not limited to reasonable attorneys' fees, reasonable overhead for employee time spent on preparing for suit or attempting to collect payments and mitigate our damages; (c) repossess the Equipment or apply to a court for an order allowing repossession for any Equipment for which you have not received title free and clear.
5. This Agreement, and other terms and conditions that you have acknowledged receipt of by signing this Sales Order, constitute the entire Agreement.
6. As a convenience to you and to further expedite this transaction for you, you agree that a photocopy, electronic image or facsimile of this Agreement which includes a photocopy, electronic image or facsimile of the signatures of both parties shall be as valid, authentic and legally binding as the original version for all purposes and shall be admissible in court as final and conclusive evidence of this transaction and of the execution of this document.
7. This contract is between RJ Young and the Town of Oak Ridge with the understanding of the following:
 - RJ Young is acting as an official reseller of Verkada goods and services
 - Tel-Net Group is being contracted to perform the installation services as detailed in the Scope of Work section.

DISCLAIMERS. By signing this Agreement, Customer acknowledges and agrees that the equipment listed, including the associated monitoring services, are designed to reduce certain risks of loss, however, RJ Young does not guarantee that no loss or damage will occur. Further, Customer acknowledges and agrees that RJ Young assumes no liability and shall not be liable for any loss or damage sustained by Customer, and Customer covenants not to sue RJ Young for any loss, (economic or noneconomic), business loss or interruption, consequential damages (in contract or tort), data corruption or inability to retrieve data, personal injury, or property damage sustained by Customer or any other third party regardless of any failure of the equipment to perform as intended, regardless of whether or not such loss or damage was caused by, or contributed to, any extra contractual or legal duty, strict products liability, RJ Young will not have any liability for permit fees, false alarms, false alarm fines, the manner in which first responders respond, or how alarms are monitored by the call centers or first responders, or refusal of first responders to respond. EXCEPT FOR THE WARRANTIES EXPLICITLY SET FORTH IN THIS AGREEMENT, RJ YOUNG MAKES NO WARRANTIES WHETHER EXPRESS, IMPLIED, OR STATUTORY, REGARDING OR RELATING TO THE PRODUCTS, OR ANY MATERIALS OR SERVICES FURNISHED OR PROVIDED TO CUSTOMER IN CONNECTION WITH THIS AGREEMENT. WITHOUT LIMITING THE FOREGOING, RJ YOUNG HEREBY DISCLAIMS ANY AND ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, NON-INFRINGEMENT, OR TITLE. RJ Young serves as the financing agent on this transaction providing the underlying products as a reseller. All services and installation must be contracted to a certified third-party installer selected by the customer. RJ Young can and will provide financing for all installation and services at the request of the customer. In addition, Customer acknowledges that any labor warranty provided

within the scope of work and detailed in the labor portion of this quote, is the responsibility of 3rd party installer as the subcontractor. RJYoung can assist in communicating any needs for repair or maintenance but will not be responsible for any financial obligations resulting from said subcontractors' negligence or failure to uphold their warranty.

Credit Terms

FOR AND IN CONSIDERATION of the extension of credit for the purchase or lease of office equipment, supplies, and/or services, the undersigned applicant(s) agree(s) to:

- Furnish any additional financial information, including but not limited to current financial statements, personal or corporate, from time to time as requested by the credit grantor or any material changes in the condition of the applicant (firm).

All proprietors, general partners, members, and/or guarantors hereby, individually understand that they hereby authorize RJ Young to check customers' credit, both consumer and commercial, and authorize any party receiving a credit inquiry to have this information provided back to them upon request.

Notice: The Federal Equal Credit Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, marital status, age (provided the applicant has the capacity to enter into a binding contract); because all or part of the applicant's income derives from any public assistance program, or because the applicant has, in good faith, exercised any right under the Consumer Credit Protection Act. The federal agency that administers compliance with the law concerning this creditor is the Federal Trade Commission.

I (we) understand that the extension of credit is only for the use of the Applicant and any use by any other person or entity is a violation of this Agreement. If at any time I (we) authorize any other person or entity to charge on my (our) credit account, I (we) will remain liable for any and all charges, known or unknown, and I (we) understand that my (our) credit privileges may be suspended or withdrawn without further notice.

I (we) understand that information furnished to RJ Young can be used for the purpose of obtaining credit related to your firm. That I am (we are) authorized, in my (our) capacity, to bind my (our) firm accordingly.

Verkada Standard Agreement Terms

CONTRACT NUMBER: BP018125

DEFINITIONS

The definitions of certain capitalized terms used in this Agreement are set forth below. Others are defined in the body of the Agreement.

"Customer Data" means all data provided by Customer to Verkada by means of the Products. Customer Data does not include System Data (defined below).

"Documentation" means the online documentation regarding the Hardware, available at www.verkada.com/docs/ or as otherwise provided within the Hosted Software.

"DPA" means the Data Processing Addendum available at www.verkada.com/support/dpa or other negotiated data protection agreement, entered into between Verkada and Customer.

"Firmware" means the software developed and maintained by Verkada that is stored on the Hardware and enables the basic functioning of the Hardware and its communication with the Hosted Software.

"Hardware" means the Verkada hardware products, including security cameras, access control units, alarm units, environmental sensors, and all other Verkada branded products.

"Hosted Software" means Verkada's Software-as-a-Service system, currently known as "Command," and related infrastructure made

available to Customer to manage and configure the Hardware.

“**License**” has the meaning ascribed to it in **LICENSE AND RESTRICTIONS** section.

“**License Term**” means the length of time indicated in the License SKU set forth on the applicable Purchase Order.

“**Partner**” means a third-party authorized by Verkada to resell the Products, to whom Customer has delivered a Purchase Order for such Products.

“**Product Feature(s)**” means a unique feature set within the Hosted Software that is identified by a particular stock keeping unit (SKU) on a Purchase Order.

“**Products**” means, collectively, the Software, Hardware, Product Features, Documentation, and all modifications, updates, and upgrades thereto and derivative works thereof.

“**Purchase Order**” means each order document submitted to Verkada by a Partner on behalf of Customer, and accepted by Verkada, indicating Partner’s firm commitment to purchase the Products and for the prices set forth thereon.

“**Service Level Agreement**” means the Service Level Agreement set forth on Exhibit A hereto.

“**Software**” means the Firmware and Hosted Software.

“**Support**” means the technical support services and resources available at www.verkada.com/support.

“**System Data**” means configuration information, log and event data, Product performance data, and statistics regarding Customer’s use of the Products.

“**Users**” means employees of Customer, or other third parties, each of whom are authorized by Customer to use the Products on Customer’s behalf.

LICENSE AND RESTRICTIONS

License to Customer. Subject to the terms of this Agreement, Verkada grants Customer a royalty-free, nonexclusive, transferable (subject to Misc Section) worldwide right during each License Term to use the Software, subject to the terms of this Agreement (“**License**”). Customer must purchase Licenses to use the Software for at least the number and type of Hardware units and/or Product Features it manages by means of the Software, however Customer may authorize an unlimited number of Users to access and use the Software. If Customer purchases additional Licenses, either in connection with the purchase of additional Hardware units or renewal of Licenses for existing Hardware units, the overall License Term will be modified such that the License Term for all Licenses purchased will expire and terminate on the same date. If Customer purchases the Monitoring Services (as defined on Exhibit B, the “**Alarms Addendum**”), the use of the Products in connection with the Monitoring Services will be subject to the terms of the Alarms Addendum.

License to Verkada. During the License Term, Customer will transfer Customer Data to Verkada while using the Products. Customer grants Verkada a non-exclusive right and license to use, reproduce, modify, store, and process Customer Data solely to maintain the Products and provide them to Customer. Customer represents and warrants that it possesses the necessary rights and authority to grant Verkada the rights set forth in this section with respect to Customer Data.

Restrictions. Customer will not: (i) use (or allow a third party to use) the Products for any competitive purposes (other than for routine product comparison purposes), including monitoring or testing their availability, security, performance, or functionality, in each case without Verkada’s express written consent; (ii) market, sublicense, resell, lease, loan, transfer, or otherwise commercially exploit the Products; (iii) modify, create derivative works, decompile, reverse engineer, attempt to gain access to the source code, or copy the Products or any of their components; or (iv) use the Products to conduct any fraudulent, malicious, or illegal activities or otherwise in contravention of any applicable laws or regulations (each of (i) through (iv), a “**Prohibited Use**”).

HARDWARE WARRANTIES; RETURNS

General. Verkada represents to the original purchaser and user of the Hardware that, for the period set forth in the applicable Documentation from the date of shipment to the location specified on the Purchase Order, the Hardware will be substantially free of defects in materials and workmanship (“**Hardware Warranty**”).

Remedies. Customer's sole and exclusive remedy and Verkada's (and its suppliers' and licensors') sole and exclusive liability for a breach of the Hardware Warranty will be, in Verkada's sole discretion, to replace the non-conforming Hardware. Replacement may be made with a new or refurbished product or components. If the Hardware or a component within it is no longer available, then Verkada may replace the Hardware unit with a similar product of similar function. Any Hardware unit that has been replaced under the Hardware Warranty will be covered by the terms of the Hardware Warranty for the longer of (a) 90 days from the date of the delivery, or (b) the remainder of the original Hardware Warranty period.

Returns. Customer may return the Products for any reason within the 30 day period starting on the shipment date of the Products. Thereafter, to request a return under the Hardware Warranty, Customer must notify Verkada or the Partner within the Hardware Warranty period. To initiate a return directly to Verkada, Customer must send a return request to Verkada at support@verkada.com and verkada@rjyoung.com and clearly state details on where and when Customer purchased the Hardware, the serial numbers of the applicable Hardware unit(s), Customer's reason for returning the Hardware, and Customer's name, mailing address, email address, and daytime phone number. If approved, Verkada will provide Customer with a Return Materials Authorization ("RMA") and prepaid shipping label via email that must be included with Customer's return shipment to Verkada. Customer must return the Hardware unit(s) listed in the RMA with all included accessories with the RMA within the 14 days following the day on which Verkada issued the RMA.

VERKADA OBLIGATIONS

General. Verkada is responsible for providing the Products in conformance with this Agreement, the Purchase Order(s), and applicable Documentation.

Availability. Verkada uses its best efforts to ensure that the Hosted Software is available in accordance with the terms of the Service Level Agreement, which sets forth Customer's remedies for any interruptions in the availability of the Hosted Software.

Support. If Customer experiences any errors, bugs, or other issues in its use of the Products, then Verkada will provide Support in order to resolve the issue or provide a suitable workaround. The fee for Support is included in the cost of the License. As part of a Support case, Customer may grant access, in its sole discretion, to a member of Verkada's Support team through functionality provided in the Hosted Software for a length of time determined by Customer.

Maintenance. Verkada will use commercially reasonable efforts to maintain the Products and implement updates, upgrades, and fixes as necessary to meet its obligations under this Agreement.

CUSTOMER OBLIGATIONS

Compliance. Customer will use the Products only in accordance with the Documentation and in compliance with all applicable laws, including procurement and maintenance of any applicable licenses and permits. Customer will ensure that none of the Products are directly or indirectly exported, re-exported, or used to provide services in violation of the export laws and regulations of the United States or any other country. If Customer operates in a regulated industry, Customer represents that it has obtained all necessary local and state licenses and/or permits necessary to operate its business and is in compliance (and will use its best efforts to remain in compliance) with all local, state, and (if applicable) federal regulations regarding the conduct of its business. Verkada reserves the right to suspend use of any Products operating in violation of the obligations of this section, following written notice to Customer.

Account Administration. Customer is responsible for identifying one or more individuals within Customer's organization who will act as administrator(s) of Customer's account. Such person(s) will be responsible for, among other things, monitoring and managing access privileges of other Users. Customer is also responsible for verifying, including ensuring that any third-party installer verify, that all Hardware Products purchased are properly claimed into Customer's account within the Hosted Software prior to installation, as more fully set forth in the Documentation.

TERM AND TERMINATION

Term. Please reference RJY Terms and Conditions.

Termination or Suspension for Cause. Please reference RJY Terms and Conditions.

Effect of Termination. Please reference RJY Terms and Conditions.

CONFIDENTIALITY

Confidential Information. Except as explicitly excluded below, any information of a confidential or proprietary nature provided by a party (“**Disclosing Party**”) to the other party (“**Receiving Party**”) constitutes the Disclosing Party’s confidential and proprietary information (“**Confidential Information**”). Verkada’s Confidential Information includes the Products and any information conveyed to Customer in connection with Support. Customer’s Confidential Information includes Customer Data. Confidential Information does not include information which is: (i) already known by the receiving party without an obligation of confidentiality other than pursuant to this Agreement; (ii) publicly known or becomes publicly known through no unauthorized act of the Receiving Party; (iii) rightfully received from a third party without a confidentiality obligation to the Disclosing Party; or (iv) independently developed by the Receiving Party without access to the Disclosing Party’s Confidential Information.

Confidentiality Obligations. Each party will use the Confidential Information of the other party only as necessary to perform its obligations under this Agreement, will not disclose the Confidential Information to any third party, and will protect the confidentiality of the Disclosing Party’s Confidential Information with the same standard of care as the Receiving Party uses or would use to protect its own Confidential Information, but in no event will the Receiving Party use less than a reasonable standard of care. Notwithstanding the foregoing, the Receiving Party may share the other party’s Confidential Information with those of its employees, agents and representatives who have a need to know such information and who are bound by confidentiality obligations at least as restrictive as those contained herein (each, a “**Representative**”). Each party shall be responsible for any breach of confidentiality by any of its Representatives.

Additional Exclusions. A Receiving Party will not violate its confidentiality obligations if it discloses the Disclosing Party’s Confidential Information if required by applicable laws, including by court subpoena or similar instrument so long as the Receiving Party provides the Disclosing Party with written notice of the required disclosure so as to allow the Disclosing Party to contest or seek to limit the disclosure or obtain a protective order. If no protective order or other remedy is obtained, the Receiving Party will furnish only that portion of the Confidential Information that is legally required, and agrees to exercise reasonable efforts to ensure that confidential treatment will be accorded to the Confidential Information so disclosed.

DATAPROTECTION

Verkada secures the Software and Customer Data in accordance with the security practices available at www.verkada.com/trust/security-controls. Verkada will process all Customer Data in accordance with the DPA.

OWNERSHIP

Verkada Property. Verkada owns and retains all right, title, and interest in and to the Software, the SystemData, and all intellectual property embodied in the Hardware and accessories. Except for the limited license granted to Customer in **License and Restriction - License to Customer** section above, Verkada does not by means of this Agreement or otherwise transfer any rights in the Products to Customer, and Customer will take no action inconsistent with Verkada’s intellectual property rights in the Products.

Customer Property. Customer owns and retains all right, title, and interest in and to the Customer Data and does not by means this Agreement or otherwise transfer any rights in the Customer Data to Verkada, except for the limited license set forth above in **License and**

Restriction- Licesne to Verkada section above.

INDEMNIFICATION

By Verkada. Verkada will indemnify, defend, and hold Customer, its affiliates, and their respective owners, directors, members, officers, and employees (collectively, "Customer Indemnitees") harmless from and against any claim, action, demand, suit or proceeding (each, a "Claim"), and the attorneys' fees and court and investigative costs of Customer Indemnitees, made or brought by a third party against any of the Customer Indemnitees alleging that Customer's use of the Products infringes or misappropriates any patent, trademark, copyright, or any other intellectual property of such third party.

Verkada will pay any damages finally awarded against any Customer Indemnitees by a court of competent jurisdiction as a result of any such Claim, or any final settlement of such Claim, so long as Customer (i) gives Verkada prompt written notice of the Claim, (ii) gives Verkada sole control of the defense and settlement of the Claim (provided that Verkada may not settle any Claim without the Customer Indemnitee's written consent, which will not be unreasonably withheld), and (iii) provides to Verkada all reasonable assistance, at Verkada's request and expense.

If Customer's right to use the Products hereunder is, or in Verkada's opinion is likely to be, enjoined as the result of a Claim, then Verkada may, at Verkada's sole option and expense procure for Customer the right to continue using the Products under the terms of this Agreement, or replace or modify the Products so as to be non-infringing and substantially equivalent in function to the claimed infringing or enjoined Products.

Verkada will have no indemnification obligations under this section to the extent that a Claim is based on or arises from: (a) use of the Products in a manner other than as expressly permitted in this Agreement; (b) any alteration or modification of the Products except as expressly authorized by Verkada; (c) the combination of the Products with any other software, product, or services (to the extent that the alleged infringement arises from such combination); or (d) where the Claim arises out of specifications provided by Customer. This Section sets forth Verkada's sole and exclusive liability, and Customer's exclusive remedies, for any Claim of infringement or misappropriation of intellectual property.

LIMITATIONS OF LIABILITY

Disclaimer. EXCEPT FOR THE WARRANTIES EXPLICITLY SET FORTH IN THIS AGREEMENT, VERKADA MAKES NO WARRANTIES, WHETHER EXPRESS, IMPLIED, OR STATUTORY, REGARDING OR RELATING TO THE PRODUCTS, OR ANY MATERIALS OR SERVICES FURNISHED OR PROVIDED TO CUSTOMER IN CONNECTION WITH THIS AGREEMENT, INCLUDING UPDATES OR SUPPORT. WITHOUT LIMITING THE FOREGOING, VERKADA HEREBY DISCLAIMS ANY AND ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, NON-INFRINGEMENT, OR TITLE. VERKADA DOES NOT WARRANT THAT THE PRODUCTS WILL MEET CUSTOMER'S NEEDS OR EXPECTATIONS, THAT USE OF THE PRODUCTS WILL BE UNINTERRUPTED OR ERROR-FREE, OR THAT DEFECTS WILL BE CORRECTED.

No Consequential Damages. NEITHER PARTY, NOR ITS AFFILIATES, NOR THE OFFICERS, DIRECTORS, EMPLOYEES, SHAREHOLDERS, AGENTS OR REPRESENTATIVES OF ANY OF THEM, WILL BE LIABLE TO THE OTHER PARTY FOR ANY INCIDENTAL, INDIRECT, SPECIAL, EXEMPLARY, OR CONSEQUENTIAL DAMAGES, WHETHER FORESEEABLE OR UNFORESEEABLE, THAT MAY ARISE OUT OF OR IN CONNECTION WITH THIS AGREEMENT, EVEN IF THE OTHER PARTY HAS BEEN NOTIFIED OF THE POSSIBILITY OR LIKELIHOOD OF SUCH DAMAGES OR COSTS OCCURRING AND WHETHER SUCH LIABILITY IS BASED ON CONTRACT, TORT, NEGLIGENCE, STRICT LIABILITY, PRODUCTS LIABILITY OR OTHERWISE.

Direct Damages Cap. EXCEPT WITH RESPECT TO EXCLUDED CLAIMS AND UNCAPPED CLAIMS, IN NO EVENT WILL THE COLLECTIVE LIABILITY OF EITHER PARTY, OR THEIR RESPECTIVE AFFILIATES, OFFICERS, DIRECTORS, EMPLOYEES, SHAREHOLDERS, AGENTS AND REPRESENTATIVES, TO THE OTHER PARTY FOR ANY AND ALL DAMAGES, INJURIES, AND LOSSES ARISING FROM ANY AND ALL CLAIMS AND CAUSES OF ACTION ARISING OUT OF, BASED ON, RESULTING FROM, OR IN ANY WAY RELATED TO THIS AGREEMENT, EXCEED THE TOTAL

AMOUNT PAID OR PAYABLE BY CUSTOMER FOR THE USE OF THE PRODUCTS UNDER THIS AGREEMENT DURING THE 24-MONTH PERIOD PRECEDING THE DATE OF THE CLAIM.

THE EXISTENCE OF MULTIPLE CLAIMS OR SUITS UNDER OR RELATED TO THIS AGREEMENT WILL NOT ENLARGE OR EXTEND THE LIMITATION OF MONEY DAMAGES WHICH WILL BE THE CLAIMANT'S SOLE AND EXCLUSIVE REMEDY.

Excluded Claims Cap. "**Excluded Claims**" means any claim and/or liability associated with: (a) both party's indemnification obligations in **Idemnification** section; (b) any breach by Verkada of the DPA; or (c) any breach by Verkada of **Data Protection** section. Verkada's total, cumulative liability for all Excluded Claims will not exceed two (2) times the total amount paid or payable by Customer for use of the Products under this Agreement during the Term.

Uncapped Claims. "**Uncapped Claims**" means any claim or liability associated with: (a) Customer's breach of License to **Customer Data** section, **Compliance** section, and **Customer Obligations** section (if applicable); (b) either Party's breach of confidentiality (but not relating to any liability associated with Verkada's security obligations with respect to Customer Data which remains subject to the Excluded Claims cap); or (c) any liability of a Party which cannot be limited under applicable law, including gross negligence, recklessness, or intentional misconduct.

MISCELLANEOUS

This Agreement is the entire agreement between Customer and Verkada and supersedes all prior agreements and understandings concerning the subject matter hereof and may not be amended or modified except by a writing signed or electronically acknowledged by authorized personnel by both parties. Customer and Verkada are independent contractors, and this Agreement will not establish any relationship of partnership, joint venture, or agency between Customer and Verkada. Failure to exercise any right under this Agreement will not constitute a waiver. There are no third-party beneficiaries to this Agreement. This Agreement is governed by the laws of California without reference to conflicts of law rules. Any notice provided by one party to the other under this Agreement will be in writing and sent either (i) by overnight courier or certified mail (receipt requested), in the case of Customer to Customer's address on record in Verkada's account information and in the case of Verkada, to 405 E. 4th Ave., San Mateo, CA 94401, or (ii) by electronic mail to Customer's email address on record in Verkada's account information or to Verkada at legal@verkada.com. If any provision of this Agreement is found unenforceable, the Agreement will be construed as if such provision had not been included. Neither party may assign this Agreement without the prior, written consent of the other party, except that either party may assign this Agreement without such consent in connection with an acquisition of the assigning party or a sale of all or substantially all of its assets. In the event of an assignment by Customer in connection with an acquisition of Customer or a sale of all or substantially all of Customer's assets, Customer's License may be transferred to the party acquiring Customer or purchasing all or substantially all of its assets, subject to Verkada's prior written consent, such consent not to be unreasonably withheld. This Agreement may be executed in two or more counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument. Facsimile or other electronic copies of such signed copies will be deemed to be binding originals.

A party will not be liable for any failure to perform caused by circumstances beyond its reasonable control which would otherwise make such performance commercially impractical including, but not limited to, acts of God, fire, flood, acts of war, pandemics, government action, accident, labor difficulties or shortage, inability to obtain materials, equipment or transportation (each, a "**Force Majeure Event**"). If a Force Majeure Event lasts longer than five (5) business days, the parties will meet to determine if performance under the Agreement can resume as agreed. If the parties cannot agree, then Verkada may terminate the applicable Purchase Order or this Agreement.

If any disputes arise, the parties will first attempt to resolve the dispute informally via good faith negotiation. If the dispute has not been resolved after 30 days, the parties will resolve any claim, dispute, or controversy (excluding any claims for injunctive or other equitable relief) by binding arbitration before a single arbitrator administered by JAMS, its successors and assigns, in San Mateo County, California, unless otherwise agreed by the parties in writing, and pursuant to its arbitration rules. Each party will be responsible for paying any

arbitration fees in accordance with the foregoing rules, and the award rendered by the arbitrator may include costs of arbitration, reasonable attorneys' fees and reasonable costs for expert and other witnesses. Any judgment on the award rendered by the arbitrator may be entered in any court of competent jurisdiction. Nothing in this Section shall be deemed to prevent either party from seeking injunctive or other equitable relief from the courts as necessary to prevent the actual or threatened infringement, misappropriation, or violation of its data security, intellectual property rights or other proprietary rights.

EXHIBIT A

Service Levels

Verkada will use commercially reasonable efforts to make the Hosted Software available 99.99% or more of the time during any calendar month. Subject to the exclusions set forth below, an "Outage" will be defined as any time when the Hosted Software is not available due to a cause within the control of Verkada. The availability standard does not apply to any feature of the Hosted Software that Verkada identifies as a "beta" feature or service.

Service Level Expectation Exclusions

Verkada does not include in its calculation of downtime any time the Hosted Software is not available due to:

- Planned maintenance windows where notice of planned unavailability has been given, via the Hosted Software, at least two business days prior to the outage, unless in the case of emergency changes;
- Force Majeure Events;
- Actions or inactions on Customer's part;
- Events arising from Customer's systems or any Customer websites;
- ISP or Internet outages outside of Verkada's control.

Verkada Alarm Agreement Terms

EXHIBIT B

Alarms Addendum

This "Alarms Addendum" sets forth the terms applicable to Customer's use of the Monitoring Services (as defined below).

Certain Definitions.

"Alarm(s)" means an alarm signal, data, video or audio transmission initiated by the Hardware installed on Customer's premises signaling a specific type of situation that is transmitted to a Call Center for response via the Hosted Software.

"Call Center(s)" means a central monitoring station that receives and responds to an Alarm for Customer as more fully set forth below.

"Call List" means the list of names, with corresponding telephone numbers and email addresses, of those persons in the order Customer wishes to receive notification of Alarms which must be created, and updated by Customer from time to time, via the Hosted Software.

"First Responder(s)" means the entity (e.g., fire department, police department) that is contacted by the Call Center to respond to an Alarm received at the Call Center.

"Monitoring Services" means the automated Alarm transmission functionality enabled by the Software that, when triggered, transmits an Alarm to the Call Center for a response, as more fully described in the Documentation. The Monitoring Services are deemed to be a Product under the Agreement.

Monitoring Services.

In order to use the Monitoring Services, Customer must: (i) purchase a License for each location at which Monitoring Services will be provided (a “**Monitoring License**”); and (ii) enable the “Emergency Dispatch” toggle within the Hosted Software, as more fully described in the Documentation.

For each Alarm transmitted through the Hosted Software, the Call Center will respond in accordance with its internal operating procedures, and only if warranted in the sole discretion of the Call Center. Not all Alarms require notification to First Responders. If the video verification settings are set to 'Normal Mode' (as described in the Documentation), the Call Center may not notify the individuals on the Call List if it is unable to determine a threat to person or property, including because Call Center cannot discern a threat from the video provided or it is unable to access video of the trigger event. Once dispatched, the Call Center may be unable to recall First Responders.

In the event of notification to Customer, the Call Center will call the person(s) named in the Call List, in the order set by Customer. Receipt by Customer of any form of notification provided by the Call Center pursuant to the Call List, is deemed compliance with the notification obligation hereunder, which notice may include SMS or voice mail message. If video or audio Alarms are received at the Call Center, the Call Center will monitor such video or sound in accordance with its internal operating procedures, and for so long as the Call Center, in its sole discretion, deems appropriate.

Customer's Obligations.

Customer (or a properly licensed installer selected by Customer) is responsible for installation (including the design of such installation), maintenance, service, repair, inspection and testing of the Products. Once installed, it is Customer's responsibility (or a properly licensed installer selected by Customer) to configure its Products in order to enable the Monitoring Services, including by creating and maintaining appropriate Trigger and Response Actions via the Hosted Software (i.e., by creating an “Alarm Address” within Customer's account in the Hosted Software and configuring it in Customer's discretion). Monitoring Services will be provided only if the Hardware

Products have been configured to transmit Alarms to the Call Center by means of the foregoing.

Customer is responsible, at Customer's sole expense, for supplying all systems, and incidental functionality (e.g., high-speed Internet access, IP Address and or wireless services, all 110 Volt AC power), necessary to operate the Products at Customer's premises.

Once delivered, the Hardware Products are in the possession and control of Customer, and it is Customer's sole responsibility to regularly test the operation of its Products. Verkada does not design installations, install, inspect, maintain, service, repair, or test Products for Customers.

Customer is responsible for obtaining and maintaining all licenses, registration and permits for the Products and Monitoring Services, including those required by the Customer's local government, necessary to use the Products as contemplated under this Alarms Addendum in compliance with applicable laws and regulations.

Monitoring Services Exclusions.

Except for the systems under its control that Verkada uses to make the Hosted Software available, Alarms are transmitted over third party communication networks beyond the control of Verkada and are not maintained by Verkada. Verkada will not be responsible for any failure by such third-party networks which prevents transmission of Alarms from reaching the Call Center or any damages arising therefrom.

Verkada will have no liability for permit fees, false alarms, false alarm fines, the manner in which First Responders respond, any response delays caused by the First Responders, the failure of First Responders to respond, or the manner in which Alarms are handled by the Call Centers or First Responders.

Verkada makes no representation that any aspect of the Products meets code requirements or constitute an alarm system, burglar alarm system, fire alarm system, CCTV system, access control system or other electronic security system, as those terms are defined under the applicable laws of the jurisdictions in which Customer uses the Products.

Verkada is not a Call Center and does not provide the services of a Call Center. Verkada does not respond to an Alarm, notify, or attempt to notify the persons named in the Call List, request dispatch of First Responders, or other agents to Customer's premises to investigate or verify an Alarm. The portion of the Monitoring Services performed by Verkada is strictly limited to Verkada's automated signal and data retransmission software, receivers, and related components, routing Alarms generated from the Products at Customer's premise via a third-party network to a Call Center for response. The Customer is not contracting with Verkada to provide the services of the Call Center. Verkada and the Call Center are independent and unrelated entities, and there is no subcontractor, employer or employee, master or servant, joint venture, partnership, or contractual relationship between them.

Suspension & Termination. Verkada may, without prior notice, suspend or terminate the Monitoring Services, in Verkada's sole discretion, in the event of: (a) a Force Majeure Event which renders any aspect of the Monitoring Services inoperable or impractical; (b) Customer defaults in its performance obligations under the Agreement or use of the Products in a manner that violates any applicable law or any third party right of privacy; (c) Call Center's facilities or communication networks are nonoperational; (d) Customer causes the Products to transmit excessive false alarms, runaway signals, or otherwise unreasonably overburdens either Verkada's systems or the Call Center's systems; or (e) Customer fails to provide accurate information within the Call List or fails to properly update the Call List.

No Representations or Warranties. Verkada makes no representation or warranty, whether express or implied, that the Products including the Monitoring Services will prevent any loss, damage or injury to any person or property, whether by reason of burglary, theft, hold-up, fire or any other cause, or that the Products will in all cases provide the protection for which they are installed or intended. Monitoring Services are not error-free. Verkada is not an insurer, and Customer assumes all risk for loss or damage to Customer's premises, contents, business interruption, or persons on or around the premises. Customer's sole remedy for Verkada's breach of this Exhibit B is to require Verkada to replace the non-operational Products as set forth in Section 3.2 of the Agreement.

THE ABOVE EXCLUSIONS WILL NOT APPLY, IF THE GOVERNING LAW WHERE THE CUSTOMER'S PREMISE IS LOCATED PROHIBITS THE EXCLUSION OF IMPLIED WARRANTIES.

Exculpatory Clause.

To the fullest extent permitted by governing law, Verkada will not be liable for any loss or damage sustained by Customer caused or contributed by the performance, or failure of performance, of the Monitoring Services under this Exhibit B, even if caused or contributed by any negligence of any kind or degree of the Call Center, Verkada, or any other third-party, except for Verkada's gross negligence in states that do not permit the exculpation of liability for gross negligence, recklessness and willful misconduct.

IN THE EVENT THAT THE EXCULPATORY CLAUSE IS NOT ENFORCEABLE UNDER THE GOVERNING LAW WHERE THE CUSTOMER'S PREMISES IS LOCATED, THE LIMITATIONS OF LIABILITY IN SECTION 11 OF THE AGREEMENT SHALL GOVERN AND CONTROL.

Insurance. Customer must maintain a policy of General Liability and Property Insurance for liability, casualty, fire, theft, and property damage and, upon request, will ensure that Verkada is named as additional insured, and which shall on a primary and non-contributing basis cover any loss or damage related to Customer's use of the Products. Customer assumes all potential risk and damage that may arise by reason of failure of the Products, and Customer will look to its own insurance carrier for any loss or assume the risk of loss. Verkada will not be responsible for any portion of any loss or damage which is recovered or recoverable by Customer from insurance

covering such loss or damage or for such loss or damage against which Customer is indemnified or insured. Customer and all those claiming rights under Customer policies waive all rights against Verkada and its subcontractors for loss or damages caused by perils intended to be detected by the Products or covered by insurance to be obtained by Customer, except such rights as Customer or others may have to the proceeds of insurance.

Conflict Resolution. In the event of any conflict, discrepancy, or inconsistency between the terms of the Agreement and this Exhibit B, the terms of this Exhibit B will govern and control.



15-Apr, 2024

Technology Action Plan for Town of Oak Ridge



OAK RIDGE
North Carolina

Prepared For:

Ashley Royal
aroyal@oakridgenc.com

Valid through: 30-Jun, 2024

Prepared by: Brad Gile

CMIT Solutions

1111 W Friendly STE 1310
Greensboro
NC
27401
3365421100

Proprietary and Confidential

This document contains confidential information belonging to both Town of Oak Ridge and CMIT Solutions. Both parties agree to keep this information confidential, and not disclose it to 3rd parties.

Executive Summary

Oak Ridge Town Park has had several vehicle break ins in the parking lot. The Town would like to add security cameras to cover the parking lots. There is also a new park being constructed and this park needs to have camera coverage as well.

Situation Summary

CMIT installed a guest WiFi network for the park about 18 months ago, the Town of Oak Ridge would like to expand this to have network infrastructure to cover the new camera locations.

Solution



Existing Park – Fields side:

- Maintenance – Air Bridge from concession (1.4), includes WiFi and 4 port switch
- 1.4 – Concession: connect to existing switch
- 1.6 – Shelter: Use existing switch
- 1.1A – Parking Lot entrance. Airbridge from maintenance shed to supplier equipment.
- 1.1B – Airbridge from house to supplier equipment
- 1.5 – not covered
- 1.7 – House – new ISP + wired switch.

Existing Park – Pond Side:

- 2.3 – pavilion – use existing switch and PoE injector.
- 2.2 – parking lot entrance – Airbridge from 2.3 to supplier equipment

Heritage Park

- 3.4 – New building – new ISP and switch
- 3.2 – Parking lot entrance – fiber from main building to PoE+ Switch. Need fiber channel extended.
- 3.3A – pole - not covered
- 3.5B – pole - not covered
- 3.5C – pole - not covered
- 3.5D – Pump House - Air Bridge receiver to supplier equipment

Implementation Plan and Timeline

All equipment is currently available (not on back order).

After approval of the quote and contract, we will need approximately three weeks to order and prepare equipment and two weeks for installation and testing.

We will need to coordinate with the park maintenance staff, general contractor for the house and the camera vendor for installation timing.





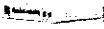

Investment

Initial Setup Investment			
Description	Price	Quantity	Amount
Professional Services - Network Install	\$5,000.00	1	\$5,000.00
CMIT Solutions services, including:	Each		
- Network design			
- Ordering and configuration			
- Installation			
- Testing			
- Coordination time with other service providers and the Town of Oak Ridge.			
Installation Labor	\$95.00	80	\$7,600.00
Equipment installation as listed in the solution.	Per Hour		
With exception of installing fiber from the Heritage park			

main building to the white shed. This work needs to be estimated still.

Equipment	\$4,000.00	1	\$4,000.00
Outdoor boxes, cabling, etc.			
	Each		

Hardware/Software Investment

Description	Price	Quantity	Amount
Ubiquiti LiteBeam AC Gen2 LBE-5AC-Gen2 IEEE 802.11ac 450 Mbit/s Wireless Bridge Ubiquiti LiteBeam AC Gen2 LBE-5AC-Gen2 IEEE 802.11ac 450 Mbit/s Wireless Bridge - 5 GHz - MIMO Technology - 1 x Network (RJ-45) - Gigabit Ethernet - Pole-mountable  	\$66.62	8	\$532.96
Ubiquiti Mounting Bracket for Antenna Ubiquiti Mounting Bracket for Antenna - 10pk Ubiquiti Antenna Mount  	\$6.12	10	\$61.20
Ubiquiti Professional 8 PoE Ubiquiti Professional 8 PoE - 8 Ports - Manageable - Gigabit Ethernet, 10 Gigabit Ethernet - 10/100/1000Base-T, 10GBase-X - 3 Layer Supported - 120 W PoE Budget - Twisted Pair, Optical Fiber - PoE Ports  	\$380.67	4	\$1,522.68
Ubiquiti UniFi 6 U6-IW Dual Band IEEE 802.11ax 5.30 Gbit/s Wireless Access Point Ubiquiti UniFi 6 U6-IW Dual Band IEEE 802.11ax 5.30 Gbit/s Wireless Access Point - 2.40 GHz, 5 GHz - Internal - MIMO Technology - 5 x Network (RJ-45) - Gigabit Ethernet - PoE Ports - 13.50 W - Wall Mountable	\$209.37	2	\$418.74



Ubiquiti UniFi AC Mesh UAP-AC-M IEEE 802.11ac 1.27 Gbit/s Wireless Access Point	\$99.25	1	\$99.25
Ubiquiti UniFi AC Mesh UAP-AC-M IEEE 802.11ac 1.27 Gbit/s Wireless Access Point - 2.40 GHz, 5 GHz - MIMO Technology - 1 x Network (RJ-45) - Gigabit Ethernet - Pole-mountable, Wall Mountable			



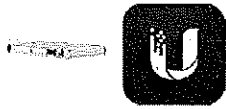
Ubiquiti Directional Dual-Band Antenna for UAP-AC-M	\$97.89	2	\$195.78
Ubiquiti Directional Dual-Band Antenna for UAP-AC-M - 2.4 GHz to 2.5 GHz, 5.1 GHz to 5.9 GHz - 15 dBi - Indoor, Outdoor, Wireless Data Network Pole/Wall/Ball Joint - Directional - RP-SMA Connector			



Ubiquiti UniFi AC Mesh UAP-AC-M-PRO IEEE 802.11ac 1.71 Gbit/s Wireless Access Point	\$197.13	3	\$591.39
Ubiquiti UniFi AC Mesh UAP-AC-M-PRO IEEE 802.11ac 1.71 Gbit/s Wireless Access Point - 2.40 GHz, 5 GHz - MIMO Technology - 2 x Network (RJ-45) - Gigabit Ethernet - Pole-mountable, Wall Mountable			



Ubiquiti Dream Machine Special Edition UDM-SE Router	\$538.07	2	\$1,076.14
Ubiquiti Dream Machine Special Edition UDM-SE Router - 9 Ports - 8 RJ-45 Port(s) - 1 WAN Port(s) - PoE Ports - Management Port - 2 SFP+ Slots - 4 GB - 10 Gigabit Ethernet - Rack-mountable			



Tripp Lite by Eaton SmartRack 6U Low-Profile Switch-Depth Knock-Down Wall-Mount Mini Rack Enclosure
Tripp Lite by Eaton SmartRack 6U Low-Profile Switch-Depth Knock-Down Wall-Mount Mini Rack Enclosure - 19" 6U Wide x 16.50" Deep Wall Mountable for LAN Switch, Patch Panel - Black Powder Coat - Steel - 200 lb x Maximum Weight Capacity - 200 lb x Static/Stationary Weight Capacity

\$197.11 1 \$197.11



Ubiquiti ETH-SP-G2 Surge Suppressor/Protector
Ubiquiti ETH-SP-G2 Surge Suppressor/Protector

\$12.24 16 \$195.84



Upfront \$21,491.09

Tax \$1,450.65

Total \$22,941.74

Getting Started

By signing below, both parties indicate that they agree to the scope and pricing of services contained in this proposal. Both parties also indicate that they agree that this proposal will expire on the expiration date unless signed prior to the expiration date. This is an indication of intent by both parties to enter into a legal agreement. (Agreement document to follow.)

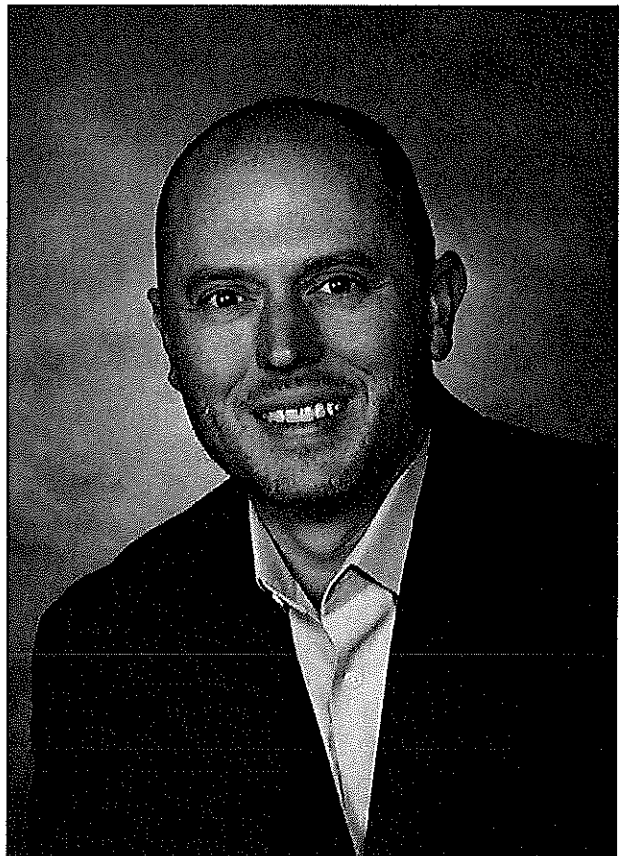


(Bill Bruce)

About Us

I founded CMIT Solutions of Greensboro to combine my passion for innovation, technology, continuous improvement, community service and family. We should not implement new technology solely for the sake of new technology. Also, I believe that the technology that we implement must protect your business, align with your business strategy, and make life better for our customers and employees.

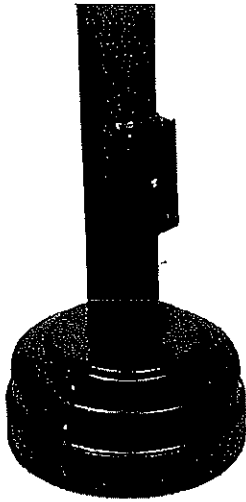
With 20 years of global business experience in large multinational corporations, I have served in a variety of roles including information technology, project management, global supply chain operations, and engineering. My experience working with manufacturing, retail, e-commerce, and non-profits has given me a broad set of skills, that I am looking forward to share with my customers.



Security Camera Pole Options

LAPA Industries

Price: \$379 does not include Freight X 2 = \$758



DESCRIPTION

PRODUCT FEATURES:

- Conforms to ASTM-A 500 Grade B: Min Yield Strength 46,000 PSI
- Anchor Bolts & 2-Piece Base Cover Included. Size based on Pole Data Charts for the specific pole size.
- Textured Dark Bronze Powder Coat Finish. Ensuring Maximum Paint Adhesion and Durability.
- Poles are available in standard lengths as shown in the order matrix. (contact us for custom sizing)
- Multi-Mounting Options (see data sheet below)

STRUCTURE INFO:

Material: Carbon Steel (11 Gauge)

Color: Dark Bronze

Shape: Round (3")

PRODUCT INCLUDES:

- BASE COVER
- ANCHOR KIT
- POSITION PLATE
- WEATHER CAP

DATA & SPEC SHEET:

Model: LP-R10FT3-11G-D

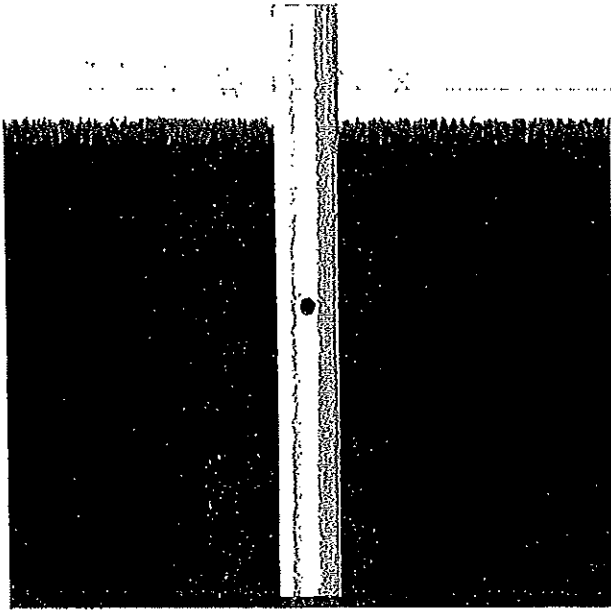
UPC: 799947614943

NOTE: THIS IS A NON-RETURNABLE ITEM

11/11/11 11:11 AM

RelightDepot

Price: \$488.55 $\times 2 = \$977.10$



The Energy Light QS4AL Series 12ft Aluminum Light Pole is a robust and reliable foundation for outdoor lighting, seamlessly extruded from 6063-T6 alloy with a direct burial design for easy installation. Its sleek black powder coat finish ensures durability and resistance to the elements, making it a perfect fit for various outdoor settings.

Key Features and Benefits

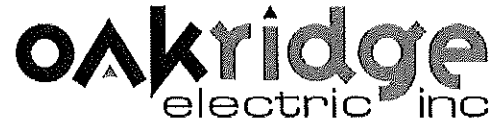
- 10-year warranty for long-term reliability
- Designed to support light fixtures weighing up to 30 lbs
- Black powder coat finish for a sleek appearance and enhanced durability
- 4-inch round straight aluminum pole with a 0.125-inch wall thickness for structural strength
- Handhole feature for easy wiring access and maintenance
- Customizable with optional removable pole cap or tenons

Specifications

- Pole Height: 10 feet above grade
- Embedment Length: 3 feet
- Total Length: 13 feet
- Weight: 24 pounds
- Wind Rating: Up to 90 mph with 1.3 gust factor

Total = \$1,735.10

Oak Ridge Electric Company, Inc.
 6740 Sandylea Rd
 Oak Ridge, NC 27310
 angle@oakridgeelectric.com
 www.oakridgeelectric.com



Estimate

ADDRESS

Town of Oak Ridge
 Attn: Brock Dunigan
 PO Box 374
 Oak Ridge, NC 27310

ESTIMATE # 3265

DATE 05/06/2024

COUNTY/TOWNSHIP

Guilford County

PERMIT NUMBER

Pending

ACTIVITY	QTY	RATE	AMOUNT
Gate 1 (Lisa Drive) - near Redman house			
Install 200amp Electrical Service on wooden pedestal for wireless camera in landscaping bed. Wire & install 120v 20a duplex receptacle at entrance of park for camera on pole. GFCI circuit pulled from NEW service approximately 75' away. Note: Requires boring 100ft under entrance drive to NEW service by separate contractor.	1	1,160.00	1,160.00T
Materials:	1	1,042.00	1,042.00
- Cutler Hammer BR outdoor 8/16space panel/meter combination (1)			
- Bell Box (1)			
- GFCI WP Receptacle (1)			
- In-use cover (1)			
- 20amp BR 1pole breaker (1)			
- #12 THHN wire (15')			
- 4x4x8 treated post (2)			
- 1x6 decking board (1)			
- 1/2" Carr Flex (2)			
- 1/2" Carr Flex Connectors (2)			
- Ground Rods (2)			
- Groud Rod Acorn Straps (2)			
- #6 Bare Copper			
- 12/2 UF wire w/ground (75')			
- 3/4" PVC pipe (15')			
- 3/4" PVC Connectors			
- 3/4" PVC straps			
- 3/4" PVC 90 degree elbow			
- 20a Single pole GFCI breaker			
- Bell box w/In-use cover			

Thank you for your business!

ACTIVITY	QTY	RATE	AMOUNT
- 20amp duplex receptacle			
Guilford County Permitting and Inspections	1	245.00	245.00
			Subtotal: 2,447.00

Gate 2 (Lisa Drive) - near Maitenance shed			
Wire & install 120v 20a duplex receptacle at entrance of park for wireless camera on pole. GFCI circuit pulled from well house service approximately 145' away. Requires boring 145ft under entrance drive to well house by separate contractor.	1	1,450.00	1,450.00T
Materials:	1	586.00	586.00
- 10/2 UF wire w/ground (155')			
- 3/4" PVC pipe (15')			
- 3/4" PVC Connectors			
- 3/4" PVC straps			
- 3/4" PVC 90 degree elbow			
- 20a Single poie GFCI breaker			
- Bell box w/In-use cover			
- 20amp duplex receptacle			
Guilford County Permitting and Inspections	1	245.00	245.00
			Subtotal: 2,281.00

Gate 3 (Linville Road) - Across from Scoggins Road			
Install 200amp Electrical Service on wooden pedestal for wireless camera in landscaping bed. Wire & install 120v 20a duplex receptacle at entrance of park for camera on pole. GFCI circuit pulled from new service approximately 65' away. Note: Requires boring 85ft under entrance drive to NEW service by separate contractor.	1	1,160.00	1,160.00T
Materials:	1	993.00	993.00
- Cutler Hammer BR outdoor 8/16space panel/meter combination (1)			
- Bell Box (1)			
- GFCI WP Receptacle (1)			
- In-use cover (1)			
- 20amp BR 1pole breaker (1)			
- #12 THHN wire (15')			
- 4x4x8 treated post (2)			
- 1x6 decking board (1)			
- 1/2" Carr Flex (2)			
- 1/2" Carr Flex Connectors (2)			
- Ground Rods (2)			
- Groud Rod Acorn Straps (2)			
- 12/2 UF wire w/ground (65')			
- 3/4" PVC pipe (15')			
- 3/4" PVC Connectors			
- 3/4" PVC straps			
- 3/4" PVC 90 degree elbow			
- 20a Single pole GFCI breaker			
- Bell box w/In-use cover			
- 20amp duplex receptacle			
Guilford County Permitting and Inspections	1	245.00	245.00
			Subtotal: 2,398.00

Thank you for your business!

ACTIVITY	QTY	RATE	AMOUNT
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 Gate 4 (Scoggins Road) - New Park Entrance

Install 200amp Electrical Service on wooden pedestal for wireless camera behind sign. Trench. wire & install 120v 20a duplex receptacle at entrance of park for camera on pole. GFCI circuit pulled from entrance sign approximately 20' away.	1	1,625.00	1,625.00T
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Materials:	1	947.00	947.00
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- Cutler Hammer BR outdoor 8/16space panel/meter combination (1)
- Bell Box (1)
- GFCI WP Receptacle (1)
- In-use cover (1)
- 20amp BR 1pole breaker (1)
- #12 THHN wire (15')
- 4x4x8 treated post (2)
- 1x6 decking board (1)
- 1/2" Carr Flex (2)
- 1/2" Carr Flex Connectors (2)
- Ground Rods (2)
- Groud Rod Acorn Straps (2)
- 12/2 UF wire w/ground (20')
- 3/4" PVC pipe (15')
- 3/4" PVC Connectors
- 3/4" PVC straps
- 3/4" PVC 90 degree elbow
- 20a Single pole GFCI breaker
- Bell box w/In-use cover
- 20amp duplex receptacle

Guilford County Permitting and Inspections	1	245.00	245.00
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Subtotal: 2,817.00

Note:

- Boring under driveways and side walks are NOT included in this estimate. A separate contractor is required to bore under these hard surfaces.
- Required burial depth of wire is 24inches deep

 We thank you for this opportunity!

SUBTOTAL	9,943.00
TAX	364.16
TOTAL	\$10,307.16

Accepted By

Accepted Date

Thank you for your business!

Quote

HULL Underground L.L.C.

177 Kipling Lane Mount Airy, Nc 27030
(336) 648 0604

5/9/2024

Quote For
Town of Oak Ridge

FOR
Driectional Drilling

8315 Linville Road Oak Ridge NC
336-644-7009

Details

AMOUNT

Bore 2 inch HDPE 13.5 SDR pipe for security cameras. Est
footage 210 feet

\$2,500.00

OTHER \$0.00

TOTAL \$2,500.00

Make all checks payable to HULL Underground L.L.C.

If you have any questions concerning this invoice, use the following contact information:

Tyler Hull, 336-648-0604, thull136@gmail.com

THANK YOU FOR YOUR BUSINESS!

