



Committee Work Session & Called Council Meeting

AGENDA

Tuesday, March 05, 2019

6:00 PM

City Hall

I. CALL TO ORDER

1. Roll Call
2. City Administrator Update
3. Central Services Update

II. COMMITTEE INFORMATION

1. Finance
 - a. Monthly Finance Report
 - b. Customer Service / Drive-Thru Renovation
2. Airport
 - a. Monthly Airport Report
 - b. Roof Repair & Gutter Replacement – Flight Train Monroe Hangar
3. Public Works
 - a. Monthly Solid Waste Report
 - b. Monthly Streets & Transportation Report
 - c. Approval - Tires for John Deere Loader
 - d. Great American Cleanup Week, April 22 - 26, 2019
4. Utilities

- a. Monthly Electric & Telecom Report
- b. Purchase - Microduct
- c. Approval - Additional Fiber Packages
- d. Monthly Water, Sewer, Gas, & Stormwater Report
- e. Approval - Bankers Grove Regulator Station Removal

5. Public Safety

- a. Monthly Fire Report
- b. Monthly Police Report
- c. Approval - Out of State Travel for Fire
- d. Architectural & Engineering Services - Police Station / Municipal Court
- e. Roof & Exterior Wall Restoration - Police Station / Municipal Court

6. Planning & Code

- a. Monthly Code Report

7. Economic Development

- a. Monthly Economic Development Report

8. Parks

- a. Monthly Parks Report

III. ITEMS OF DISCUSSION

- 1. Public Hearing Variance - Double Springs Church Road
- 2. Public Hearing Rezone - 941 Monroe Jersey Road
- 3. Public Hearing Variance - 941 Monroe Jersey Road
- 4. Application - Micro-Brewery - Major Humphrey's Brewing Company
- 5. Application - Beer & Wine Package Sales - Marathon Food Mart
- 6. 2nd Reading - Performance and Maintenance Bonds Ordinance Amendment
- 7. 1st Reading - Speed Zone Ordinance Amendment
- 8. Resolution - Georgia Cities Week, April 21 - 27, 2019
- 9. Resolution - 2018 Budget Amendment

IV. ITEMS REQUIRING ACTION

- 1. 1st Reading - Ordinance to Amend Official Zoning Map

[2.](#) 1st Reading - Zoning Ordinance Text Amendment - Incorporation of the Zoning Map

[3.](#) Resolution - Authorizing Technology Add-On Fee

V. **ADJOURN**

CENTRAL SERVICES

MONTHLY REPORT

MARCH 2019

	2019 January	2019 February	2018 February	2018 March	2018 April	2018 May	2018 June	2018 July	2018 August	2018 September	2018 October	2018 November	2018 December	Monthly Average	Yearly Totals
SAFETY PROGRAMS															
Facility Inspections	2	5	5	6	9	5	5	7	4	1	5	2	8	4.9	64
Vehicle Inspections	2	6	0	0	0	0	0	22	10	0	0	5	9	4.2	54
Equipment Inspections	4	0	0	0	0	0	0	6	4	1	0	1	3	1.5	19
Worksite Inspections	1	1	4	1	2	3	1	7	4	3	3	3	0	2.5	33
Employee Safety Classes	1	0	1	3	3	6	1	0	0	0	2	2	3	1.7	22
PURCHASING															
P-Card Transactions	486	421	452	480	424	440	445	460	430	312	419	361	301	417.8	5,431
Purchase Orders	110	155	144	105	100	114	108	102	122	112	83	74	48	105.9	1,377
Sealed Bids/Proposals	0	1	0	0	2	1	1	0	1	1	0	0	0	0.5	7
GPR Postings	1	2						0	1	1	5	1	0	1.4	11
INFORMATION TECHNOLOGY															
Workorder Tickets	104	116	83	109	103	107	99	99	101	95	133	95	95	103.0	1,339
Phishing Fail Percentage	3.6%	3.6%			4.2%		6.9%		3.0%		7.6%	5.5%	4.0%	4.8%	
MARKETING															
Newsletters Distributed	0	0	0	6,005	0	6,005	0	0	8,000	0	0	0	ONLINE	1,667.5	20,010
GROUNDS & FACILITIES															
Contractor Acres Mowed	46.6	46.6	46.6	46.6	92.4	92.4	123.5	139.1	139.1	139.1	139.1	92.4	92.4	95.1	1,235.7
Trash Collection	2,920.0	2,400.0									320.0	2,496.0	2,980.0	2,223.2	11,116.0
Crew Acres Mowed	16.7	16.7	27.0	27.0	33.3	54.0	54.0	54.0	54.0	55.5	55.5	33.3	16.7	38.3	497.7

PROJECTS & UPDATES

DOWNTOWN IMPROVEMENTS

Over the next few weeks and into the months of April and May, we will make improvements to the downtown corridor of the City. These improvements will include limbing and trimming trees, the replacement of planter boxes and the



rework of the irrigation system to those planters and the downtown boxes. These improvements should be complete by the spring months and should provide a much better look to the planted areas and help create a cleaner look for the business owners and the coverage of building fronts.

Also, the City is working on a solution to the crosswalk area for South Broad Street and Court Street. The solution will make crossing the South Broad Street area much more visible and safer for both pedestrians and vehicles. Currently the City is coordinating efforts with GDOT for compliance and permitting, and with internal labor to perform the installation of this potential new system.

GROUNDS MAINTENANCE

Over the course of 10 colder/rainy days during the month of February, the Grounds Crew consisting of Gary Barnes and Danny Farmer picked up a total of 2,400 pounds of trash and debris from parks, cemeteries, and roadsides. This was performed while also cutting approximately 17 acres of grass during the month of February.

SAFETY & EMERGENCY RESPONSE PLANNING

The City of Monroe has several varying degrees of an Emergency Response Plan in place with no consolidation of practices and policies. The current goal is to create a consolidated plan of all Public Safety, Public Works, and Utility operations so as

to have one master Emergency Response Plan for the City of Monroe. This plan will enable the City to be eligible for different grants at both the state and federal levels either for the improvement of processes or for the aftermath of potential local disasters. The most important factor is to have an operationally efficient plan in place for the control and management of situations should they ever occur in our City, and to help repair and recover from potential disasters.

POLICE STATION / MUNICIPAL COURT BUILDING

This month will see the requests of engineering and architectural services, as well as the exterior renovations to the facility be brought before City Council. They will include all functions of design, structural, engineering, bidding, and construction phases of the building renovation to take place, and to then begin the exterior renovation of the building. This should allow for the start of exterior construction to begin in April, with design phases to take place during that same period with final plans to be bid for construction shortly following.

FACILITIES MANAGEMENT

The process to begin the approved renovation projects for 2019 has started with pre-bid meetings and facility inspections by potential contractors through Garland/DBS that include the Public Works main office building roof and exterior repair, Old City Hall roof and exterior repair, and the Art Guild exterior repair and waterproofing. Once final bids are submitted, current pricing will be compared to submitted and approved CIP budgeting numbers, and work will begin in the spring on these facilities.

The City is also working on an updated Americans with Disabilities Act (ADA) compliance plan for all City owned and operated facilities. This process will take a few weeks of evaluation based on criteria provided to staff to then be returned to Keck & Wood, Inc. for further evaluation and completion planning. This will bring all facilities to a compliance situation with rules and measures that should be in place.

INTERNSHIP PROGRAM – UNIVERSITY OF GEORGIA

The University of Georgia School of Public & International Affairs (SPIA) has an Emerging Leaders Internship Program for government agencies that will provide for both Undergraduate and Graduate level student internships. The program provides internships for different levels of government and tailored to the needs



of the government entity and then provides for students looking for those types of professions and job alignments. The City conducted interviews and chose Sydney Dorawa as the first participate from this program. She will be heavily involved in areas that relate to Community Relations with a focus on policy comparisons, consolidating an emergency response plan and grant information, informational newsletters for energy sources, and social media. The position will be situated under the Central Services Department.



**FINANCIAL
STATUS REPORT
AS OF JANUARY 2019**

City of Monroe
 Financial Performance Report
 For the Period Ended
 January 31, 2019

Cash balances for the City of Monroe as of January 31st total **\$39,414,401**
 The following table shows the individual account balances.

GOVERNMENTAL FUND	
General Fund Checking	1,115,787.20
Stabilization Fund	1,250,000.00
Community Center Deposits	2,180.79
Group Health Insurance (Claims/Premiums)	702,561.62
Unemployment Fund	17,174.03
Workmen's Compensation (To Fund Claims)	100,465.50
CAPITAL PROJECTS FUND	
Capital Improvement - General Government	2,739.99
SPLOST	1,380,834.46
SPLOST 2013	3,165,773.64
SPECIAL REVENUE FUND	
Hotel/Motel	4,582.67
DEA Confiscated Assets Fund	13,319.63
Confiscated Assets Fund	29,505.54
ENTERPRISE FUND	
Solid Waste	258,542.91
Solid Waste Capital	922,243.71
Utility Revenue	2,049,937.18
Utility Revenue Reserve	1,333,114.10
Utility MEAG Payment Acct	2,431.83
Utility MGAG Payment Acct	8,347.73
Utility Gov't Loan Payment Acct	26,061.19
Utility MEAG Short-Term Investment	4,798,277.80
Utility MEAG Intermediate Extended Investment	6,399,250.91
Utility MEAG Intermediate Portfolio Investment	2,055,444.57
Utility Capital Improvement	9,181,261.10
Utility GEFA	1,000.00
Utility Bond Sinking Fund	425,703.57
Utility Tap Fees	1,505,897.31
Utility Customer Deposits (Restricted)	1,179,890.33
Utility Customer Deposits (Investment)	1,482,071.56

City of Monroe
 Financial Performance Report
 For the Period Ended
 January 31, 2019

Below is a chart showing disbursements from Walton County to date for the 2013 SPLOST

	Walton County		15.3335760%	Actual		
Sales Tax	Special Local	Receipt Total	Monroe's	Receipt Total		Total
Receipt	Option Sales	for Period of	Portion	for	Other	Receipts
Month	Taxes Received	SPLOST	up to 60M	Month	Revenues	SPLOST
Jan-18	986,456.84	48,812,613.57	151,259.11	151,215.66		151,215.66
Feb-18	853,134.51	49,665,748.08	130,816.03	130,813.67		130,813.67
Mar-18	792,463.54	50,458,211.62	121,513.00	121,510.81	19,737.65	141,248.46
Apr-18	954,910.67	51,413,122.29	146,421.95	146,419.32	37,245.24	183,664.56
May-18	891,313.39	52,304,435.68	136,670.22	136,667.76		136,667.76
Jun-18	928,779.45	53,233,215.13	142,415.10	142,412.54		142,412.54
Jul-18	915,881.79	54,149,096.92	140,437.43	140,434.90		140,434.90
Aug-18	1,023,277.44	55,172,374.36	156,905.02	156,902.20		156,902.20
Sep-18	989,490.30	56,161,864.66	151,724.25	-	39,361.61	39,361.61
Oct-18	928,672.50	57,090,537.16	142,398.70	294,117.66		294,117.66
Nov-18	1,110,786.70	58,201,323.86	170,323.32	170,320.26		170,320.26
Dec-18	1,055,080.27	59,256,404.13	161,781.54	-	267,842.21	267,842.21
Jan-19	1,269,174.78	50,934,922.86	194,609.88	358,837.87		358,837.87

City of Monroe
 Financial Performance Report
 For the Period Ended
 January 31, 2019

The total Utility Capital funds available as of January are \$12,020,272 as broken down in the section below:

Utility Capital Improvement Cash Balance	9,181,261
Utility Revenue Reserve Cash Balance	1,333,114
Tap Fees Cash Balance	1,505,897
Total Current Funds Available	\$ 12,020,272

Project Description	2019 Estimated							
	Estimated Budgeted Cost	2019 Estimated Expense	2019 Monthly Expense	2019 Estimated Remaining Expenses	2020 Estimated Expense	2021 Estimated Expense	2022 Estimated Expense	2023 Estimated Expense
Totals	29,336,771	10,054,267	135,845	9,918,422	2,987,555	2,556,454	1,764,000	1,101,454
Estimated annual Tap Fees				284,167	310,000	310,000	310,000	310,000
Estimated annual CIP transfers-in				1,650,000	1,800,000	1,800,000	1,800,000	1,800,000
Estimated Utility Capital Cash Balance EOY				\$ 4,036,017	\$ 3,158,462	\$ 2,712,008	\$ 3,058,008	\$ 4,066,554

The detail by year of each project is shown on the following page

Utility Capital Funding
Approved Projects/Assets

Dept	Project Description	Estimated	2019 Estimated	2019 Monthly	2019 Estimated	2020 Estimated	2021 Estimated	2022 Estimated	2023 Estimated
		Budgeted Cost	Expense	Expense	Remaining Expenses	Expense	Expense	Expense	Expense
Sewer	Sewer CDBG 2018-Initial Application	25,000	9,120	25,575	(16,455)				
Sewer	CDBG 2018 Construction	250,000	250,000		250,000				
Sewer	Infrastructure Repair/Replacement	337,223	99,800		99,800	71,881	70,000	70,000	
Sewer	Sewer Extension 138 to Reliant Development	2,700,000	2,635,374		2,635,374				
Sewer	Pump Station SCADA	50,000	35,000		35,000		15,000		
Sewer	Sewer Main Rehab	583,711	83,711		83,711	150,000	100,000	150,000	100,000
Sewer	Truck	100,000			-	50,000		50,000	
Sewer	Application/Design CDBG 2020 submittal	50,000			-	50,000			
Sewer	CDBG 2020 Construction	250,000			-		250,000		
Sewer	Application/Design CDBG 2022 submittal	50,000			-			50,000	
Sewer	CDBG 2022 Construction	250,000			-				250,000
Sewer	Lime Slurry System	145,200	145,200		145,200				
Sewer	Kawasaki Mule	9,189	9,189		9,189				
Sewer	Aeration Fluidyne Jet Pump	41,348	20,674		20,674	20,674			
Sewer	Final Clarifier Clean Out	36,908			-		18,454		18,454
Sewer	Control Panel for Plant Drain	15,000			-			15,000	
Sewer	Trickling Filter Pump	80,000			-		40,000		40,000
Sewer	Air Compressor	54,760	54,760		54,760				
Sewer	Asphalt Top Coat	200,000			-	200,000			
Sewer	GIS Program Development	41,667	41,667		41,667				
Sewer	Waste Water Treatment Plant Rehab (GEFA loan)	8,000,000		44,145	(44,145)				
Water	Loganville Water Distribution Line	1,648,125	1,451,223		1,451,223				
Water	Infrastructure Repair/Replacement	150,000	35,000		35,000	35,000	35,000	35,000	
Water	Water Plant Roof Replacement	237,548			-				
Water	Remodel of Old Water Plant	225,000	163,745	27,650	136,095				
Water	Warehouse Improvements	25,000	25,000		25,000				
Water	Water Main Rehab	375,000	75,000		75,000	75,000	75,000	75,000	75,000
Water	8 Mstr Mtr Octave AWWA Mtr	5,062			-				
Water	Fire Hydrant Replacement	110,000	55,000		55,000	55,000			
Water	Infrastructure Repair/Replacement	750,000	150,000		150,000	150,000	150,000	150,000	150,000
Water	Water Valve Maintenance Trailer	61,720	61,720		61,720				
Water	CDBG 2018 Construction	250,000	250,000		250,000				
Water	Application/Design CDBG 2020 submittal	25,000			-	25,000			
Water	CDBG 2020 Construction	250,000			-		250,000		
Water	Application/Design CDBG 2022 submittal	25,000			-			25,000	
Water	CDBG 2022 Construction	250,000			-				250,000
Water	Swan Turbidity Meters	90,355	90,355		90,355				
Water	Air Compressors	58,575	58,575		58,575				
Water	High Service Pumps	100,000			-	100,000			
Water	Alcovy River Screen	50,000			-	50,000			
Water	Control Vlv Replacement Reservoir & Alcovy River	100,000			-		100,000		
Water	Membrane Filters	382,500	76,500		76,500	76,500	76,500	76,500	76,500
Water	Excavator	88,200	88,200		88,200				
Water	Water Meters	282,247	56,247		56,247	56,500	56,500	56,500	56,500
Water	Alleyway repairs				-				
Water	GIS Program Development	41,667	41,667		41,667				
Central Svcs	Vehicle	25,000	25,000		25,000				
Admin	Financial/Utility Billing Software	300,617	113,595	24,813	88,783				
Admin	Drive Thru Rehab/City Hall	225,000	225,000		225,000				
Admin	Trucks	50,000			-	50,000		50,000	
Electric	Bucket Truck Replacement	325,000	215,000		215,000		110,000		
Electric	Meter Load Tester	33,000	33,000		33,000				
Electric	Pole Crane	80,000	80,000		80,000				
Electric	Van	27,000			-				
Electric	Automated Switching	150,000	95,577		95,577				
Electric	2018 LED Streetlights	125,000	125,000		125,000				
Electric	Reconductor Distribution System	800,000	344,794		344,794	150,000	150,000	150,000	
Electric	Warehouse Project	75,000	75,000		75,000				
Electric	Stone Creek	153,000	133,042		133,042				
Electric	System Automation	408,846	108,846		108,846	150,000	150,000		
Electric	Underground for Town Green	187,000	187,000		187,000				
Electric	AMI meters/system	112,608	37,608		37,608	75,000			
Electric	Rebuild Highland & S Madison Ave	1,091,200	291,200		291,200	300,000	250,000	250,000	
Electric	GIS Program Development	41,667	41,667		41,667				
Telecom	Fiber Blower	44,000	5,000		5,000				
Telecom	Halon Fire Suppression	44,000	44,000		44,000				
Telecom	Fiber Loop	150,000	150,000		150,000				
Telecom	Fiber to the X	400,000	75,073	403	74,670	100,000	100,000	100,000	
Telecom	Wireless Deployment	75,000	75,000		75,000				
Telecom	Cable Replacement	240,000	49,234		49,234	80,000	80,000		
Telecom	2017 Network Redundancy	195,000	49,234		49,234				
Telecom	2018 Network Redundancy	225,000	225,000		225,000				
Telecom	2017 Cable Replacement	80,000	63,932		63,932				
Telecom	DOCSIS 3	175,000	147,939		147,939				
Telecom	Fiber Backbone Extension	101,500	56,500		56,500	45,000			
Telecom	Micro Trench Saw	91,000	91,000		91,000				
Telecom	FTTX Wellington	420,000	120,000		120,000	150,000	150,000		
Telecom	Cable Infrastructure Replacement	180,000	65,000		65,000	60,000	55,000		
Telecom	GIS Program Development	41,667	41,667		41,667				

Gas	Gas relocation Hwy 11 bridge	541,000		-					
Gas	Good Hope	140,000		-	70,000	70,000			
Gas	James Huff/Gratis	140,000		-			140,000		
Gas	Old Mill Replacement	150,000		-	150,000				
Gas	Unisia Dr Extension	45,000		-	45,000				
Gas	Various Projects	300,000		-	100,000	100,000		100,000	
Gas	Service Trencher	80,000	80,000		80,000				
Gas	2018 System Rehab	200,000	34,000		34,000				
Gas	System Rehab	150,000			-	50,000	50,000		50,000
Gas	Young St Rehab	75,000	75,000	13,260	61,740				
Gas	Lacy, Davis, Harris & Ash Street (Bryant Rd)	40,000	38,560		38,560				
Gas	Lacy, Davis, Harris & Ash Street (Bryant Rd2)	57,000	55,228		55,228				
Gas	Gas Main Renewal	681,147	199,147		199,147	196,000	70,000	131,000	85,000
Gas	Main Extension	84,397	8,397		8,397	36,000		40,000	
Gas	GIS Program Development	41,667	41,667		41,667				
Stormwater	2018 Infrastructure Repair/Replacement	100,000	61,450		61,450				
Stormwater	Infrastructure Repair/Replacement	300,000			-	100,000	100,000	10,000	
Stormwater	Lateral Repair	43,183	8,183		8,183		35,000		
Stormwater	F450 Service Body Truck	60,000			-	60,000			
Stormwater	Skid Steer	75,000			-	75,000			
Stormwater	Storm/Drain Retention Pond Rehab	375,000	75,000		75,000	75,000	75,000	75,000	75,000
Stormwater	Heritage Ridge Retention Pond	17,600	17,600		17,600				
Stormwater	Public Works Retention Pond	8,000			-	8,000			
Stormwater	Heritage Trace Retention Pond	18,000			-	18,000			
Stormwater	GIS Program Development	41,667	41,667		41,667				
Stormwater	Improvements	50,000	50,000		50,000				



Monroe, GA

Monthly Budget Report

Group Summary

For Fiscal: 2019 Period Ending: 01/31/2019

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DEP...	January Budget	January Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
Revenue									
R1: 31 - TAXES									
1510 - FINANCE ADMIN	578,825.79	501,098.04	-77,727.75	-13.43 %	578,825.79	501,098.04	-77,727.75	-13.43 %	6,948,689.00
Total R1: 31 - TAXES:	578,825.79	501,098.04	-77,727.75	-13.43 %	578,825.79	501,098.04	-77,727.75	-13.43 %	6,948,689.00
R1: 32 - LICENSES & PERMITS									
7200 - PLANNING & DEVELOPMENT	22,498.49	136,897.00	114,398.51	508.47 %	22,498.49	136,897.00	114,398.51	508.47 %	270,090.00
Total R1: 32 - LICENSES & PERMITS:	22,498.49	136,897.00	114,398.51	508.47 %	22,498.49	136,897.00	114,398.51	508.47 %	270,090.00
R1: 33 - INTERGOVERNMENTAL									
1510 - FINANCE ADMIN	1,666.00	0.00	-1,666.00	-100.00 %	1,666.00	0.00	-1,666.00	-100.00 %	20,000.00
1519 - INTERGOVERNMENTAL	7,982.72	70,831.00	62,848.28	787.30 %	7,982.72	70,831.00	62,848.28	787.30 %	95,831.00
3500 - FIRE OPERATIONS	19,856.55	0.00	-19,856.55	-100.00 %	19,856.55	0.00	-19,856.55	-100.00 %	238,374.00
4200 - STREETS & TRANSPORTATION	10,829.00	0.00	-10,829.00	-100.00 %	10,829.00	0.00	-10,829.00	-100.00 %	130,000.00
Total R1: 33 - INTERGOVERNMENTAL:	40,334.27	70,831.00	30,496.73	75.61 %	40,334.27	70,831.00	30,496.73	75.61 %	484,205.00
R1: 34 - CHARGES FOR SERVICES									
1510 - FINANCE ADMIN	54,978.00	400.00	-54,578.00	-99.27 %	54,978.00	400.00	-54,578.00	-99.27 %	660,000.00
3200 - POLICE	1,666.00	1,231.96	-434.04	-26.05 %	1,666.00	1,231.96	-434.04	-26.05 %	20,000.00
7200 - PLANNING & DEVELOPMENT	41.65	3.50	-38.15	-91.60 %	41.65	3.50	-38.15	-91.60 %	500.00
7520 - ECONOMIC DEVELOPMENT	1,666.00	0.00	-1,666.00	-100.00 %	1,666.00	0.00	-1,666.00	-100.00 %	20,000.00
7563 - AIRPORT	8.33	142.00	133.67	1,604.68 %	8.33	142.00	133.67	1,604.68 %	100.00
Total R1: 34 - CHARGES FOR SERVICES:	58,359.98	1,777.46	-56,582.52	-96.95 %	58,359.98	1,777.46	-56,582.52	-96.95 %	700,600.00
R1: 35 - FINES & FORFEITURES									
2650 - MUNICIPAL COURT	33,320.00	0.00	-33,320.00	-100.00 %	33,320.00	0.00	-33,320.00	-100.00 %	400,000.00
Total R1: 35 - FINES & FORFEITURES:	33,320.00	0.00	-33,320.00	-100.00 %	33,320.00	0.00	-33,320.00	-100.00 %	400,000.00
R1: 36 - INVESTMENT INCOME									
1510 - FINANCE ADMIN	0.00	207.27	207.27	0.00 %	0.00	207.27	207.27	0.00 %	0.00
Total R1: 36 - INVESTMENT INCOME:	0.00	207.27	207.27	0.00 %	0.00	207.27	207.27	0.00 %	0.00
R1: 37 - CONTRIBUTIONS & DONATIONS									
3200 - POLICE	333.20	0.00	-333.20	-100.00 %	333.20	0.00	-333.20	-100.00 %	4,000.00
3500 - FIRE OPERATIONS	333.20	0.00	-333.20	-100.00 %	333.20	0.00	-333.20	-100.00 %	4,000.00
7521 - MAINSTREET	2,915.50	0.00	-2,915.50	-100.00 %	2,915.50	0.00	-2,915.50	-100.00 %	35,000.00
Total R1: 37 - CONTRIBUTIONS & DONATIONS:	3,581.90	0.00	-3,581.90	-100.00 %	3,581.90	0.00	-3,581.90	-100.00 %	43,000.00
R1: 38 - MISCELLANEOUS REVENUE									
1510 - FINANCE ADMIN	416.50	496.22	79.72	19.14 %	416.50	496.22	79.72	19.14 %	5,000.00
1565 - WALTON PLAZA	275.55	0.00	-275.55	-100.00 %	275.55	0.00	-275.55	-100.00 %	3,308.00

Monthly Budget Report

For Fiscal: 2019 Period Ending: 2019

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DEP...	January Budget	January Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
3200 - POLICE	0.00	1,060.10	1,060.10	0.00 %	0.00	1,060.10	1,060.10	0.00 %	0.00
5530 - COMMUNITY CENTER	999.60	3,050.00	2,050.40	205.12 %	999.60	3,050.00	2,050.40	205.12 %	12,000.00
7563 - AIRPORT	19,700.45	13,813.66	-5,886.79	-29.88 %	19,700.45	13,813.66	-5,886.79	-29.88 %	236,500.00
Total R1: 38 - MISCELLANEOUS REVENUE:	21,392.10	18,419.98	-2,972.12	-13.89 %	21,392.10	18,419.98	-2,972.12	-13.89 %	256,808.00
R1: 39 - OTHER FINANCING SOURCES									
1510 - FINANCE ADMIN	225,263.19	210,557.48	-14,705.71	-6.53 %	225,263.19	210,557.48	-14,705.71	-6.53 %	2,704,240.09
Total R1: 39 - OTHER FINANCING SOURCES:	225,263.19	210,557.48	-14,705.71	-6.53 %	225,263.19	210,557.48	-14,705.71	-6.53 %	2,704,240.09
Total Revenue:	983,575.72	939,788.23	-43,787.49	-4.45 %	983,575.72	939,788.23	-43,787.49	-4.45 %	11,807,632.09
Expense									
1100 - LEGISLATIVE	19,461.45	18,372.99	1,088.46	5.59 %	19,461.45	18,372.99	1,088.46	5.59 %	233,631.00
1300 - EXECUTIVE	24,480.84	22,912.22	1,568.62	6.41 %	24,480.84	22,912.22	1,568.62	6.41 %	293,888.00
1400 - ELECTIONS	1,574.37	0.00	1,574.37	100.00 %	1,574.37	0.00	1,574.37	100.00 %	18,900.00
1500 - GENERAL ADMIN	11,178.87	13,250.61	-2,071.74	-18.53 %	11,178.87	13,250.61	-2,071.74	-18.53 %	134,200.29
1510 - FINANCE ADMIN	20,919.47	15,900.51	5,018.96	23.99 %	20,919.47	15,900.51	5,018.96	23.99 %	251,134.58
1530 - LAW	11,630.76	0.00	11,630.76	100.00 %	11,630.76	0.00	11,630.76	100.00 %	139,625.00
1560 - AUDIT	2,707.25	3,000.00	-292.75	-10.81 %	2,707.25	3,000.00	-292.75	-10.81 %	32,500.00
1565 - WALTON PLAZA	9,786.33	0.00	9,786.33	100.00 %	9,786.33	0.00	9,786.33	100.00 %	117,483.00
2650 - MUNICIPAL COURT	8,684.16	4,546.24	4,137.92	47.65 %	8,684.16	4,546.24	4,137.92	47.65 %	104,252.00
3200 - POLICE	355,880.96	256,573.07	99,307.89	27.90 %	355,880.96	256,573.07	99,307.89	27.90 %	4,272,281.00
3500 - FIRE OPERATIONS	174,350.34	129,771.49	44,578.85	25.57 %	174,350.34	129,771.49	44,578.85	25.57 %	2,093,041.00
3510 - FIRE PREVENTION/CRR	8,175.44	4,411.54	3,763.90	46.04 %	8,175.44	4,411.54	3,763.90	46.04 %	98,146.00
4200 - STREETS & TRANSPORTATION	114,020.92	82,704.71	31,316.21	27.47 %	114,020.92	82,704.71	31,316.21	27.47 %	1,368,799.00
5500 - COMMUNITY SERVICES	924.63	0.00	924.63	100.00 %	924.63	0.00	924.63	100.00 %	11,100.00
5530 - COMMUNITY CENTER	1,990.86	1,610.44	380.42	19.11 %	1,990.86	1,610.44	380.42	19.11 %	23,900.00
6200 - BLDGS & GROUNDS	29,831.68	11,680.54	18,151.14	60.85 %	29,831.68	11,680.54	18,151.14	60.85 %	358,124.00
6500 - LIBRARIES	10,295.88	0.00	10,295.88	100.00 %	10,295.88	0.00	10,295.88	100.00 %	123,600.00
7200 - PLANNING & DEVELOPMENT	63,635.50	36,294.08	27,341.42	42.97 %	63,635.50	36,294.08	27,341.42	42.97 %	763,931.99
7400 - PLANNING AND ZONING	403.50	0.00	403.50	100.00 %	403.50	0.00	403.50	100.00 %	4,844.00
7520 - ECONOMIC DEVELOPMENT	21,217.56	22,221.18	-1,003.62	-4.73 %	21,217.56	22,221.18	-1,003.62	-4.73 %	254,713.06
7550 - DOWNTOWN DEVELOPMENT	2,082.50	0.00	2,082.50	100.00 %	2,082.50	0.00	2,082.50	100.00 %	25,000.00
7563 - AIRPORT	16,880.70	543.18	16,337.52	96.78 %	16,880.70	543.18	16,337.52	96.78 %	202,650.00
9001 - GEN - OTHER FINANCING USES	73,461.27	0.00	73,461.27	100.00 %	73,461.27	0.00	73,461.27	100.00 %	881,888.00
Total Expense:	983,575.24	623,792.80	359,782.44	36.58 %	983,575.24	623,792.80	359,782.44	36.58 %	11,807,631.92
Report Total:	0.48	315,995.43	315,994.95		0.48	315,995.43	315,994.95		0.17



Monroe, GA

Budget Report 16 Group Summary

For Fiscal: 2019 Period Ending: 01/31/2019

DEP...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Revenue						
1510 - FINANCE ADMIN	10,337,929.09	10,337,929.09	712,759.01	712,759.01	-9,625,170.08	93.11 %
1519 - INTERGOVERNMENTAL	95,831.00	95,831.00	70,831.00	70,831.00	-25,000.00	26.09 %
1565 - WALTON PLAZA	3,308.00	3,308.00	0.00	0.00	-3,308.00	100.00 %
2650 - MUNICIPAL COURT	400,000.00	400,000.00	0.00	0.00	-400,000.00	100.00 %
3200 - POLICE	24,000.00	24,000.00	2,292.06	2,292.06	-21,707.94	90.45 %
3500 - FIRE OPERATIONS	242,374.00	242,374.00	0.00	0.00	-242,374.00	100.00 %
4200 - STREETS & TRANSPORTATION	130,000.00	130,000.00	0.00	0.00	-130,000.00	100.00 %
5530 - COMMUNITY CENTER	12,000.00	12,000.00	3,050.00	3,050.00	-8,950.00	74.58 %
7200 - PLANNING & DEVELOPMENT	270,590.00	270,590.00	136,900.50	136,900.50	-133,689.50	49.41 %
7520 - ECONOMIC DEVELOPMENT	20,000.00	20,000.00	0.00	0.00	-20,000.00	100.00 %
7521 - MAINSTREET	35,000.00	35,000.00	0.00	0.00	-35,000.00	100.00 %
7563 - AIRPORT	236,600.00	236,600.00	13,955.66	13,955.66	-222,644.34	94.10 %
Revenue Total:	11,807,632.09	11,807,632.09	939,788.23	939,788.23	-10,867,843.86	92.04 %
Expense						
1100 - LEGISLATIVE	233,631.00	233,631.00	18,372.99	18,372.99	215,258.01	92.14 %
1300 - EXECUTIVE	293,888.00	293,888.00	22,912.22	22,912.22	270,975.78	92.20 %
1400 - ELECTIONS	18,900.00	18,900.00	0.00	0.00	18,900.00	100.00 %
1500 - GENERAL ADMIN	134,200.29	134,200.29	13,250.61	13,250.61	120,949.68	90.13 %
1510 - FINANCE ADMIN	251,134.58	251,134.58	15,900.51	15,900.51	235,234.07	93.67 %
1530 - LAW	139,625.00	139,625.00	0.00	0.00	139,625.00	100.00 %
1560 - AUDIT	32,500.00	32,500.00	3,000.00	3,000.00	29,500.00	90.77 %
1565 - WALTON PLAZA	117,483.00	117,483.00	0.00	0.00	117,483.00	100.00 %
2650 - MUNICIPAL COURT	104,252.00	104,252.00	4,546.24	4,546.24	99,705.76	95.64 %
3200 - POLICE	4,272,281.00	4,272,281.00	256,573.07	256,573.07	4,015,707.93	93.99 %
3500 - FIRE OPERATIONS	2,090,841.00	2,093,041.00	129,771.49	129,771.49	1,963,269.51	93.80 %
3510 - FIRE PREVENTION/CRR	100,346.00	98,146.00	4,411.54	4,411.54	93,734.46	95.51 %
4200 - STREETS & TRANSPORTATION	1,368,799.00	1,368,799.00	82,704.71	82,704.71	1,286,094.29	93.96 %
5500 - COMMUNITY SERVICES	11,100.00	11,100.00	0.00	0.00	11,100.00	100.00 %
5530 - COMMUNITY CENTER	23,900.00	23,900.00	1,610.44	1,610.44	22,289.56	93.26 %
6200 - BLDGS & GROUNDS	358,124.00	358,124.00	11,680.54	11,680.54	346,443.46	96.74 %
6500 - LIBRARIES	123,600.00	123,600.00	0.00	0.00	123,600.00	100.00 %
7200 - PLANNING & DEVELOPMENT	763,931.99	763,931.99	36,294.08	36,294.08	727,637.91	95.25 %
7400 - PLANNING AND ZONING	4,844.00	4,844.00	0.00	0.00	4,844.00	100.00 %
7520 - ECONOMIC DEVELOPMENT	254,713.06	254,713.06	22,221.18	22,221.18	232,491.88	91.28 %
7550 - DOWNTOWN DEVELOPMENT	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %
7563 - AIRPORT	202,650.00	202,650.00	543.18	543.18	202,106.82	99.73 %
9001 - GEN - OTHER FINANCING USES	881,888.00	881,888.00	0.00	0.00	881,888.00	100.00 %
Expense Total:	11,807,631.92	11,807,631.92	623,792.80	623,792.80	11,183,839.12	94.72 %
Report Surplus (Deficit):	0.17	0.17	315,995.43	315,995.43	315,995.26	79,564.71 %



Monroe, GA

Monthly Budget Report

Group Summary

For Fiscal: 2019 Period Ending: 01/31/2019

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ACTIVIT...	January Budget	January Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
Revenue									
4002 - WATER	430,908.31	489,697.65	58,789.34	13.64 %	430,908.31	489,697.65	58,789.34	13.64 %	5,172,969.00
4003 - SEWER	348,273.35	399,451.24	51,177.89	14.69 %	348,273.35	399,451.24	51,177.89	14.69 %	4,180,907.20
4005 - GAS	309,926.70	639,243.86	329,317.16	106.26 %	309,926.70	639,243.86	329,317.16	106.26 %	3,720,609.00
4006 - GUTA	6,664.00	2,469.40	-4,194.60	-62.94 %	6,664.00	2,469.40	-4,194.60	-62.94 %	80,000.00
4008 - ELECTRIC	1,612,817.61	2,027,182.06	414,364.45	25.69 %	1,612,817.61	2,027,182.06	414,364.45	25.69 %	19,361,556.00
4009 - TELECOM & INTERNET	226,992.50	244,698.99	17,706.49	7.80 %	226,992.50	244,698.99	17,706.49	7.80 %	2,725,000.00
4010 - CABLE TV	322,960.76	253,552.71	-69,408.05	-21.49 %	322,960.76	253,552.71	-69,408.05	-21.49 %	3,877,080.00
4012 - UTIL FINANCE	62,475.00	0.00	-62,475.00	-100.00 %	62,475.00	0.00	-62,475.00	-100.00 %	750,000.00
4016 - SOLID WASTE	-3.79	0.00	3.79	-100.00 %	-3.79	0.00	3.79	-100.00 %	0.00
Total Revenue:	3,321,014.44	4,056,295.91	735,281.47	22.14 %	3,321,014.44	4,056,295.91	735,281.47	22.14 %	39,868,121.20
Expense									
4002 - WATER	381,155.18	208,102.97	173,052.21	45.40 %	381,155.18	208,102.97	173,052.21	45.40 %	4,575,694.20
4003 - SEWER	350,691.76	249,180.32	101,511.44	28.95 %	350,691.76	249,180.32	101,511.44	28.95 %	4,209,987.00
4004 - STORMWATER	41,881.85	20,460.15	21,421.70	51.15 %	41,881.85	20,460.15	21,421.70	51.15 %	502,784.00
4005 - GAS	311,290.69	460,481.29	-149,190.60	-47.93 %	311,290.69	460,481.29	-149,190.60	-47.93 %	3,736,983.85
4006 - GUTA	22,252.47	12,925.35	9,327.12	41.91 %	22,252.47	12,925.35	9,327.12	41.91 %	267,137.00
4007 - GEN ADMIN WSG	17,937.13	13,505.34	4,431.79	24.71 %	17,937.13	13,505.34	4,431.79	24.71 %	215,332.00
4008 - ELECTRIC	1,567,778.93	1,392,935.88	174,843.05	11.15 %	1,567,778.93	1,392,935.88	174,843.05	11.15 %	18,820,876.00
4009 - TELECOM & INTERNET	151,516.48	36,666.82	114,849.66	75.80 %	151,516.48	36,666.82	114,849.66	75.80 %	1,818,926.00
4010 - CABLE TV	460,199.86	286,464.83	173,735.03	37.75 %	460,199.86	286,464.83	173,735.03	37.75 %	5,524,609.00
4011 - GEN ADMIN ELEC/TELECOM	16,309.45	12,784.96	3,524.49	21.61 %	16,309.45	12,784.96	3,524.49	21.61 %	195,792.00
4012 - UTIL FINANCE	-195,795.04	-149,724.12	-46,070.92	23.53 %	-195,795.04	-149,724.12	-46,070.92	23.53 %	-2,350,480.00
4013 - UTIL CUST SVC	116,570.25	96,397.04	20,173.21	17.31 %	116,570.25	96,397.04	20,173.21	17.31 %	1,399,403.00
4014 - UTIL BILLING	27,868.89	15,093.27	12,775.62	45.84 %	27,868.89	15,093.27	12,775.62	45.84 %	334,561.00
4015 - CENTRAL SERVICES	51,355.76	38,233.81	13,121.95	25.55 %	51,355.76	38,233.81	13,121.95	25.55 %	616,516.00
Total Expense:	3,321,013.66	2,693,507.91	627,505.75	18.90 %	3,321,013.66	2,693,507.91	627,505.75	18.90 %	39,868,121.05
Report Total:	0.78	1,362,788.00	1,362,787.22		0.78	1,362,788.00	1,362,787.22		0.15



Monroe, GA

Budget Report 18

Group Summary

For Fiscal: 2019 Period Ending: 01/31/2019

DEP...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Revenue						
4115 - UTIL FINANCE	0.00	0.00	0.00	0.00	0.00	0.00 %
4116 - UTIL INTERGOVERNMENTAL	750,000.00	750,000.00	0.00	0.00	-750,000.00	100.00 %
4300 - SEWAGE	4,067,500.00	4,180,907.20	539,202.46	539,202.46	-3,641,704.74	87.10 %
4330 - SEWAGE COLLECTION SYSTEM	0.00	0.00	-139,751.22	-139,751.22	-139,751.22	0.00 %
4400 - WATER	5,029,480.00	5,172,969.00	664,404.50	664,404.50	-4,508,564.50	87.16 %
4440 - WATER DISTRIBUTION SYSTEM	143,489.00	0.00	-174,706.85	-174,706.85	-174,706.85	0.00 %
4520 - SOLID WASTE COLLECTION	113,407.20	0.00	0.00	0.00	0.00	0.00 %
4600 - ELECTRIC	19,361,556.00	19,361,556.00	2,027,182.06	2,027,182.06	-17,334,373.94	89.53 %
4700 - NATURAL GAS	3,720,609.00	3,720,609.00	639,243.86	639,243.86	-3,081,365.14	82.82 %
4750 - TELECOM & INTERNET	2,725,000.00	2,725,000.00	244,698.99	244,698.99	-2,480,301.01	91.02 %
4800 - CABLE TV	3,877,080.00	3,877,080.00	253,552.71	253,552.71	-3,623,527.29	93.46 %
7565 - SPECIAL FACILITY / GUTA	80,000.00	80,000.00	2,469.40	2,469.40	-77,530.60	96.91 %
Revenue Total:	39,868,121.20	39,868,121.20	4,056,295.91	4,056,295.91	-35,811,825.29	89.83 %
Expense						
4110 - UTIL GEN ADMIN WSG	215,332.00	215,332.00	13,505.34	13,505.34	201,826.66	93.73 %
4111 - UTIL GEN ADMIN ETC	195,792.00	195,792.00	12,784.96	12,784.96	183,007.04	93.47 %
4115 - UTIL FINANCE	-2,350,480.00	-2,350,480.00	-149,724.12	-149,724.12	-2,200,755.88	93.63 %
4120 - UTIL CUSTOMER SERVICE	1,399,403.00	1,399,403.00	96,397.04	96,397.04	1,303,005.96	93.11 %
4125 - UTILITY BILLING	334,561.00	334,561.00	15,093.27	15,093.27	319,467.73	95.49 %
4300 - SEWAGE	1,931,354.00	1,931,354.00	69,803.76	69,803.76	1,861,550.24	96.39 %
4320 - STORMWATER	502,784.00	502,784.00	20,460.15	20,460.15	482,323.85	95.93 %
4330 - SEWAGE COLLECTION SYSTEM	581,160.00	581,160.00	29,772.33	29,772.33	551,387.67	94.88 %
4335 - SEWAGE TREATMENT PLANT	1,697,473.00	1,697,473.00	149,604.23	149,604.23	1,547,868.77	91.19 %
4400 - WATER	2,328,014.20	2,328,014.20	92,471.56	92,471.56	2,235,542.64	96.03 %
4430 - WATER TREATMENT PLANT	1,415,228.00	1,415,228.00	74,025.43	74,025.43	1,341,202.57	94.77 %
4440 - WATER DISTRIBUTION SYSTEM	832,452.00	832,452.00	41,605.98	41,605.98	790,846.02	95.00 %
4600 - ELECTRIC	18,820,876.00	18,820,876.00	1,392,935.88	1,392,935.88	17,427,940.12	92.60 %
4700 - NATURAL GAS	3,736,983.85	3,736,983.85	460,481.29	460,481.29	3,276,502.56	87.68 %
4750 - TELECOM & INTERNET	1,818,926.00	1,818,926.00	36,666.82	36,666.82	1,782,259.18	97.98 %
4800 - CABLE TV	5,524,609.00	5,524,609.00	286,464.83	286,464.83	5,238,144.17	94.81 %
4975 - CENTRAL SERVICES	616,516.00	616,516.00	38,233.81	38,233.81	578,282.19	93.80 %
7565 - SPECIAL FACILITY / GUTA	267,137.00	267,137.00	12,925.35	12,925.35	254,211.65	95.16 %
Expense Total:	39,868,121.05	39,868,121.05	2,693,507.91	2,693,507.91	37,174,613.14	93.24 %
Report Surplus (Deficit):	0.15	0.15	1,362,788.00	1,362,788.00	1,362,787.85	25,233.33 %



Monroe, GA

Monthly Budget Report 19

Group Summary

For Fiscal: 2019 Period Ending: 01/31/2019

DEP...	January Budget	January Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
Revenue									
4520 - SOLID WASTE COLLECTION	163,268.00	170,483.84	7,215.84	4.42 %	163,268.00	170,483.84	7,215.84	4.42 %	1,960,000.00
4530 - SOLID WASTE DISPOSAL	234,621.44	244,602.90	9,981.46	4.25 %	234,621.44	244,602.90	9,981.46	4.25 %	2,816,584.00
4540 - RECYCLABLES COLLECTION	2,665.60	2,005.79	-659.81	-24.75 %	2,665.60	2,005.79	-659.81	-24.75 %	32,000.00
Total Revenue:	400,555.04	417,092.53	16,537.49	4.13 %	400,555.04	417,092.53	16,537.49	4.13 %	4,808,584.00
Expense									
4510 - SOLID WASTE ADMINISTRATION	29,506.12	18,352.45	11,153.67	37.80 %	29,506.12	18,352.45	11,153.67	37.80 %	354,216.00
4520 - SOLID WASTE COLLECTION	71,050.05	48,154.23	22,895.82	32.22 %	71,050.05	48,154.23	22,895.82	32.22 %	852,942.32
4530 - SOLID WASTE DISPOSAL	222,920.74	8,619.43	214,301.31	96.13 %	222,920.74	8,619.43	214,301.31	96.13 %	2,676,119.72
4540 - RECYCLABLES COLLECTION	13,799.75	5,094.18	8,705.57	63.08 %	13,799.75	5,094.18	8,705.57	63.08 %	165,663.86
4585 - YARD TRIMMINGS COLLECTION	18,217.49	14,085.46	4,132.03	22.68 %	18,217.49	14,085.46	4,132.03	22.68 %	218,698.00
9003 - SW - OTHER FINANCING USES	45,060.65	26,025.61	19,035.04	42.24 %	45,060.65	26,025.61	19,035.04	42.24 %	540,944.24
Total Expense:	400,554.80	120,331.36	280,223.44	69.96 %	400,554.80	120,331.36	280,223.44	69.96 %	4,808,584.14
Report Total:	0.24	296,761.17	296,760.93		0.24	296,761.17	296,760.93		-0.14



Monroe, GA

Budget Report 2019 Group Summary

For Fiscal: 2019 Period Ending: 01/31/2019

DEP...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Revenue						
4520 - SOLID WASTE COLLECTION	1,960,000.00	1,960,000.00	170,483.84	170,483.84	-1,789,516.16	91.30 %
4530 - SOLID WASTE DISPOSAL	2,816,584.00	2,816,584.00	244,602.90	244,602.90	-2,571,981.10	91.32 %
4540 - RECYCLABLES COLLECTION	32,000.00	32,000.00	2,005.79	2,005.79	-29,994.21	93.73 %
Revenue Total:	4,808,584.00	4,808,584.00	417,092.53	417,092.53	-4,391,491.47	91.33 %
Expense						
4510 - SOLID WASTE ADMINISTRATION	354,216.00	354,216.00	18,352.45	18,352.45	335,863.55	94.82 %
4520 - SOLID WASTE COLLECTION	852,942.32	852,942.32	48,154.23	48,154.23	804,788.09	94.35 %
4530 - SOLID WASTE DISPOSAL	2,676,119.72	2,676,119.72	8,619.43	8,619.43	2,667,500.29	99.68 %
4540 - RECYCLABLES COLLECTION	165,663.86	165,663.86	5,094.18	5,094.18	160,569.68	96.92 %
4585 - YARD TRIMMINGS COLLECTION	218,698.00	218,698.00	14,085.46	14,085.46	204,612.54	93.56 %
9003 - SW - OTHER FINANCING USES	540,944.24	540,944.24	26,025.61	26,025.61	514,918.63	95.19 %
Expense Total:	4,808,584.14	4,808,584.14	120,331.36	120,331.36	4,688,252.78	97.50 %
Report Surplus (Deficit):	-0.14	-0.14	296,761.17	296,761.17	296,761.31	72,364.29 %

Performance Indicators	Jan-19	Dec-18	Nov-18	Oct-18	Sep-18	Aug-18	Jul-18	Jun-18	May-18	Apr-18	Mar-18	Feb-18	Jan-18
Telephone Calls													
Admin Support													
Utilities - Incoming Calls	6,181	6,035	6,463	6,735	6,174	7,299	7,506	6,654	5,675	5,521	6,004	5,419	6,756
Utilities - Abandoned Calls	402	345	373	391	411	460	467	509	349	323	302	296	421
% of Abandoned Calls - Utility	6.50%	5.72%	5.77%	5.81%	6.66%	6.30%	6.22%	7.65%	6.15%	5.85%	5.03%	5.46%	6.23%
Utilities													
Electric Customers	6,449	6,290	6,307	6,364	6,343	6,343	6,297	6,340	6,311	6,314	6,297	6,310	6,347
Natural Gas Customers	3,842	3,760	3,773	3,782	3,773	3,770	3,765	3,765	3,763	3,762	3,736	3,742	3,772
Water Customers	9,397	9,239	9,244	9,288	9,216	9,239	9,212	9,277	9,201	9,194	9,179	9,157	9,236
Wastewater Customers	7,090	6,937	6,936	6,979	6,923	6,957	6,921	6,963	6,922	6,913	6,911	6,900	6,974
Cable TV Customers	3,568	3,498	3,516	3,571	3,573	3,600	3,594	3,643	3,591	3,659	3,624	3,622	3,682
Digital Cable Customers	219	209	220	202	204	199	204	201	197	199	194	198	197
Internet Customers	3,658	3,577	3,625	3,611	3,596	3,584	3,597	3,547	3,542	3,476	3,486	3,456	3,470
Residential Phone Customers	923	913	934	904	887	893	898	887	882	904	887	893	901
Commercial Phone Customers	434	430	437	434	435	447	454	456	430	453	436	432	448
Fiber Customers	62	62	62	62	62	62	62	62	62	62	62	62	58
Work Orders Generated													
Utilities													
Connects	742	578	606	790	696	766	570	656	607	626	688	753	672
Cutoff for Non-Payment	260	164	237	322	209	271	254	218	253	235	191	129	216
Electric Work Orders	40	22	28	43	49	50	40	28	29	53	34	45	32
Water Work Orders	95	58	138	288	143	115	61	109	61	60	82	94	113
Natural Gas Work Orders	85	50	56	63	39	59	48	41	25	50	111	30	47
Disconnects	697	515	567	727	639	715	575	549	588	602	625	632	633
Telecomm Work Orders	347	220	206	301	275	306	146	248	264	247	294	380	410
Billing/Collections													
Utilities													
Utility Revenue Billed	\$ 4,180,054	\$ 3,732,804	\$ 3,467,538	\$ 3,708,203	\$ 3,695,859	\$ 3,692,334	\$ 3,488,005	\$ 3,282,658	\$ 3,300,220	\$ 3,315,676	\$ 3,489,893	\$ 3,965,341	\$ 3,540,223
Utility Revenue Collected	\$ 4,209,148	\$ 3,187,118	\$ 3,642,706	\$ 3,748,687	\$ 3,345,030	\$ 3,754,607	\$ 3,308,073	\$ 3,152,514	\$ 3,180,845	\$ 3,388,384	\$ 3,815,887	\$ 3,581,457	\$ 3,385,570
# of Inactive Accounts Written Off	78	70	51	66	36	79	63	66	44	32	65	55	80
Amount Written Off for Bad Debt	\$ 41,131	\$ 37,217	\$ 26,591	\$ 28,927	\$ 23,802	\$ 139,944	\$ 28,088	\$ 32,798	\$ 27,469	\$ 16,089	\$ 27,987	\$ 36,511	\$ 46,845
Utility Bad Debt Collected	\$ 3,159	\$ 2,433	\$ 2,747	\$ 29,901	\$ 5,256	\$ 8,195	\$ 3,927	\$ 2,623	\$ 5,899	\$ 4,657	\$ 6,151	\$ 6,920	\$ 12,828
Extensions													
Utilities													
Extensions Requested	798	558	650	796	639	704	711	648	655	682	535	627	761
Extensions Pending	251	188	299	300	241	230	304	242	204	219	197	291	259
Extensions Defaulted	30	28	32	35	41	47	38	28	21	25	31	25	48
Extensions Paid per Agreement	705	641	619	702	587	730	611	583	649	635	598	569	647
Percentage of Extensions Paid	96%	96%	95%	95%	93%	94%	94%	96%	97%	96%	95%	96%	93%
Taxes													
Admin Support													
Property Tax Transactions	-	-	-	-	-	-	1	2	31	1	-	-	-
Property Tax Collected	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10	\$ 84	\$ 816	\$ 10	\$ -	\$ -	\$ -
Accounting													
Payroll & Benefits													
Payroll Checks issued	52	50	209	51	58	49	91	81	62	63	61	70	70
Direct Deposit Advices	575	585	664	440	438	439	447	657	436	427	431	415	409
General Ledger													
Accounts Payable Checks Issued	270	298	271	321	272	328	293	293	390	280	294	289	258
Accounts Payable Invoices Entered	466	452	446	376	361	394	378	341	387	447	428	420	232
Journal Entries Processed	239	238	115	127	133	144	132	152	145	170	158	163	166
Miscellaneous Receipts	448	356	358	445	204	250	280	250	262	266	280	264	239
Utility Deposit Refunds Processed	17	26	33	20	45	34	30	31	50	40	32	18	29
Local Option Sales Tax	\$ 219,613	\$ 181,526	\$ 192,250	\$ 160,620	\$ 171,248	\$ 177,065	\$ 158,473	\$ 160,093	\$ 154,337	\$ 165,606	\$ 137,428	\$ 147,572	\$ 170,725
Special Local Option Sales Tax - 2013	194,610	161,779	170,323	142,399	151,722	156,902	140,435	142,413	136,668	146,419	121,511	130,814	151,216

Performance Indicators	Jan-19	Dec-18	Nov-18	Oct-18	Sep-18	Aug-18	Jul-18	Jun-18	May-18	Apr-18	Mar-18	Feb-18	Jan-18
Personnel													
Payroll & Benefits													
Budgeted Positions	237	244	244	244	244	242	242	242	242	241	241	241	241
Filled Positions	227	226	228	229	229	227	227	233	233	231	228	227	226
Vacancies	10	18	16	15	15	15	15	9	9	10	14	14	15
Unfunded Positions	37	33	33	33	33	33	33	33	33	33	33	33	33
Clinic Appointment Capacity	144	126	144	162	126	160	160	160	292	250	340	232	171
Clinic Ancillary Visits	14	30	16	53	30	42	37	34	140	98	168	100	47
Clinic Utilization Percentage	92%	90%	76%	93%	98%	97%	99%	84%	102%	107%	119%	105%	103%
Clinic No Shows	24	12	10	7	16	32	17	22	23	14	30	10	14
Clinic Utilization2	94	72	83	91	78	81	105	79	135	155	206	134	115



To: Finance Committee, City Council

From: Chris Bailey, Director of Central Services
Beth Thompson, Director of Finance

Department: Finance

Date: 02/20/2019

Subject: Customer Service / Drive Thru Renovation

Budget Account/Project Name: Capital Improvement Program (CIP)

Funding Source: Capital Improvement Program (CIP)

Budget Allocation: \$225,000.00

Budget Available: \$225,000.00

Requested Expense: \$41,352.84

Company of Purchase: Diebold Nixdorf

Description:

This request is for the equipment & installation of the new drive thru tubing system from Diebold Nixdorf for a total cost of \$41,352.84. This will include three (3) customer units along with three (3) teller units, transaction drawer for the building, audio switcher and upgrades, two-way video monitors for each of the three (3) customer units, and the installation for all to include the repair of any damages during installation to ceiling or walls.

Background:

The City of Monroe is working diligently to perform the complete renovation of the customer service areas and to upgrade systems and equipment to full functionality. Diebold Nixdorf currently maintains the service contract for the existing, inherited system and is widely used for all teller type tubing functions. Other vendors were consulted and were not able to satisfy the needs and the timely installation for the City of Monroe.

Attachment(s):

System & Installation Proposal – 4 pages



February 20, 2019

The City of Monroe – Utilities Department
215 North Broad Street
Monroe, GA 30655

Subject: 3 Lanes of VAT21GX/816 Audio/Transaction Drawer and Two-way Video

It is Diebold Nixdorf's pleasure to present **The City of Monroe – Utility Department** with the following proposal. I trust that you will find this to be complete, accurate, and competitively priced. Once again, we thank you for the opportunity to earn your valued business.

Diebold Nixdorf will work closely with your personnel to ensure a smooth experience. I personally look forward to partnering with you on this project. Please feel free to contact me with any questions or concerns.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Kevin Sears'.

Kevin Sears
Client Account Executive
Kevin.Sears@DieboldNixdorf.Com
330-605-3213

Presented To: The City of Monroe – Utility Department

VAT 21GX Overhead System (3 Lanes)

- (3) Suspended Teller Unit
- (3) Customer Unit
- (3) VAT 21 4.5” End Opening Carriers
- VAT 21 Lane ID Kit
- (3) VAT 21GX Blower and Controls
- Appropriate PVC Tubing for 3 lanes VAT21GX

Two-way Video

- (3) VAT CCTV VAT 21GX/23GX Mounting Bracket 2-Way Cust Video -15 Inch GX
- (3) VAT CCTV 2-WAY CUST VIDEO UNIT - 15 INCH DISPLAY & CAMERA FOR GX
- (1) VAT CCTV 15 Inch Display and camera Operator Video Unit
- VAT CCTV Video Switcher, 4x4
- (3) VAT Accessory -1/2 Inch Conduit –Grey

816 Audio

- (2) 816 Audio Control Modules
 - Works for 3 customer positions and 2 tellers
- 816 Audio Switcher
- 816 Audio Switcher cover

Transaction Drawer

- Electric Counterette Deal Drawer



Site work

- Remove and dispose of existing drive-up drawer
- Modify wall opening, provide and install insulation, interior & exterior trim panels for new Counterette
- Modify existing counter top to new drawer (including finishing of cut edges)
- Remove and Reinstall under counter for Vat or Drive up drawer replacement
- Remove and dispose of existing 4”/4.5” three lane tubing kit, including blowers (6- 10’, 6- Air 90)
- Remove and dispose of existing Teller and Customer unit (VAT 21, VAT 23 VAT 30, VAT 40, EZ Air
- Repair wall where old Mosler teller units installed.”
- Remove and properly dispose of existing audio system
- Removal of existing cabling (per lane) VAT 21/23, VAT 40, VAT 30, EZ Air
- Trim interior ceiling for new / modified penetration of tubing (ceiling tile replacement of minor patching of drywall)
- Trim exterior canopy for new / modified penetration of tubing (ceiling tile replacement of minor patching of such)
- Install one 20 amp electrical circuit up to 51’-100’ run (includes breakers, MC cable or Rigid) to meet local requirements meet equipment specifications
- Disconnect electrical from existing ATM, VAT, AHD, surround, kiosk, topper, including removal of circuit breaker or proper termination

<u>Investment Summary</u>	<u>Price</u>
<input type="checkbox"/> VAT 21GX Overhead System (3 Lanes) (all site work above added on this line)	\$24,973.80
<input type="checkbox"/> 816 Audio	\$1,898.96
<input type="checkbox"/> Electric Counterette Deal Drawer	\$3,236.40
<input type="checkbox"/> Two-way Video (3 customer lanes and 1 operator)	\$11,243.68
<input type="checkbox"/> <u>Total Investment</u>	<u>\$41,352.84</u>

DOES NOT INCLUDE SALES TAX. Price could change depending on configuration.

Presented To: The City of Monroe – Utility Department

Installation Conditions

The following items define a *standard installation*:

- Product Application. Application of all products must be standard as documented on product specification sheets (PAS cut sheets)
- Standard Allowances. Pricing sheet for products is to include a standard allowance, covering labor costs to install product by Diebold or Diebold designated/approved subcontractor.
- Standard Installation Conditions.
 - Free, clear and easy access.
 - All equipment must fit through an existing passageway.
 - Street-level installation only.
 - All work is to be done during normal hours, 8:00 a.m. to 5:00 p.m., Monday – Friday.
 - Installation site is within 100 mile radius or two-hour drive from a Diebold branch.
 - One delivery trip for each product line.
 - Non-union labor.
- Modular Vault/Vault Door. The Purchaser is responsible for providing free and clear access to the site for delivery and erection of the Modular Vault/Vault Door. Free and clear access is defined as:
 - stable roadway to a parking area directly adjacent to the building slab
 - free from standing water, unstable soils, sand, etc., and
 - clear of any building walls, ceilings, trusses, joists, etc. that may impede the erection of the Modular Vault and/or Vault Door, thereby requiring additional equipment.
- Alarm and Video. All standard alarm and video installations require drawings from customer/sales that detail device and product locations.
- Not included in standard installations:
 - Permits, licenses, certificates or inspection fees.
 - Multiple sites or multiple states. A quote must be provided for these installations. Pricing must be agreed upon with input from all Regions (areas) having installation activity.
 - Troubleshooting problems that are unrelated to equipment being installed.
 - Telecommunications/network problems.
 - Repairs or damage due to Acts of Nature or outside influences (vandalism, outside power, communications, etc.).
 - Job-site security, such as guards.
 - Extended delays/return trips due to outside causes (improper contractor scheduling, changes in scope of work).
 - Local purchase items.
 - Wire, wire pulling, conduit installation, lane modifications, wall openings or any other construction-related modifications required.

Presented To: The City of Monroe – Utility Department

- All site preparation to be provided by the customer, meeting the requirements stated on Diebold product specification sheets.
- High-voltage connection or terminations.
- Mounting of product back-boxes or templates.
- Disconnect, reconnect, modify or move existing equipment -ATMs, alarms, video, safes, safe deposit boxes, and safe deposit box numbering.
- Phone communications equipment or computer terminals.
- Grouting of Vault door.
- Grouting of after-hour-deposit head and chest.
- Training in excess of normal product instruction.

- Project management is not required for standard installations when minimal coordination is required between Diebold and other suppliers and/or trades other than the customer contact.
 - As a guideline, jobsite meetings are not to exceed three visits for an order for one product set. For multiple product set installations, the number of visits may increase to more than three. (Examples of visits include pre-installation with customer/contractor, site-readiness check, post-installation/customer sign-off.)

The following items define a *non-standard installation*:

Request for Visit. All installations that are considered non-standard will require a site visit or plan review by Installation/Service to determine project requirements. Request should be submitted on Diebold's Site Visit Request/Project Review/Quote, and approved by an authorized Diebold associate and the customer.

The potential costs and problems of non-standard installations can be identified with a site visit. This provides complete information to the customer during pre-sale, so that proposals represent total costs and project scope. Also, for installation requests that are outside of Diebold specifications, a site visit will help Diebold assess the risks.

All non-standard jobs must have a completed Scope of Work form, signed by the Customer Service Manager or Job Site Coordinator.

AIRPORT

MONTHLY REPORT

MARCH 2019

	2019 January	2019 February	2018 February	2018 March	2018 April	2018 May	2018 June	2018 July	2018 August	2018 September	2018 October	2018 November	2018 December	Monthly Average	Yearly Totals
100LL AVGAS															
100LL AvGas Sale Price	\$4.39	\$4.39	\$3.99	\$3.99	\$3.99	\$4.19	\$4.19	\$4.19	\$4.22	\$4.39	\$4.39	\$4.39	\$4.39	\$4.24	
Transactions	48	34	75	98	101	99	104	94	92	105	103	74	39	82	1066
Gallons Sold	1,415.3	812.8	2,328.6	2,380.2	2,646.3	2,442.7	2,783.4	2,563.8	2,395.3	2,376.7	2,396.6	1,930.9	711.6	2,091.1	27,184.2
AvGas Revenue	\$6,213.17	\$3,568.32	\$9,290.99	\$9,497.04	\$10,558.66	\$10,229.30	\$11,662.38	\$10,742.50	\$10,103.22	\$10,433.73	\$10,520.95	\$8,476.65	\$3,123.97	\$8,801.61	\$114,420.88
AvGas Profit/Loss	\$225.74	\$123.26	\$205.05	\$209.93	\$235.07	\$344.61	\$400.84	\$315.18	\$115.89	\$495.02	\$506.79	\$662.19	\$106.04	\$303.51	\$3,945.61
GENERAL REVENUE/EXPENSE															
Hangar Rental	\$4,200.00	\$4,200.00	\$3,360.00	\$3,360.00	\$3,360.00	\$3,360.00	\$3,360.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$3,876.92	\$50,400.00
Lease Agreements	\$4,115.07	\$4,115.07	\$4,065.07	\$4,065.07	\$4,065.07	\$4,065.07	\$4,065.07	\$4,065.07	\$4,065.07	\$4,065.07	\$4,065.07	\$4,065.07	\$4,065.07	\$4,072.76	\$52,945.91
Grounds Maintenance	\$360.00	\$360.00	\$360.00	\$360.00	\$5,750.00	\$6,122.46	\$360.00	\$360.00	\$360.00	\$2,580.00	\$360.00	\$360.00	\$360.00	\$1,388.65	\$18,052.46
Buildings Maintenance	\$400.00	\$550.00	\$300.00	\$300.00	\$300.00	\$710.00	\$14,525.00	\$15,854.99	\$1,163.19	\$960.49	\$445.49	\$425.32	\$6,126.18	\$3,235.44	\$42,060.66
Equipment Maintenance	\$443.18	\$616.98	\$599.69	\$215.92	\$115.92	\$115.92	\$115.92	\$5,424.92	\$1,764.62	\$1,784.67	\$10,691.55	\$115.92	\$427.93	\$1,725.63	\$22,433.14
Airport Profit/Loss	\$5,585.64	\$5,159.35	\$3,643.48	\$5,007.08	(\$257.77)	(\$930.70)	(\$8,927.01)	(\$17,786.65)	\$3,341.15	\$1,682.93	(\$4,477.18)	\$6,274.02	(\$294.99)	(\$152.36)	(\$1,980.65)

PROJECTS & UPDATES

Monroe – Walton County Airport (D73)

February Fuel Sales

\$4.39	Average Price
34	Transactions
812.8	Gallons Sold
\$3,568.32	Fuel Revenue
\$123.26	Fuel Profit/Loss
\$5,159.35	Airport Profit/Loss

EAST APRON REHABILITATION & EXPANSION PROJECT

The East Apron project is nearing completion, as it began on November 15th. The project is nearing completion with the final checklist of items underway and almost complete. The project budget was in the amount of \$1,255,858.50 and should come in under budget. This project has added for true lanes of travel, additional tie-down spaces, drainage and piping to eroding areas, and room for facility expansion.

WEST TAXI-LANE REROUTE PROJECT

The West Taxi-lane is currently in progress, but has certainly experienced extended weather delays with additional excavation and paving required. We are currently working with the Georgia Department of Transportation (GDOT) to use the savings from the East Apron to help fund the West Apron project. The projected cost of the project is approximately \$118,318.50 based on current numbers and exact number quantities.

INSPECTION NOTIFICATION

The Airport received its annual GDOT inspection on February 15th to determine possible obstructions based on measurements and surveys, and any other possible compliance

issues with any changing regulations at the GDOT and FAA levels. This inspection helps to drive project lists, and to prioritize the actions taken by the City to make adjustments and repairs to the airport as they arise during inspections. Points of note prior to receiving final inspection findings are the possibility of further tree removal on runway 3, and on the north side of runway 21. There are grading issues and land elevation issues that will need to be addressed at the end of runway 3, and on the north side of runway 21. The airport is in need of a restriping of the lines, and a possible crack/seal project for the coming state fiscal year. These issues and findings will be provided in a report for the City of Monroe from GDOT upon completion.

BUILDING REHABILITATION

The building that is currently leased by Flight Train Monroe will require repair work to be performed to the roof, joints, and gutter systems due to water issues that have arisen. This project is being handled under the purview of contracting Garland/DBS to handle the bids and repair work to completion.

AIRPORT ADDITIONS & PROJECT LIST

The following table identifies the list of projects completed and funding for those projects. This list includes all projects from 2015 to present date. A total of almost \$2M in improvements have been made at the Monroe-Walton County Airport.

PROJECT	CITY	GRANT	TOTAL
Automated Weather Observing System (AWOS)	\$12,088.50	\$108,796.50	\$120,885.00
100LL AvGas Fuel Farm	\$10,900.00	\$98,100.00	\$109,000.00
Complete Fencing	\$3,570.50	\$32,134.50	\$35,705.00
FBO Building Repair / Insulation	\$15,500.00	\$0.00	\$15,500.00
Precision Approach Path Indicator (PAPI) Repair	\$5,000.00	\$0.00	\$5,000.00
Airport Layout Plan (ALP)	\$11,087.80	\$99,790.20	\$110,878.00
East Apron Rehabilitation & Expansion Design	\$3,750.00	\$71,250.00	\$75,000.00
East Apron Rehabilitation & Expansion (in progress)	\$313,964.63	\$941,893.88	\$1,255,858.50
West Apron & Taxi-Lane Reroute (in progress)	\$118,318.50	\$0.00	\$118,318.50
Hangar Repair & Maintenance	\$25,775.00	\$0.00	\$25,775.00
West Apron Drainage Repair	\$17,500.00	\$0.00	\$17,500.00
Hangar Design & Bid Contract	\$18,904.00	\$0.00	\$18,904.00
Disadvantaged Business Enterprise (DBE) Update	\$5,500.00	\$49,500.00	\$55,000.00
TOTAL	\$561,858.93	\$1,401,465.08	\$1,963,324.00



To: Airport Committee, City Council
From: Chris Bailey, Director of Central Services
Department: Airport
Date: 02/28/2019
Subject: Roof Repair & Gutter Replacement – Flight Train Monroe Hangar

Budget Account/Project Name: Airport – Building Repair/Maintenance (Outside)

Funding Source: Airport

Budget Allocation: \$0.00

Budget Available: \$0.00

Requested Expense: \$16,920.00

Company of Purchase: Garland/DBS

Description:

This request is for the repair of the roof and gutter replacement at the Flight Train Monroe hangar by Garland/DBS for \$16,920.00 at the Monroe-Walton County Airport. This is a standard request based on national contract and policy guidelines. Garland/DBS has performed multiple projects for the City of Monroe in past few years.

Background:

The City of Monroe is responsible for all building repair on buildings leased by businesses at the Monroe-Walton County Airport.

Attachment(s):

Repair Proposal – 3 pages



Garland/DBS, Inc.
3800 East 91st Street
Cleveland, OH 44105
Phone: (800) 762-8225
Fax: (216) 883-2055



ROOFING MATERIAL AND SERVICES PROPOSAL

City of Monroe
Airport Repair
500 Richard Parsons Dr
Monroe, GA 30655

Date Submitted: 02/28/2019
Proposal #: 25-GA-190264
MICPA # 14-5903

Georgia General Contractor License #: GCCO003281

Purchase orders to be made out to: Garland/DBS, Inc.

Please Note: The following budget/estimate is being provided according to the pricing established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Cobb County, GA and U.S. Communities. This budget/estimate should be viewed as the maximum price an agency will be charged under the agreement. Garland/DBS, Inc. administered a competitive bid process for the project with the hopes of providing a lower market adjusted price whenever possible.

Scope of Work:

1. Gutters
 - Remove the 130' lf of existing gutters
 - Install new 6" box gutters on both sides of the building with new hangers 3' OC
 - Seal any holes on the edge left from the old hangers using Uni-Bond and CPR
 - Seal new hangers with Greenlock XL between the roof and hangers
 - Install new 4x5 downspouts on both sides of the building spaced no further than 25' apart.
2. Curbs, Metal Joints, and Vertical Joints
 - Clean the joints to be repaired totaling 140' lf
 - Install Uni-Bond Tape on all joints
 - Install two coats of CPR Top Coat over all Uni-Bond tape at 2 gal per sq per coat
3. Downspout
 - Re-install existing downspouts that have fallen off
4. Miscellaneous Repair
 - Make misc metal roof repairs to approx 15 holes/cracks found during inspection using Uni-Bond Tape and CPR

Line Item Pricing

Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
	Labor and Materials - Veteran Builders	\$ 14,842.00	1		\$ 14,842
	Sub Total Prior to Multipliers				\$ 14,842
23.171	Additional repair options: Option 1 - Estimating repairs can be done on a labor and material cost plus basis	14%		%	\$ 2,078
	Sub-Totals After Multipliers				\$ 16,920

Base Bid Total Maximum Price of Line Items under the MICPA: \$ 16,920

Scope of Work: Alternate

1 Skylights

- Pressure wash the skylights to remove dirt and debris
- Coat the skylights with 3 coats of Clear Skylight Sealer

Line Item Pricing

Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
	Labor and Materials - Veteran Builders	\$ 4,648.00	1		\$ 4,648
	Sub Total Prior to Multipliers				\$ 4,648
23.171	Additional repair options: Option 1 - Estimating repairs can be done on a labor and material cost plus basis	14%		%	\$ 651
	Sub-Totals After Multipliers				\$ 5,299

Base Bid Total Maximum Price of Line Items under the MICPA: \$ 5,299

Garland/DBS Price Based Upon Local Market Competition:

Veteran Builders	\$ 16,920
Innovative Roofing	\$ 27,259
Sentry Roofing	Declined to Bid

Garland/DBS Price Based Upon Local Market Competition: Alternate

Veteran Builders	\$ 5,299
Innovative Roofing	\$ 11,309
Sentry Roofing	Declined to Bid

Potential issues that could arise during the construction phase of the project will be addressed via unit pricing for additional work beyond the scope of the specifications. This could range anywhere from wet insulation, to the replacement of deteriorated wood nailers. Proposal pricing valid for 60 days.

Clarifications/Exclusions:

1. Sales and use taxes are excluded. Please issue a Tax Exempt Certificate.
2. Permits are excluded.
3. Bonds are included.
4. Plumbing, Mechanical, Electrical work is excluded.
5. Masonry work is excluded.
6. Temporary protection is excluded.
7. Prevailing Wages are excluded.
8. Any work not exclusively described in the above proposal scope of work is excluded.

If you have any questions regarding this proposal, please do not hesitate to call me at my number listed below.

Respectfully Submitted,

Mike Stewart

Mike Stewart
Garland/DBS, Inc.
818-272-1233



**SOLID WASTE
DEPARTMENT
MONTHLY REPORT
MARCH
2019**

2019	January	Feb	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.
Commercial/Industrial (tons)	599.77											
Residential - Garbage/ tn	456.88											
Residential - Bulk Trash/tn	132.8											
Recycling (tons)	126.37											
Transfer Station (tons)	6,756.57											
Customers (TS)	15											
Sweeper debris (tons)	5.48											
Storm drain debris (tons)	1.08											
	January	Feb	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.
Recycling - Yard Trim (tons)	80.2											
Recycling - Curbside (tons)	17.41											
Recycling - Cardboard (tons)	16.64											
Recycling - Scrap Metal (tons)	8.32											
Recycling - Scrap tires (tons)	184 (3.80)											
Recycling - C & D (tons)												
Garbage carts (each)	64											
Recycling bins (each)	12											
Dumpsters (each)	6											
Lids (each)	1											
Cemetery Permits	5											



Note:
1,196.79 tons of trash /garbage collected and disposed.
126.37 tons of recycled materials collected, including scrap tires.

ITEMS OF INTEREST

- I. Transfer Station Site Improvements - Update on the projects.

NOTE: Effective March 28, 2018, EPD “Rules for Solid Waste Management” has been amended to require all MSW permitted facilities in Georgia, to be reviewed every 5 years.

Update: New Guidance Document was released in October 2018 for Collection and Transfer Station permits. The document explain the requirements and preparation for the review process. We’re in wave #2 based on the age of the facility. Our permit review date scheduled November 1, 2020. Our application filing date: 5/1/2020 (Early filling date: 5/1/2019) Note: Late filing will result in the suspension of the operation, until application is complete!

Project List:

- Drainage: Re-direct surface water into our water treatment system. ***Pending, per Streets & Transportation.***
- Repair/Resurface concrete tipping floor. ***Pending! 2019 SW-CIP***
- Welding Service: ***Pending! Install Steel on upper wall and weld all joints, inside the building. Project to be outsourced. Cost estimated at \$8,290.00 for material & labor.***
Update: Completed on February 9, 2019
- Sprinkler system: Sprinkler heads to be replaced. Project will be outsourced and scheduled for March 2, 2019

Dps



**STREETS AND
TRANSPORTATION
DEPARTMENT
MONTHLY REPORT
MARCH
2019**

Public Works Administration

January 2019

* The Public Works Office received 628 calls during this period.

*The Public Works Office issued 93 work orders of which 86 were completed.

*Community Building rented out four times (small – once, large – three times).

Fleet Maintenance Division

*Repaired/Service vehicles or equipment for the following departments:

Department	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
Airport													0
City Hall													0
Code													0
Electric/Cable	3												3
Finance													0
Fire	3												3
Gas/Water/Sewer	3												3
GUTA													0
Meter Readers													0
Motor Pool													0
Police	18												18
Public Works	38												38
TOTAL	65	0	0	0	0	0	0	0	0	0	0	0	65

Street Division

*The right of way crew picked up litter and mowed. Crews have also completed road repairs and asphalt patching on various streets. Crews also cleaned storm water grates and are also continuing to pick up leaves.



To: City Council
From: Danny P. Smith, Director of Solid Waste
Department: Solid Waste - Disposal
Date: 1-28-19
Subject: Approval - Tires for John Deere Loader

Budget Account/Project Name: 540-4530-531118
Funding Source: 2019 Budget – Solid Waste Disposal Tires

Budget Allocation:	\$35,000.00	
Budget Available:	\$35,000.00	
Requested Expense:	\$30,317.00	Company of Purchase: Setco

Description:
 A request is being made to purchase Solid Tires for the John Deer Loader at the Monroe Transfer Station.

Solid Waste staff recommends to approve the request of \$30,317.00 including freight for 4 solid tires for the John Deere Loader at the Transfer Station. The vender is a Sole Source provider.

Background:
 It is the practice of the City of Monroe to continually provide for the upkeep and preservation of all vehicles and equipment.

Attachment(s):
 Quote Documentation
 1.Requisition
 2.Quote
 3. Pictures



CITY OF MONROE
Solid Waste, Streets & Trans.

REQUEST BY: Danny P Smith PO# _____ PROJECT# _____

DEPARTMENT: Solid Waste - Disposal VENDOR: Setco

EXPENSE ACCOUNT: 540-4530-531118

REQUEST DATE: Tuesday, January 22, 2019 ORDER DATE: _____

QTY	ITEM DESCRIPTION	UNIT	TOTAL
4	23.5 x 63 Expediter - Solid Tire	\$7,395.000	\$29,580.000
1	Freight	\$737.000	\$737.000
Ship: City of Monroe, 213 Cherry Hill Road, Monroe, GA 30655			
Bill: City of Monroe, PO Box 1249, Monroe, GA 30655			
Contact: Chris Bailey, 7702665406, cbailey@monroega.gov			
Term: Net 30 Days			

TOTAL	\$30,317.000
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APPROVAL DATE: 1-22-19 APPROVED BY:



Customer No: 1650-1
 CITY OF MONROE
 TRANSFER STATION
 MONROE, GA 30655

Sales-Quote
 01/22/19
 SQ-7849

Attention: PATRICK PETERS PPETERS@MONROEGA.GOV

Thank you for the opportunity to send you information on the Setco Solid Tire – Expanded Rim Assemblies.

Setco “Junk Yard Dog” assemblies are proudly manufactured in Idabel Oklahoma, USA using the highest quality rubber compounds available. Our compounds are blended in our state of the art rubber mixing plant, producing tires unique to the most demanding applications, delivering maximum performance and longevity. The rubber is then bonded, using our proprietary, interlock system, to a heavy-duty rim, five times stronger than an OEM style rim. Several traction tread options are available on all our solid tires.

We are pleased to submit the following pricing for your review:

	Quantity	Unit Price	Total
23.5 X 63 EXPEDITER	4	7,395.00	29,580.00
FREIGHT TO 30655 SEFL	1	737.00	737.00

Prices are good for 30 days. Payable in USD. Quote does not include any customs, broker, duty or applicable taxes.

Freight Quote: Options are based on delivery requirements; Common Carrier is used for expedited delivery. SETCO Truck is available for non-expedited delivery and will deliver when a full truck load is dispatched to your area.

Since 1988, Setco has established a reputation as the leading manufacturer of solid tires in the industry. We welcome the opportunity of working with your company by providing a quality line of products. Please call 1-800-634-2381 or visit www.setcosolidtire.com if you have any questions or require further details. Thank you for your consideration and we look forward to hearing from you soon.

Sincerely,
 CHRIS BROGDON,kd
 Regional Sales Manager



•SETCO is a Woman Owned Business entity and a SBA Certified Hub Zone Firm•

Finance Charge of 1% per month will be added to all Past Due Balances



Phone: 580-286-6531

www.setcosolidtire.com

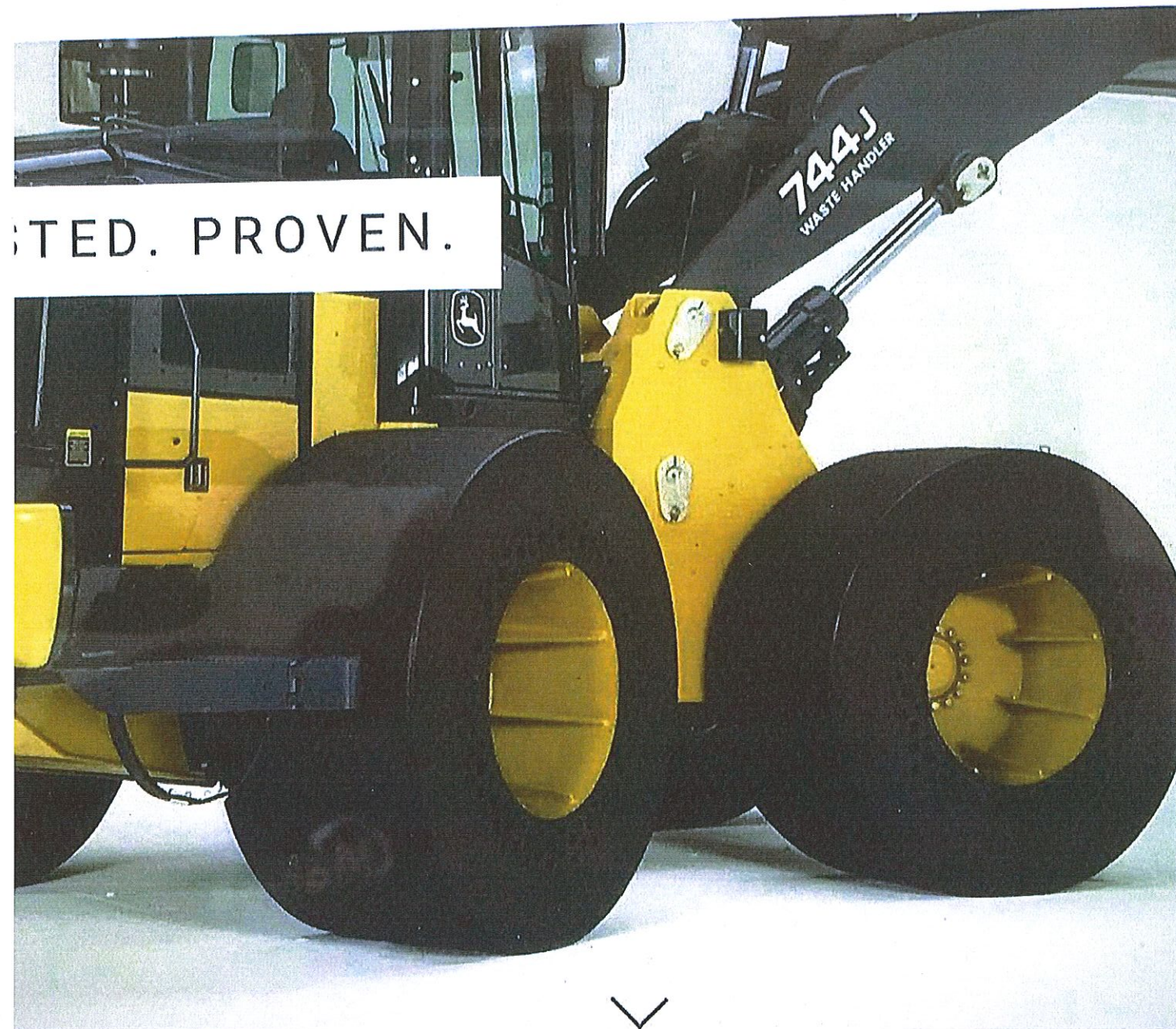
sales@setcotire.com

Fax: 580-286-6743



PROVEN.

TESTED. PROVEN.





To: City Council, Committee, City Administrator
From: Danielle M. Dills, Administrative Assistant
Department: Solid Waste
Date: 2/25/19
Description: Great American Cleanup Week, April 22 - 26, 2019

Budget Account/Project Name: N/A

Funding Source: N/A

Budget Allocation: N/A

Budget Available: N/A

Requested Expense: N/A **Company of Purchase:** N/A

Recommendation:

Approval is being sought to participate in the "Great American Cleanup".

Staff recommends the APPROVAL of participating in the Great American Cleanup effort, which will allow city residents to bring garbage, trash, scrap metal, etc. to the transfer station and dump for free this week.

Background:

The City of Monroe transfer station has been offering this event since 2002, it is a great way to aid citizens in spring cleaning and a way to help keep our city clean.

Attachment(s):

Request – 1 page

Quotation – 1 page

FREE**FREE**

Residents of the City of Monroe (city limit's only), the week of April 22-26, 2019 the City of Monroe will be participating in the "Great American Cleanup". During this week, any resident (no business' please) wishing to bring garbage, trash, scrap metal, and tires (limit ten) to the City of Monroe Transfer Station will be able to do so without charge. For information and hours of operation, contact the Monroe Transfer Station at 770-266-5148.





ELECTRIC & TELECOM
DEPARTMENT
MONTHLY REPORT

MARCH
2019

Items of Interest

Electric

1. MEAG Transmission
2. Meter Testing
3. Material for 2nd Street Delivered

Telecom

1. PON Fiber Products Delivered

MONTHLY DIRECTOR'S REPORT

REPORTING PERIOD: 01/2019 | FY 2019



COVER	1
OVERVIEW	2
SALES REPORT	3
SALES STATISTICS	4
POWER SUPPLY	5
DETAIL REVENUES	6
DETAIL EXPENSES	7-8

CITY OF MONROE: ELECTRIC FUND OVERVIEW

	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	Jun 2019	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	FY 2019	AS BUDGET	FY 2018
REVENUES	\$ 1.877M												\$ 1.877M	\$ 1.613M	\$ 0.254M
PERSONNEL COSTS	\$ 0.077M												\$ 0.077M	\$ 0.100M	\$ 0.112M
CONTRACTED SVC	\$ 0.026M												\$ 0.026M	\$ 0.048M	\$ 0.033M
SUPPLIES	\$ 1.108M												\$ 1.108M	\$ 1.020M	\$ 1.004M
CAPITAL OUTLAY	\$ -												\$ -	\$ -	\$ 0.029M
FUND TRANSFERS	\$ 0.207M												\$ 0.207M	\$ 0.322M	\$ 0.104M
DEPRECIATION	\$ 0.024M												\$ 0.024M	\$ 0.002M	\$ 0.024M
EXPENSES	\$ 1.442M												\$ 1.442M	\$ 1.493M	\$ 1.306M
MARGIN	\$ 0.435M	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.435M	\$ 0.120M	\$ (1.052M)
MCT CREDIT/YES	\$ 0.175M	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.175M	\$ 0.400M	\$ (0.075M)

* Year End Settlement excluded due to fluctuations year to year

12-MO PURCHASED KWH's



12-MO RETAIL KWH's



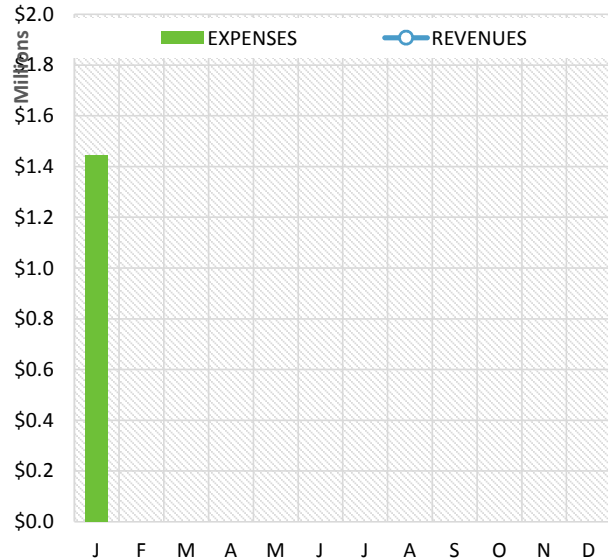
12-MO LINE LOSS

3.55%

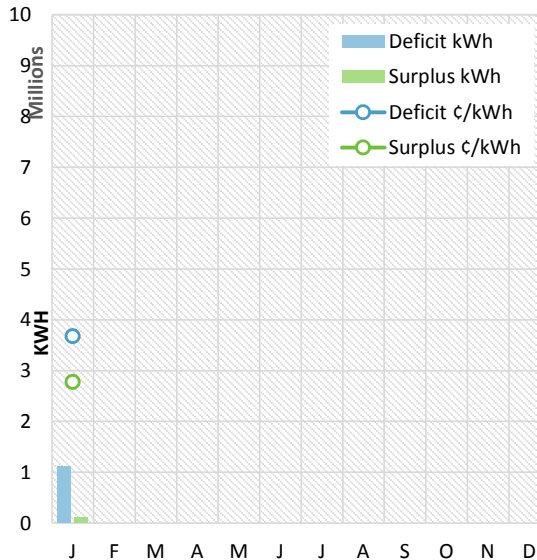
12-MO WHOLESALE ¢/kWh

8.515

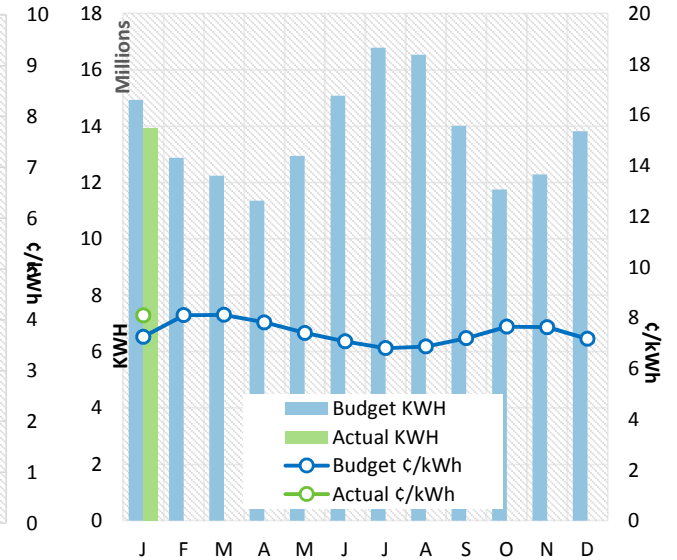
REVENUES vs. EXPENSES



DEFICIT PURCHASES vs. SURPLUS SALES



MEAG BUDGET vs. ACTUAL



RETAIL SALES REPORT

[Jan 2019](#) [Feb 2019](#) [Mar 2019](#) [Apr 2019](#) [May 2019](#) [Jun 2019](#) [Jul 2019](#) [Aug 2019](#) [Sep 2019](#) [Oct 2019](#) [Nov 2019](#) [Dec 2019](#)

CUSTOMER COUNT

Residential	5,525
Commercial	882
Industrial	1
City	41
Total	6,449

Year-Over-Year Δ 1.61%

KWH

Residential	7.241M
Commercial	5.079M
Industrial	0.506M
City	0.459M
Total	13.286M

Year-Over-Year Δ 0.98%

REVENUE

Residential	\$ 0.917M
Commercial	\$ 0.751M
Industrial	\$ 0.060M
Other	\$ 0.001M
City	\$ 0.053M
Total	\$ 1.781M

Year-Over-Year Δ 21.49%

SALES STATISTICS

Jan 2019 Feb 2019 Mar 2019 Apr 2019 May 2019 Jun 2019 Jul 2019 Aug 2019 Sep 2019 Oct 2019 Nov 2019 Dec 2019 YTD

AVERAGE KWH/CUSTOMER

Residential	1,311	1,311
Commercial	5,758	5,758
Industrial	506,400	506,400
City	11,206	11,206

AVERAGE \$/CUSTOMER

Residential	\$166	\$166
Commercial	\$851	\$851
Industrial	\$59,825	\$59,825
City	\$1,300	\$1,300

AVERAGE \$/KWH

Residential	\$0.1266	\$0.1266
Commercial	\$0.1478	\$0.1478
Industrial	\$0.1181	\$0.1181
City	\$0.1160	\$0.1160
Average	\$0.1271	\$0.1271

	Jan 2019	Jan 2018	FY2019 YTD	FY2018 YTD	12-MONTH
POWER SUPPLY COSTS					
MEAG Project Power	\$ 899,845	\$ 814,349	\$ 899,845	\$ 814,349	\$ 11,055,021
Transmission	86,874	85,689	86,874	85,689	1,065,187
Supplemental	83,003	91,213	83,003	91,213	1,105,565
SEPA	53,940	47,806	53,940	47,806	624,213
Other Adjustments	861	792	861	792	10,328
TOTAL POWER SUPPLY COSTS	\$ 1,124,522	\$ 1,039,848	\$ 1,124,522	\$ 1,039,848	\$ 13,860,314
AS BUDGET	1,081,674	1,071,630	1,081,674	1,071,630	12,437,112
% ACTUAL TO BUDGET	103.96%	97.03%	103.96%	97.03%	111.44%

PEAKS & ENERGY

Peaks (KW)

Coincident Peak (CP)	28,274	27,190	28,274	27,190	36,151
Non-Coincident Peak (NCP)	29,818	28,294	29,818	28,294	36,256
CP (BUDGET)	32,430	32,520	32,430	32,520	35,013
NCP (BUDGET)	32,818	32,659	32,818	32,659	35,722

Energy (KWH)

MEAG Energy	10,864,699	11,628,741	10,864,699	11,628,741	136,319,135
Supplemental Purchases (or sales)	1,178,120	1,707,946	1,178,120	1,707,946	13,077,697
SEPA Energy	1,870,225	848,931	1,870,225	848,931	13,376,092
Total Energy (KWH)	13,913,043	14,185,618	13,913,043	14,185,618	162,772,924
AS BUDGET	14,930,000	15,068,000	14,930,000	15,068,000	165,811,000
% ACTUAL TO BUDGET	93.19%	94.14%	93.19%	94.14%	98.17%

CP Load Factor	68.34%	72.46%	5.62%	5.96%	51.40%
NCP Load Factor	64.81%	69.63%	5.33%	5.72%	51.25%
% Supplemental	8.47%	12.04%	8.47%	12.04%	8.03%

UNIT COSTS (¢/kWh)

Bulk Power	8.7374	7.2448	8.7374	7.2448	8.7178
Supplemental	7.0454	5.3405	7.0454	5.3405	8.4538
SEPA Energy	2.8841	5.6313	2.8841	5.6313	4.6666
MEAG Total	8.0825	7.3303	8.0825	7.3303	8.5151

Note on Supplemental Unit Cost: Unit cost is based on the aggregated hourly energy and the associated market price for which the energy was purchased or sold.

Jan 2019

Jan 2018

FY2019 YTD

FY2018 YTD

SALES REVENUES

ELECTRIC SALES	\$ 1,780,304	\$ 231,657	\$ 1,780,304	\$ 231,657	\$ 20,752,666
SALES REVENUES (ACTUAL)	\$ 1,780,304	\$ 231,657	\$ 1,780,304	\$ 231,657	\$ 20,752,666
AS BUDGET	\$ 1,508,333	\$ 1,510,794	\$ 1,508,333	\$ 1,510,794	Not Applicable
% ACTUAL TO BUDGET	118.03%	15.33%	118.03%	15.33%	Not Applicable

Note on Electric Sales: Detail break-down for individual rate class is shown in *ELECTRIC: RETAIL SALES* section.

OTHER REVENUES

OP REVENUE	35,094	949	35,094	949	529,958
FEDERAL GRANT	-	-	-	-	-
MISC REVENUE	-	653	-	653	125,596
CONTRIBUTED CAPITAL	-	-	-	-	109,380
SALE OF FIXED ASSETS	-	-	-	-	261
REIMB DAMAGED PROPERTY	-	-	-	-	14,484
CUST ACCT FEES	-	-	-	-	-
OTHER REV	-	-	-	-	-
MEAG REBATE	-	-	-	-	443,115
ADMIN ALLOC	61,784	20,362	61,784	20,362	546,880
INT/INVEST INCOME	-	-	-	-	-
STATE GRANTS	-	-	-	-	-
OTHER REVENUES (ACTUAL)	\$ 96,878	\$ 21,963	\$ 96,878	\$ 21,963	\$ 1,769,674
AS BUDGET	\$ 105,130	\$ 95,512	\$ 105,130	\$ 95,512	Not Applicable
% ACTUAL TO BUDGET	92.15%	23.00%	92.15%	23.00%	Not Applicable

TRANSFER

Transfer From CIP	-	-	-	-	509,692
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TOTAL REVENUES (ACTUAL)	\$ 1,877,182	\$ 253,620	\$ 1,877,182	\$ 253,620	\$ 23,032,032
AS BUDGET	\$ 1,613,463	\$ 1,606,307	\$ 1,613,463	\$ 1,606,307	Not Applicable
% ACTUAL TO BUDGET	116.34%	15.79%	116.34%	15.79%	Not Applicable

MCT CREDIT	\$ 175,314	\$ 75,000	\$ 175,314	\$ 75,000	\$ 2,288,230
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Note on MEAG MCI: excluded from revenues as it is a restricted account.

	Jan 2019	Jan 2018	FY2019 YTD	FY2018 YTD	MOST RECENT 12-MONTH
PERSONNEL					
Compensation	\$ 51,196	\$ 78,259	\$ 51,196	\$ 78,259	\$ 938,638
Benefits	25,917	33,832	25,917	33,832	268,764
PERSONNEL (ACTUAL)	\$ 77,114	\$ 112,091	\$ 77,114	\$ 112,091	\$ 1,207,402
AS BUDGET	\$ 100,508	\$ 99,643	\$ 100,508	\$ 99,643	Not Applicable
% ACTUAL TO BUDGET	76.72%	112.49%	76.72%	112.49%	Not Applicable
CONTRACTED SERVICES					
Consulting	\$ -	\$ -	\$ -	\$ -	\$ 1,828
Custodial Service	-	-	-	-	-
Landfill Fees	-	-	-	-	110
Lawn & Maint	-	-	-	-	-
Holiday Event	-	-	-	-	308
Maintenance Contracts	327	666	327	666	6,750
Rents/Leases	225	244	225	244	23,268
Repairs & Maintenance (Outside)	-	4,529	-	4,529	67,548
Landfill Fees	-	-	-	-	-
Other Contract Svcs	-	14,973	-	14,973	(14,973)
Comm Svcs	-	-	-	-	21,725
Postage	-	-	-	-	-
Public Relations	-	-	-	-	441
Mkt Expense	238	-	238	-	31,551
Printing	-	-	-	-	-
Dues & Sub	-	-	-	-	-
Travel	-	-	-	-	4,606
Vehicle Tag & Title Fee	-	-	-	-	18
Ga Dept Rev Fee	-	-	-	-	800
Fees	200	200	200	200	236
Training & Ed	-	-	-	-	9,190
Contract Labor	25,130	11,799	25,130	11,799	430,516
Shipping/Freight	-	-	-	-	278
CONTRACTED SERVICES (ACTUAL)	\$ 26,120	\$ 32,412	\$ 26,120	\$ 32,412	\$ 584,201
AS BUDGET	\$ 47,923	\$ 38,367	\$ 47,923	\$ 38,367	Not Applicable
% ACTUAL TO BUDGET	54.50%	84.48%	54.50%	84.48%	Not Applicable

	Jan 2019	Jan 2018	FY2019 YTD	FY2018 YTD	
SUPPLIES					
Office Supplies	-	-	-	-	4,188
Postage	-	-	-	-	-
Auto Parts	-	70	-	70	4,196
Damage Claims	-	-	-	-	1,127
Tires	-	-	-	-	2,691
Uniform Expense	-	-	-	-	15,345
Janitorial	203	78	203	78	2,162
Computer Equipment	-	-	-	-	1,344
R & M Buildings - Inside	-	-	-	-	48
Parks & Grounds R & M Inside	-	-	-	-	7,898
Util Costs - Util Fund	2,055	1,371	2,055	1,371	12,219
Streetlights	-	-	-	-	167
Auto & Truck Fuel	-	-	-	-	24,459
Food	-	-	-	-	3,878
Sm Tool & Min Equip	-	-	-	-	23,135
Meters	-	-	-	-	-
Lab Supplies	-	-	-	-	-
Sm Oper Supplies	-	1,397	-	1,397	37,400
Construction Material	-	-	-	-	-
Tires	-	-	-	-	-
Uniform Exp	-	-	-	-	-
Power Costs	1,095,897	999,553	1,095,897	999,553	13,172,692
Repairs & Maintenance (Inside)	9,620	1,973	9,620	1,973	129,593
Amr Proj Exp	-	-	-	-	-
Equip Pur (<\$5M)	-	-	-	-	-
Dam Claims	-	-	-	-	-
Misc	-	-	-	-	-
SUPPLIES (ACTUAL)	\$ 1,107,776	\$ 1,004,442	\$ 1,107,776	\$ 1,004,442	\$ 13,442,543
AS BUDGET	\$ 1,020,298	\$ 1,063,717	\$ 1,020,298	\$ 1,063,717	Not Applicable
% ACTUAL TO BUDGET	108.57%	94.43%	108.57%	94.43%	Not Applicable
CAPITAL OUTLAY					
Construction In Progress	\$ -	\$ 28,604	\$ -	\$ 28,604	\$ 328,017
Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 153,071
Depr Exp	\$ 24,146	\$ 24,146	\$ 24,146	\$ 24,146	\$ 289,752
CAPITAL OUTLAY (ACTUAL)	\$ 24,146	\$ 52,750	\$ 24,146	\$ 52,750	\$ 770,839
AS BUDGET	\$ -	\$ -	\$ -	\$ -	Not Applicable
% ACTUAL TO BUDGET	0.00%	0.00%	0.00%	0.00%	Not Applicable
FUND TRANSFERS					
Admin Alloc - Adm Exp	\$ 117,994	\$ 42,200	\$ 117,994	\$ 42,200	\$ 1,858,293
Transfer To Gf	89,247	62,053	89,247	62,053	1,132,624
FUND TRANSFERS (ACTUAL)	\$ 207,241	\$ 104,253	\$ 207,241	\$ 104,253	\$ 2,990,917
AS BUDGET	\$ 322,252	\$ 177,434	\$ 322,252	\$ 177,434	Not Applicable
% ACTUAL TO BUDGET	64.31%	58.76%	64.31%	58.76%	Not Applicable
TOTAL EXPENSES (ACTUAL)	\$ 1,442,396	\$ 1,305,949	\$ 1,442,396	\$ 1,305,949	\$ 18,995,902
AS BUDGET	\$ 1,490,981	\$ 1,379,161	\$ 1,490,981	\$ 1,379,161	Not Applicable
% ACTUAL TO BUDGET	96.74%	94.69%	96.74%	94.69%	Not Applicable

MONTHLY DIRECTOR'S REPORT

REPORTING PERIOD: 01/2019 | FY 2019



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COMMENTARY & ANALYSIS

The net operating margin after transfers, FY to date was 31.91%

RECOMMENDATIONS

- *
- *
- *
- *

MOST RECENT
12-MONTH

FINANCIALS

Revenues

	Jan 2019	Jan 2018	FY2019 YTD	FY2018 YTD	MOST RECENT 12-MONTH
RETAIL SALES	\$ 442,495	\$ 433,758	\$ 442,495	\$ 433,758	\$ 5,258,991
OTHER REVENUES	24,438	29,781	24,438	29,781	745,278
ADJUSTMENTS	32,148	(307,992)	32,148	(307,992)	188,576
Total Revenues	\$ 499,081	\$ 155,546	\$ 499,081	\$ 155,546	\$ 6,192,845

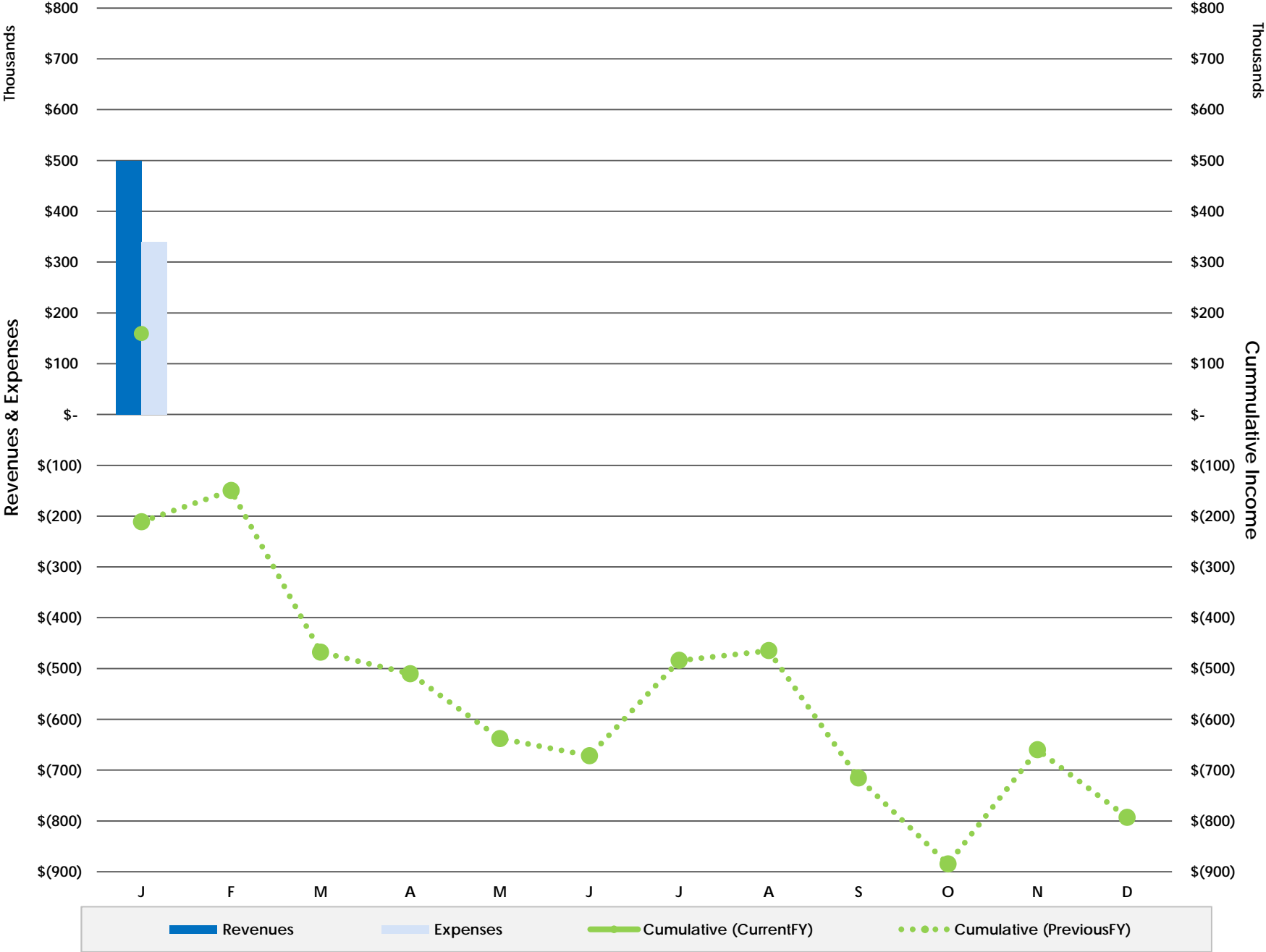
Expenses

PERSONNEL	\$ 49,781	\$ 49,181	\$ 49,781	\$ 49,181	\$ 565,469
PURCHASED & CONTRACTED SVC	5,392	911	5,392	911	98,420
PURCHASED PROPERTY SERVICES	269	298	269	298	110,862
SUPPLIES	6,440	5,203	6,440	5,203	304,915
COST OF GOODS SOLD	188,959	246,453	188,959	246,453	3,885,856
DEPR, DEBT SVC & OTHER COSTS	63,229	43,592	63,229	43,592	1,334,573
FUND TRANSFERS	25,747	20,936	25,747	20,936	315,364
Total Combined Expenses	\$ 339,816	\$ 366,575	\$ 339,816	\$ 366,575	\$ 6,615,459

Income

Before Transfer	\$ 185,012	\$ (190,092)	\$ 185,012	\$ (190,092)	\$ (107,250)
After Transfer	\$ 159,265	\$ (211,029)	\$ 159,265	\$ (211,029)	\$ (422,614)
Margin					
Before Transfer	37.07%	-122.21%	37.07%	-122.21%	-1.73%
After Transfer	31.91%	-135.67%	31.91%	-135.67%	-6.82%

CHART 1
 MONTHLY DIRECTOR'S REPORT
 REVENUE, EXPENSE & INCOME SUMMARY
 FISCAL YEAR 2019



MOST RECENT
12-MONTH

Jan 2019

Jan 2018

FY2019 YTD

FY2018 YTD

RETAIL SALES

Note on Telecom Sales: Detail break-down for individual rate class is shown in *TELECOM: RETAIL SALES* section.

CABLE TELEVISION	\$	195,305	\$	201,571	\$	195,305	\$	201,571	\$	2,358,923
DVR SERVICE		17,487		16,071		17,487		16,071		195,025
FIBER OPTICS		43,002		45,084		43,002		45,084		549,545
INTERNET		165,097		148,748		165,097		148,748		1,893,282
TELEPHONE		18,083		19,013		18,083		19,013		221,915
SET TOP BOX		3,520		3,270		3,520		3,270		40,300
Total RETAIL SALES (ACTUAL)	\$	442,495	\$	433,758	\$	442,495	\$	433,758	\$	5,258,991

OTHER REVENUES

CATV INSTALL/UPGRADE	\$	2,069	\$	3,135	\$	2,069	\$	3,135	\$	23,199
MARKETPLACE ADS		-		-		-		-		25
PHONE FEES		10,676		10,583		10,676		10,583		125,883
EQUIPMENT SALES		3,400		1,250		3,400		1,250		28,610
MODEM RENTAL		7,464		6,772		7,464		6,772		85,316
VIDEO PRODUCTION REVENUE		-		-		-		-		-
MISCELLANEOUS		-		-		-		-		-
ADMIN ALLOCATION		-		8,042		-		8,042		60,789
CONTRIBUTED CAPITAL		-		-		-		-		-
Transfer from CIP		829		-		829		-		421,455
Total OTHER REVENUES ACTUAL	\$	24,438	\$	29,781	\$	24,438	\$	29,781	\$	745,278
Adjustment	\$	32,148	\$	(307,992)	\$	32,148	\$	(307,992)	\$	188,576

Note: Adjustment added to match Financials

TOTAL REVENUES (ACTUAL)	\$	499,081	\$	155,546	\$	499,081	\$	155,546	\$	6,192,845
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MOST RECENT
12-MONTH

SUMMARY

	Jan 2019	Jan 2018	FY2019 YTD	FY2018 YTD	MOST RECENT 12-MONTH
Personnel	\$ 49,781	\$ 49,181	\$ 49,781	\$ 49,181	\$ 565,469
Purchased & Contracted Svc	5,392	911	5,392	911	98,420
Purchased Property Services	269	298	269	298	110,862
Supplies	6,440	5,203	6,440	5,203	304,915
Cost of Goods Sold	188,959	246,453	188,959	246,453	3,885,856
Depr, Debt Svc & Other Costs	63,229	43,592	63,229	43,592	1,334,573
Fund Transfers	25,747	20,936	25,747	20,936	315,364
TOTAL SUMMARY (ACTUAL)	\$ 339,816	\$ 366,575	\$ 339,816	\$ 366,575	\$ 6,615,459

TELECOM

Personnel

Salaries	\$ 30,695	\$ 30,995	\$ 30,695	\$ 30,995	\$ 407,522
Benefits	19,086	18,186	19,086	18,186	157,947
Total Personnel (ACTUAL)	\$ 49,781	\$ 49,181	\$ 49,781	\$ 49,181	\$ 565,469

Purchased & Contracted Svc

Attorney Fees	-	-	-	-	-
Audit Services	-	-	-	-	-
Professional Fees	-	-	-	-	1,216
Web Design	-	-	-	-	177
Consulting - Technical	-	-	-	-	28,650
Utility Protection Ctr (DIG)	-	-	-	-	-
Custodial Service	-	-	-	-	-
Lawn Care & Maintenance	-	-	-	-	-
Holiday Events	-	-	-	-	-
Security Systems	-	-	-	-	623
Equipment Rep & Maint	-	-	-	-	8,667
Vehicle Rep & Maint Outside	-	-	-	-	439
R&M System - Outside	4,852	-	4,852	-	27,118
R&M Buildings - Outside	-	-	-	-	425
Maintenance Contracts	327	666	327	666	7,828
Equipment Rents/Leases	188	244	188	244	3,231
Pole Equip. Rents/Leases	-	-	-	-	-
Equipment Rental	15	-	15	-	512
CONSULTING - TECHNICAL	-	-	-	-	35
EQUIPMENT RENTAL	10	-	10	-	10
COMMUNICATION SERVICES	-	-	-	-	2,451
MARKETING EXPENSES	-	-	-	-	49
FCC FEES	-	-	-	-	16,478
TRAINING & EDUCATION -EMPLOYEE	-	-	-	-	512
Total Purchased & Contracted Svc (ACTUAL)	\$ 5,392	\$ 911	\$ 5,392	\$ 911	\$ 98,420

	Jan 2019	Jan 2018	FY2019 YTD	FY2018 YTD	MOST RECENT 12-MONTH
Purchased Property Services					
Equipment Rep & Maint -Outside	-	-	-	-	-
Equipment Rental	-	-	-	-	-
Repair & Maintenance (Outside)	-	36	-	36	(36)
Repair & Maintenance (Inside)	-	-	-	-	-
Landfill Fees	-	-	-	-	-
Maintenance Contracts	-	-	-	-	-
Other Contractual Services	-	-	-	-	-
Communication Services	-	-	-	-	33,992
Postage	-	-	-	-	51
INTERNET COSTS	-	-	-	-	2,237
Public Relations	-	-	-	-	113
Marketing Expense	-	-	-	-	774
Utility Bill Printing Services	-	-	-	-	-
Dues & Subscriptions	-	262	-	262	(262)
Fees	269	-	269	-	4,071
FCC Fees	-	-	-	-	27,928
Training & Education	-	-	-	-	4,633
General Liability Insurance	-	-	-	-	-
Vehicle Tag & Title Fee	-	-	-	-	24
GA Dept Revenue Fee	-	-	-	-	250
Uniform Rental	-	-	-	-	-
Contract Labor	-	-	-	-	36,500
Fines/Late Fee	-	-	-	-	440
Shipping/Freight	-	-	-	-	146
Total Purchased Property Services (ACTUAL)	\$ 269	\$ 298	\$ 269	\$ 298	\$ 110,862

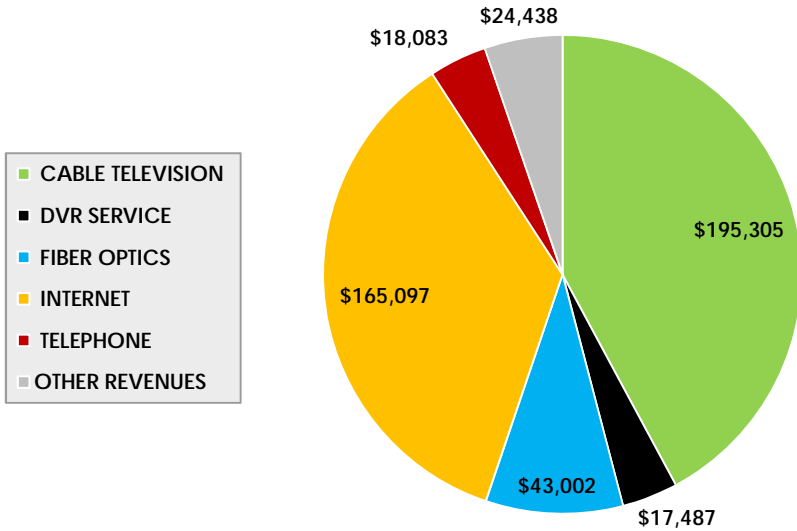
MOST RECENT
12-MONTH

	Jan 2019	Jan 2018	FY2019 YTD	FY2018 YTD	MOST RECENT 12-MONTH
TELECOM (Continued)					
Supplies					
Chemicals & Pesticides	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies & Expense	-	-	-	-	4,157
Postage	-	-	-	-	-
Auto Parts	-	72	-	72	11,861
Damage Claims	-	-	-	-	-
Tires	479	-	479	-	3,714
Uniform Expense	-	-	-	-	1,972
Janitorial Supplies	203	78	203	78	2,162
Computer Equipment	-	-	-	-	122
Equipment Parts	-	-	-	-	11,997
R&M Building - Inside	-	-	-	-	17
Equipment R&M - Inside	-	-	-	-	-
System R&M - Inside	486	721	486	721	65,481
Sys R&M - Inside/Shipping	-	-	-	-	40
Utility Costs	2,949	4,132	2,949	4,132	56,045
Mileage Reimbursement	-	-	-	-	-
Auto & Truck Fuel	-	-	-	-	25,713
Food	-	-	-	-	959
Small Tools & Minor Equipment	-	-	-	-	54,753
Small Operating Supplies	-	201	-	201	45,038
Construction Material	-	-	-	-	-
Uniform Expense	-	-	-	-	-
AMR Project Exp.	-	-	-	-	-
Equipment Pur (Less than \$5M)	-	-	-	-	-
OFFICE SUPPLIES & EXPENSES	-	-	-	-	2,914
CONSTRUCTION MATERIALS	-	-	-	-	12
UNIFORM EXPENSE	-	-	-	-	399
COMPUTER EQUIP NON-CAP	-	-	-	-	272
EQUIPMENT PARTS	2,323	-	2,323	-	2,323
SMALL TOOLS & MINOR EQUIPMENT	-	-	-	-	1,189
SMALL OPERATING SUPPLIES	-	-	-	-	3,919
CONSTRUCTION IN PROGRESS	-	-	-	-	9,398
SOFTWARE	-	-	-	-	459
Total Supplies (ACTUAL)	\$ 6,440	\$ 5,203	\$ 6,440	\$ 5,203	\$ 304,915
Cost of Goods Sold					
Internet Costs	-	-	-	-	-
Cost of Sales Telephone	-	2,666	-	2,666	(2,666)
Cost of Sales Fiber	-	-	-	-	-
Cost of Sales Electricity	-	-	-	-	-

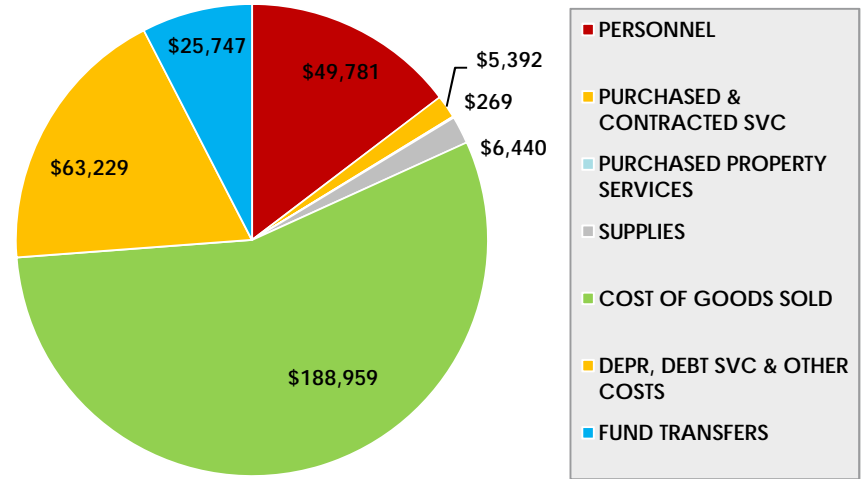
	Jan 2019	Jan 2018	FY2019 YTD	FY2018 YTD	MOST RECENT 12-MONTH
Cost of Sales Telephone	329	-	329	-	362,276
Cost of Sales CATV	174,460	222,972	174,460	222,972	3,136,896
Cost of Sales Internet	12,549	10,947	12,549	10,947	280,172
Cost of Sales Internet	250	-	250	-	250
Cost of Sales Fiber	1,371	9,868	1,371	9,868	108,929
Cost of Programming CATV	-	-	-	-	-
CATV Video Production	-	-	-	-	-
Total Cost of Goods Sold (ACTUAL)	\$ 188,959	\$ 246,453	\$ 188,959	\$ 246,453	\$ 3,885,856
Depr, Debt Svc & Other Costs					
Damage Claims	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	-	-	-	-	-
Utility Cashiers (Over)/Short	-	-	-	-	-
Utility Internal Admin Allocate	-	-	-	-	-
Depreciation Expense	16,685	16,685	16,685	16,685	200,218
Amortization Exp	-	-	-	-	-
Admin. Allocation - Adm Exp	45,715	16,666	45,715	16,666	732,999
Utility Bad Debt Expense	-	-	-	-	-
Revenue Bond Principal	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Interest Expenses (Bond)	-	-	-	-	-
Construction in Progress	829	10,242	829	10,242	355,727
Capital Exp-Software	-	-	-	-	8,845
Capital Exp - Equipment	-	-	-	-	36,784
Total Depr, Debt Svc & Other Costs (ACTUAL)	\$ 63,229	\$ 43,592	\$ 63,229	\$ 43,592	\$ 1,334,573
Fund Transfers					
Transfer 5% to General Fund	25,747	20,936	25,747	20,936	315,364
Total Fund Transfers (ACTUAL)	\$ 25,747	\$ 20,936	\$ 25,747	\$ 20,936	\$ 315,364
TOTAL TELECOM EXPENSES (ACTUAL)	\$ 339,816	\$ 366,575	\$ 339,816	\$ 366,575	\$ 6,615,459

CHART 5
MONTHLY DIRECTOR'S REPORT
REVENUES & EXPENSES

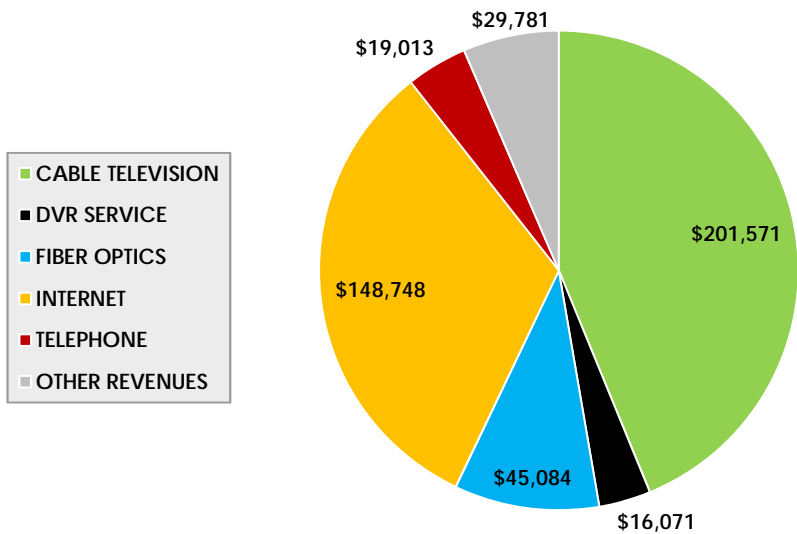
REVENUES [Jan 2019]



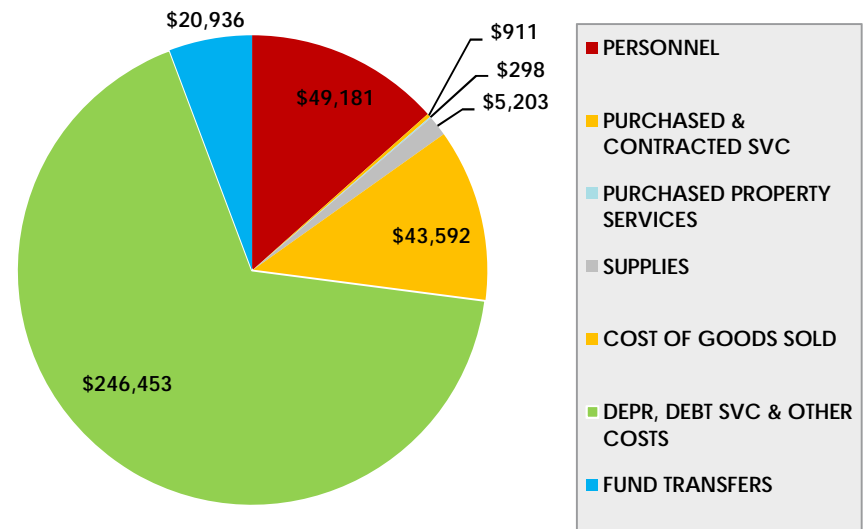
EXPENSES [Jan 2019]



REVENUES [Jan 2018]



EXPENSES [Jan 2018]



MOST RECENT
12-MONTH

	Jan 2019	Jan 2018	FY2019 YTD	FY2018 YTD	MOST RECENT 12-MONTH
BASIC & EXPANDED BASIC					
Number of Bills	3,366	3,476	3,366	3,476	40,692
Revenue (\$)	\$ 188,911	\$ 195,118	\$ 188,911	\$ 195,118	\$ 2,284,284
Revenue Per Bill (\$)	\$ 56	\$ 56	\$ 56	\$ 56	\$ 56
MINI BASIC					
Number of Bills	185	187	185	187	2,158
Revenue (\$)	\$ 3,409	\$ 3,388	\$ 3,409	\$ 3,388	\$ 39,340
Revenue Per Bill (\$)	\$ 18	\$ 18	\$ 18	\$ 18	\$ 18
BOSTWICK					
Number of Bills	17	19	17	19	209
Revenue (\$)	\$ 959	\$ 1,072	\$ 959	\$ 1,072	\$ 11,759
Revenue Per Bill (\$)	\$ 56	\$ 56	\$ 56	\$ 56	\$ 56
BULK CATV/MOTEL					
Number of Bills	4	4	4	4	48
Revenue (\$)	\$ 990	\$ 990	\$ 990	\$ 990	\$ 11,880
Revenue Per Bill (\$)	\$ 248	\$ 248	\$ 248	\$ 248	\$ 248
SHOWTIME					
Number of Bills	7	7	7	7	92
Revenue (\$)	\$ 103	\$ 103	\$ 103	\$ 103	\$ 1,349
Revenue Per Bill (\$)	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15
SHOW/HBO					
Number of Bills	7	7	7	7	79
Revenue (\$)	\$ 88	\$ 88	\$ 88	\$ 88	\$ 991
Revenue Per Bill (\$)	\$ 13	\$ 13	\$ 13	\$ 13	\$ 13
BULK SHOWTIME/MOTEL					
Number of Bills	-	-	-	-	-
Revenue (\$)	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue Per Bill (\$)	\$ -	\$ -	\$ -	\$ -	\$ -
CINEMAX					
Number of Bills	2	5	2	5	34
Revenue (\$)	\$ 29	\$ 73	\$ 29	\$ 73	\$ 498
Revenue Per Bill (\$)	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15

MOST RECENT
12-MONTH

Jan 2019 Jan 2018 FY2019 YTD FY2018 YTD

MAX/HBO

Number of Bills		28		29		28		29		319
Revenue (\$)	\$	410	\$	412	\$	410	\$	412	\$	4,644
Revenue Per Bill (\$)	\$	15	\$	14	\$	15	\$	14	\$	15

HBO

Number of Bills		-		-		-		-		-
Revenue (\$)	\$	-	\$	-	\$	-	\$	-	\$	-
Revenue Per Bill (\$)	\$	-	\$	-	\$	-	\$	-	\$	-

MAX/HBO

Number of Bills		5		4		5		4		51
Revenue (\$)	\$	63	\$	50	\$	63	\$	50	\$	640
Revenue Per Bill (\$)	\$	13	\$	13	\$	13	\$	13	\$	13

PLAYBOY

Number of Bills		-		-		-		-		-
Revenue (\$)	\$	-	\$	-	\$	-	\$	-	\$	-
Revenue Per Bill (\$)	\$	-	\$	-	\$	-	\$	-	\$	-

STARZ

Number of Bills		24		19		24		19		246
Revenue (\$)	\$	344	\$	278	\$	344	\$	278	\$	3,537
Revenue Per Bill (\$)	\$	14	\$	15	\$	14	\$	15	\$	14

DVR

Number of Bills		166		141		166		141		1,770
Revenue (\$)	\$	12,530	\$	11,025	\$	12,530	\$	11,025	\$	135,099
Revenue Per Bill (\$)	\$	75	\$	78	\$	75	\$	78	\$	76

NON DVR

Number of Bills		53		56		53		56		676
Revenue (\$)	\$	3,779	\$	4,038	\$	3,779	\$	4,038	\$	47,215
Revenue Per Bill (\$)	\$	71	\$	72	\$	71	\$	72	\$	70

SET TOP BOX

Number of Bills		359		349		359		349		4,168
Revenue (\$)	\$	3,520	\$	3,270	\$	3,520	\$	3,270	\$	40,300
Revenue Per Bill (\$)	\$	10	\$	9	\$	10	\$	9	\$	10

MOST RECENT
12-MONTH

	Jan 2019	Jan 2018	FY2019 YTD	FY2018 YTD	MOST RECENT 12-MONTH
ADD'L DVR BOX					
Number of Bills	98	79	98	79	1,019
Revenue (\$)	\$ 969	\$ 786	\$ 969	\$ 786	\$ 10,064
Revenue Per Bill (\$)	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10
ADD'L NON DVR BOX					
Number of Bills	30	32	30	32	388
Revenue (\$)	\$ 209	\$ 222	\$ 209	\$ 222	\$ 2,647
Revenue Per Bill (\$)	\$ 7	\$ 7	\$ 7	\$ 7	\$ 7
FIBER					
Number of Bills	62	58	62	58	744
Revenue (\$)	\$ 43,002	\$ 45,084	\$ 43,002	\$ 45,084	\$ 549,545
Revenue Per Bill (\$)	\$ 694	\$ 777	\$ 694	\$ 777	\$ 739
INTERNET					
Number of Bills	3,607	3,417	3,607	3,417	42,142
Revenue (\$)	\$ 161,862	\$ 145,480	\$ 161,862	\$ 145,480	\$ 1,854,792
Revenue Per Bill (\$)	\$ 45	\$ 43	\$ 45	\$ 43	\$ 44
WIRELESS INTERNET					
Number of Bills	51	53	51	53	613
Revenue (\$)	\$ 3,236	\$ 3,267	\$ 3,236	\$ 3,267	\$ 38,490
Revenue Per Bill (\$)	\$ 63	\$ 62	\$ 63	\$ 62	\$ 63
RESIDENTIAL PHONE					
Number of Bills	923	901	923	901	10,805
Revenue (\$)	\$ 2,855	\$ 3,121	\$ 2,855	\$ 3,121	\$ 36,184
Revenue Per Bill (\$)	\$ 3	\$ 3	\$ 3	\$ 3	\$ 3
COMMERCIAL PHONE					
Number of Bills	434	448	434	448	5,278
Revenue (\$)	\$ 15,228	\$ 15,893	\$ 15,228	\$ 15,893	\$ 185,732
Revenue Per Bill (\$)	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35
TOTAL REVENUES	\$ 442,495	\$ 433,758	\$ 442,495	\$ 433,758	\$ 5,258,991

CHART 7
REVENUES FROM SALES BY CLASS
CURRENT VS. PREVIOUS FISCAL YEAR

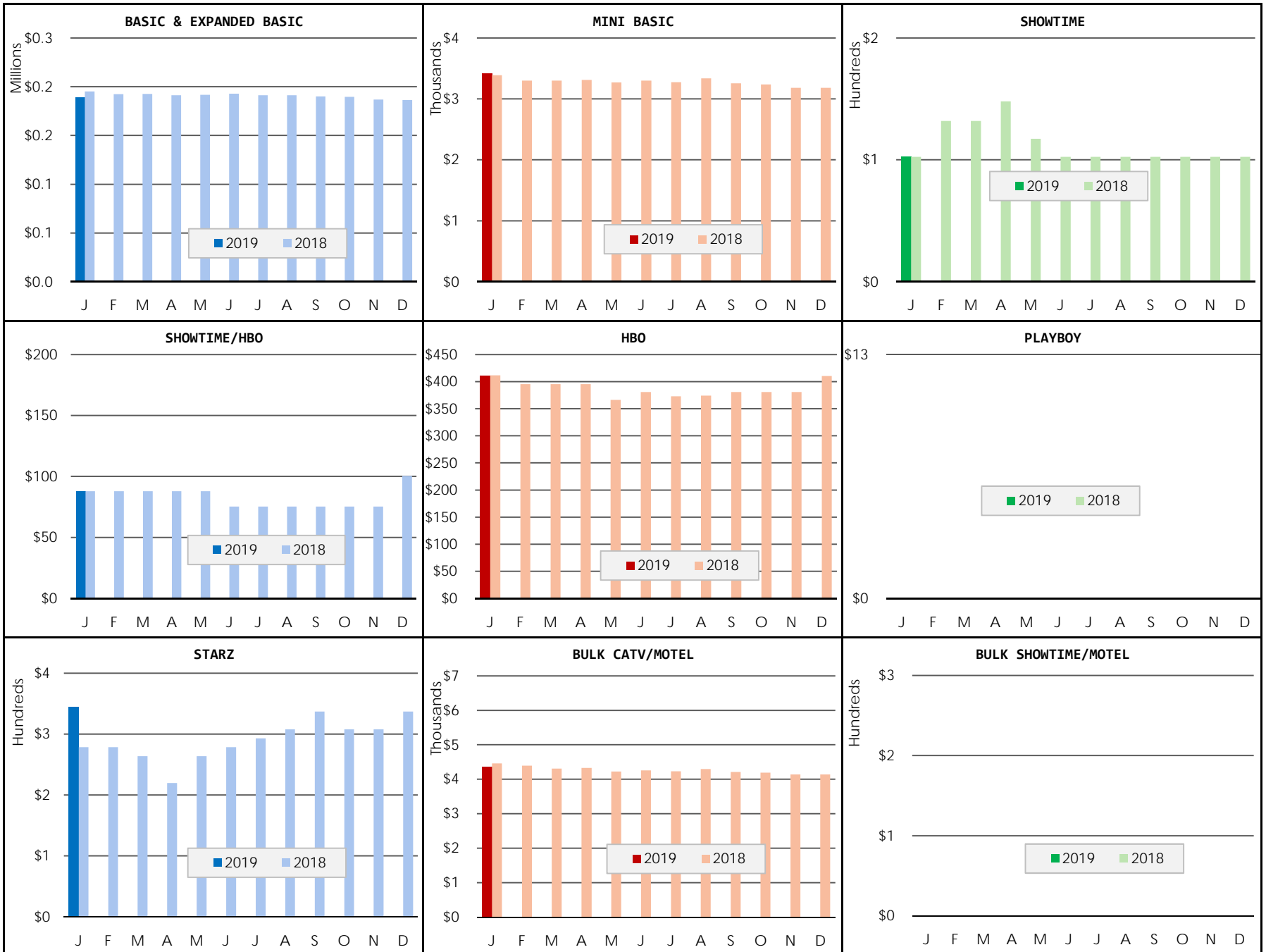


CHART 7
 REVENUES FROM SALES BY CLASS
 CURRENT VS. PREVIOUS FISCAL YEAR

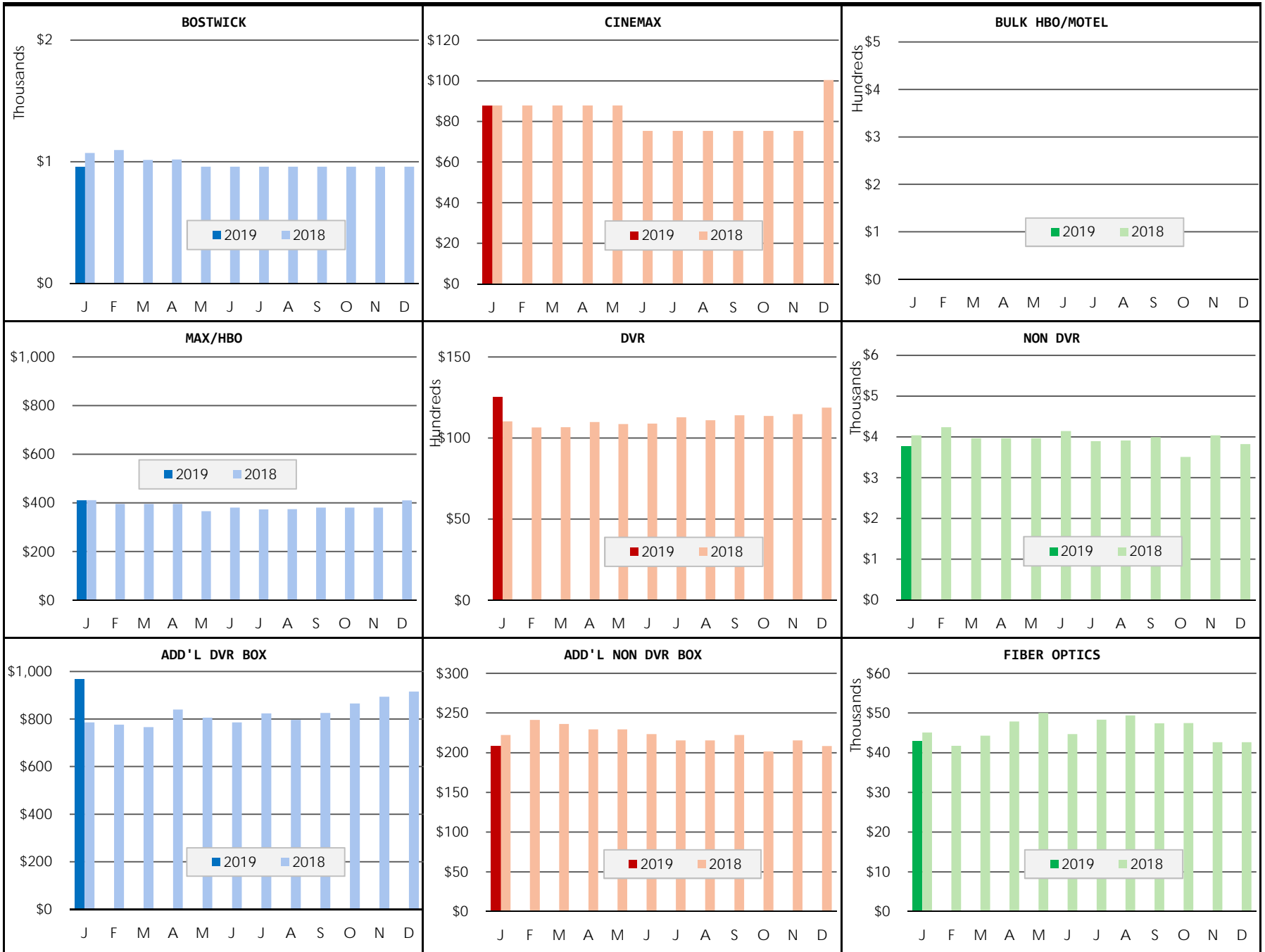
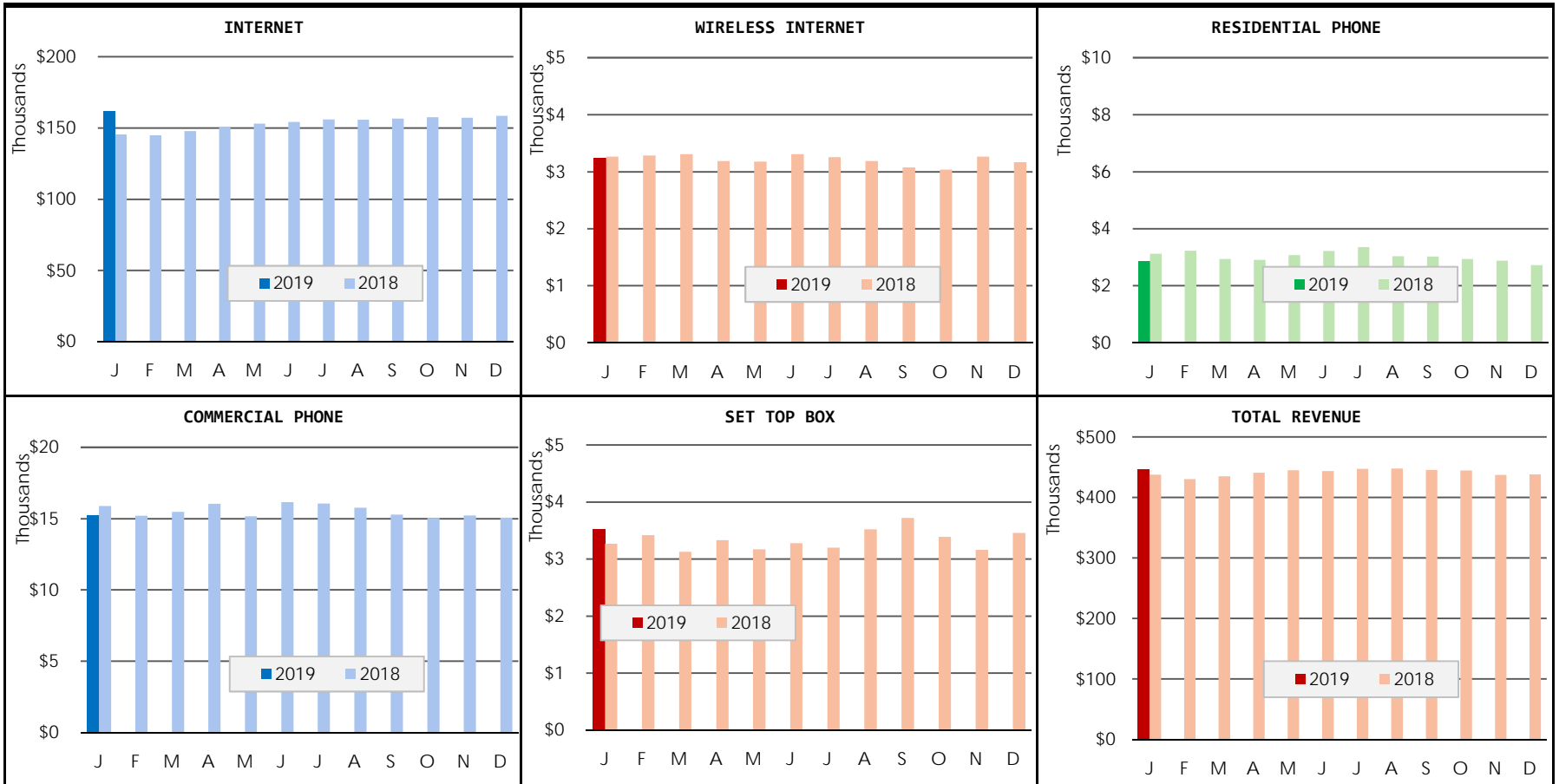


CHART 7
 REVENUES FROM SALES BY CLASS
 CURRENT VS. PREVIOUS FISCAL YEAR





To: City Council
From: Brian Thompson
Department: Telecom
Date: 03/05/2019
Subject: Purchase - Microduct

Budget Account/Project Name: Fiber Loop

Funding Source: CIP

Budget Allocation: \$150,000.00

Budget Available: \$150,000.00

Requested Expense: \$38,250.00

Company of Purchase: Walker & Associates

Description:

7-way 12/10 micro duct for fiber transport

Background:

The Water Department is placing a new waterline to Loganville which will end near our main fiber hub in the area. Our fiber counts are down to near zero along this route and the added capacity (ducts) can be leased to other providers as ROW space along Hwy 78 is limited. The cost to place this line is \$8-10 per foot is the Telecom department was having to dig the ditch. Utilizing the Water Departments project will save over \$300,00.00

Attachment(s): 3

Walker Bid

GCG Bid

Gressco Bid



Walker Quote# WB-0000856915

Quote Date: 2019-02-20

Quote Name: MicroDuct

Contact Information

Requested By: Brian Thompson	Phone: 770-266-5345	Fax:	Company: CITY OF MONROE
Submitted By: Lee Ann Gilley	Phone: 800-807-2224	Fax: 336-731-1576	Email: leeann.gilley@WalkerFirst.com

Comment: Pricing is firm for acceptance by 03/06/19 with delivery prior to 03/22/19

	Part Number	Alias	UOM	Contract ID	Available	Qty	Unit Price	Ext Total
1.	* BDM1210-4RI		EA		2-3 WEEKS	45000	0.64	28,800.00
	Item Description: 12/10 mm orange ribbed inside in a 4 way oversheath							
	Comment: configuration on 9 x 5,000ft reels - shipped to Monroe, GA							
2.	* BDM1210-7RI		EA		2-3 WEEKS	45000	0.85	38,250.00
	Item Description: 12/10 mm orange ribbed inside in a 7 way oversheath							
	Comment: Configuration on 9 x 5,000ft reels - shipped to Monroe, GA							

Quote Total: 67,050.00

Thank you for allowing Walker and Associates to serve you!

Standard Terms & Conditions apply which are available upon request and at www.walkerfirst.com.

These include:

- ALL Parts marked with an asterisk (*) are NON CANCELABLE and NON RETURNABLE..
 - Minimum order size \$250.00.
 - Should Walker and Assoc Inc choose to accept an order under the minimum order size of \$250.00, a \$20.00 minimum order fee will be applied to the order.
 - Credit card orders are subject to a 3% processing fee.
 - If Fiber Reel Lengths are specified other than current inventoried lengths, which require Walker to cut to length, a \$125 Cut Fee will be applied per cut.
 - Subject to credit approval, payment terms are net 30 days.
 - Appropriate state sales tax will be added unless Walker is provided a Sales Tax Certificate prior to shipment.
 - Shipping Charge is "FOB Shipping Point".
 - This quote is valid for 30 days, excluding Refurb which is subject to availability.
 - All shipments in the state of WA will be billed a Business Occupation fee.
 - Items are subject to Vendor expedite fees.
 - Availability of products provided by Seller, verbal or written, are approximate and subject to change. Information is based on current inventory and estimations of time periods required to obtain ordered goods from the manufacturer.
-
- **Special Note: Please be aware that due to potential increases in import taxes associated with impacted products that are manufactured outside of the United States; all Customer orders processed with a ship date after the effective date of any such imposed tax increase may be subject to an additional tax charge.**

© Walker and Associates, Inc - A Certified WBE Corporation



SALES QUOTE: 117688

77

REVISION: A
 CREATED: 01/17/19

5940 Cabot Parkway * Alpharetta, GA 30005 * (678) 297-1080 * (678) 297-1870 FAX

PROJECT	PO NUMBER	EXPIRATION DATE	RESPONSIBILITY
		03/18/2019	KATEJOHNSON
CUSTOMER	CONTACT NAME	CONTACT PHONE	CONTACT EMAIL
CITY OF MONROE			

FREIGHT ALLOWED

Line	PO Line	ITEM NUMBER DESCRIPTION / NOTES	SHIP FROM	VENDOR	QTY. QUOTED	UNIT PRICE	EXTENSION
1		BDM1210-4 Four way microduct package with 12/10 subducts in oversheath, ribbed inside, on 5,000 / ft reels. PRICING VALID UNTIL JAN 31; 2-3 WEEK LEAD	GEO	BLUE DIAMOND INDUSTRIES LLC	60,000.00 FT	0.74000	44,400.00000
2		BDM1210-7 Seven way microduct package with 12/10 subducts in oversheath, ribbed inside, on 5,000 / ft reels. PRICING VALID UNTIL JAN 31; 2-3 WEEK LEAD	GEO	BLUE DIAMOND INDUSTRIES LLC	60,000.00 FT	1.02000	61,200.00000

TERMS:

- Stock Subject to Prior Sale
- Order Acceptance is Subject to Credit Approval
- This Quotation is Valid for the Bill of Material Listed. Revisions Are Subject to Changes in Price and Lead Time
- Freight Terms: FOB Shipping Point
- Genuine Cable Group Terms & Conditions Apply to All Sales
- \$50.00 Minimum Per Order
- All items made to order are subject to + or - 10%

Quote Number	TOTAL QUOTE VALUE
117688	105,600.00 USD



Quotation

1135 Rumble Road
 Forsyth, GA 31029
 478-315-0810 Fax 800-299-3241

DATE January 15, 2019
Quotation # 011519-01

Quote To: City of Monroe
 Brian Thompson

Quote valid till: February 14, 2019
Prepared by: Pam Cook

Comments or special instructions:

QTY	Item#	Description	Unit Price	AMOUNT
55,000	10008724	Duraline - FUTUREPATH Regular (Std. bundle) with	1.1111	\$ -
		Orange HDPE - 0.070-in Sheath 4-		\$ 61,110.50
		way x 18/14 mm Ribbed ID Microducts, 2		\$ -
		Ripcords, Qty 1 - #20Copper wire,		\$ -
		ADDD1198, Steel Reel 90 x 42 wide,		\$ -
		STANDARD PRINT, 5000 Feet CONTAINS:		\$ -
		4-way HDPE 18/14 mm Ribbed ID Microducts		\$ -
		Blue, Brown, Green & Orange		\$ -
				\$ -
				\$ -
55,000	10009697	Duraline - FUTUREPATH Regular (Std. bundle) with	1.7778	\$ 97,779.00
		Orange HDPE - 0.070-in Sheath 7-way x 18		\$ -
		mm OD / 14 mm ID Microducts, 2 Ripcords,		\$ -
		Qty 1 - #20Copper wire, ADDD1190, Steel		\$ -
		Reel 90 x 42 wide, STANDARD PRINT, 2500		\$ -
		Feet CONTAINS: 7-way HDPE 18 mm OD / 14		\$ -
		mm ID Microducts Blue,Brown, Green, Grey,		\$ -
		Orange, Red & White		\$ -
				\$ -
		LEAD TIME APPROX 2 WEEKS ARO TO SHIP FIRST LOAD		\$ -
		Dura-Line has a length tolerance on all FuturePath products, similar to		\$ -
		what is done in the Power and Fiber Cable in Conduit market. The		\$ -
		tolerances will be -0%/+5% meaning that you may be supplied and charged		\$ -
		with up to 5% additional FuturePath product		\$ -
		FREIGHT INCLUDED IN QUOTE		\$ -
		\$ -		
		\$ -		
		\$ -		
		\$ -		
TOTAL				\$ 158,889.50

If you have any questions concerning this quotation, Please call Traci Wietrick 404-510-1107

This is a quotation on the goods named, subject to the conditions noted below:
 (Describe any conditions pertaining to these prices and any additional terms of the agreement. You may want to include contingencies that will affect the quotation.)

THANK YOU FOR YOUR BUSINESS!



To: City Council
From: Brian Thompson
Department: Telecom
Date: 03/05/20019
Subject: Approval - Additional Fiber Packages

Budget Account/Project Name: N/A

Funding Source: N/A

Budget Allocation:	\$0.00	
Budget Available:	\$0.00	
Requested Expense:	\$0.00	Company of Purchase: N/A

Description:

Additional Fiber based Internet packages to meet the needs of our customers.

Background:

Staff has been working with customers and comparing other providers optical packages and have submitted the attached list. These packages are only available on our Adtran or Ubiquiti fiber platforms and customers transistioning will have a one time chance to keep their CATV based speeds delivered over fiber if desired.

Attachment(s): 1

Packages

Fiber Packages

50/50	\$109.99
100/100	\$139.99
250/250	\$159.99
500/500	\$199.99*
1G/1G	\$299.99*

Only available on the City of Monroe's FTTX products

*Existing Package



**WATER, SEWER, GAS,
& STORMWATER
MONTHLY REPORT
MARCH
2019**

2019 Project List

	Estimated Start Date	Estimated Completion Date	Notes	Completed
Natural Gas				
Gas lights at City Hall	Nov-18	Feb-19	Install gas latherns around property @ City Hall	Started
Dean Hill Rd/Private Drive	Feb-19	Mar-19	Install 1,100' of 2" gas main for 5 lots	Ongoing
Bryant Road Replacement	Jul-18	Dec-18	Main replacement completed / Steel to plastic	Completed
Replace gas main on Ash Street (CIP Project)	Feb-19	Mar-19	Replacing 2" steel main due to excessive corrison & leaks (\$93,478 low bid/\$200,000 budgeted for gas replacement/rehab)	Ongoing
Young Street Replacement	Dec-19	Jan-19	Gas main replacement / Steel to plastic	Completed
Sewer Collection				
2nd Street Sewer Main Rehab	Feb-19	Apr-19	Paid for by Mainstreet Walton Mill development & the Felkers	Ongoing
Birch Street I&I Rehab	Feb-19	Apr-19	Rehab of main & manholes to reduce inflow & infiltration	Ongoing
Alcovy River Sewer / Pump station	Jan-18	Jan-20	Survey phase/Engineering	Ongoing
2018 CDBG	Sep-18	Jul-20	Survey/Design phase	Ongoing
Sewer Plant				
Design/Review for WWTP rehab	Feb-18	Jun-19	Engineering phase	Ongoing
Rehab of Primaries 1 & 2	Feb-18	Mar-19	Material on hand/will begin once repair made on 3 & 4	Completed
2 Emergency purchases for pumps	Feb-19	Mar-19	Pump replacement for trickling filters and pump for Tractor Supply pump station	Ordered
Water Distribution				
Loganville Water Extension	Jul-18	Jan-20	Design phase/Property aquistation for Booster Pump Station	Ongoing
Water Main Extension along Radford Street	Jan-19	Feb-19	Install 6" water main for Graceful Manor (assisted living @ Grace Baptist on Mears St	Completed
Replace 1 1/2" Water Main Along Highland Ave/Wayne St	Jan-19	Feb-19	Install new 6" main along Highland Ave & Wayne Street	Completed
Water Treatment Plant				
New Offices @ Old Water Plant	Apr-18	Feb-19	Painting, HVAC, electrical & plumbing completed	Ongoing
Purchase/Install of floorcoverings for new office space (CIP Project)	Feb-19	Mar-19	Purchase floor covering (Britt's Floor Covering low bid at \$20,108.30)	Ongoing
Purchase/Install furniture for new office space (CIP Project)	Feb-19	Mar-19	Purchase new desks and furniture for new office space at water plant. (Office Pro's low bidder @ \$21,000.00)	Ongoing
Landscape @ Old Water Plant/New offices	Jan-19	Feb-19	Install trees & scrubs to match City Hall landscape	Completed
Replacement of the Hach Turbidity units (CIP Project)	Feb-19	Apr-19	Replacing outdated units with new Swan units (\$83,705.00 low bid/\$90,000 budgeted)	Ongoing
Stormwater				
Court Street Alley	Oct-18	Jul-19	Replace utilities, improve storm drainage, replace asphalt with concrete	Started
Livery Stable Alleyway #3	Apr-19	Jul-19	Replace utilities, improve storm drainage, replace asphalt with concrete	Ongoing

MONTHLY DIRECTOR'S REPORT

REPORTING PERIOD: 01/2019 | FY 2019



COVER	1
OVERVIEW	2
SALES REPORT	3-4
SALES STATISTICS	5
DETAIL REVENUES	6
DETAIL EXPENSES	7-8

CITY OF MONROE: WATER & SEWER FUND OVERVIEW

	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	Jun 2019	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	FY 2019	AS BUDGET	FY 2018
REVENUES	\$ 0.987M												\$ 0.987M	\$ 9.354M	\$ 0.217M
PERSONNEL COSTS	\$ 0.233M												\$ 0.233M	\$ 2.407M	\$ 0.159M
CONTRACTED SVC	\$ 0.008M												\$ 0.008M	\$ 0.552M	\$ 0.039M
SUPPLIES	\$ 0.033M												\$ 0.033M	\$ 1.023M	\$ 0.082M
CAPITAL OUTLAY	\$ 0.308M												\$ 0.308M	\$ 3.282M	\$ 0.258M
FUND TRANSFERS	\$ 0.042M												\$ 0.042M	\$ 1.367M	\$ 0.033M
EXPENSES	\$ 0.624M												\$ 0.624M	\$ 8.631M	\$ 0.571M

MARGIN \$ 0.363M **\$ 0.363M** **\$ 0.723M** **\$ (0.354M)**

12-MO
PROCESSED
KGAL



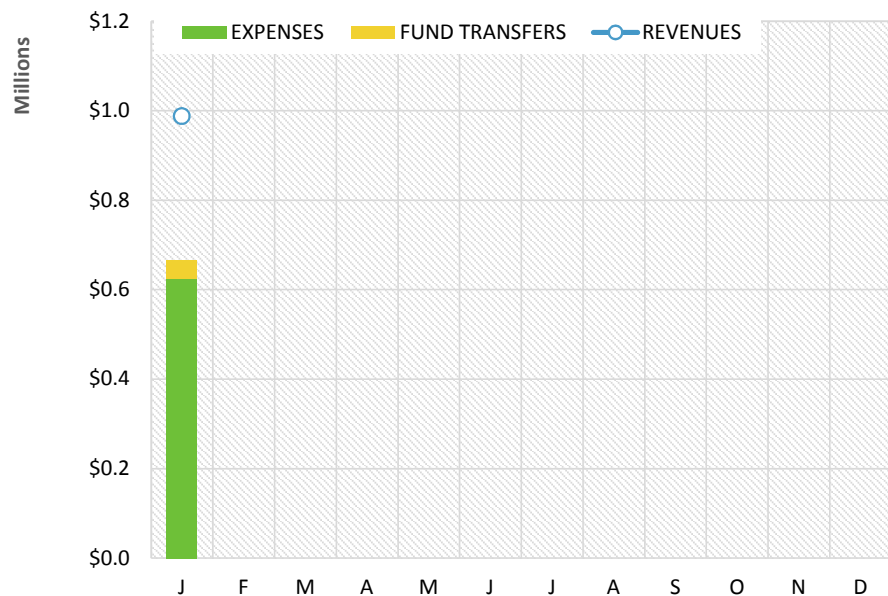
12-MO
RETAIL
KGAL



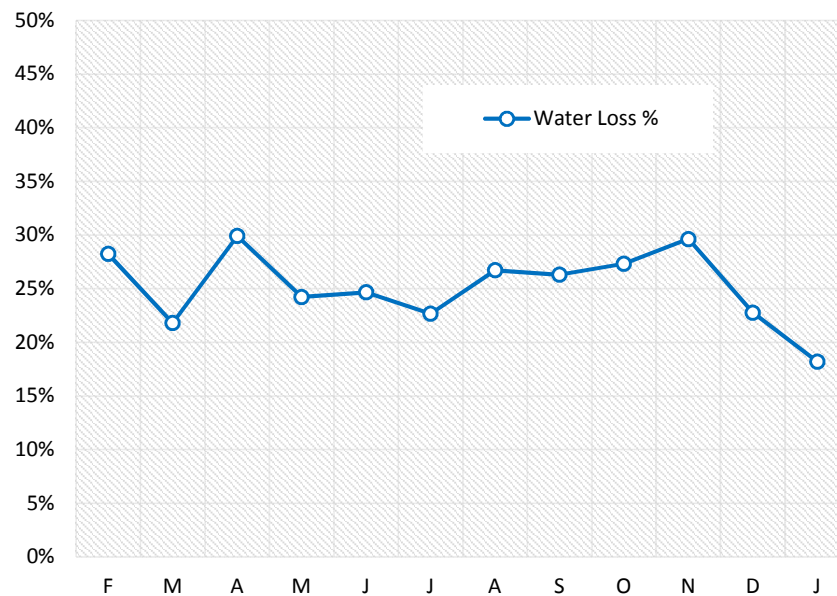
ROLLING
12-MO LINE
LOSS

25.36%

REVENUES vs. EXPENSES



MONTHLY WATER PROCESSED VS SOLD



RETAIL SALES REPORT

[Jan 2019](#) [Feb 2019](#) [Mar 2019](#) [Apr 2019](#) [May 2019](#) [Jun 2019](#) [Jul 2019](#) [Aug 2019](#) [Sep 2019](#) [Oct 2019](#) [Nov 2019](#) [Dec 2019](#)

CUSTOMER COUNT - WATER

Residential	8,150
Commercial	913
Industrial	2
Water Authority	1
Residential Sprinkler	253
Commercial Sprinkler	78
Total	9,397

YOY Δ 1.74%

KGALLONS - WATER

Residential	34,009
Commercial	12,015
Industrial	2,008
Water Authority	4,937
Total	52,969

YOY Δ 9.05%

REVENUE - WATER

Residential	\$ 0.289M
Commercial	\$ 0.088M
Industrial	\$ 0.008M
Water Authority	\$ 0.020M
Total	\$ 0.405M

YOY Δ 9.67%

RETAIL SALES REPORT

[Jan 2019](#) [Feb 2019](#) [Mar 2019](#) [Apr 2019](#) [May 2019](#) [Jun 2019](#) [Jul 2019](#) [Aug 2019](#) [Sep 2019](#) [Oct 2019](#) [Nov 2019](#) [Dec 2019](#)

CUSTOMER COUNT - SEWER

Residential	6,270
Commercial	819
Water Authority	1
Total	7,090

YOY Δ 1.66%

KGALLONS - SEWER

Residential	34,009
Commercial	12,015
Water Authority	4,937
Total	50,961

YOY Δ 9.90%

REVENUE - SEWER

Residential	\$ 0.203M
Commercial	\$ 0.144M
Water Authority	\$ 0.001M
Total	\$ 0.348M

YOY Δ 11.08%

SALES STATISTICS

[Jan 2019](#)
[Feb 2019](#)
[Mar 2019](#)
[Apr 2019](#)
[May 2019](#)
[Jun 2019](#)
[Jul 2019](#)
[Aug 2019](#)
[Sep 2019](#)
[Oct 2019](#)
[Nov 2019](#)
[Dec 2019](#)
[YTD](#)

AVERAGE KGALLONS/CUSTOMER (WATER)

Residential	4		4
Commercial	13		13
Industrial	1,004		1,004
Water Authority	4,937		4,937

AVERAGE \$/CUSTOMER (WATER)

Residential	\$35		\$35
Commercial	\$96		\$96
Industrial	\$4,141		\$4,141
Water Authority	\$20,114		\$20,114

AVERAGE \$/KGALLON (WATER)

Residential	\$8.4846		\$8.4846
Commercial	\$7.2895		\$7.2895
Industrial	\$4.1240		\$4.1240
Water Authority	\$4.0742		\$4.0742
Average	\$5.9931		\$5.9931

AVERAGE KGALLONS/CUSTOMER (SEWER)

Residential	5		5
Commercial	15		15
Water Authority	4,937		4,937

AVERAGE \$/CUSTOMER (SEWER)

Residential	\$32		\$32
Commercial	\$176		\$176
Water Authority	\$1,306		\$1,306

AVERAGE \$/KGALLON (SEWER)

Residential	\$5.9674		\$5.9674
Commercial	\$11.9805		\$11.9805
Water Authority	\$0.2645		\$0.2645
Average	\$6.0708		\$6.0708

Jan 2019 Jan 2018 FY2019 YTD FY2018 YTD 12-MONTH

SALES REVENUES

WATER SALES	\$ 398,587	\$ 103,469	\$ 398,587	\$ 103,469	\$ 5,156,604
SEWER SALES	\$ 345,572	\$ 77,088	\$ 345,572	\$ 77,088	\$ 4,205,089
SALES REVENUES (ACTUAL)	\$ 744,158	\$ 180,557	\$ 744,158	\$ 180,557	\$ 9,361,693
AS BUDGET	\$ 725,000	\$ 705,083	\$ 725,000	\$ 705,083	Not Applicable
% ACTUAL TO BUDGET	102.64%	25.61%	102.64%	25.61%	Not Applicable

OTHER REVENUES

WATER

OP REVENUE	\$ 5,476	\$ 139	\$ 5,476	\$ 139	\$ 1,470
MISC REVENUE	\$ 5,290	\$ 7,935	\$ 5,290	\$ 7,935	\$ 5,290
SALE OF FIXED ASSETS	\$ -	\$ -	\$ -	\$ -	\$ -
REIMB DAMAGE PROP	\$ -	\$ -	\$ -	\$ -	\$ -
TAP FEES	\$ 55,825	\$ 7,000	\$ 55,825	\$ 7,000	\$ 20,650
CUST ACCT FEES	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER REV	\$ -	\$ -	\$ -	\$ -	\$ -
ADMIN ALLOC WATER DIST	\$ (174,707)	\$ 8,246	\$ (174,707)	\$ 8,246	\$ 11,448
INT/INVEST INCOME	\$ -	\$ -	\$ -	\$ -	\$ -
STATE GRANTS	\$ -	\$ -	\$ -	\$ -	\$ -
FEDERAL GRANT	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFER FROM CIP_WATER	\$ 9,950	\$ -	\$ 9,950	\$ -	\$ -
ADMIN ALLOC WATER	\$ 199,227	\$ -	\$ 199,227	\$ -	\$ -
OTHER REVENUES (WATER)	\$ 101,061	\$ 23,320	\$ 101,061	\$ 23,320	\$ 38,858

SEWER

OP REVENUE	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 3,200
FEDERAL GRANT	\$ -	\$ -	\$ -	\$ -	\$ 120,510
MISC REVENUE	\$ -	\$ -	\$ -	\$ -	\$ 4,000
TAP FEES	\$ 29,500	\$ 7,000	\$ 29,500	\$ 7,000	\$ 25,000
SALE OF ASSETS - SEWAGE	\$ -	\$ -	\$ -	\$ -	\$ -
CUST ACCT FEES	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER REV	\$ -	\$ -	\$ -	\$ -	\$ -
ADMIN ALLOC SEW COLLECT	\$ (139,751)	\$ 6,596	\$ (139,751)	\$ 6,596	\$ 9,158
INT/INVEST INCOME	\$ -	\$ -	\$ -	\$ -	\$ -
STATE GRANTS	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFER FROM CIP_SEWER	\$ 88,290	\$ -	\$ 88,290	\$ -	\$ -
ADMIN ALLOC SEWAGE	\$ 159,131	\$ -	\$ 159,131	\$ -	\$ -
OTHER REVENUES (SEWER)	\$ 142,169	\$ 13,596	\$ 142,169	\$ 13,596	\$ 161,868

OTHER REVENUES (TOTAL)	\$ 243,230	\$ 36,916	\$ 243,230	\$ 36,916	\$ 200,726
AS BUDGET	\$ 33,082	\$ 43,989	\$ 33,082	\$ 43,989	Not Applicable
% ACTUAL TO BUDGET	735.24%	83.92%	735.24%	83.92%	Not Applicable

TOTAL REVENUES (ACTUAL)	\$ 987,389	\$ 217,473	\$ 987,389	\$ 217,473	\$ 9,562,419
AS BUDGET	\$ 758,082	\$ 749,072	\$ 758,082	\$ 749,072	Not Applicable
% ACTUAL TO BUDGET	130.25%	29.03%	130.25%	29.03%	Not Applicable

PERSONNEL	\$	143,318	\$	159,365	\$	143,318	\$	159,365	\$	1,904,149
CONTRACTED SERVICES	\$	10,123	\$	38,585	\$	10,123	\$	38,585	\$	582,623
SUPPLIES	\$	152,077	\$	81,850	\$	152,077	\$	81,850	\$	2,686,599
CAPITAL OUTLAY	\$	276,788	\$	257,987	\$	276,788	\$	257,987	\$	4,765,034
FUND TRANSFERS	\$	41,759	\$	33,488	\$	41,759	\$	33,488	\$	522,229
TOTAL	\$	624,065	\$	571,275	\$	624,065	\$	571,275	\$	10,460,635

WATER

WATER TREATMENT PLANT

PERSONNEL

Compensation	\$	17,355	\$	42,630	\$	17,355	\$	42,630	\$	262,378
PERSONNEL (ACTUAL)	\$	30,193	\$	69,242	\$	30,193	\$	69,242	\$	364,631
AS BUDGET	\$	40,396	\$	80,502	\$	40,396	\$	80,502		Not Applicable
% ACTUAL TO BUDGET		74.74%		86.01%		74.74%		86.01%		Not Applicable

CONTRACTED SERVICES

CONTRACTED SERVICES (ACTUAL)	\$	2,429	\$	8,672	\$	2,429	\$	8,672	\$	192,079
AS BUDGET	\$	24,073	\$	32,204	\$	24,073	\$	32,204		Not Applicable
% ACTUAL TO BUDGET		10.09%		26.93%		10.09%		26.93%		Not Applicable

SUPPLIES

SUPPLIES (ACTUAL)	\$	31,454	\$	43,598	\$	31,454	\$	43,598	\$	611,641
AS BUDGET	\$	53,446	\$	66,591	\$	53,446	\$	66,591		Not Applicable
% ACTUAL TO BUDGET		58.85%		65.47%		58.85%		65.47%		Not Applicable

CAPITAL OUTLAY

Capital Expenditures	\$	-	\$	-	\$	-	\$	-	\$	89,357
CAPITAL OUTLAY (ACTUAL)	\$	164,206	\$	155,431	\$	164,206	\$	155,431	\$	2,311,763
AS BUDGET	\$	77,779	\$	56,015	\$	77,779	\$	56,015		Not Applicable
% ACTUAL TO BUDGET		211.12%		277.48%		211.12%		277.48%		Not Applicable

FUND TRANSFERS

FUND TRANSFERS (ACTUAL)	\$	22,555	\$	18,020	\$	22,555	\$	18,020	\$	286,188
AS BUDGET	\$	62,280	\$	-	\$	62,280	\$	-		Not Applicable
% ACTUAL TO BUDGET		36.22%		0.00%		36.22%		0.00%		Not Applicable

WATER DISTRIBUTION SYSTEM

PERSONNEL

PERSONNEL (ACTUAL)	\$	37,622	\$	-	\$	37,622	\$	-	\$	513,793
AS BUDGET	\$	44,288	\$	-	\$	44,288	\$	-		Not Applicable
% ACTUAL TO BUDGET		84.95%		0.00%		84.95%		0.00%		Not Applicable

CONTRACTED SERVICES

CONTRACTED SERVICES (ACTUAL)	\$	2,702	\$	-	\$	2,702	\$	-	\$	76,645
AS BUDGET	\$	9,638	\$	-	\$	9,638	\$	-		Not Applicable
% ACTUAL TO BUDGET		28.04%		0.00%		28.04%		0.00%		Not Applicable

SUPPLIES

SUPPLIES (ACTUAL)	\$	1,282	\$	-	\$	1,282	\$	-	\$	255,683
AS BUDGET	\$	15,425	\$	-	\$	15,425	\$	-		Not Applicable
% ACTUAL TO BUDGET		8.31%		0.00%		8.31%		0.00%		Not Applicable

CAPITAL OUTLAY

CAPITAL OUTLAY (ACTUAL)	\$	-	\$	-	\$	-	\$	-	\$	862,783
AS BUDGET	\$	-	\$	-	\$	-	\$	-		Not Applicable
% ACTUAL TO BUDGET		0.00%		0.00%		0.00%		0.00%		Not Applicable

TOTAL WATER EXPENSES (ACTUAL)	\$	292,443	\$	294,964	\$	292,443	\$	294,964	\$	5,475,207
AS BUDGET	\$	327,324	\$	235,312	\$	327,324	\$	235,312		Not Applicable
% ACTUAL TO BUDGET		89.34%		125.35%		89.34%		125.35%		Not Applicable

WASTEWATER

STORMWATER

PERSONNEL

PERSONNEL (ACTUAL)	\$	20,268	\$	90,123	\$	20,268	\$	90,123	\$	164,655
AS BUDGET	\$	29,444	\$	77,896	\$	29,444	\$	77,896		Not Applicable
% ACTUAL TO BUDGET		68.84%		115.70%		68.84%		115.70%		Not Applicable

CONTRACTED SERVICES

CONTRACTED SERVICES (ACTUAL)	\$	15	\$	29,912	\$	15	\$	29,912	\$	(13,497)
AS BUDGET	\$	5,384	\$	32,450	\$	5,384	\$	32,450		Not Applicable
% ACTUAL TO BUDGET		0.28%		92.18%		0.28%		92.18%		Not Applicable

SUPPLIES

SUPPLIES (ACTUAL)	\$	177	\$	38,252	\$	177	\$	38,252	\$	(2,433)
AS BUDGET	\$	53,446	\$	66,591	\$	53,446	\$	66,591		Not Applicable
% ACTUAL TO BUDGET		0.33%		57.44%		0.33%		57.44%		Not Applicable

CAPITAL OUTLAY

Capital Expenditures	\$	-	\$	-	\$	-	\$	-	\$	63,600
CAPITAL OUTLAY (ACTUAL)	\$	112,582	\$	102,556	\$	112,582	\$	102,556	\$	1,590,488
AS BUDGET	\$	110,346	\$	55,987	\$	110,346	\$	55,987		Not Applicable
% ACTUAL TO BUDGET		102.03%		183.18%		102.03%		183.18%		Not Applicable

SEWAGE

FUND TRANSFERS

FUND TRANSFERS (ACTUAL)	\$	19,203	\$	15,468	\$	19,203	\$	15,468	\$	236,042
AS BUDGET	\$	50,600	\$	52,467	\$	50,600	\$	52,467		Not Applicable
% ACTUAL TO BUDGET		37.95%		29.48%		37.95%		29.48%		Not Applicable

SEWAGE COLLECTION

PERSONNEL

PERSONNEL (ACTUAL)	\$	26,456	\$	-	\$	26,456	\$	-	\$	456,669
AS BUDGET	\$	31,374	\$	-	\$	31,374	\$	-		Not Applicable
% ACTUAL TO BUDGET		84.33%		0.00%		84.33%		0.00%		Not Applicable

CONTRACTED SERVICES

CONTRACTED SERVICES (ACTUAL)	\$	3,013	\$	-	\$	3,013	\$	-	\$	101,339
AS BUDGET	\$	6,937	\$	-	\$	6,937	\$	-		Not Applicable
% ACTUAL TO BUDGET		43.43%		0.00%		43.43%		0.00%		Not Applicable

SUPPLIES

SUPPLIES (ACTUAL)	\$	303	\$	-	\$	303	\$	-	\$	945,843
AS BUDGET	\$	9,703	\$	-	\$	9,703	\$	-		Not Applicable
% ACTUAL TO BUDGET		3.13%		0.00%		3.13%		0.00%		Not Applicable

SEWAGE TREATMENT

PERSONNEL

PERSONNEL (ACTUAL)	\$	28,778	\$	-	\$	28,778	\$	-	\$	404,400
AS BUDGET	\$	33,793	\$	-	\$	33,793	\$	-		Not Applicable
% ACTUAL TO BUDGET		85.16%		0.00%		85.16%		0.00%		Not Applicable

CONTRACTED SERVICES

CONTRACTED SERVICES (ACTUAL)	\$	1,965	\$	-	\$	1,965	\$	-	\$	226,056
AS BUDGET	\$	53,200	\$	-	\$	53,200	\$	-		Not Applicable
% ACTUAL TO BUDGET		3.69%		0.00%		3.69%		0.00%		Not Applicable

SUPPLIES

SUPPLIES (ACTUAL)	\$	118,861	\$	-	\$	118,861	\$	-	\$	875,866
AS BUDGET	\$	54,463	\$	-	\$	54,463	\$	-		Not Applicable
% ACTUAL TO BUDGET		218.24%		0.00%		218.24%		0.00%		Not Applicable

TOTAL EXPENSES (ACTUAL)	\$	331,622	\$	276,311	\$	331,622	\$	276,311	\$	4,985,428
AS BUDGET	\$	438,689	\$	285,391	\$	438,689	\$	285,391		Not Applicable
% ACTUAL TO BUDGET		75.59%		96.82%		75.59%		96.82%		Not Applicable

MONTHLY DIRECTOR'S REPORT

REPORTING PERIOD: 01/2019 | FY 2019



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DETAIL EXPENSES	7-9

CITY OF MONROE: NATURAL GAS FUND OVERVIEW

	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	Jun 2019	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	FY 2019	AS BUDGET	FY 2018
REVENUES	\$ 0.639M												\$ 0.639M	\$ 0.310M	\$ 0.161M
PERSONNEL COSTS	\$ 0.035M												\$ 0.035M	\$ 0.042M	\$ 0.052M
CONTRACTED SVC	\$ 0.053M												\$ 0.053M	\$ 0.018M	\$ 0.007M
SUPPLIES	\$ 0.312M												\$ 0.312M	\$ 0.143M	\$ 0.230M
CAPITAL OUTLAY	\$ -												\$ -	\$ -	\$ -
FUND TRANSFERS	\$ 0.073M												\$ 0.073M	\$ 0.075M	\$ 0.042M
EXPENSES	\$ 0.472M												\$ 0.472M	\$ 0.279M	\$ 0.331M
MARGIN	\$ 0.167M												\$ 0.167M	\$ 0.032M	\$ (0.169M)

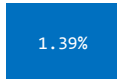
12-MO PURCHASED CCF's



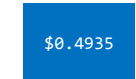
12-MO RETAIL CCF's



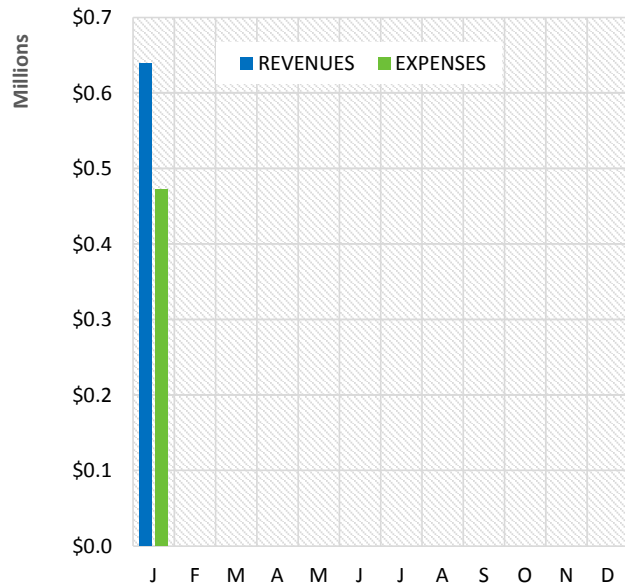
12-MO LINE LOSS



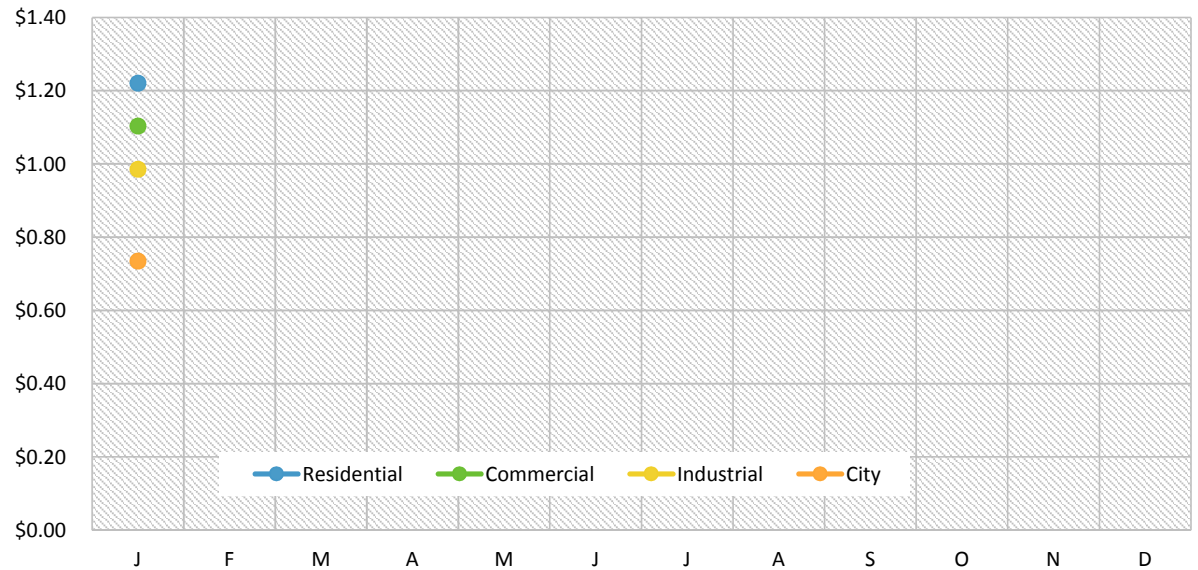
AVERAGE COST PER CCF



REVENUES vs. EXPENSES



AVERAGE \$/CCF



RETAIL SALES REPORT

Jan 2019 Feb 2019 Mar 2019 Apr 2019 May 2019 Jun 2019 Jul 2019 Aug 2019 Sep 2019 Oct 2019 Nov 2019 Dec 2019

CUSTOMER COUNT

Residential	3,254
Commercial	561
Industrial	4
City	20
Total	3,842

Year-Over-Year Δ 1.86%

CCF

Residential	0.275M
Commercial	0.197M
Industrial	0.014M
City	0.015M
Total	0.543M

Year-Over-Year Δ 6.86%

REVENUE

Residential	\$ 0.336M
Commercial	\$ 0.217M
Industrial	\$ 0.014M
Other	\$ 0.039M
City	\$ 0.011M
Total	\$ 0.617M

Year-Over-Year Δ 16.09%

SALES STATISTICS

Jan 2019 Feb 2019 Mar 2019 Apr 2019 May 2019 Jun 2019 Jul 2019 Aug 2019 Sep 2019 Oct 2019 Nov 2019 Dec 2019 YTD

AVERAGE CCF/CUSTOMER

Residential	85	85
Commercial	351	351
Industrial	3,612	3,612
City	758	758

AVERAGE \$/CUSTOMER

Residential	\$103	\$103
Commercial	\$387	\$387
Industrial	\$3,560	\$3,560
City	\$557	\$557

AVERAGE \$/CCF

Residential	\$1.2206	\$1.2206
Commercial	\$1.1034	\$1.1034
Industrial	\$0.9855	\$0.9855
City	\$0.7346	\$0.7346
Average	\$1.0110	\$1.0110

	Jan 2019	Jan 2018	FY2019 YTD	FY2018 YTD	MOST RECENT 12-MONTH
Natural Gas Supply Cost					
Capacity Reservation Fees	\$ 53,834	\$ 53,909	\$ 53,834	\$ 53,909	\$ 493,720
Demand Storage/Peaking Services	\$ 1,580	\$ 1,580	\$ 1,580	\$ 1,580	\$ 18,601
Supply Charges	\$ 269,506	\$ 185,665	\$ 269,506	\$ 185,665	\$ 1,135,642
Gas Authority Supply Charges	\$ 8,551	\$ -	\$ 8,551	\$ -	\$ 53,240
Gas Authority Charges	\$ (23,673)	\$ (16,596)	\$ (23,673)	\$ (16,596)	\$ (85,519)
P.A.C.E	300	300	300	300	3,600
APGA Annual Dues	-	-	-	-	2,973
Other	2,862	3,578	2,862	3,578	22,215
TOTAL MGAG BILL	\$ 312,960	\$ 228,436	\$ 312,960	\$ 228,436	\$ 1,644,472

DELIVERED SUPPLY

Volume CCF	558,820	566,030	558,820	566,030	3,407,940
Volume Dth (MGAG)	547,760	551,740	547,760	551,740	3,332,110

*Dth (dekatherm) is the measured of gas volume. Dth to Ccf (Centi Cubic Feet) conversion is based on the BTU fuel content

UNIT COSTS					
\$/Dth	0.5713	0.4140	0.5713	0.4140	0.4935
\$/CCF	0.5600	0.4036	0.5600	0.4036	0.4825

MOST RECENT
12-MONTH

Jan 2019 Jan 2018 FY2019 YTD FY2018 YTD

SALES REVENUES

NATURAL GAS SALES	\$	616,756	\$	153,675	\$	616,756	\$	153,675	\$	4,356,035
SALES REVENUES (ACTUAL)	\$	616,756	\$	153,675	\$	616,756	\$	153,675	\$	4,356,035
AS BUDGET	\$	292,619	\$	286,932	\$	292,619	\$	286,932		Not Applicable
% ACTUAL TO BUDGET		210.77%		53.56%		210.77%		53.56%		Not Applicable

Note on Natural Gas Sales: Detail break-down for individual rate class is shown in NATURAL GAS RETAIL SALES section.

OTHER REVENUES

OP REVENUE		-		-		-		-		-
MISC REVENUE		800		-		800		-		989
CONTRIBUTED CAPITAL		-		-		-		-		-
SALE FIXED ASSETS		-		-		-		-		-
TAP FEES		6,058		2,800		6,058		2,800		31,683
OTHER REV		-		-		-		-		-
ADMIN ALLOC		15,630		4,884		15,630		4,884		131,977
INT/INVEST INCOME		-		-		-		-		-
STATE GRANTS		-		-		-		-		-
MGAG REBATE		-		-		-		-		91,524
TRANSFER FROM CIP		-		-		-		-		593,686
OTHER REVENUES (ACTUAL)	\$	22,488	\$	7,684	\$	22,488	\$	7,684	\$	849,858
AS BUDGET	\$	17,431	\$	16,169	\$	17,431	\$	16,169		Not Applicable
% ACTUAL TO BUDGET		129.01%		47.52%		129.01%		47.52%		Not Applicable

TOTAL REVENUES (ACTUAL)	\$	639,244	\$	161,358	\$	639,244	\$	161,358	\$	5,205,894
AS BUDGET	\$	310,051	\$	303,101	\$	310,051	\$	303,101		Not Applicable
% ACTUAL TO BUDGET		206.17%		53.24%		206.17%		53.24%		Not Applicable

	Jan 2019	Jan 2018	FY2019 YTD	FY2018 YTD	12-MONTH
PERSONNEL					
Compensation	\$ 19,503	\$ 30,984	\$ 19,503	\$ 30,984	\$ 294,173
Benefits	15,066	20,536	15,066	20,536	229,572
PERSONNEL (ACTUAL)	\$ 34,568	\$ 51,583	\$ 34,568	\$ 51,583	\$ 523,883
AS BUDGET	\$ 42,400	\$ 41,863	\$ 42,400	\$ 41,863	Not Applicable
% ACTUAL TO BUDGET	81.53%	123.22%	81.53%	123.22%	Not Applicable

CONTRACTED SERVICES

Consulting	\$ -	\$ -	\$ -	\$ -	\$ 16,418
Util Protect Ctr	-	-	-	-	-
Landfill Fees	-	-	-	-	110
Custodial Service	-	-	-	-	-
Lawn & Maint	-	-	-	-	-
Holiday Events	-	-	-	-	289
Security Sys	-	-	-	-	-
Equipment Rep & Maint	-	-	-	-	20,108
Vehicle Rep & Maint Outside	-	-	-	-	511
R&M System - Outside	46,944	525	46,944	525	77,148
Maintenance Contracts	159	467	159	467	5,346
Equip Rent/Lease	188	244	188	244	2,458
Pole Equip Rent/Lease	-	-	-	-	-
Equipment Rental	20	-	20	-	237
Repairs & Maintenance (Outside)	-	-	-	-	-
Landfill Fees	-	-	-	-	-
Maint Contracts	-	-	-	-	-
Other Contract Svcs	-	3,647	-	3,647	(3,647)
Comm Svcs	162	162	162	162	8,179
Postage	-	-	-	-	816
Adverstising	-	-	-	-	682
Mkt Expense	2,800	2,371	2,800	2,371	33,038
Printing	-	-	-	-	-
Util Bill Print Svcs	-	-	-	-	-
Dues & Sub	-	-	-	-	-
Travel	-	-	-	-	1,523
Fees	-	-	-	-	1,396
Ga Dept Rev Fee	-	-	-	-	50
Training & Ed	-	-	-	-	14,792
Gen Liab Ins	-	-	-	-	-
Uniform Rent	-	-	-	-	-
Contract Labor	2,851	-	2,851	-	25,073
Shipping/Freight	-	-	-	-	105
CONTRACTED SERVICES (ACTUAL)	\$ 53,125	\$ 7,417	\$ 53,125	\$ 7,417	\$ 204,631
AS BUDGET	\$ 18,171	\$ 18,323	\$ 18,171	\$ 18,323	Not Applicable

	Jan 2019	Jan 2018	FY2019 YTD	FY2018 YTD	12-MONTH
% ACTUAL TO BUDGET	292.36%	40.48%	292.36%	40.48%	Not Applicable
SUPPLIES					
Gas Cost	309,798	224,558	309,798	224,558	1,391,104
Office Supplies	-	-	-	-	3,290
Postage	-	-	-	-	-
Auto Parts	-	-	-	-	1,680
Damage Claims	471	-	471	-	10,604
Tires	-	-	-	-	771
Uniform Expense	-	-	-	-	5,850
Janitorial	89	34	89	34	947
Computer Equipment	-	-	-	-	122
Equipment Parts	-	-	-	-	7,899
Repair & Maintenance	1,185	5,110	1,185	5,110	67,499
Util Costs - Util Fund	349	332	349	332	4,012
Util Cost - Other Fund	-	-	-	-	-
Mileage Reimb	-	-	-	-	-
Auto & Truck Fuel	-	-	-	-	15,947
Food	-	-	-	-	728
Sm Tool & Min Equip	-	-	-	-	18,363
Meters	-	-	-	-	2,988
Sm Oper Supplies	(110)	64	(110)	64	12,613
Construction Material	-	-	-	-	-
Tires	-	-	-	-	-
Uniform Exp	-	-	-	-	-
Repairs & Maintenance (Inside)	-	-	-	-	-
Equip Pur (<\$5M)	-	-	-	-	-
Dam Claims	-	-	-	-	-
Misc	-	-	-	-	-
SUPPLIES (ACTUAL)	\$ 311,783	\$ 230,097	\$ 311,783	\$ 230,097	\$ 1,544,417
AS BUDGET	\$ 143,332	\$ 11,186	\$ 143,332	\$ 11,186	Not Applicable
% ACTUAL TO BUDGET	217.52%	2057.04%	217.52%	2057.04%	Not Applicable
CAPITAL OUTLAY					
Cip	\$ -	\$ -	\$ -	\$ -	\$ 656,695
Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Amortization Def Chg 2016 Bond	\$ 1,080	\$ -	\$ 1,080	\$ -	\$ 5,400
Depr Exp	\$ 11,680	\$ 11,680	\$ 11,680	\$ 11,680	\$ 140,155
Int Exp 2016 Rev Bond	3,296	3,752	3,296	3,752	42,738
CAPITAL OUTLAY (ACTUAL)	\$ 16,055	\$ 15,431	\$ 16,055	\$ 15,431	\$ 844,989
AS BUDGET	\$ 3,560	\$ 3,600	\$ 3,560	\$ 3,600	Not Applicable
% ACTUAL TO BUDGET	451.00%	428.70%	451.00%	428.70%	Not Applicable

	Jan 2019	Jan 2018	FY2019 YTD	FY2018 YTD	12-MONTH
FUND TRANSFERS					
Admin Alloc - Adm Exp	\$ 29,851	\$ 10,121	\$ 29,851	\$ 10,121	\$ 447,248
Transfer To Gf	26,779	16,014	26,779	16,014	232,471
Transfer To Cip	-	-	-	-	-
Transfer - Insurance	-	-	-	-	-
FUND TRANSFERS (ACTUAL)	\$ 56,630	\$ 26,136	\$ 56,630	\$ 26,136	\$ 679,719
AS BUDGET	\$ 71,038	\$ 65,930	\$ 71,038	\$ 65,930	Not Applicable
% ACTUAL TO BUDGET	79.72%	39.64%	79.72%	39.64%	Not Applicable
TOTAL EXPENSES (ACTUAL)	\$ 472,161	\$ 330,664	\$ 472,161	\$ 330,664	\$ 3,797,639
AS BUDGET	\$ 278,500	\$ 140,902	\$ 278,500	\$ 140,902	Not Applicable
% ACTUAL TO BUDGET	169.54%	234.68%	169.54%	234.68%	Not Applicable



To: Mayor, Utility Committee, & City Council
From: Rodney Middlebrooks
Department: Natural Gas
Date: 02/26/2019
Subject: Bankers Grove Regulator Station Removal

Budget Account/Project Name: 520-4700-522203

Funding Source: R & M - Outside

Budget Allocation: \$85,000.00

Budget Available: \$38,055.55

Requested Expense: \$22,320.00

Company of Purchase: Harrison & Harrison

Description:

This job consist of installing 880' of 2" plastic gas line along Banker's Grove Blvd from Michael Etchison to West Spring St.

Background:

During a recent PSC inspection, it was determine no valve exist to control the regulator station at the corner of Banker's Blvd & Spring Street. A valve is necessary to control the regulator station in the event of an emergency. During the inspection it was determined that the regulator station could be removed and gas fed from Michael Etchinson Rd. By removing the station, we'll move an eye sore along the corner and also eliminate the drainage issues caused by the station being in the path of the ditch along side of road.

Attachment(s):

3 bids attached
 Harrison & Harrison
 Southern Pipeline
 D. Lance Souther Inc.


Harrison & Harrison, Inc.


P O Box 5635
Athens, GA. 30604
(706)549-2555
(706)549-1504

City of Monroe, Georgia
Attention: Bryan Pittman

QUOTE

Quote Date: 1/2/2019
Job Name: City of Monroe, Ga
2" PE Gas Main on Bankers
Blvd. between Michael
Etchison Road &
W. Spring Street

DESCRIPTION	Unit Price	TOTAL
Install 2" PE Gas Main- Approximately 880 L.F.	\$14.00	\$12,320.00
Tie-Ins- 2 Each	\$1,000.00	\$2,000.00
4" Tap, Stop, Cut & Cap- 1	\$7,000.00	\$7,000.00
Removal of Regulator Station- 1	\$1,000.00	\$1,000.00
<p><u>Note:</u> Quantities above are approximate. We will invoice per amount of pipe footage installed, tie-ins made, & (taps, stops, cuts & caps made).</p>		
<p><u>Unit Prices:</u> Rock Removal- \$200.00 Per L.F.</p>		
<p>Respectfully Submitted,</p>		
		
<p>Michael Freeman Harrison & Harrison, Inc.</p>		
		<p>\$ 22,320.00</p>



Southern Pipeline

PO Box 98, Winder, GA 30680 | jphommaly@southernpipeline.org | Phone: (678) 963-5676

Bankers Grove BID
Monroe, GA

SOUTHERN PIPELINE
1/2/2019

County	City	Street	Pipe	Qty	Price	Total
Walton	Monroe	Bankers Grove	2"PLS MAIN	850	\$15.00	\$12,750.00
		4" CONTROL FITTING		1	\$5,000.00	\$5,000.00
		4" CUT AND CAP		1	\$2,000.00	\$2,000.00
		2" BOTTOM OUT CONTROL FITTING		1	\$1,500.00	\$1,500.00
		2" CUT AND CAP		1	\$500.00	\$500.00
		2"PLASTIC TIE-IN		1	\$1,000.00	\$1,000.00
		REMOVE OLD REG STATION		1	\$2,000.00	\$2,000.00
				Quantity		Subtotal Price
						\$24,750.00

Address #	Street Name	Tie/Renewal	LS/SS	Footage	Price	Extra ft
All plastic pipe can be fused together by electrofuse, butt weld, or socket fused.						
2" main must be installed at least 3'ft depth in coverage. Tracer wire must be installed with main.						
						Subtotal Price
						\$0.00

GRAND TOTAL
\$24,750.00



P.O. Box 6538
Macon, Georgia 31208
Tel :478-742-2292
Fax :478-742-3806
Email: edmund@dlsi.us

GALIC#UC300837

PROPOSAL

January 17, 2019

Bryan Pittman
City of Monroe
215 N Broad St.
Monroe, GA 30655
770-990-6680 c
bpittman@monroega.gov

Re: Bankers Grove Project

Mr. Bryan Pittman,

Please accept our Proposal to install 850lf of new 4" polyethylene pipe at Banker's Grove as discussed.

We have included 1 – HP cut and cap along with low pressure tie in work as required. Additionally, we have included the removal of the existing fence and regulator station. It is not assumed that the existing retaining wall will be in conflict but should it turn out to be in conflict a separate agreement will be made before any work continues in regards to how and how much. It is not expected to have any hard surface road cuts as the new tie-ins appear to be located in the grass. Should they be required, this work will be performed within our scope with final asphalt patch by the City of Monroe.

It is our intention to install this pipe using directional boring methods with minimal ground disturbance.

All work will be performed as per S.R.C.S. along with State and Federal requirements.

Project Cost \$ 37,500.00

Thank you.

Edmund Zammit
D. Lance Souther, Inc.
478-954-0113
edmund@dlsi.us



MARCH 2019
Monthly Report

CITY OF MONROE FIRE DEPT		2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019
		JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL-YTD	
INCIDENT REPORTS															
	FIRES	6												6	
	EMS/RESCUE	149												149	
	HAZARDOUS COND.	3												3	
	SERVICE CALL	13												13	
	GOOD INTENT	48												48	
	FALSE ALARMS	7												7	
	SEVER WEATHER	0												0	
	Total Service Calls	226	0	0	0	0	0	0	0	0	0	0	0	226	

Fire Loss/Save Report

	Loss	Saved
January	\$ 2,000.00	\$ -
February		
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		
TOTAL	\$ 2,000.00	\$ -

Fire Notes:

- Firefighter 2 testing/certification complete 2/16
- Recruit Training started 2/26



POLICE

DEPARTMENT

MONTHLY REPORT

MARCH

2019

COMPARISON OF CITATIONS 2018/2019

	Jan-18	Jan-19
CITATIONS/WARNINGS ISSUED:	425	381
ADJUDICATED/CLOSED CASES	532	483
FINES COLLECTED PER MONTH	\$45,236.50	\$87,034.20
YEAR TO DATE COLLECTED:	\$45,236.50	\$87,034.20

WALTON COUNTY 911

Radio Log Statistical Report, by Unit

<u>Unit</u>	<u>Unit Description</u>	<u>Number of Logs</u>
314	LAW ENFORCEMENT UNIT	3
316	LAW ENFORCEMENT UNIT	
317	LAW ENFORCEMENT UNIT	
323	LAW ENFORCEMENT UNIT	12
326	LAW ENFORCEMENT UNIT	1
327	LAW ENFORCEMENT UNIT	16
335	LAW ENFORCEMENT UNIT	1
340	LAW ENFORCEMENT UNIT	39
341	LAW ENFORCEMENT UNIT	30
342	LAW ENFORCEMENT UNIT	40
343	LAW ENFORCEMENT UNIT	13
344	LAW ENFORCEMENT UNIT	1
345	LAW ENFORCEMENT UNIT	1
346	LAW ENFORCEMENT UNIT	30
351	LAW ENFORCEMENT UNIT	2
352	LAW ENFORCEMENT UNIT	47
353	LAW ENFORCEMENT UNIT	3
356	LAW ENFORCEMENT UNIT	56
359	LAW ENFORCEMENT UNIT	1
360	LAW ENFORCEMENT UNIT	57
363	LAW ENFORCEMENT UNIT	4
364	LAW ENFORCEMENT UNIT	5
	Total Radio Logs:	364

Report Includes:

All dates between '00:00:0001/01/19' and '23:59:59 01/31/19', All agencies matching 'MPD', All zones, All units, All [encodes matching '1066', All shifts]



WALTON COUNTY 911

Law Total Incident Report, by Nature of Incident

Nature of Incident	Total Incidents
PIGHT VIOLENT	4
ANIMAL BITE	1
ANIMAL COMPLAINT	7
INJURED ANIMAL	4
PROWLER	3
ATTEMPTED BURGLARY	2
BURGLARY IN PROGRESS	7
BURGLARY REPORT	12
DOMESTIC NON-VIOLENT	80
DOMESTIC VIOLENT	2
ARMED ROBBERY	1
WARRANT SERVICE	31
SUBJECT WITH WEAPON	4
SUSPICIOUS PERSON	108
SUSPICIOUS VEHICLE	114
SUICIDE ATTEMPT	4
SUICIDE THREAT	5
KEYS LOCKED IN VEHICLE	121
ACCIDENT NO INJURIES	65
INJURY BY COMPLAINT	2
ACCIDENT WITH A DEER	1
ACCIDENT WITH INJURIES	
OFFICER INVOLVED ACCIDENT	
PERSON STRUCK WITH AUTO	2
ACCIDENT UNKNOWN INJURIES	7
ROAD HAZARD	8
HIT AND RUN	5
DIRECT TRAFFIC	3
TRANSPORT FOR BUSINESS	1
FUNERAL ESCORT	9
TRANSPORT	12
DISABLED VEHICLE	24
AREA/BLDG CHECK	1421
SEXUAL ASSAULT	6
BANK ALARM	
BUSINESS ALARM	48
RESIDENTIAL ALARM	37
SCHOOL ALARM	
DRAG RACING	1
SUBJECT IN CUSTODY	4
TRANSPORT TO COURT	6
TRANSPORT TO JAIL	4
DEMENTED PERSON NON-VIOLENT	10
STOLEN VEHICLE	4

<u>Nature of Incident</u>	<u>Total Incidents</u>
911 HANGUP	31
CONTROL SUBSTANCE PROBLEM	9
AGENCY ASSISTANCE	17
ASSAULT	6
ASSAULT PRIORITY 3	1
ASSAULT LAW ENFORCEMENT ONLY	3
CHILD CUSTODY DISPUTE	5
CIVIL ISSUE/DISPUTE	4
COUNTERFEIT MONEY	3
MISC CYBER CRIMES	1
DAMAGE TO PROPERTY	34
DISPUTE NON VIOLENT IN NATURE	69
DISPUTE VIOLENT IN NATURE	2
DISTURBING THE PEACE	7
Dead Body	2
LE ASSIST FOR EMS	21
ENTERING AN AUTO	20
EXTRA PATROL REQUEST	6
ASSIST FIRE DEPARTMENT	8
FIREARMS DISCHARGED	7
FOLLOW UP TO PREVIOUS CALL	3
FOUND PROPERTY	2
FRAUD	12
GUNSHOT WOUND PRIORITY I	1
HARRASSMENT	7
IDENTITY THEFT	1
ILLEGAL PARKING	10
JUVENILE RUNAWAY	1
JUVENILE COMPLAINT	11
JUVENILE PROBLEM -NO COMPLAINT	6
LOITERING	1
LOST ITEM REPORT	3
LOUD MUSIC COMPLAINT	9
MISSING PERSON	3
MISCELLANEOUS LAW INCIDENT	46
POWER LINES DOWN	
RECOVERED STOLEN PROPERTY	
ROAD RAGE	
PI-ONE CALLS/MAIL SCAMS	
SEARCH WARRANT	
SHOPLIFTING	16
STALKING	1
THEFT IN PROGRESS	1
THEFT REPORT	18
THREATS	4
TRAFFIC VIOLATION	432
TRESPASSING	2
UNKNOWN LAW PROBLEM	9
\INSECURE PREMISES	5
VEHICLE INSPECTION	6

<u>Nature of Incident</u>	<u>Total Incidents</u>
VIOLATION TPO	2
WELFARE CHECK	19

Total reported: 3086

Report Includes:

All dates between '00:00:00 01/01/19' and '23:59:59 01/31/19', All agencies matching 'MPD', All natures, All locations, All responsible officers, All dispositions, All clearance codes, All observed offenses, All reported offenses, All offense codes, All circumstance codes



To: City Council
From: Chief Bill Owens
Department: Fire
Date: 2/22/2019
Subject: Out of State Training

Budget Account/Project Name: Out of State Training

Funding Source: 100-3500-531300/100-3500-523700

Budget Allocation:	\$2500.00-	
	\$10,000.00	
Budget Available:	\$2500.00-	
	\$10,000.00	
Requested Expense:	\$165.00-\$371.95	Company of Purchase: N/A

Description:

Leading Change through Training-The focus is on preparing and motivating training officers and instructors to become their organization's change agents and getting firefighters to think about how the fire service can provide emergency response more effectively and efficiently.

High-Intensity Training Concepts-Training is a complex activity. It is not simply about checking a box, it is about the life or death of a firefighter. Training designed with a measurable outcome saves lives and increases efficiencies.

Background:

N/A

Attachment(s): Four

Per-Diem cost

Leading Change through Training class description

High Intensity Training class description

Registration Cost

CITY OF MONROE EXPENSE REPORT

Name: Michael Towe

Department: MFD

Date:	April 14th	April 15th	April 16th	April 17th	April 18th	April 19th	April 20th	April 21st	Totals
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
Miles Driven									-
Reimbursement	-	-	-	-	-	-	-	-	-
Parking & Tolls									-
Auto Rental									-
Taxi/Limo									-
Other Travel									-
Airfare									-
Transportation Total		-	-	-	-	-	-	-	-
Lodging									-
Registration Fee									-
Breakfast	15.00					15.00	15.00		45.00
Lunch	15.00					15.00	15.00		45.00
Dinner					25.00	25.00	25.00		75.00
Sub-Total Meals	30.00	-	-	-	25.00	55.00	55.00		165.00
Supplies/Equipment									-
Food Charged									-
Gas Charged									-
Entertainment									-
Other Expenses									-
Total Expenses/Day	-	-	-	-	-	-	-	-	-

Detailed Entertainment Record						
Date	Item	Persons		Place Name & Location	Business Purpose	Amount
		Entertained	Business			
						-
						-
						-
						-
						-
						-

Purpose of Trip	SUMMARY	
	Total Expenses	165.00
	Less Cash Advance	-
	Less Amount Charged To City	-
	Amount Due Employee	165.00
	Amount Due City	-


2-22-19
 Prepared By _____ Date _____


2/25/18
 Approved By _____ Date _____



Andy Blythe
 Station Manager/Operational Assurance
 Team
 Merseyside Fire and Rescue Service/UK
 United Kingdom

Instructor

Leadership/management

10:30 AM-12:15 PM

Lead from the Front: Fireground Tactics and Leadership

Room: 243-245

Format: Classroom Session (Single Speaker/1.45 HOUR)

The focus is on topics ranging from leadership principles to fireground tactics from the perspectives of case studies, the instructor's experience gained in a 36-year career on the Chicago Fire Department, and the differences between traditional ...read more...



Steve Chikerolis
 Deputy District Chief (Ret.)
 Chicago (IL) Fire Department
 United States

Instructor

Instruction/training

10:30 AM-12:15 PM

Leading Change Through Training

Room: 109-110

Format: Classroom Session (Single Speaker/1.45 HOUR)

The focus is on preparing and motivating training officers and instructors to become their organization's change agents and getting firefighters to think about how the fire service can provide emergency response more effectively and efficiently. Major ...read more...



Devon Wells
 President
 International Society of Fire Service
 Instructors (ISFSI)
 United States

Instructor

Company Officer

10:30 AM-12:15 PM

North Haven SWAT Explosion

Room: Wabash 3

Format: Classroom Session (Single Speaker/1.45 HOUR)

On May 2, 2018, a routine SWAT response to a residence for a barricaded subject resulted in an explosion in which nine police officers were injured. Today, fire departments are increasingly becoming involved in tactical scenarios ...read more...



Paul Januszewski
 Chief
 North Haven (CT) Fire Department
 United States

Instructor

Health

10:30 AM-12:15 PM

PFAS 101: What Are They and How These Chemicals Can Impact Firefighter Health and Environmental Health

Format: Classroom Session (Single Speaker/1.45 HOUR)

There are new concerns about an entire group of chemicals call PFAS: Per- and Polyfluorinated Alkyl Substances. They are showing up regularly in the news these days, and firefighters seem to be at ground ...read more...



Graham Peaslee
 Professor of Physics
 University of Notre Dame
 United States

Instructor

Engine Company

10:30 AM-12:15 PM

Pump Panel Pointers for Training and Operations

Room: 238-239



Format: Classroom Session (Single Speaker/1.45 HOUR)

The focus is on measures that can keep firefighters from becoming lost or trapped while engaging in aggressive firefighting operations in the high-risk environments: operating in basement/cellar/sub-cellars, operating on the floor or floors above, and operating ...read more...



Paul Mastronardi
Lieutenant
Fire Department City of New York
United States

Instructor

Company Officer

8:30 AM-10:15 AM

First-Due Tactics for the Urban Engine Boss

Room: 136-137

Format: Classroom Session (Single Speaker/1.45 HOUR)

The initial arrival considerations (first-due tactics) for urban-based company officers are the focus. The class covers assigning resources, managing engine company crews during emergency incidents, and debriefing calls and other major events. The instructor shares methods ...read more...



Sean Eagen
Captain
Buffalo, NY Fire Department
United States

Instructor

Strategy and Tactics

8:30 AM-10:15 AM

First-In Decisions for First-In Firefighters

Room: 127-128

Format: Classroom Session (Single Speaker/1.45 HOUR)

This presentation focuses on skill levels and draws from the instructor's experience of the past 15 years in a volunteer suburban setting and a more urban city setting. The presentation covers the founding principles of the ...read more...



Chad Menard
Captain/Paramedic
Madison Fire & Rescue
United States

Instructor

Instruction/training

8:30 AM-10:15 AM

High-Intensity Training Concepts

Room: 231-233

Format: Classroom Session (Single Speaker/1.45 HOUR)

Training is a complex activity. It is not simply about checking a box; it is about the life or death of a firefighter. Training designed with a measurable outcome saves lives and increases efficiencies. This class ...read more...



John Buckman, III
Chief Retired
Wildfire Studios
United States

Instructor

Health

8:30 AM-10:15 AM

NIOSH Evaluations of Concerns from "Truck Smoke" to "Heat Stroke"

Room: 107-108

Format: Classroom Session (Single Speaker/1.45 HOUR)

The focus is on the HHE program: recommendations for addressing health hazards firefighters may experience in the firehouse, during training, and during fire response. The results of several research projects assessing exposures to smoke from car ...read more...



Scott Brueck
Industrial Hygiene Team Lead
National Institute for Occupational Safety
and Health Health Hazard Evaluation
Program
United States

Instructor

Food - Budget
Training -



WE PUSH OUR FABRICS TO THE VERY LIMIT:

(https://www.goreprotectivefabrics.com/fire/sff?xcmp=ros_proud_fdic_us__reghomenov18)

Registration Dashboard

Sign out (/servlet/ar?evt_uid=333&site=)

Welcome back, Mike Towe

REGISTRATION TOOLS

Registration Tools

Our Registration interactive dashboard provides you with a central location to view your registration information, view your hotel information, re-send your confirmation letter and invite your colleagues to attend the show.

[VIEW DETAILS >](#)

Registration Tools

Name: Mike Towe Badge ID: 1232766

- Registration Information
- Demographic Information
- Session & Events Information
- Payment Information
- Hotel Information

Payment Information [EDIT INFORMATION](#)

Date	Description	Quantity	Rate
02/20/2019	One-Day Conference-Friday		\$365.00
02/20/2019	Registration Processing Fee	1	\$6.95
02/20/2019	(Payment) VISA PAYMENT XXXXXXXXXXXX6220		\$-371.95
	Balance:		\$0.00

371.95

Hotel Information
 (https://api.passkey.com/RegLink/API?
 UserName=COMPUAPI&Version=4.00.00&Password=38_b9fmbR&PartnerID=55062&Mode=S&UP=CreateBridgeAndRedirectResWeb&Destination=2&EventCode=FDI1AT0419516&EventID=49740516&firstName=Mike&lastName=Mike
 Officer&Address1=139 South Madison
 Avenue&CountryCode=US&City=Monroe&State=GA&WorkPhone=7706520609&ZipCode=30655&EmailAddress=mtowe@monroega.gov&Organization=City
 of Monroe Fire Depart)

Invite a Colleague (/servlet/ar?
 evt_uid=333&site=&login=MT6520609&pwd=1232766&goTo=InviteAFriend)

PAID
2-20-19
P



To: Public Safety Committee, City Council

From: Logan Propes, City Administrator
Chris Bailey, Director of Central Services
Robert Watts, Police Chief

Department: Public Safety

Date: 02/19/2019

Subject: Architectural & Engineering Services – Police Station / Municipal Court

Budget Account/Project Name: Capital Improvement Program (CIP)

Funding Source: Capital Improvement Program (CIP)

Budget Allocation: \$3,000,000.00

Budget Available: \$3,000,000.00

Requested Expense: \$122,100.00

Company of Purchase: Sizemore Group

Description:

Selection of Sizemore Group was made for the Design/Build project of the Police / Municipal Court Building. This request is for the Architectural & Engineering Services as provided for this project from the Sizemore Group for \$122,100.00. This will include, but is not limited to, Preliminary Design, Construction Documents, Bidding, and Construction Administration.

Background:

The City of Monroe is working diligently to perform the complete renovation of the Plaza Shopping Center to house the Police Station and Municipal Court Building for operation by the City of Monroe. This project led to the selection of Sizemore Group for professional services to complete this project in April 2018.

Attachment(s):

Fee Proposal – 6 pages



February 18, 2019

Mr. Chris Bailey
The City of Monroe
215 North Broad Street
Monroe, GA 30655

RE: City Police Headquarters and Municipal Court – Architectural and Engineering Professional Services

Dear Chris:

Once again, thank you for the opportunity to discuss the approach and design concepts for this project on January 23, 2019 and the follow up emails. It has been helpful to see your comments and better understand the parameters of the approach.

As the next step in that process, enclosed you will find the details related to our understanding of the scope for this first phase, and the professional architectural and engineering services we offer in response. Our base team has architecture, structural and mechanical, electrical, plumbing and fire protection (MEP) professionals.

We hope this meets your needs and expectations. Do know that we remain open to alternative approaches to better align our services with your needs and resources. Please contact us if you have any comments, questions or suggestions.

For the **Sizemore Group** Team,

Lily del C. Berrios, AIA
Principal and President

Cc: Accounting,
Bill de St. Aubin



This narrative outlines our understanding of the project scope, services, parameters of the work, and the fees associated with those services.

Background

In March 2018, the City of Monroe issued a request for Architectural and Engineering Services for the design of the new City Police and Municipal Court. These will be housed in a renovated facility of about 30,000 SF, part of an old shopping center. The details of the scope of work were provided in the RFP. As required, each team submitted design concepts. Those have been reviewed by the City and in April 2018, SG was advised they had been selected. There have been meetings and communications since that, including a scope proposed on August 1, 2018. At the time, it was pending final comments on the design concepts. On January 23, 2019, we met, got some feedback on the design concepts and discussed the overall approach to design, bid, and construction.

Scope of Work

In response to all of the above, we present the following approach and services, including developing design and preparing Construction Documents, additional support to the City of Monroe in the selection of a contractor, and providing Construction Administration. Professional areas under this scope are architecture, mep, structural, and specifications. Key assumptions used as a basis are:

- A. The work will focus on the interior and will not include:
 - a. Roof and related elements.
 - b. Site infrastructure upgrades or improvements.
 - c. Any major changes to the existing entrance, exterior wall, nor expansion of the footprint. These elements may be considered in a subsequent phase. (The design of this phase must allow for these to happen in the future.)
 - d. Structural reinforcement for seismic requirements.
- B. The City has set a target of approximately \$3,000,000 Total Project Cost for this phase. Allocation of that budget ranges as follows:
 - a. \$2,000,000 to \$2,200,000 for Construction Cost
 - b. \$500,000 to \$700,000 for Roof work
 - c. \$ 130,000 to \$150,000 for Professional Services (Arch, MEP, Structural)
 - d. \$120,000 to \$150,000 for Furniture and Equipment
- C. Design will be bid competitively. Sizemore Groups has been asked to provide additional assistance in the procurement.
- D. Permit by Contractor.
- E. Owner will select one of the options Sizemore Group submitted and will provide team with plans (can be mark ups) reflecting any minor modifications to the preferred option.
- F. We assume structural work is not extensive, but rather miscellaneous items related to mechanical units, small openings in walls, etc.
- G. No major exploratory investigation is needed on the part of the team
- H. Owner will supply:
 - a. Reasonably accurate drawings of existing.
 - b. Water flow test
 - c. Hazardous material reports.

- d. Any reports available regarding the design and current condition of the facility and site (infrastructure capacity and condition)

Description of Services

- A. Preliminary Design:
- Receive Notice to Proceed and drawings reflecting preferred design option.
 - Conduct a Kick Off meeting with representatives from the City of Monroe to review the design changes (from drawings), participants and goals.
 - At same time as Kick Off, conduct a more detailed walk through the facility to survey the existing area and verify the 'as-builts'.
 - Revise preliminary plans and drawings in response to comments received, the review of existing conditions, and code requirements. Set will include generic furniture layout of the spaces.
 - Develop MEP diagrams and brief narrative describing scope of work.
 - Review with City of Monroe and seek approval.
- B. Construction Documents:
- Upon approval of the preliminary set, SG will prepare bid-ready construction drawings indicating the layout and details for the interior and exterior architectural, structural, mechanical, electrical, fire protection and plumbing requirements. Deliverables will include:
 - Cover sheet with relevant code information for the project.
 - Demolition plan showing partitions and equipment to be removed.
 - Dimensioned plan including partition types for the project.
 - Reflected ceiling plan with light fixture locations and ceiling details.
 - Finish plan and schedule indicating the extent of finishes.
 - Interior elevations and details.
 - Door schedule.
 - Architectural specifications.
 - Engineering drawings to support modifications.
 - Conduct two (2) review and coordination meetings at approximately 50% and 95% completion, to review the progress of the drawings.
 - Following the 95% meeting, finalize the set to 100%
 - Conduct Final meeting for review and approval.
 - Finalize the CD set based on feedback
- C. Bidding (competitive)
- These service has been expanded to provide additional support in preparing content for request by providing an outline (or sample) of key elements to consider in a request for bid.
 - Attend pre-bid meeting
 - Respond to questions
 - Attend bid opening
 - Support in reviewing bid.
- D. Construction Administration

- Attendance at four (4) construction meetings on site to review the progress of construction.
- Review / respond to shop drawings, RFI's, or change orders.
- One Punchlist visit for the purpose of reaching Substantial Completion
- One Final Completion visit.
- Review of contractor close-out documents.

Notes:

- We assume permit by Contractor.
- Hazardous materials and any other exploratory investigations by Owner.
- We assume the existing building systems have capacity or access to additional capacity.

Proposed Fee

We will provide the above services on a lump sum basis, as illustrated below. This lump sum includes labor and reimbursable expenses.

Item One:

- A. Preliminary Design \$14,600
- B. Construction Documents \$70,000

Item Two:

- C. Bid Phase \$16,500 (or can be done Hourly)*

Item Three

- D. Construction Administration \$18,000 (or can be done Hourly)*

Reimbursable: Estimated at \$3,000

*Note – If these phases are done hourly, recommend City reserve an allowance in their budget for services.

Additional Services (available upon request)

The following services are available upon request. We have provided an estimate for those most relevant and recommend City reserve and allowance for them. Any service can be provided either at our standard hourly rates (see attached) or a fee can be negotiated in advance. None of these services will be undertaken without prior approval.

- Cost Estimating by others. (Estimated at \$5,000)
- Structural Upgrades due to Seismic (Estimated at \$12,000)
- Exploratory or destructive work to assess any hidden conditions.
- Record any additional information identified during exploratory work.
- Civil engineering services.
- Additional meetings beyond those listed above.
- Three dimensional renderings
- Phase Two Design – to include new main entrance, additional sally port, exterior windows and / or expansion
- Site Master Plan – to illustrate the potential for re-development of the entire property and its relationship to those surrounding it.

- FFE - Coordination with FF&E bidders including reviewing options, pricing and installation. Most of this work will be done parallel to the design of the space.
 - Conduct a Kick Off meeting with representatives from City of Monroe and FFE providers to review the scope of this effort.
 - Review FFE options and incorporate into layout
 - Conduct FFE Meeting One to review preliminary furniture plan
 - Develop plans, finishes and quantities
 - Conduct FFE Meeting Two to review final layouts and selections
 - Format Information to use in the Procurement Package *(Procurement by City)
 - Conduct FFE Meeting Three for final review and approval.
 - Submit layout for bidding and review Bids.
 - Review submittals
 - Monitor installation of furniture, including one punch list visit and one punch list follow up.
 - Final Close out

Contract Terms

Invoices will be sent on a monthly basis reflecting the percentage complete of the work. Payments will be due within 15 days of receipt. If the terms of this agreement are acceptable in its entirety, please indicate your acceptance by signing both copies and returning one original to our office. Or we propose using a standard AIA contract.

Proposed by:

Sizemore Group



Lily del C. Berrios, AIA
Principal and President

Accepted by:

City of Monroe

Name/Title

Date

APPENDIX A – Hourly Rates

SIZEMORE GROUP – 2019 Standard Billing Rates Range

Principals	\$225
Project Manager	\$163
Lead Programmer	\$163
Lead Planner	\$138
Planner	\$108
Lead Interior Designer	\$138
Architect	\$130
Intern Architect II	\$108
Intern Architect I	\$95
Coordinator	\$85
Special Services	Varies

SPENCER BRISTOL (MEP) – 2019 Standard Billing Rates Range

Project Executive	\$250
Engineering Directors	\$190
Commissioning Authority	\$190
Senior Engineer	\$170
Engineer	\$140
Designer	\$130
Administrative	\$95

SHEAR (Structural) – 2019 Standard Billing Rates Range

Partner	\$160
Senior Project Engineer, P.E.	\$140
Project Engineer, P.E.	\$125
Engineering Production	\$105
CAD Drafting	\$95
Administrative	\$75



To: Public Safety Committee, City Council

From: Logan Propes, City Administrator
Chris Bailey, Director of Central Services
Robert Watts, Police Chief

Department: Public Safety

Date: 02/19/2019

Subject: Roof & Exterior Wall Restoration – Police Station / Municipal Court

Budget Account/Project Name: Capital Improvement Program (CIP)

Funding Source: Capital Improvement Program (CIP)

Budget Allocation: \$3,000,000.00

Budget Available: \$3,000,000.00

Requested Expense: \$727,172.00

Company of Purchase: Garland/DBS

Description:

This request is for the restoration and replacement of the main roof, metal front roof, and exterior wall restoration by Garland/DBS for \$727,172.00 at the Police Station / Municipal Building. This is a standard request based on national contract and policy guidelines. Garland/DBS has performed multiple projects for the City of Monroe in past few years. This process will coincide with the final design and engineering of the Police Station / Municipal Building so that construction may begin at the conclusion of the exterior restoration of the building.

Background:

The City of Monroe is working diligently to perform the complete renovation of the Plaza Shopping Center to house the Police Station and Municipal Court Building for operation by the City of Monroe.

Attachment(s):

Services Proposal – 7 pages



Garland/DBS, Inc.
3800 East 91st Street
Cleveland, OH 44105
Phone: (800) 762-8225
Fax: (216) 883-2055



ROOFING MATERIAL AND SERVICES PROPOSAL

City of Monroe
Police Department
140 Blaine Street
Monroe, GA 30655

Date Submitted: 02/15/2019

Proposal #: 25-GA-180877

MICPA # 14-5903

Georgia General Contractor License #: GCCO003281

Purchase orders to be made out to: Garland/DBS, Inc.

Please Note: The following budget/estimate is being provided according to the pricing established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Cobb County, GA and U.S. Communities. This budget/estimate should be viewed as the maximum price an agency will be charged under the agreement. Garland/DBS, Inc. administered a competitive bid process for the project with the hopes of providing a lower market adjusted price whenever possible.

Scope of Work: Mod Bit Roof - Partial Tear Off and New Roof Installation

Preparation

1. Tear off the existing roof system as follows:
 - o Remove ballast from site
 - o Remove EPDM membrane from site
 - o Remove up to 300 sqft of wet ISO included in bid
 - o Leave existing 2" ISO in place
2. Install new wood nailers on top of the parapet wall as needed to allow for new coping installation.

Insulation

3. Install a new layer of mechanically attached 1.25" ISO insulation, down over the existing ISO in the approved fastening pattern as provided by the wind uplift calculations.
4. Install a new layer of fully adhered ½" inch Wood Fiber Board Prime board over the ISO using Generic Type III Asphalt, using the specified application rates as provided by the wind uplift calculations.
5. At parapet walls and units, install appropriate crickets to accommodate best drainage into the gutter.

Roof System

6. Install one ply of StressBase 120 Mod Bit Base Sheet over the wood fiber board in Type III Asphalt per specifications and installation details.
7. Install one ply of StressPly EUV FR Mineral Mod Bit Cap Sheet over the base sheet in Type III Asphalt per specifications and installation details.

Flashings

8. Install new 2-ply base flashings to all curbs and walls using the same rolls as above according to specifications and installation details.
9. On the front wall detail, install 12" mod bit flashings and terminate with a termination bar. Install a new surface mounted counter flashing on the cmu to cover the tbar and extend vertically 6" to allow for the KEEStone Membrane installation up the wall, adhered with bonding adhesive.
10. Terminate the top of the flashings using a tbar.
11. Install a new layer of Rmer Seal Self Adhered Membrane on top of the parapet wall that covers the nailer and tbar.
12. Three course all vertical base flashing laps using Silver-Flash and 6" Garmesh.
13. Install new boots, pitch pans, etc. on all details as needed using the proper details.

Metal and Misc. Details

14. Install new Pre-Fabricated Rmer Edge 24-gauge Kynar Coated Coping on all parapet walls. Install new counter flashing on all curbs or walls as needed formed from Rmer SS Flat Stock.
15. Install a new 18" Box Gutter and 4"x5" Downspouts on the rear of the building formed using Rmer SS Flat Stock.
16. Install Walk Pads at all entry points and at all equipment. Adhere them with Greenlock Structural Adhesive.
17. Replace all damaged storm collars and metal clamps as necessary.
18. Provide a 2 yr labor warranty from the contractor installing the roof system.

Mod Bit Roof - Line Item Pricing

Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
2.21	Tear-off & Dispose of Debris: SYSTEM TYPE Ballasted Single-Ply W/ Insulation - Metal Deck	\$ 1.78	300	SF	\$ 534
6.11.01	Roof Deck and Insulation Option: METAL ROOF DECK - HOT APPLICATION - ASTM D 312 TYPE III OR IV ASPHALT - INSULATION OPTION: - Mechanically Fasten Polyisocyanurate / Hot Mop Wood Fiber or Perlite to Provide an Average R-Value of 20 In Compliance with FM 1-90 Requirements	\$ 2.84	300	SF	\$ 852
	RS Means Online - Wood Framing, Miscellaneous, nailers, treated, wood construction - 06110245100	\$ 2.09	800	LF	\$ 1,672
23.172	Additional Repair Options Option 2 - R.S. Means	14%		%	\$ 234

2.64	Tear-off & Dispose of Debris: SYSTEM TYPE Ballasted Single-Ply to the Existing Insulation (Insulation to be Re-Used	\$ 1.38	34,075	SF	\$ 47,024
23.08	Miscellaneous Line Items: Remove & Dispose Ballast from Roof Surface	\$ 0.51	34,075	SF	\$ 17,378
6.11.01	Roof Deck and Insulation Option: METAL ROOF DECK - HOT APPLICATION - ASTM D 312 TYPE III OR IV ASPHALT - INSULATION OPTION: - Mechanically Fasten Polyisocyanurate / Hot Mop Wood Fiber or Perlite to Provide an Average R-Value of 20 In Compliance with FM 1-90 Requirements	\$ 2.84	34,075	SF	\$ 96,773
12.11.02	2-PLY ROOF SYSTEMS - COMBINATIONS OF A BASE PLY & A CAP SHEET (TOP PLY) PLEASE NOTE: BASE PLY & CAP SHEET COMBINATIONS MUST BE APPROVED BY THE MANUFACTURER: ROOF CONFIGURATION 1 Ply Modified Base Sheet Adhered in Hot ASTM D 312 Type III or IV Asphalt: BASE PLY OPTION: - ASTM D 6163 SBS Fiberglass Reinforced Modified Bituminous Sheet Material Type III - 220 lbf/in tensile	\$ 3.04	34,075	SF	\$ 103,588
12.22.05	2-PLY ROOF SYSTEMS - COMBINATIONS OF A BASE PLY & A CAP SHEET (TOP PLY) PLEASE NOTE: BASE PLY & CAP SHEET COMBINATIONS MUST BE APPROVED BY THE MANUFACTURER: ROOF CONFIGURATION 1 Ply Mineral Surfaced Cap Sheet Adhered in Hot ASTM D 312 Type III or IV Asphalt: ROOFING MEMBRANE OPTION: - ASTM D 6162 SBS Fiberglass/Polyester Reinforced Modified Bituminous Sheet Material Type III - Minimum of 600 lbf/in tensile	\$ 6.60	34,075	SF	\$ 224,895
20.11.05	NEW FLASHINGS FOR ROOFING SYSTEMS & RESTORATION OPTIONS: ROOF FLASHINGS FOR MODIFIED & COAL TAR PITCH ROOF SYSTEMS: Minimum 1 Ply of Base Flashing and Mineral Cap Sheet Installed in Hot ASTM D 312 Type III or IV Asphalt:FLASHING OPTION: - BASE PLY: SBS Modified Fiberglass Reinforced Base Flashing Ply w/ Tensile Strength of 215 lbf/in tensile (ASTM D 5147); TOP PLY: ASTM D 6162 SBS Fiberglass/Polyester Reinforced Modified Bituminous Sheet Material Type III - 600 lbf/in tensile	\$ 16.34	3,425	SF	\$ 55,965

12.14.01	2-PLY ROOF SYSTEMS - COMBINATIONS OF A BASE PLY & A CAP SHEET (TOP PLY) PLEASE NOTE: BASE PLY & CAP SHEET COMBINATIONS MUST BE APPROVED BY THE MANUFACTURER: ROOF CONFIGURATION 1 Ply of Self-Adhering Base Installed Using Self-Adhering Backing: BASE PLY OPTION: - SBS Modified Asphalt-Based, Polyester OR Fiberglass/Polyester OR Fiberglass Reinforced Self-Adhering Base Sheet - Minimum of 50 lbf/in tensile	\$ 2.56	3,425	SF	\$ 8,768
20.41.11	NEW FLASHINGS FOR ROOFING SYSTEMS & RESTORATION OPTIONS: Single-Ply Flashings - Fully Adhered Single-Ply Roof Flashings Installed on Corresponding Single-Ply Roof Systems (Self-Adhering Roof Applications Only): ROOF MEMBRANE OPTION: - ASTM D 6754 - Ketone Ethylene Ester (KEE) - 60 Mil Thickness	\$ 12.46	3,425	SF	\$ 42,676
23.144	Common Roof Repair Items: 3-Course Application; Mastic-Mesh-Mastic; 9" Wide Total; 6" Wide Mesh	\$ 5.60	800	LF	\$ 4,480
23.142	Roof Accessories: Termination bar, aluminum, 1/4" x 1"	\$ 2.27	620	LF	\$ 1,407
	Caulking Chart: 1/2" X 1/2" 1 Component Polyurethane	\$ 3.97	620	LF	\$ 2,461
23.112	Roof Drainage, Scuppers, Stacks, Curbs and Pitch Pockets: Pitch pocket, 24 gauge, GI, 8" x 8", with storm collar, hemmed to outside, soldered corners and seams	\$ 171.10	20	EA	\$ 3,422
	Metal Stretch-Out: 16" .050 Aluminum Surface Mounted Counterflashing with Six (6) Bends	\$ 10.37	620	LF	\$ 6,429
	Metal Stretch-Out: 24" .050 Aluminum Coping Cap with Five (5) Bends	\$ 12.32	620	LF	\$ 7,638
	Metal Stretch-Out: 48" .050 Aluminum Coping Cap with Five (5) Bends	\$ 18.12	220	LF	\$ 3,986
	Metal Stretch-Out: 18" .050 Aluminum Box Gutter with Five (5) Bends	\$ 10.87	185	LF	\$ 2,011
	Metal Stretch-Out: 20" .050 Aluminum Downspouts with Five (5) Bends	\$ 11.36	230	LF	\$ 2,613
23.153	Equipment: Forklift/Manlift Equipment Rental	\$ 123.00	35	DAY	\$ 4,305
	Sub-Totals After Multipliers				\$ 639,112

Mod Bit Roof:

Total Maximum Price of Line Items under the MICPA:	\$ 639,112
Proposal Price Based Upon Market Experience:	\$ 654,419

Garland/DBS Price Based Upon Local Market Competition:

Sentry Roofing Services LLC	\$	654,419
Innovative Roofing Group	\$	699,378
Eskola LLC	\$	732,816
Veteran Builders LLC	\$	984,511

Unforeseen Site Conditions

2" ISO Replacement \$ 5.13 per Square Foot

Scope of Work: Metal Roof - Roof Restoration**Preparation**

1. Pressure wash both metal roofs on the front to remove dirt and debris.

Roof System

2. Remove all failed sealants from the perimeter counter flashing metal on all 3 sides of each.
3. Install new sealants to all head flashings and step flashings using Tuff Stuff MS sealants.
4. Prime the roof areas and metal flashings using one coat of Rust-Go primer at the required application rates shown on the data sheets.
5. Coat both roof areas with 2 coats using a Sherwin Williams DTM Metal Roof Paint in a standard color to be chosen at a later date.

Metal and Misc. Details

6. Install a new 18" Box Gutter and 4"x5" Downspouts on the front of both roofs using Rmer SS Flat Stock.
7. Provide a 2 yr labor warranty from the contractor.

Metal Roof - Line Item Pricing

Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
	Labor & Materials - Eskola LLC	\$ 15,282.00	1	EA	\$ 15,282
	Sub Total Prior to Multipliers				\$ 15,282
23.171	Additional repair options: Option 1 - Estimating repairs can be done on a labor and material cost plus basis	14%		%	\$ 2,139.48
	Sub-Totals After Multipliers				\$ 17,421

Metal Roof:

Proposal Price Based Upon Market Experience: \$ 17,421

Garland/DBS Price Based Upon Local Market Competition:

Eskola LLC	\$ 17,421
Veteran Builders LLC	\$ 18,429
Sentry Roofing Services LLC	Declined to Bid
Innovative Roofing Group	Declined to Bid

Scope of Work: Exterior WallsPreparation

1. PRESSURE WASH BLOCKWALL AND EXTERIOR AREAS TO WHERE NEW MATERIALS ARE GOING TO BE APPLIED. ENSURE DIRT, OLD/LOOSE PAINT, MOLD AND DEBRIS ARE REMOVED.
2. USE GARLAND B-CLEAN MASONRY CLEANER IN ACCORDANCE WITH DATA SHEET WHERE MOLD OR EFFLORESCENCE CANNOT BE REMOVED BY PRESSURE WASHING.

Repairs

3. REPAIR ALL CRACKS IN BLOCK LARGER THAN 1" INCH USING GAR ROCK CONCRETE PATCH MATERIAL.
4. REMOVE ALL EXISTING WALL JOINT SEALANTS AND RESEAL WITH GREENLOCK XL SEALANT AND BACKER-ROD. THIS INCLUDES VERTICAL CONTROL JOINTS, ALONG WITH OTHER JOINTS THAT SEAL BLOCK TO BLOCK.
5. REMOVE ALL EXISTING WINDOW, DOOR, AND PENETRATION SEALANTS AND RESEAL WITH TUFF STUFF MS SEALANT AND BACKER-ROD.
6. REPAIR ALL CRACKS IN BLOCK LESS THAN 1" INCH USING GREENLOCK XL SEALANT.

Coating

7. APPLY BASE COAT OF ELASTOMERIC TUFF COAT AT 150 SQ FT PER GALLON TO ALL EXTERIOR SIDES OF THE BUILDING AND THE FRONT CANOPY ROOF. ALLOW MINIMUM TWO HOUR CURE.
8. APPLY TOP COAT OF ELASTOMERIC TUFF COAT AT 150 SQ FT PER GALLON TO ALL OF THE SAME AREAS AS FINAL COAT. THERE WILL BE 2 COLORS USED, SEE ATTACHED.

Exterior Walls - Line Item Pricing

Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
23.12	Miscellaneous Line Items: Caulking: Remove Existing Caulking & Clean and Prime Joint	\$ 1.15	250	LF	\$ 288
	1 Component Polyurethane - Joint Size 1/2" x 1/2"	\$ 3.97	250	LF	\$ 993
23.12	Miscellaneous Line Items: Caulking: Remove Existing Caulking & Clean and Prime Joint	\$ 1.15	150	LF	\$ 173
23.14	Miscellaneous Line Items: Install Backer Rod in Properly Prepared Opening, Polyethylene - 1/2" Diameter	\$ 0.65	150	LF	\$ 98

	1 Component Polyurethane - Joint Size 1/2" x 1/2"	\$ 3.97	150	LF	\$ 596
19.13	WALL COATINGS FOR COATING WALL SYSTEMS: ELASTOMERIC COATING FOR CMU WALL SYSTEM - Base Coat of Coating @ 1 Gallon per Sq. / Top Coat @ 1 Gallon per Sq. Applied as Specified	\$ 3.64	18,500	SF	\$ 67,340
23.153	Equipment: Forklift/Manlift Equipment Rental	\$ 123.00	20	DAY	\$ 2,460
23.156	Equipment: Manlift per day	\$ 90.00	20	DAY	\$ 1,800
	Sub-Totals After Multipliers				\$ 73,746

Exterior Walls:

Total Maximum Price of Line Items under the MICPA: \$ 73,746

Proposal Price Based Upon Market Experience: \$ 70,639

Garland/DBS Price Based Upon Local Market Competition:

Armor Waterproofing and Restoration LLC	\$ 70,639
Veteran Builders LLC	\$ 95,609
Pride Roofing, Inc.	\$ 108,151
Eskola LLC	\$ 172,221

Proposal Price Summary

Mod Bit Roof - Partial Tear Off and New Roof Installation: \$ 639,112

Metal Roof - Roof Restoration: \$ 17,421

Exterior Walls: \$ 70,639

Proposal Price Based Upon Market Experience (ALL SECTIONS): \$ 727,172

Potential issues that could arise during the construction phase of the project will be addressed via unit pricing for additional work beyond the scope of the specifications. This could range anywhere from wet insulation, to the replacement of deteriorated wood nailers. Proposal pricing valid through 5/1/2019.

If you have any questions regarding this proposal, please do not hesitate to call me at my number listed below.

Respectfully Submitted,

Matt Egan

Matt Egan
Garland/DBS, Inc.
(216) 430-3662



CODE

DEPARTMENT

MONTHLY REPORT

March

2019

The Code Department of the City of Monroe respectfully submits this report to the Mayor and Council. It is the intent of this report to highlight statistics, specific job duties, and any job functions related to the Code Department during the time period of January 1, 2019 thru January 31, 2019.

Statistics:

- Total Calls: 369
- Total Minutes: 17:34:37
- Total Minutes/Call: 2:51
- Code Inspections: 46
- Total Permits Written: 137
- Amount collected for permits: \$36,547.00
- Check postings for Miscellaneous Revenue: 359

Business/Alcohol Licenses new & renewals:

- **New Businesses:** 14
- Seehae Tax Service
- Wes' Lawn Care – residential
- Shamika Cooley LLC
- Rust & Dust Antiques dba Pickers Paradise – change of ownership
- Averell Floyd Construction – residential
- Heath Brooks LLC dba JCL Turfpro and Landscape – residential
- United Auto Sales Southeast – broker
- Fairway Independent Mortgage
- The Monroe Agency
- R.O.I. Painting & Remodeling – residential
- All The Things U Love – residential
- The Wonka Factory – auto repair
- Brown's Mobile Auto Repair – residential
- Young's Lawn Care and Landscaping – residential
- **Closed Businesses:** 1
- MVM Motorwerks

Major Projects

- Major Projects Permitted:
- Major Projects Ongoing: Silver Queen 125 N Wayne and Main Street Apartments 698 S broad Street

Code Department:

- Reconciling year end transactions for early business license payments
- Receiving business license payments (298), affidavits and identification.
- Making numerous phone calls regarding insufficient paperwork and/or incorrect amounts for license payments
- Processing paperwork for alcohol licenses
- Checking turn on list from utilities and contacting businesses that have not purchased business licenses
- Checking all businesses for delinquent city and county personal property taxes prior to accepting payments for licenses
- Researching state license requirements for businesses
- Updating spread sheets regarding business licenses, number of employees, E-Verify #'s etc.
- Applications for PTVR registrations
- Communicating with Tyler regarding problems and additional features that we need
- Preparing to mail out 2019 license for those who have renewed
- Preparing to mail out invoices for 2019 business/alcohol licenses not paid – printing individual invoices for businesses that have renewed.
- Issuing permits for Building, Electrical, Plumbing and HVAC
- Scheduling inspections for contractors.
- Entering district data into the property system for reports.
- Preparing agenda items for Planning & Zoning and Historic Preservation Meetings.
- Scheduling Planning and Zoning and Historic Preservation meetings and attending
- Taking minutes for Planning & Zoning and Historic Preservation meetings and preparing them
- Taking and recording complaints.
- Researching Zoning Inquiries.
- Responding online inquiries.
- Cleaning up expired permits.
- Preparing and reviewing permits for Bureau Veritas Billing
- Entering data for inspections being done into Blue Prince software
- Testing new Energov Software for Permitting and Business license
- Working on mapping document for Energov
- Inspecting and processing nuisance housing projects – see attached.

City Marshal:

- Patrolled city daily.
- Removed 51 signs from road way.
- 150 repair /cleanup orders and Re-inspections
- Transported city funds for deposit to banks daily.
- Investigated 4 utility tampering and theft cases. (4 citations issued)
- Represented city in Municipal Court.
- Completed 12 hours of P.O.S.T training.

Historic Preservation Commission:

Request for COA for a fence – 221 West Highland Avenue- COA granted

Request for COA for Exterior changes – 802 South Broad St. – COA granted

Planning Commission:

None

DEMOLITION AND CLEANUP			
ADDRESS	OWNER	DISPOSITION	NOTES
2016			
203 Bold Springs Ave	Bobby Carrell	Corp. building demolished.	Negotiated removal of the Corp. building by Dec. 15. The Rock Gym will be addressed in 2017. The remainder of the buildings will be secured from entry. No action taken on securing the buildings or the Rock Gym 02-17-17. This case to be escalated to ensure compliance. Owner to provide plan for disposal of demo debris and securing of the buildings by 03-03-17. Never done. Debris pile burned 4-21-17. Burned debris still not removed 05-10-17. A new case will be established without regard to any previous negotiations.
339 N. Madison Ave	Scott Collins	Property under contract. New owner to remodel.Sale to remodeler fell through. Case proceeding as originally intended.	No response sent to Attorney's office
408 Ash St	Arnold prop.	Trash being removed via dumpsters	Property cleanup underway. Legal action postponed as long as progress is being made.
410 Ash St	Arnold prop.	Trash being removed via dumpsters	Property cleanup underway. Legal action postponed as long as progress is being made.
412 Ash St	Arnold prop.	Trash being removed via dumpsters	Property cleanup underway. Legal action postponed as long as progress is being made.
510 Harris St	Premier Property Ventures LLC	Legal service underway	No response sent to Attorney's office
514 Harris St	Henry Albert Jackson Jr. c/o Mattie Bates	Legal service underway	No response sent to Attorney's office
1101 S. Madison Ave	Gaynor Bracewell	Legal service underway	Notice sent late 11-21-16
2017			
525 N. Broad St.	Matthew Kuruvilla	Pending Demo Memo and response 01-30-17	Exhibit "A" and pictures prepared. 30 days to respond. Owner has decided to demolish the building and The convenience store and redevelop the property in light of the Cities North Broad St. Project. Entered into agreement to remove in 60 Days from 02-06-17. No action taken to this point.04-13-17 Case to be forwarded to the City attorney. Demolition permit purchased 06-06-17. Demolition completed on structure. consent agreement is incomplete. Renewing action to ensure completion. Demolition complete.
400 Mill St.	CMA Development, LLC	Documenting deficiencies and Renewing case	Exhibit "A" and pictures prepared. 30 days to respond Demolition permit purchased 04-10-17 Demolition complete
421 Ash St.	Charlie and Tessie Ann Clark	Documenting deficiencies and Renewing case. Tack service to original owner. 04-10-17 Discovered that property was acquired by Michael Reese 03-07-17. We will have to add or substitute him as the defendant.	Exhibit "A" and pictures prepared. 30 days to respond. The case is going to court in May. New owner Michael Reese, who purchased in March at the tax sale is the current defendant and has been served. Reese indicated the original owners do not want to release redemption rights so the case will proceed as intended.
317 S. Madison Ave	Rivermeade Rentals / Hope Monroe	Demo Memo sent	Exhibit "A" and pictures prepared. 30 days to respond. Hope Monroe LLC Purchased a demolition permit. Demolition date is pending. Demolition Complete.
513 Roberts St.	Ada Lou Etchison / John Brown	Demo Memo sent / 04-07-17 Owner wants to enter into a consent order for demolition by the City. He cannot afford and is physically unable to remove the structure himself.	Exhibit "A" and pictures prepared. 30 days to respond. The owner has responded and is willing to sign off on a consent order allowing the City to remove the structure. He states he has neither the means or physical ability to do so this himself. Consent order to allow demolition by the City.
410 Ash St	Arnold prop.	Progress being made defacto land fill being removed.	permits pulled, clean up and demolition underway. Demolition complete
412 Ash St	Arnold prop.	Progress being made defacto land fill being removed.	permits pulled, clean up and demolition underway. Demolition complete
Colley St.	Colley Davis LLC	Gryffon investments pulled permit 03-28-17. Being removed 04-10-17	Demolition complete cleanup and grassing underway. Demolition complete
Colley St.	Colley Davis LLC	Gryffon investments pulled permit 03-28-17. Being removed 04-10-17	Demolition complete cleanup and grassing underway. Demolition complete
Colley St.	Colley Davis LLC	Gryffon investments pulled permit 03-28-17. Being removed 04-10-17	Demolition complete cleanup and grassing underway. Demolition complete
Bell St.	Colley Davis LLC	Gryffon investments pulled permit 03-28-17	Demolition complete cleanup and grassing underway. Demolition complete
Bell St.	Colley Davis LLC	Gryffon investments pulled permit 03-28-17	Demolition complete cleanup and grassing underway. Demolition complete

410 Davis St.	Open Wells LLC	Gryffon investments pulled permit 03-28-17	block building to be removed. Demolition complete.
830 HWY 138	Liberty First Bank	Demo Memo sent. Demo permit pulled / possible training burn for the FD	House address is 319 Carwood Dr. This property is to be used in a training burn 04-28-17. Demolition complete.
830 HWY 138	Liberty First Bank	additional structure being discussed for demolition. Lee Garrett has committed to addressing the additional structures and the open well on site.	Structures located at the end of Reed St.
339 N. Madison Ave.	Hope Monroe	Substitution of defendant from Scott Collins to Bill Shea then to Hope Monroe.	City seeking consent order. Hope Monroe negotiating for purchase and rehab. Awaiting purchase by Hope Monroe LLC, with a commitment to properly rehab the property. To be rehabed by Hope Monroe LLC. No action to date, 06-06-17. Still no progress 09-14-17 referred to attorneys for further action. This property is currently (09-25-17) being slated for demolition by Hope Monroe in order to build a new home in its place.
1101 S. Madison Ave	Bill Shea	Substitution of defendant from Gaynor Bracewell	City Seeking consent order. Consent order signed 04-13-17 with 120 days to rehab'd or demolished or after 150 days the City will Remove the structure. Currently under stop work order due to damaged asbestos siding for an environmental assesment. Owner attempting repairs to current code standards per consent agreement within 120 days. August 2017. Deadlines not met. The city will demolish this structure after securing an order from the Municipal court judge.
510 Harris St	Premier Property Ventures LLC	Legal service underway. Completed and heard in court.	No response sent to Attorney's office. Order to demolish obtained from Judge Samuels. Demolition complete
514 Harris St	Henry Albert Jackson Jr. c/o Mattie Bates	Legal service underway. Completed and heard in court.	No response sent to Attorney's office. Order to demolish obtained from Judge Samuels. Demolition complete
203 Bold Springs Ave	Bobby Carrell	Securing of Elem. School next step. Rock Gym is waiting for investor. Roof to be removed.	Negotiated removal of the Corp. building by Dec. 15, 2016. The Rock Gym will be addressed in 2017. The remainder of the buildings will be secured from entry. No action taken on securing the buildings or the Rock Gym 02-17-17. This case to be escalated to ensure compliance. Owner to provide plan for disposal of demo debris and securing of the buildings by 03-03-17. Never done. Debris pile burned 4-21-17. Burned debris still not removed 05-10-17. A new case will be established without regard to any previous negotiations. No response yet. Sent to city attorneys for processing. Defendant had the date changed because it conflicted with a trip he had planned. Solicitor, code office and the court had no knowledge of the change. Found out when a courtesy call to the defendant to appear was made.
417 Shamrock Dr.	Sadie Thornton	Held up by legal. Nuisance needs to be abated. Investigations have concluded. New investigations have arisen.	Owner desires to remove the nuisance. We need an order from the court for nuisance abatement. Working on a consent order to demolish as soon as new investigations are complete. Consent order in place awaiting completion of investigations or deadline whichever is first.
123 W. Marable St.	Sierra Hester	demo memo sent.	awaiting response to demo memo. The owner expressed the intent to demolish the structure. Demolition complete.
706 Marable St.	Bobby Carrell	demo memo sent.	awaiting response to demo memo. No response yet. Sent to city attorneys for processing. Supposed to be in court 08-31-17. Defendant had the date changed because it conflicted with a trip he had planned. Solicitor, code office and the court had no knowledge of the change. Found out when a courtesy call to the defendant to appear was made.
203 Bold Springs Ave	Bobby Carrell Corp building	Training burn, Debris never remove 09-25-17	Corps building burned debris and foundation remain. Nuisance building abated. Subsequent owner to remove debris and foundation.

1/2/2019	918 ALCOVY ST	OLD WOOD LIMB DEBRIS	R/C OPEN	1/17/2019	CLEANED
1/2/2019	912 ALCOVY ST	YARD NEED CUTTING, CLEANED	R/C OPEN	1/17/2019	CLEANED
1/3/2019	906 ALCOVY ST	JUNK IN YARD, PARKING IN GRASS	R/C OPEN	1/18/2019	CLEANED
1/3/2019	707 DAVIS ST	JUNK/TRASH IN YARD	R/C OPEN	1/18/2019	CLEANED
1/3/2019	117 W. MARABLE ST	JUNK IN YARD	R/C	1/18/2019	CLEANED UP
1/3/2019	127 W. MARABLE ST.	TRASH/JUNK IN YARD	R/C	1/18/2019	CLEANED UP
1/3/2019	118 GW CARVER DR.	TALL GRASS/WEEDS	R/C	1/18/2019	CUT
1/3/2019	808 CHURCH ST	OPEN OUTDOOR STORAGE	R/C OPEN	1/18/2019	CLEANED
1/4/2019	GODS LITTLE ACHA	OPEN OUTDOOR STORAGE	R/C OPEN	1/19/2019	MOVED
1/4/2019	410 PINE PARK ST.	JUNK/TRASH IN YARD	R/C/OPEN	1/19/2019	CLEANED
1/4/2019	904 RADFORD ST.	JUNK VEHICLE	R/C OPEN	1/19/2019	MOVED
1/4/2019	120 NORRIS ST.	TRASH IN YARD	R/C OPEN	1/19/2019	CLEANED UP
1/4/2019	609 GATEWOOD DR.	JUNK IN YARD	R/C OPEN	1/19/2019	CLEANED UP
1/7/2019	307 STOKES ST.	JUNK IN YARD	R/C/OPEN	1/20/2019	CLEANED
1/7/2019	127 W. MARABLE ST.	TRASH/JUNK IN YARD	R/C OPEN	1/20/2019	CLEANED
1/7/2019	117 W MARABLE ST.	JUNK IN YARD	R/C OPEN	1/20/2019	CLEANED
1/7/2019	418 WOODLAND RD	CAR PARKED IN FRONT YARD	R/C OPEN	1/20/2019	MOVED
1/7/2019	122 GLEN IRIS DR.	VEHICLE PARKED IN YARD	R/C OPEN	1/20/2019	MOVED
1/7/2019	209 GLEN IRIS DR.	JUNK IN YARD	R/C OPEN	1/20/2019	CLEANED UP
1/8/2019	407 PLANTATION DR.	PARKING ON PROPER SURFACE	R/C OPEN	1/21/2019	MOVED/ JAIL
1/8/2019	404 KNIGHT ST.	JUNK/TRASH IN YARD	R/C OPEN	1/21/2019	CLEANED
1/8/2019	511 S. MADISON AVE	OPEN DOOR ON RESIDENCE	R/C OPEN	1/21/2019	4-Oct
1/8/2019	1205 S. BROAD ST.	JUNK VEHICLES	R/C OPEN	1/21/2019	WORKING WITH PROPERTY OWNER
1/9/2019	521 S. MADISON AVE.	JUNK VEHICLES	R/C OPEN	1/22/2019	WORKING WITH PROPERTY OWNER
1/9/2019	525 LANDERS ST.	TALL GRASS/WEEDS	R/C OPEN	1/22/2019	CUT
1/9/2019	220 GLEN IRIS DR.	JUNK WOOD/TRASH IN YARD	R/C OPEN	1/22/2019	CLEANED
1/10/2019	201 INDIAN CREEK	COMMERCIAL EQUIPMENT (RESIDENCE)	R/C OPEN	1/23/2019	MOVED
1/10/2019	203 DOUGLAS ST.	TALL GRASS/WEED. TRASH	R/C OPEN	1/23/2019	CUT
1/10/2019	306 WALKER DR.	JUNK IN YARD	R/C OPEN	1/23/2019	CLEANED UP
1/10/2019	320 WALKER DR.	TRASH IN YARD	R/C OPEN	1/23/2019	CLEANED UP
1/10/2019	314 GLEN IRIS DR.	OLD JUNK IN YARD	R/C/OPEN	1/23/2019	MOVED
1/10/2019	328 GLEN IRIS DR.	JUNK IN BACK YARD	R/C OPEN	1/23/2019	CLEANED
1/11/2019	515 LANDERS ST.	JUNK IN YARD	R/C/OPEN	1/24/2019	CLEANED
1/11/2019	523 LANDERS ST.	VEHICLE PARKED IN YARD	R/C OPEN	1/24/2019	MOVED
1/11/2019	429 EDWARDS ST.	PARKING VEHICLE IN YARD	R/C OPEN	1/24/2019	MOVED
1/11/2019	119 NOWELL ST.	JUNK/TRASH IN YARD	R/C OPEN	1/24/2019	CLEANED
1/11/2019	625 WINDSOR DR.	TALL GRASS/WEEDS	R/C OPEN	1/24/2019	CUT
1/11/2019	813 WINDSOR DR.	JUNK IN YARD	R/C OPEN	1/24/2019	MOVED

1/14/2019	108 NOWELL ST.	JUNK IN YARD	R/C OPEN	1/27/2019	CLEANED
1/14/2019	142 PERRY ST.	TRASH/JUNK IN YARD	R/C OPEN	1/27/2019	CLEANED
1/15/2019	550 GREEN ST.	JUNK/TRASH IN YARD	R/C OPEN	1/28/2019	CLEANED
1/15/2019	122 NOWELL ST.	TRASH/JUNK IN YARD	R/C OPEN	1/28/2019	CLEANED
1/15/2001	121 6TH ST.	TALL GRASS/WEEDS	R/C OPEN	1/28/2019	CUT
1/15/2019	113 5TH ST.	TALL GRASS/WEEDS	R/C OPEN	1/28/2019	CUT
1/15/2019	118 5TH ST.	TRASH	R/C OPEN	1/28/2019	CLEANED UP
1/16/2019	133 NOWELL ST.	JUNK/TRASH IN YARD	R/C OPEN	1/28/2019	CLEANED
1/16/2019	763 FLEETING WAY	TALL/GRASS WEEDS	R/C OPEN	1/29/2019	CUT
1/16/2019	504 HARRIS ST.	JUNK/TRASH IN YARD	R/C OPEN	1/29/2019	CLEANED UP
1/6/2019	1005 NEW LACY ST.	TRASH IN YARD	R/C OPEN	1/29/2019	CLEANED UP
1/17/2019	755 FLEETING WAY	TALL GRASS/WEEDS	R/C OPEN	1/29/2019	CUT
1/17/2019	1133-A GLIDING LN.	JUNK VEHICLE	R/C OPEN	1/30/2019	MOVED
1/17/2019	1123-A GLIDING LN.	VEHICLE PARKED IN YARD	R/C OPEN	1/30/2019	MOVED
1/18/2019	1136-B SPRINGER LN.	JUNK TIRES IN YARD	R/C OPEN	1/31/2019	MOVED
1/18/2019	1230-A CUSTOM WAY	JUNK VEHICLE	R/C OPEN	1/31/2019	MOVED
1/18/2019	711 KENDELL CT.	JUNK, TRAILER IN FRONT YARD WITH JUNK	R/C OPEN	1/31/2019	MOVED
1/18/2019	1189 REEDWAY CT	TRASH, EOOD IN YARD	R/C OPEN	1/31/2019	CLEANED UP
1/21/2019	1131-B CLASSIS TR.	VEHICLE PARKED IN YARD	R/C OPEN	2/1/2019	MOVED
1/21/2019	435-B BARON DR.	VEHICLE PARKED IN YARD	R/C OPEN	2/1/2019	MOVED
1/21/2019	615-A BARON DR.	JUNK VEHICLE	R/C OPEN	2/1/2019	CITATION
1/21/2019	645-A BARON DR.	JUNK VEHICLE	R/C OPEN	2/1/2018	MOVED
1/22/2019	726-B EAGLES TRAIL	VEHICLE PARKED IN YARD	R/C OPEN	2/2/2019	MOVED
1/22/2019	141-B SORRELLS ST.	TRASH/JUNK IN YARD	R/C OPEN	2/2/2019	CLEANED
1/22/2019	522-B BOOTH DR.	TRASH IN YARD	R/C OPEN	2/2/2019	CLEANED
1/23/2019	522-A BOOTH DR	JUNK/TRASH IN YARD	R/C/OPEN	2/8/2019	CITATION
1/23/2019	524-B BOOTH DR.	TRASH/JUNK IN YARD	R/C OPEN	2/8/2019	MOVED
1/23/2019	524-A BOOTH DR.	TRASH/JUNK IN YARD	R/C OPEN	2/8/2019	CLEANED
1/24/2019	526-BOOTH DR.	TRASH/JUNK IN YARD	R/C OPEN	2/9/2019	CLEANED
1/24/2019	112-A DEAN ST.	JUNK/TRASH IN YARD	R/C OPEN	2/9/2019	CLEANED
1/24/2019	112-B DEAN ST	JUNK/TRASH IN YARD	R/C OPEN	2/9/2019	
1/28/2019	132 ATHA ST.	TRASH,OLD POTS, MISC JUNK IN YARD	R/C OPEN	2/15/2019	CLEANED UP
1/28/2019	120 ATHA ST	BOXES, OLD PIPE IN YARD	R/C OPEN	2/15/2019	CLEANED UP
1/29/2019	114 ATHA ST.	JUNK/TRASH IN YARD	R/C OPEN	2/16/2019	
1/29/2019	1032 S. MADISON AVE.	OLD VEHICLES IN YARD	R/C OPEN	2/16/2019	
1/30/2019	104 NORRIS ST.	JUNK TRASH IN YARD	R/C OPEN	2/17/2019	
1/30/2019	1115 S. MADISON AVE	LARGE AMOUNT OF JUNK ITEMS ON PROPERTY	R/C OPEN	2/17/2019	
1/31/2019	307 STOKES ST.	OLD WOOD, MISC JUNK ITEMS IN YARD	R/C OPEN	2/18/2019	



**ECONOMIC
DEVELOPMENT
MONTHLY REPORT
MARCH
2019**

Economic Development March Report:

- Monroe mentioned in ECG End-of-Year report publication
- Downtown Monroe will be featured in GMA's Heart & Soul Workshop in May 2019
- Young Gamechangers returning 3/20-3/22
- New www.monroedowntown.com now live, working to add current content
- 100% occupancy in available downtown spaces
- Event planning underway for Childrens Book Festival, Dock Dogs, & Farm to Table
- New Farmers Market co-manager, Nakasha Shoyinka
- AgSouth Grant recipient - \$500 for Farmers Market

Ongoing ED projects:

- CHIP grant - 4 homes completed; 1 more underway
- DCA Main Street compliance
- Visitors Center
- NextSite Recruitment
- The Local Crowd Monroe - crowdfunding tool, www.fundmonroe.com

Upcoming Events:

DDA/CVB Board Meetings - Thursday, March 14th, 8:00 am, City Hall Council Chambers

Car Show - Saturday, March 16th, 9-4 pm

Walton County Dev. Authority Economic Development Summit - March 21-22

Dock Dogs/Paws in the Park 5K - Saturday & Sunday, April 13-14th, Town Green

Farm to Table Dinner - Saturday, April 27th



To: City Council
From: Patrick Kelley
Department: Planning, Zoning and Code
Date: 01-24-19
Description: Variance request for maximum building height. Maximum allowable height per zoning code is 35'. The proposed height is 40'

Budget Account/Project Name: NA

Funding Source: 2019 NA

Budget Allocation: NA

Budget Available: NA

Requested Expense: \$NA **Company of Purchase:** NA

Recommendation: *Is for Approval pending a Certificate of Appropriateness relative to the Corridor Design Overlay standards. Which requires review and approval of building design and site plans by the planning and zoning commission.*

Background: This is currently undeveloped and un-subdivided land previously known as the Breedlove dairy tract or the Rowell Tract abutting Charlotte Rowell Blvd., Double Springs Church Connector and Double Springs Church Rd.

Attachment(s): See below:
Variance application

Date: January 17, 2019

Petition Number: 19-00089

Applicant: Robert Massey

Location: Double Springs Church Road

Existing Zoning: B3

Acreage: 3.5 +/- ac

Proposed Use: 42 unit Assisted Living Community

CODE ENFORCEMENT STAFF RECOMMENDATION

Approve

Deny

Approve with recommended conditions

1. Description of the request and property. The property consists of 3.5 +/- ac. It is zoned B3. The property has approximately 344.94 ft of road frontage on Double Springs Church Road. The Code Department recommends approval.

Recommended conditions:

ZONING VARIANCE REQUEST



215 North Broad Str
 Monroe, GA 30655
 CALLFORINSPECTIONS
 770-207-4674 ... Phone
 dadkinson@monroega.gov

147

PERMIT NUMBER	DATE ISSUED	VALUATION	FEE	ISSUED BY
19-00089	01/17/2019	\$ 0.00	\$ 200.00	adkinson

NAME + ADDRESS	LOCATION	DOUBLE SPRINGS CHURCH Rd Monroe, GA 30656	USEZONE	B3	FLOODZONE
			PIN	M0005-045-000	
			SUBDIVISION		
	CONTRACTOR	ROBERT MASSEY	LOT		
			BLOCK		
		2881 MONROE Hwy Ste 501 Bogart GA 30622	UTILITIES...		
			Electric		
			Sewer		
			Gas		
	OWNER	Rowell Family Partnership & Still Family Realty LLC, PO Box 1378 Monroe GA 30655	PROJECTID#	DOUBLE SPRINGS CHURCHRd-190117-1	
		EXPIRATIONDATE:	06/17/2019		

CHARACTERISTICS OF WORK

DESCRIPTION OF WORK	DIMENSIONS
REQUEST FOR VARIANCE OF SECT 700.2 TABLE 12-P&Z MTG 2/19/19 @ 5:30 PM-COUNCIL MTG 3/12/19 @ 6:00 PM 215 N BROAD ST	#STORIES
NATURE OF WORK	SQUAREFOOTAGE
Other	Sq. Ft.
CENSUS REPORT CODE	#UNITS
880 - * Zoning Variance Request	SINGLE FAMILY ONLY
	#BATHROOMS
	#BEDROOMS
	TOTAL ROOMS

NOTICE

This permit becomes null and void if work or construction authorized is not commenced within six (6) months, or if construction or work is suspended or abandoned for a period of six (6) months at any time after work is started.

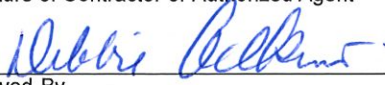
I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. Granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.



 Signature of Contractor or Authorized Agent

1-17-19

 Date



 Approved By

1-17-19

 Date

MANAGE YOUR PERMIT ONLINE

WEB ADDRESS	PERMIT NUMBER	PERMIT PIN
http://BuildingDepartment.com/project	19-00089	57720



Variance/Conditional Use Application

Application must be submitted to the Code Department 45 days prior to the Planning & Zoning

Meeting of: _____

Your representative must be present at the meeting

Street address Double Springs Church Rd Council District 40/3 Map and Parcel # M0050045
 Zoning B3 R1 Acreage 3.5 +/- Proposed Use Light Commercial Road Frontage _____ ft. / on
Double Springs Church Rd (street or streets)

Applicant
 Name Robert Massey
 Address 2881 Monroe Hwy Ste 501 Bogart, GA 30622
 Phone # 229-402-4119

Owner
 Name Russell Family Limited Partnership & Jane Still
 Address PO Box 1936 Monroe, GA 30655
 Phone # 770-318-6153 Lee Russell

Request Type: (check one) Variance ^{"Height"} Conditional Use _____

Nature of proposed use, including without limitation the type of activity proposed, manner of operation, number of occupants and/or employees, hours of operation, number of vehicle trips, water and sewer use, and similar matters:

48-Bedroom assisted living community. Approx 30-35 employees. Open 24-7-365.
Water, Sewage, Gas, power and trash service needed to accommodate residents, employees, and visitors. Higher weekend (visitor) transportation volume.

State relationship of structure and/or use to existing structures and uses on adjacent lots;

We feel this community is an excellent fit adjacent to the school. We offer a safe and secure environment with well kept grounds and alternating traffic schedules.

State reason for request and how it complies with the Zoning Ordinance section 1425.5(1)-(10) & 1430.6(1)-(8):

We feel the desired light commercial zoning would meet all standards in 1425.5 and 1430.6. The Assisted Living Community will be a high-end, self-pay facility providing meals, activities and custodial care to up to 48 residents.

State area, dimensions and details of the proposed structure(s) or use(s), including without limitation, existing and proposed parking, landscaped areas, height and setbacks of any proposed buildings, and location and number of proposed parking/loading spaces and access ways:

42,000 sq ft facility. Resident rooms are located in a 3-story wing. Kitchen, dining and activities are located in a 2-story wing. For these heights we need clarification on height restrictions or a height variance.

State the particular hardship that would result from strict application of this Ordinance:

Our facility plans would not be a fit for this location.

Check all that apply: Public Water: Well: _____ Public Sewer: Septic: _____ Electrical: Gas:

For any application for an overlay district, a Certificate of Appropriateness or a letter of support from the Historic Preservation Commission or the Corridor Design Commission for the district is required.

Documents to be submitted with request:

- Recorded deed
- Survey plat
- Site plan to scale
- Proof of current tax status

Application Fees:

- \$100 Single Family
- \$300 Multi Family
- \$200 Commercial

Each applicant has the duty of filing a disclosure report with the City if a contribution or gift totaling two hundred and fifty dollars (\$250.00) or more has been given to an official of the City of Monroe within the last two (2) years.

The above statements and accompanying materials are complete and accurate. Applicant hereby authorizes Code department personnel to enter upon and inspect the property for all purposes allowed and required by the zoning ordinance and the development regulations.

Signature [Handwritten Signature] Date: 1/4/2019

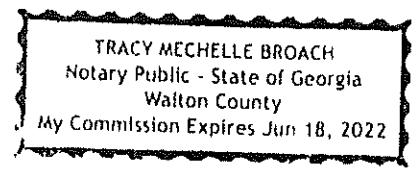
**PUBLIC NOTICE WILL BE PLACED AND REMOVED BY THE CODE DEPARTMENT
SIGN WILL NOT BE REMOVED UNTIL AFTER THE COUNCIL MEETING.**

***Property owners signature if not the applicant**

Signature [Handwritten Signature] Date: 1-10-19

Tracy Mechelle Broach Date: 1-10-19

Notary Public
Commission Expires: June 18 2022



I hereby withdraw the above application: Signature _____ Date _____

COUNTY OF WALTON

CASHIER 04 01/07/2019

2018 PROP. TAX BILL 0000031306 12:31

ADV TAX	86,394.66
INTEREST	1,079.93
BILL TOTAL	87,474.59
PAYMENT TO BE APPLIED	86,394.66-
REMAINING BALANCE	1,079.93

TOTAL PAYMENTS	86,394.66
----------------	-----------

AMOUNT TENDERED	86,394.66
-----------------	-----------

CHECK NUMBER 2063	86,394.66
PAID BY ROWELL FAMILY PARTNERSHIP	

THANK YOU DERRY K BOYD

2018 ADVALOREM TAX NOTICE FOR THE COUNTY OF WALTON

WALTON CO. TAX COMM.
303 S. HAMMOND DRIVE
SUITE 100
MONROE, GA. 30655

BILL NUMB. 2018 31306
ACCT NUMB. 626120 010
TAXPAYER ROWELL FAMILY
MAP NUMBER M 5 45
LEGAL DESC 447.26ACRES
LOCATION 1125 N BROAD STREET
CURRENT YEAR TAXES 86,394.66

RETURN SERVICE REQUESTED

PAY THIS AMOUNT----->86,394.66
ON OR BEFORE NOVEMBER 15, 2018

If paying by check or money order,
please include your tax bill number.

ROWELL FAMILY 31306PT
PARTNERSHIP &
STILL FAMILY REALTY LLC 723
PO BOX 1378
MONROE GA 30655-6378

WALTON CO. TAX COMM. 2018
303 S. HAMMOND DRIVE CO. PT.
SUITE 100 31306
MONROE, GA. 30655

Please return this portion of your bill with your payment in the enclosed envelope

2018 ADVALOREM TAX NOTICE FOR THE COUNTY OF WALTON

YEAR	BILL NUM	ACCOUNT NUMBER	DI	LOCATION/DESCRIPTION	MAP/PARCEL		FAIR MARKET VALUE
2018	031306	626120 010	1	447.26ACRES	M 5	45	5,484,400
TAXING ENTITY	ASSESSMENT	EXEMPTION	TAXABLE VALUE	MILLAGE RATE	CREDITS	TAXES DUE	
COUNTY	2193760		2193760	.0109050	5265.02	23,922.95	
SCHOOL	2193760		2193760	.0186000		40,803.94	
SCH BOND	2193760		2193760	.0026000		5,703.78	
CITY TAX	2193760		2193760	.0052980	8939.57	11,622.54	
CITY BOND	2193760		2193760	.0019790		4,341.45	

103932 84016

ENTERED

JAN 07 2019

#2063/Rowell fcp

TOTAL SCHOOL TAXES 46,507.72
TOTAL COUNTY TAXES 23,922.95
TOTAL CITY TAXES 15,963.99

TOTAL TAX DUE 86,394.66

ROWELL FAMILY
PARTNERSHIP &
STILL FAMILY REALTY LLC
PO BOX 1378
MONROE GA 30655-6378

PAYMENT MUST BE MADE ON OR BEFORE
NOVEMBER 15, 2018
YOUR CANCELLED CHECK IS YOUR RECEIPT

CREDITS ARE LISTED FOR INFORMATION PURPOSES ONLY
WALTON CO. TAX COMM.
303 S. HAMMOND DRIVE
SUITE 100
MONROE, GA. 30655

This bill is not sent to your mortgage company. If you have an escrow account, please forward a copy to your mortgage company. We encourage you to pay by mail, on the web at www.waltoncountypay.com or by phone 800.279.7450.



-----PLEASE READ, THIS IS AN IMPORTANT PART OF YOUR TAX BILL-----

Certain persons are eligible for certain homestead exemptions from ad valorem taxation. In addition to the regular homestead authorized for all homeowners, certain elderly persons are entitled to additional homestead exemptions. The full law relating to each exemption must be referred to in order to determine eligibility for the exemption. If you are eligible for one of the exemptions and are not now receiving the benefit of the exemption, you must apply for the exemption not later than 4/01/2019 in order to receive the exemption in future years. For more information on eligibility for exemptions or on the proper method of applying for an exemption, you may contact the office of the County Tax Office at 303 S. HAMMOND DRIVE (770) 267-1352. If you feel that your property has been assigned too high a value for tax purposes by the Board of Tax Assessors, you should file a tax return reducing the value not later than 4/01/2019 in order to have an opportunity to have this value lowered for next year's taxes. Information on filing a return can be obtained from the County Tax Office at 303 S. HAMMOND DRIVE and/or (770) 267-1352

LOCAL OPTION SALES TAX CREDIT:
The General Assembly reenacted the Local Option Sales Tax Act and another part of your bill shows the dollar amount of reduction of local property taxes which you have received. The law now requires the following additional information to be provided to each taxpayer:

LOCAL TAX LEVY:	
Mill rate required to produce local budget	22.678
Reduction in mill rate due to rollback to taxpayers of sales tax proceeds this previous year	6.475
Actual mill rate set by local officials	16.203

Filing information box reserved for the clerk

THE FIELD DATA UPON WHICH THIS MAP OR PLAT IS BASED HAS A CLOSURE PRECISION of ONE FOOT IN 10000'+ FEET, AND AN ANGULAR ERROR OF 0" PER ANGLE POINT, AND WAS ADJUSTED USING COMPASS RULE;

SURVEY and PLAT FOR :

ROBERT G. MASSEY

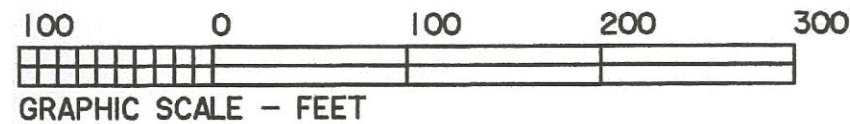
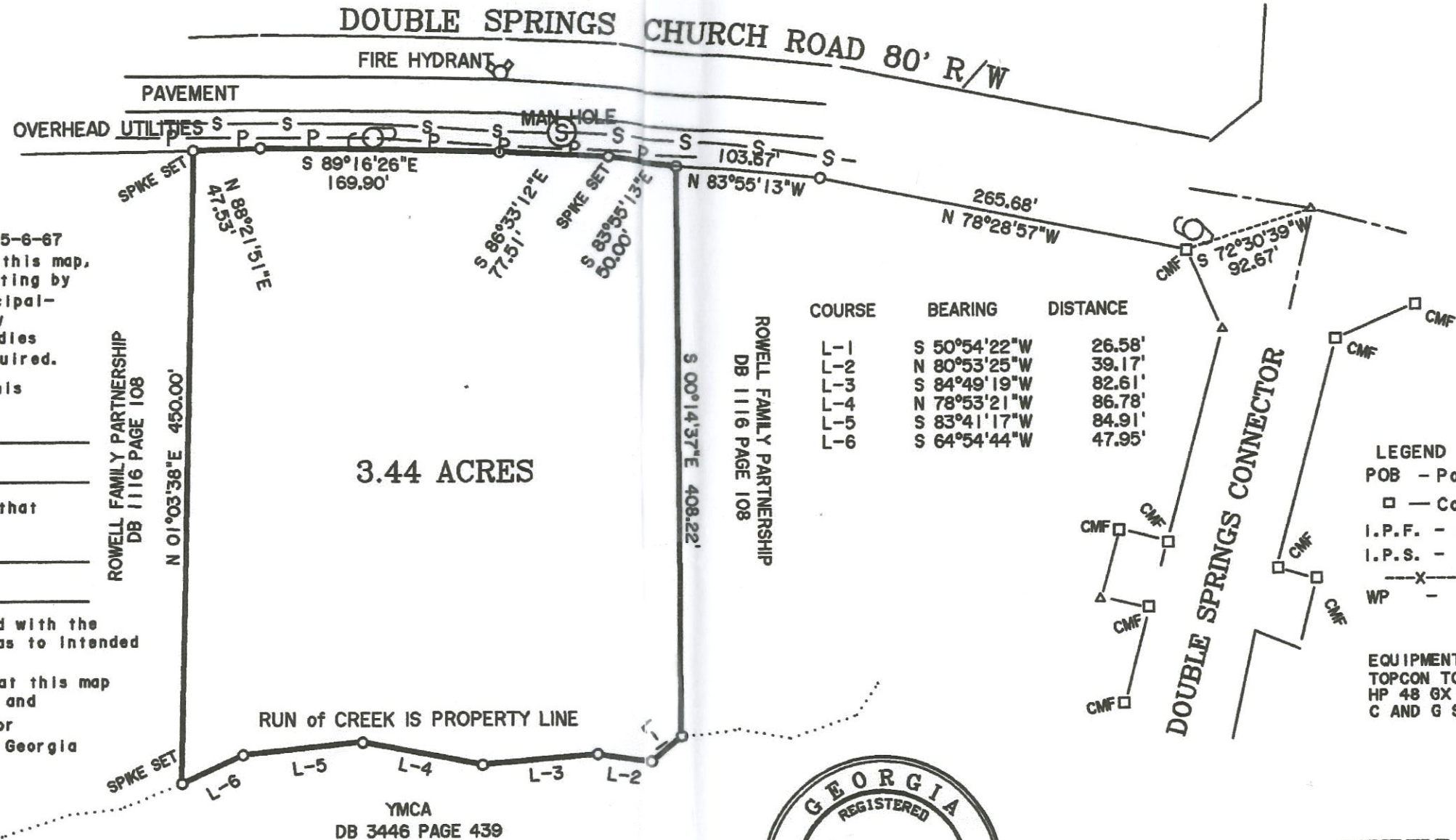
LOCATED IN LAND LOT # 41
THIRD LAND DISTRICT
WALTON COUNTY, GEORGIA
SCALE : 1" = 100'
SURVEYED : JANUARY 15, 2019
PLATTED : JANUARY 16, 2019

THIS PLAT HAS BEEN CALCULATED FOR CLOSURE AND FOUND TO BE ACCURATE WITHIN ONE FOOT IN 100,000 +-

is required by subsection (c) of O.C.G.A section 15-6-67 the Registered Land Surveyor hereby certifies that this map, plat, or plan has been approved for filing in writing by any and all applicable municipal, county, or municipal-county planning commissions or municipal or county governing authorities or that such governmental bodies have affirmed in writing that approval is not required. The following governmental bodies have approved this map, plat or plan for filing.

The following governmental bodies have affirmed that approval is not required:

Such approvals or affirmations should be confirmed with the appropriate governmental bodies by any purchaser as to intended use of any parcel. The Registered Land Surveyor further certifies that this map, plat, or plan complies with the minimum standards and specifications of the State Board of Registered Professional Engineers and Land Surveyors and the Georgia Superior Court Clerk's Cooperative Authority.



(WALTONCO/MASSEY)

IN MY OPINION THIS PLAT IS A CORRECT REPRESENTATION OF LAND PLATTED AND HAS BEEN PREPARED IN CONFORMITY WITH THE MINIMUM STANDARDS AND REQUIREMENTS OF LAW.



LEGEND :
POB - Point of Beginning
□ - Concrete Marker
I.P.F. - IRON PIN FOUND
I.P.S. - IRON PIN SET
-X-X- FENCE
WP - WITNESS PIN

EQUIPMENT USED:
TOPCON TOTAL STATION
HP 48 GX DATA COLLECTOR
C AND G SOFTWARE

SUNBELT SURVEYORS, INC.
Roger A. Medders R.L.S.
114 N. MAIN STREET
SYLVESTER, GEORGIA 31791
229 - 776 - 4750

magnetic north

FILED AND RECORDED
CLERK SUPERIOR COURT
WALTON COUNTY, GEORGIA

00 MAR 22 PM 4: 24

BOOK 1079 PAGE _____
KATHY K. TROST, CLERK

WALTON COUNTY, GEORGIA
REAL ESTATE TRANSFER TAX

PAID \$ 1097.⁰⁰

DATE 3-22-00

Kathy K. Trost
CLERK SUPERIOR COURT

AFTER RECORDING RETURN TO:
WILLIAM C. MCFEE, JR.
SIMMONS, WARREN, SZCZECKO & MCFEE, P.A.
315 W. PONCE DE LEON AVENUE, SUITE 850
DECATUR, GEORGIA 30030

LIMITED WARRANTY DEED

THIS INDENTURE, made this 20 day of March, 2000, between EPS RETIREMENT PLAN, L.P., as Grantor, and MICHAEL LEE ROWELL, as Grantee.

WITNESSETH:

That the said Grantor, for and in consideration of Ten Dollars and other valuable consideration, has granted, bargained, sold and conveyed, and by these presents does grant, bargain, sell and convey unto the said Grantee, and the heirs, successors and assigns of Grantee, the following:

An undivided 16.2744% interest (such interest being the entire interest of the Grantor) in and to all those tracts or parcels of land lying and being Land Lots 7, 8, 27, 28, 29, 40, 41, 42, 62 and 63 of the 3rd District of Walton County, Georgia, and partially in the City of Monroe and shown on a survey of Breedlove Property prepared by Hannon Meeks & Bagwell, Surveyors & Engineers, Inc., dated October 31, 1986, last revised May 11, 1988, including Tracts 1-6, and all right, title and interest of Grantor in Tracts 7, 8 and 9, as shown on such survey, less and except a sell-off from Tract 2, which sell-off contains approximately 9.7846 acres. Such property is more particularly described on Exhibit A attached hereto and incorporated herein.

TO HAVE AND TO HOLD the said tract or parcel of land, with all and singular the rights, members and appurtenances thereof, to the same being, belonging, or in any wise appertaining, to the only proper use, benefit and behoof of the said Grantee, and the heirs, successors and assigns of Grantee, forever, in fee simple.

And the said Grantor will warrant and forever defend the right and title to the above-described property unto the said Grantee, and the heirs, successors and assigns of Grantee, against the claims of all persons claiming by, through or under Grantor.

This conveyance is made subject to the permitted title exceptions attached hereto as Exhibit B.

(CONTINUED)

The terms "Grantor" and "Grantee", and any pronouns relating to Grantor and Grantee, shall be construed and interpreted with such changes in gender and number as the context requires.

IN WITNESS WHEREOF, the said Grantor has caused this instrument to be duly executed, sealed and delivered, the day and year first above written.

EPS Retirement Plan, L.P.

By: Eye Physicians & Surgeons, P.C., general partner

Signed, sealed and delivered in the presence of:

Ann Yearwood
Witness

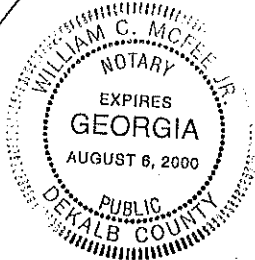
By: Peter A. Gordon
Peter A. Gordon, President

William C. McFee, Jr.
Notary Public
My Commission Expires

Attest: Charles W. McDowell, Jr.
Charles W. McDowell, Jr., Secretary

(Corporate Seal)

Eye Physicians/EPS PS LWD



(CONTINUED)

**NOTICE TO THE PUBLIC
CITY OF MONROE**

The City of Monroe has received a request for a variance of section 700.2 Table 12 building height of the Zoning Ordinance for Double Springs Church Road. A public hearing will be held on February 19, 2019 before the Planning & Zoning Commission, at 5:30 P. M.

The City of Monroe has received a request for a variance of section 700.2 Table 12 building height of the Zoning Ordinance for Double Springs Church Road. A public hearing will be held on March 12, 2019 before the Mayor and Council, at 6:00 pm.

The meeting will be held in City Hall Meeting Room, 215 North Broad Street. All those having an interest should be present.

**Please run on the
following date:**

February 3, 2019



To: City Council
From: Patrick Kelley
Department: Planning, Zoning and Code
Date: 01-24-49
Description: Rezone request for 941 Monroe Jersey Rd.

Budget Account/Project Name: NA

Funding Source: 2019 NA

Budget Allocation: NA

Budget Available: NA

Requested Expense: \$NA **Company of Purchase:** NA

Recommendation: *approval as requested to more closely match the development pattern and the intended use of truck service and processing.*

Background: This property has been zoned as M1 surrounded by a PCD for many years. The development pattern and intended uses more closely resemble M1 uses. The owner request the rezone to facilitate future growth and economy.

Attachment(s):

See plans attached below.

Date: January 18, 2019

Petition Number: 19-00093

Applicant: Mountain Creek Enterprises, Inc.

Location: 941 Monroe Jersey Road

Proposed Zoning: M1

Existing Zoning: M1-C/PCD

Acreage: 7.54 ac

Proposed Use: Industrial

CODE ENFORCEMENT STAFF RECOMMENDATION

- Approve
 Deny
 Approve with recommended conditions

- (a) The applicant Mountain Creek Enterprises request a rezone for property located at 941 Monroe Jersey Road. The property has 304.64 ft of road frontage on Monroe Jersey Road. The property consist of 7.54 ac. The recommendation of the Code Department is for approval.
- (b) The Property is presently zoned M1-C/PCD
- (c) The requested zoning classification is. M1
- (d) The Future Land Use Plan indicates the property should be Industrial.

Recommended conditions:

RE-ZONING REQUEST ALL TYPES



215 North Broad Str
 Monroe, GA 30655 158
 CALLFORINSPECTIONS
 770-207-4674 ... Phone
 dadkinson@monroega.gov

PERMITNUMBER	DATE ISSUED	VALUATION	FEE	ISSUED BY
19-00093	01/18/2019	\$ 0.00	\$ 200.00	adkinson

NAME + ADDRESS	LOCATION	941 Monroe - Jersey Rd Monroe, GA 30655	USEZONE	PCD/M1	FLOODZONE
			PIN	M0033-001-000	
			SUBDIVISION		
	CONTRACTOR	Mountain Creek Enterprises, Inc.	LOT		
			BLOCK		
		630 Riverbend Rd Monroe GA 30655	UTILITIES...	Electric	
			Sewer		
			Gas		
OWNER	Mountain Creek Enterprises, Inc., 678 522 6560				
	630 Riverbend Rd Monroe GA 30655	PROJECTID#	941Monroe - JerseyRd-190118-1		
		EXPIRATIONDATE:	06/18/2019		

CHARACTERISTICS OF WORK

DESCRIPTION OF WORK

REQUEST FOR REZONE FROM M1-C/PCD
 TO M1 P&Z MTG 2/19/19 @ 5:30 PM -
 COUNCIL MTG 3/12/19 @ 6:00 PM 215 N
 BROADSTREET

NATURE OF WORK

Other

CENSUS REPORT CODE

875 - * Re-Zoning Request

DIMENSIONS

	#STORIES	
SQUAREFOOTAGE		Sq. Ft.
	#UNITS	
SINGLEFAMILYONLY		
	#BATHROOMS	
	#BEDROOMS	
	TOTALROOMS	

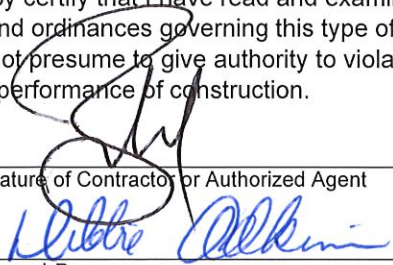
NOTICE

This permit becomes null and void if work or construction authorized is not commenced within six (6) months, or if construction or work is suspended or abandoned for a period of six (6) months at any time after work is started.

I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. Granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature of Contractor or Authorized Agent

Date


 Approved By

1-18-19
 Date

MANAGE YOUR PERMIT ONLINE

WEBADDRESS

<http://BuildingDepartment.com/project>

PERMITNUMBER

19-00093

PERMITPIN

57732

REZONE APPLICATION FORM

PERMIT NUMBER _____

- I. LOCATION 941 Monroe Jersey Rd, Monroe GA
 COUNCIL DISTRICT 1/3
 MAPNUMBER M
 PARCEL NUMBER M0330001
- II. PRESENT ZONING M2 PD REQUESTED ZONING M1
- III. ACREAGE 7.54 PROPOSED USE _____
- IV. OWNER OF RECORD Mountain Creek Enterprises
 ADDRESS 630 Riverbend Rd Monroe GA 30655
 PHONE NUMBER 678-522-6560

The following information must be supplied by the applicant. (attach additional pages if needed)

V. ANALYSIS:

- A description of all existing uses and zoning of nearby property
within the M1 designation there is a biodiesel plant. In the PD across there is a shop, offices, and a battery warehouse. Because part of the lot is PD, neighbors are A1
- Description of the extent to which the property value of the subject property is diminished by the existing zoning district classification
The current tenant Dean Fu Engr Energy is requiring a shop to service its vehicles. This use is needed for the success of the tenant.
- The existing value of the property contained in the petition for rezoning under the existing zoning classification
\$ 233,000
- The value of the property contained in the application for rezoning under the proposed zoning Classification
Most likely the same
- A description of the suitability of the subject property under the existing zoning classification
Because part of the lot is PD it does not allow for a truck shop.
- A description of the suitability of the subject property under the proposed zoning classification of the property
M1 designation would allow for a truck shop

Rezoning Application
Page Two (2)

7. A description of any existing use of property including a description of all structures presently occupying the property The vacant property has 4 buildings. The Bradwell plant is located on the M1 section. The other 3 buildings (office, shop, balling joint) are located on the PCD section.
8. The length of time the property has been vacant or unused as currently zoned The property is currently in use
9. A detailed description of all efforts taken by the property owner(s) to use the property or sell the property under the existing zoning classification N/A

Applications found to be incomplete or incorrect will be rejected. See the attached calendar for deadline dates. It is the responsibility of the applicant and not the staff to ensure that a complete and accurate application is submitted.

LEGAL DESCRIPTION OF PROPERTY

Rezoning Application
Page Three (3)

Wherefore, applicant prays that the procedures incident to the presentation of this petition be taken, and the property be rezoned accordingly.

Owner of property (signature) [Signature]
Address 630 Riverbend Rd Milledge GA 30655
Phone Number 678-522-6560

Attorney/Agent (signature) _____
Address _____
Phone Number _____

Personally appeared before me the above applicant named Mountain Creek Enterprise who on oath says that he/she is the owner for the foregoing, and that all the above statements are true to the best of his/her knowledge.

[Signature] (Notary Public) 1-17-19 (Date)

My Commission Expires 9-8-20



Rezoning Application
Page Four (4)

What method of sewage disposal is planned for the subject property?

Sanitary Sewer

Septic Tank

The following information must be included in the application material requesting an annexation or zoning change from M1-POD to M1 located at 941 Monroe Jersey Rd, containing 7.54 acre(s), property owner being Mountain Creek Enterprises filed on 1/14/19.

CHECK LIST - APPLICATION MATERIAL

- Application Fee (\$100.00 Application Fee Single Family Rezoning)
(\$300.00 Application Fee Multi Family Rezoning)
(\$200.00 Application Fee Commercial Rezoning)
(Application fee For Annexation is the same as a Rezone)
- The completed application form (one original with original signatures)
- Special Conditions made part of the rezoning/annexation request
- Legal Description
- Survey plat of property showing bearings and distances and:
- abutting property owners
 - the zoning of abutting property
 - the current zoning of the subject property
- Development Plan (two full size and one 11x17)
- Site plan of the property at an appropriate scale
- the proposed use
 - internal circulation and parking
 - landscaping
 - grading
 - lighting
 - drainage
 - amenities
 - buildings
 - buffers
- Additional information that may be required by the Code Enforcement Officer:

Monroe Utilities Network Availability Letter

Application Material-Section 1421.4 of the Zoning Ordinance outlines the specific items to be included on the site plan:

Rezoning Application
Page five (5)

For any application for P, B-1, B-2, B-3 or M-1 districts the site plan shall identify: (circle the appropriate district applied for)

- the maximum gross square footage of building area
- the maximum lot coverage of building area
- the minimum square footage of landscaped area
- the maximum height of any structure
- the minimum square footage of parking and drive areas
- the proposed number of parking spaces

For any application for the R-1, R-1A, R-2 or MH districts the site plan shall additionally identify: (circle the appropriate district applied for)

- the maximum number of residential dwelling units
- the minimum square footage of heated floor area for any residential dwelling unit
- the maximum height of any structure
- the minimum square footage of landscaped area
- the maximum lot coverage of building area
- the proposed number of parking spaces
- on all rezoning applications a revised site plan to be approved at a later date by the Mayor and City Council may be required
- yes no Applicant site plan indicates a variance requested
- for any application for multi-family residential uses, the site plan shall also identify the maximum height of any structure, location of amenities, and buffer areas: and,
- any other information as may be reasonably required by the Code Enforcement Officer.

Any applicant requesting consideration of a variance to any provision of the zoning ordinance as shown on the required site plan shall identify the variance(s) and identify for each variance shown the following information which shall confirm that the following condition(s) exist:

1. Any information which identifies that there are extraordinary and exceptional conditions pertaining to the particular piece of property in question because of its size, shape or topography that are not applicable to other lands or structures in the same district.
2. Any information whereby a literal interpretation of the provisions of this Ordinance would deprive the applicant of rights commonly enjoyed by other properties of the district in which the property is located.
3. Any information supporting that granting the variance requested will not confer upon the property of the applicant any special privileges that are denied to other properties of the district in which the applicant's property is located.
4. Information clearly showing that the requested variance will be in harmony with the purpose and intent of this Ordinance and will not be injurious to the neighborhood or to the general welfare.
5. Information that the special circumstances are not the result of the actions of the applicant.
6. A description of how the variance requested is the minimum variance that will make possible the legal use of the land, building, or structure in the use district proposed.
7. Information indicating the variance is not a request to permit a use of land, buildings, or structures, which are not permitted by right in the district involved.

COMMENTS

Disclosure of Campaign Contributions and/or gifts:

Each applicant has the duty of filing a disclosure report with the City if a contribution or gift totaling two hundred and fifty dollars (\$250.00) or more has been given to an official of the City of Monroe within the last two (2) years. The filing shall be within ten (10) days after the application is made, and in the case of a supporter or opponent, filing shall be at least five (5) days before the first public hearing.

I hereby withdraw the above application: Signature: _____ Date: _____

Appendix 4 - Description of location – Warranty Deed

1-4
HB

Return To:
Preston & Malcom, P.C.
110-112 Court Square
Post Office Box 984
Monroe, Georgia 30655
File No.: 05-21045



Deed Doc: WD
Recorded 06/09/2006 12:45PM
Georgia Transfer Tax Paid : \$293.20

KATHY E. TROST
CLERK SUPERIOR COURT, WALTON COUNTY
Bk 02485 Pg 0279

[Space above this line for recording data]

WARRANTY DEED

STATE OF GEORGIA
COUNTY OF WALTON

THIS INDENTURE, made the 9th day of June, in the year two thousand six, between

ADO, INC. and JP SHEA INVESTMENTS, INC.

of the County of Walton, and State of Georgia, as party or parties of the first part, hereinafter called Grantor, and

MOUNTAIN CREEK ENTERPRISES, INC.

as party or parties of the second part, hereinafter called Grantee (the words "Grantor" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH that: Grantor, for and in consideration of the sum of Ten Dollars and No/100----- (\$10.00) DOLLAR in hand paid at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto the said Grantee,

All that tract or parcel of land, together with all improvements thereon, situate, lying and being in the State of Georgia, County of Walton, located in Land Lot 1 of the 3rd Land District, containing 7.401 acres as shown by a plat of survey entitled "Survey for Gerald Atha", prepared by Brewer & Dudley, L.L.C., certified by John F. Brewer, Georgia Registered Land Surveyor No. 2115, dated February 20, 2003, recorded in Plat Book 90, Page 97, Clerk's Office, Walton Superior Court. Reference to said plat of survey and the record thereof being hereby made for a more complete description.

This Deed is given subject to all easements and restrictions of record.

TO HAVE AND TO HOLD the said tract or parcel of land, with all and singular the rights, members and appurtenances thereof, to the same being, belonging, or in anywise appertaining, to the only proper use, benefit and behoof of the said Grantee forever in FEE SIMPLE.

AND THE SAID Grantor will warrant and forever defend the right and title to the above described property unto the said Grantee against the claims of all persons whomsoever.

IN WITNESS WHEREOF, the Grantor has signed and sealed this deed, the day and year above written.

Signed, sealed and delivered in the presence of:

[Signature]
Unofficial Witness

ADO, INC.
By: [Signature] (SEAL)
A. DALE OVERSTREET, CEO/PRESIDENT

JP SHEA INVESTMENTS, INC.
By: [Signature] (SEAL)
JOHN P. SHEA, CEO/PRESIDENT

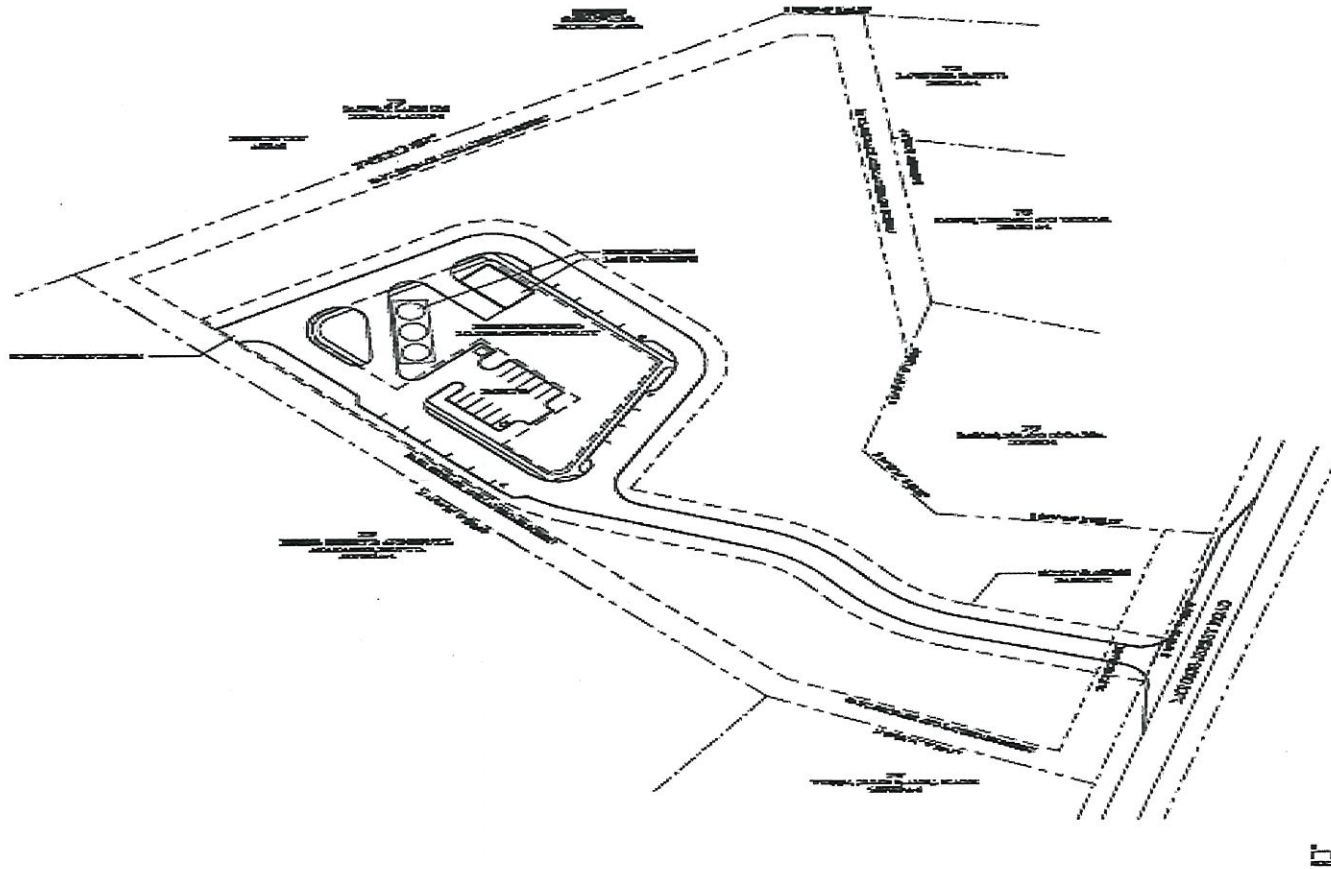
[Signature]
Notary Public
PATRICIA LYNN AULTMAN
NOTARY PUBLIC
EXPIRES
GEORGIA
JAN. 18, 2010
WALTON COUNTY

SEAL AFFIXED

SEAL AFFIXED

Appendix 4 - Description of location – Continued

Approved Land Plan



SMITH
 LANDSCAPE ARCHITECTS
 LANDSCAPE ARCHITECTURE
 LAND PLANNING
 URBAN DESIGN
 INFRASTRUCTURE, ARCHITECTURE
 INTERIORS
 1000 VINEYARD CREEK PLACE
 WASHINGTON, GEORGIA 30686
 PHONE 770.233.1100
 WWW.SMITHLA.COM

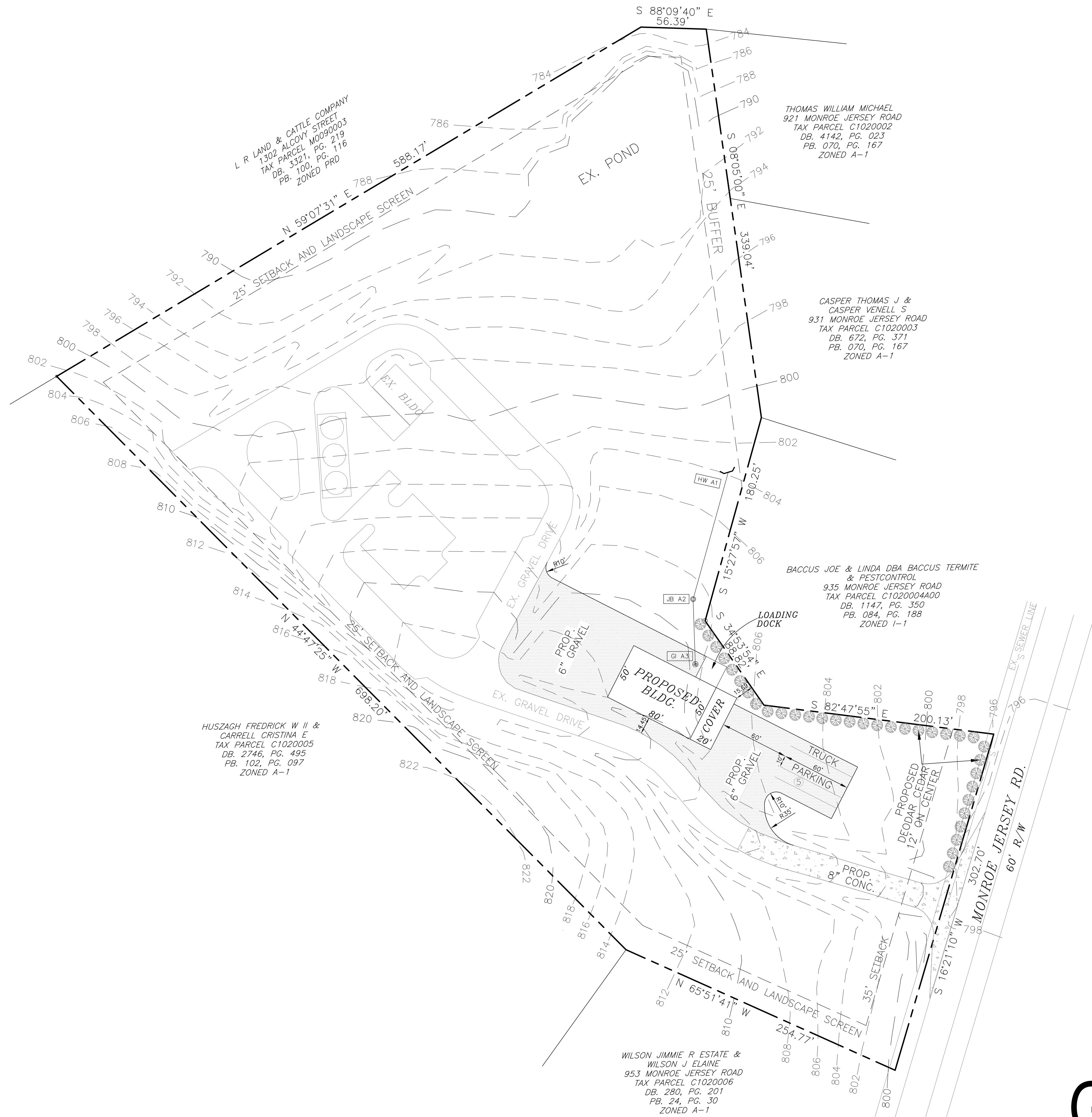
**PROPOSED
 PLANNED
 COMMERCIAL
 DEVELOPMENT**
 APPROVED BY ARCHITECTURAL
 REVIEW BOARD OF THE
 COUNTY OF G.A.

**PHASE
 ONE
 PLAN**

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 system, or transmitted in any
 form or by any means, electronic,
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 or by any information storage and
 retrieval system, without the prior
 written permission of the
 copyright owner.

REVISIONS	
NO. 1	DATE
NO. 2	DATE
NO. 3	DATE
NO. 4	DATE
NO. 5	DATE
NO. 6	DATE
NO. 7	DATE
NO. 8	DATE
NO. 9	DATE
NO. 10	DATE



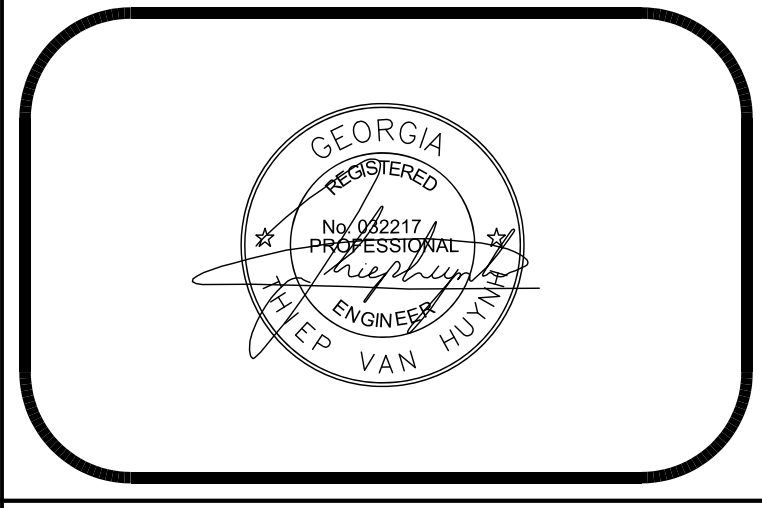


VICINITY MAP
N.T.S.

ALCOVY
SURVEYING & ENGINEERING, INC.
P.O.C. TIP HUYNH, P.E.
2205 Highway 81 South
Loganville, Georgia 30052
Phone: 770-466-4002
Fax: 770-466-4296
tip@alcovyse.com

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CONCEPT PLAN

**PROPOSED
DOWN TO EARTH
ENERGY
BIODIESEL NDSS
EXPANSION**

PARCEL: M0330001
LAND LOT: 1
DISTRICT 3RD
941 MONROE JERSEY ROAD
WALTON COUNTY, GA

DATE: 12/05/2018
SCALE: 1"=50'

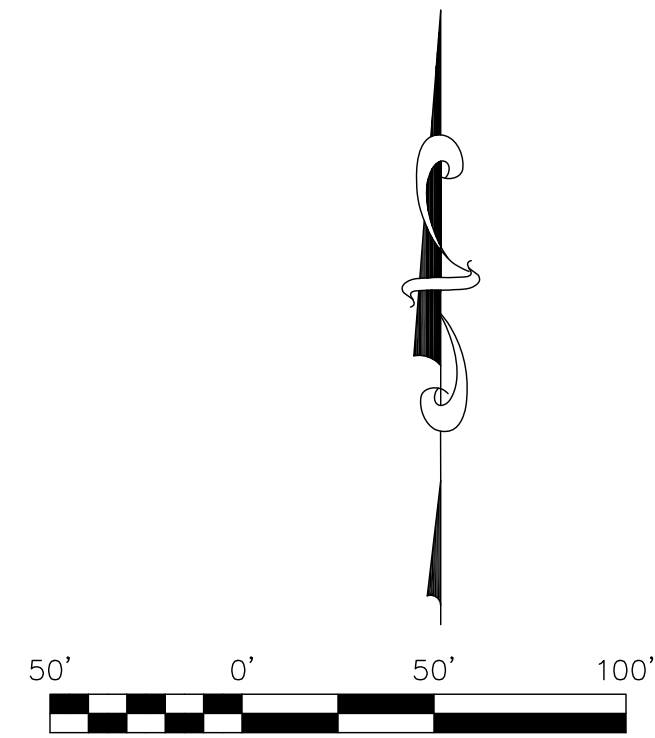
OWNER / DEVELOPER
DOWN TO EARTH ENERGY
941 MONROE-JERSEY ROAD
MONROE, GA 30655

24 HOUR - EMERGENCY CONTACT
RICK HUSZAGH
678-522-6560

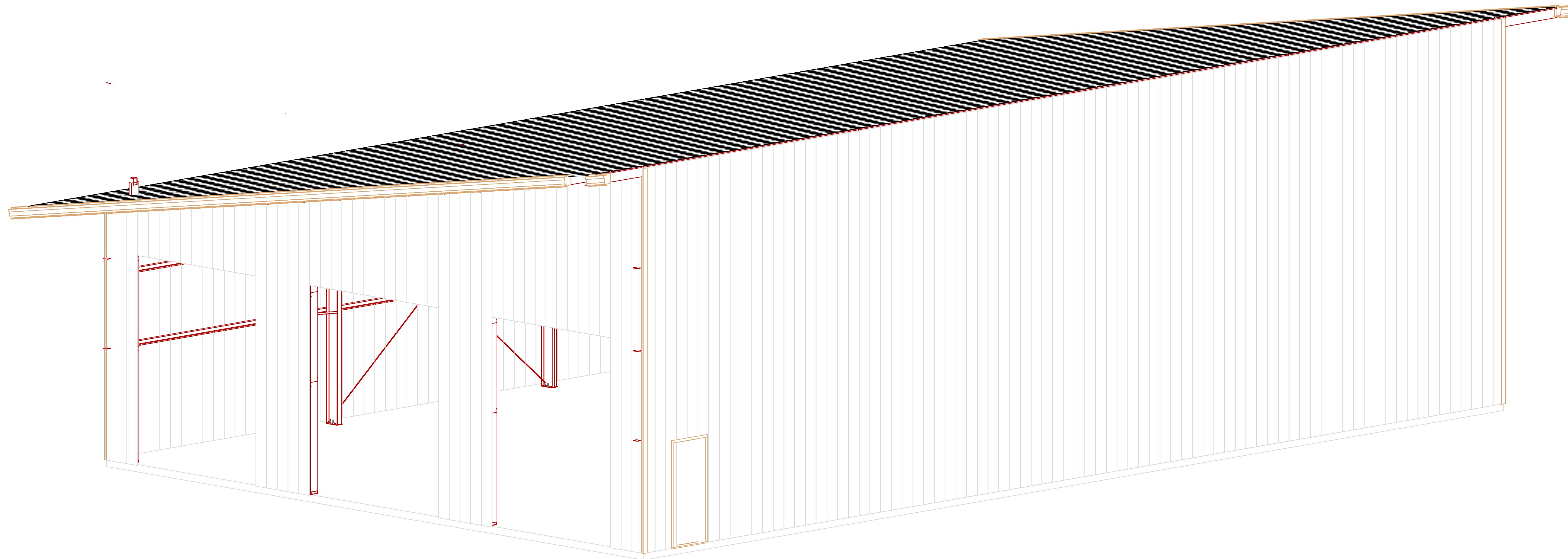
REVISIONS

NO.	DATE	DESCRIPTION

JOB No. 09-025
C-1



NOT FOR CONSTRUCTION



This drawing is not for construction. This drawing is intended to depict general building information and is solely for sales presentation purposes. For clarity of presentation, items depicted may be different from actual design and final drawings. In the event of conflict between this drawing and the purchase order, the purchase order shall prevail.

3D FRONT LEFT - (A) 90 x 55

A&S Building Systems
1880 Hwy. 116
Caryville, TN 37714

A&S
A&S BUILDING SYSTEMS

Customer:
Down to Earth Energy
941 Monroe Jersey Rd.
Monroe, GA 30655

Builder:
Andersson Metal Building Erectors
2617 Abbott Lake Rd.
Conyers, GA 30094

CONTACT: Stefan T. Sydnor
stefan@anderssonmetal.com

For Construction Permit
 For Erector Installation

Preliminary
 For Approval

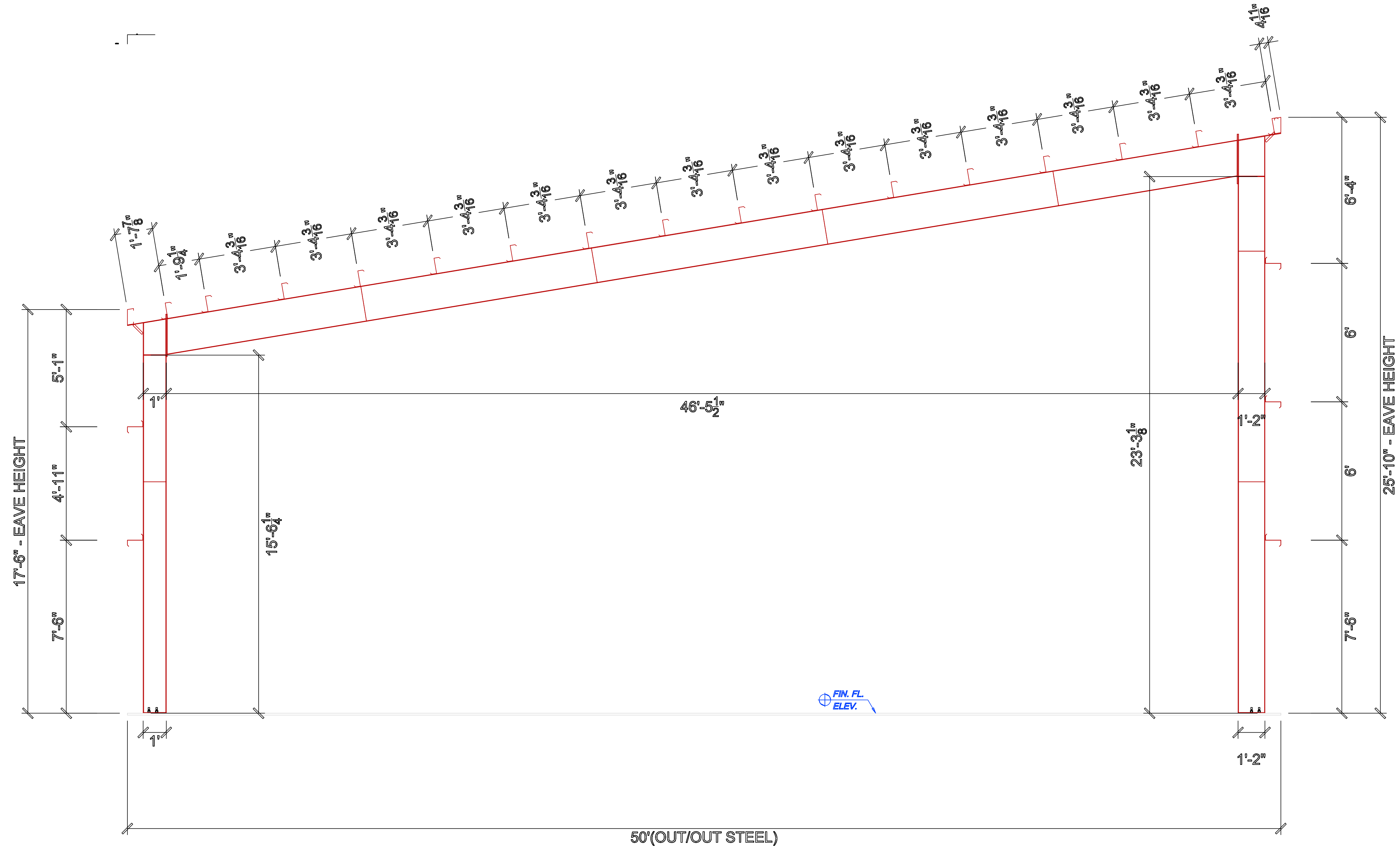
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VERSION	PAPER SIZE
ASTEK-II 7.4.2	22x34
ESTIMATOR	DATE
Stefan	10/23/018

JOB NAME
Down to Earth Energy

MEMBER
MBMA

The engineer whose seal appears hereon is an employee for the manufacturer for the materials described herein. Said seal or certification is limited to the products designed and manufactured by manufacturer only. The undersigned engineer is not the overall engineer of record for this project.

NOT FOR CONSTRUCTION



This drawing is not for construction. This drawing is intended to depict general building information and is solely for sales presentation purposes. For clarity of presentation, items depicted may be different from actual design and final drawings. In the event of conflict between this drawing and the purchase order, the purchase order shall prevail.

CROSS SECTION AT FRAME LINE "3" - (A) 90 x 55

DESIGNS SHOWN ARE BASED ON THE BASIC BUILDING ITSELF, THEY DO NOT INCLUDE LOADS FROM ANY BUILDING OPTIONS OR ANY OTHER MATERIAL.

FRAME CLEARANCES SHOWN ARE APPROXIMATE AND MAY VARY DUE TO FIELD CONDITIONS AND LOADS.
VERTICAL CLEARANCE DIMENSIONS ARE FROM FINISHED FLOOR REFERENCE ELEVATION.

ELZ - ELIZABETHTON, TN

MANUFACTURER RESERVES THE RIGHT TO CHANGE THE FINAL DESIGN. IF DESIGN INFORMATION (IE. CLEARANCES, BASE PLATE/ANCHOR ROD DESIGN) IS TO BE USED FOR CONSTRUCTION MANUFACTURER MUST BE NOTIFIED PRIOR TO ACCEPTANCE OF ORDER.

CONTACT SALES ENGINEER FOR REVIEW BEFORE USING THIS INFORMATION FOR CONSTRUCTION

IT IS THE BUILDERS RESPONSIBILITY TO COMMUNICATE TO MANUFACTURER THE NEED TO HOLD TO ANY PRELIMINARY DESIGN INFORMATION PROVIDED BY MANUFACTURER! MANUFACTURER WILL NOT BE LIABLE FOR ANY CHANGES IN FINAL DESIGN IF THE BUILDER DOES NOT COMMUNICATE TO MANUFACTURER!

ENGINEERING CERTIFICATION OF MATERIALS SUPPLIED BY MANUFACTURER WILL BE PROVIDED BY SEAL AND SIGNATURE OF LICENSED ENGINEER ON FINAL ERECTION DRAWINGS.

A&S Building Systems
1880 Hwy. 116
Caryville, TN 37714

A&S
A&S BUILDING SYSTEMS

Customer:
Down to Earth Energy
941 Monroe Jersey Rd.
Monroe, GA 30655

Builder:
Andersson Metal Building Erectors, LLC
2617 Abbott Lake Rd.
Conyers, GA 30094

CONTACT: Stefan T. Sydnor
Erectors, LLC

Drawing Status: Preliminary For Approval For Construction Permit For Erector Installation

Scale: NOT TO SCALE

VERSION	PAPER SIZE
	22x34

ESTIMATOR	DATE
Stefan	10/23/018

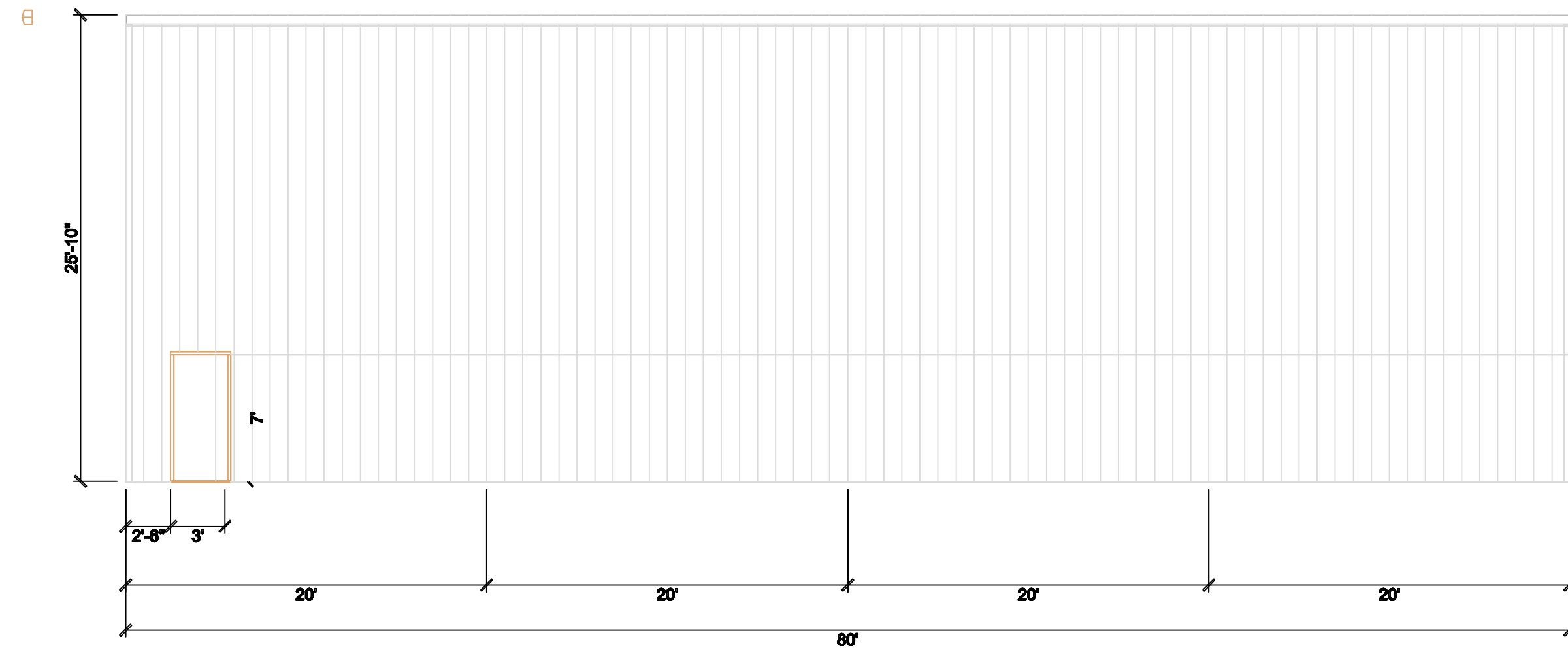
JOB NAME
Down to Earth Energy

MEMBER
MBMA

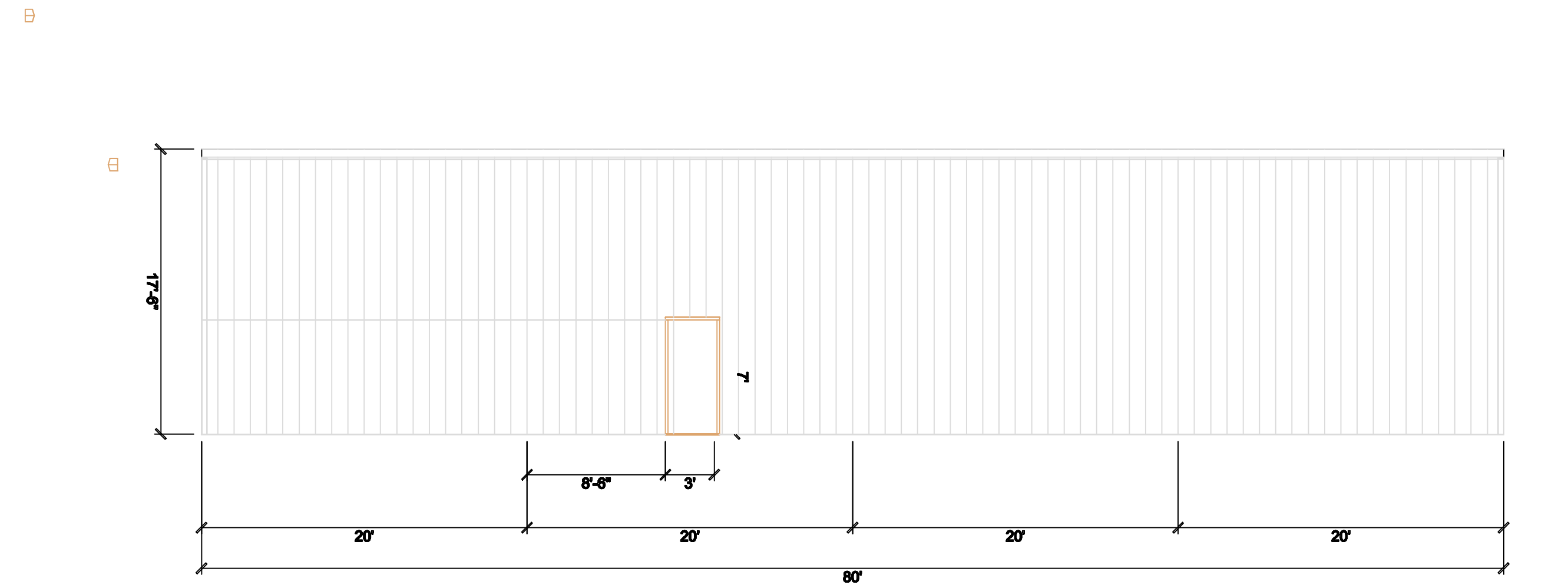
The engineer whose seal appears hereon is an employee for the manufacturer for the materials described herein. Said seal or certification is limited to the products designed and manufactured by manufacturer only. The undersigned engineer is not the overall engineer of record for this project.

NOT FOR CONSTRUCTION

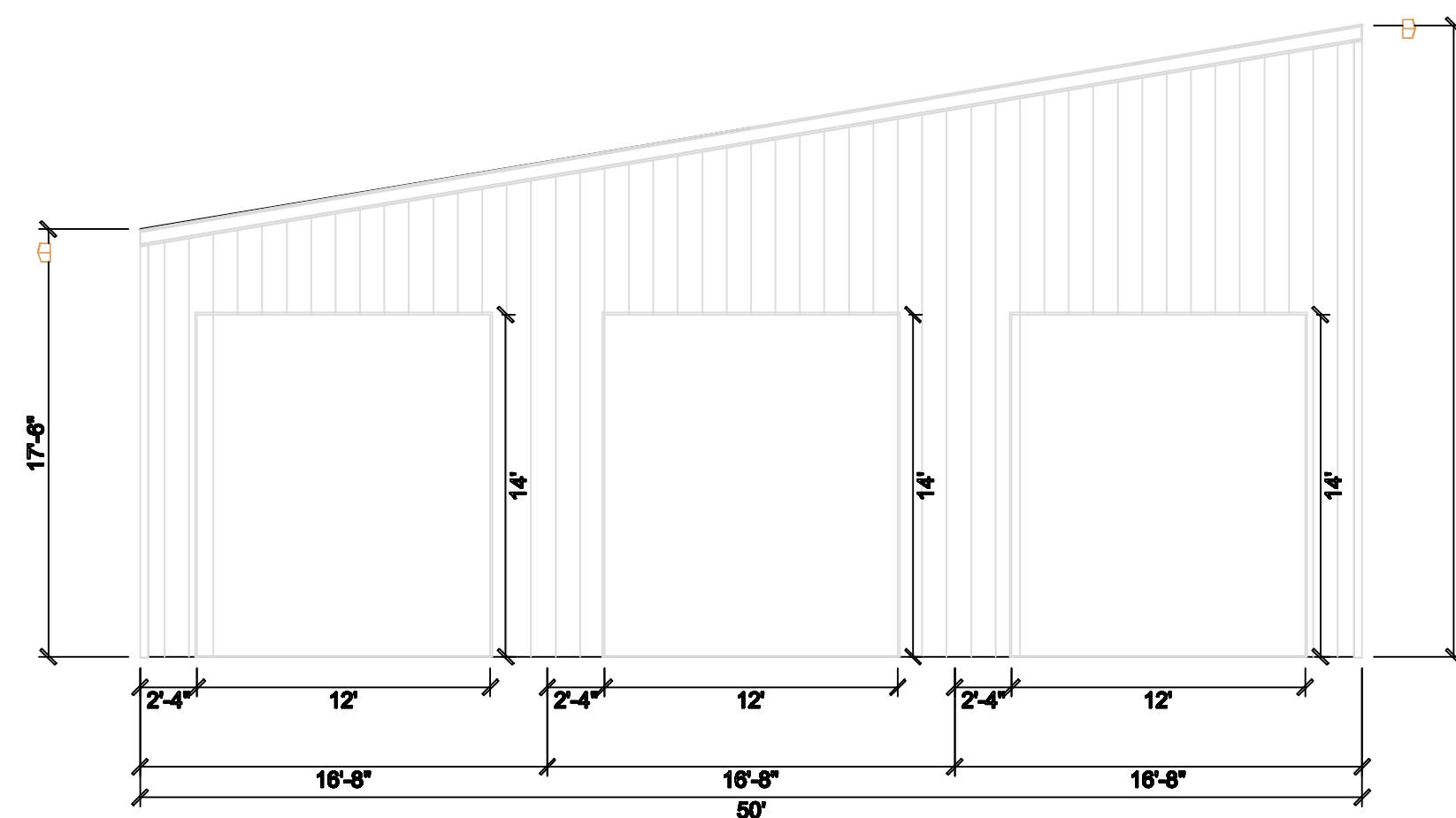
Front Wall



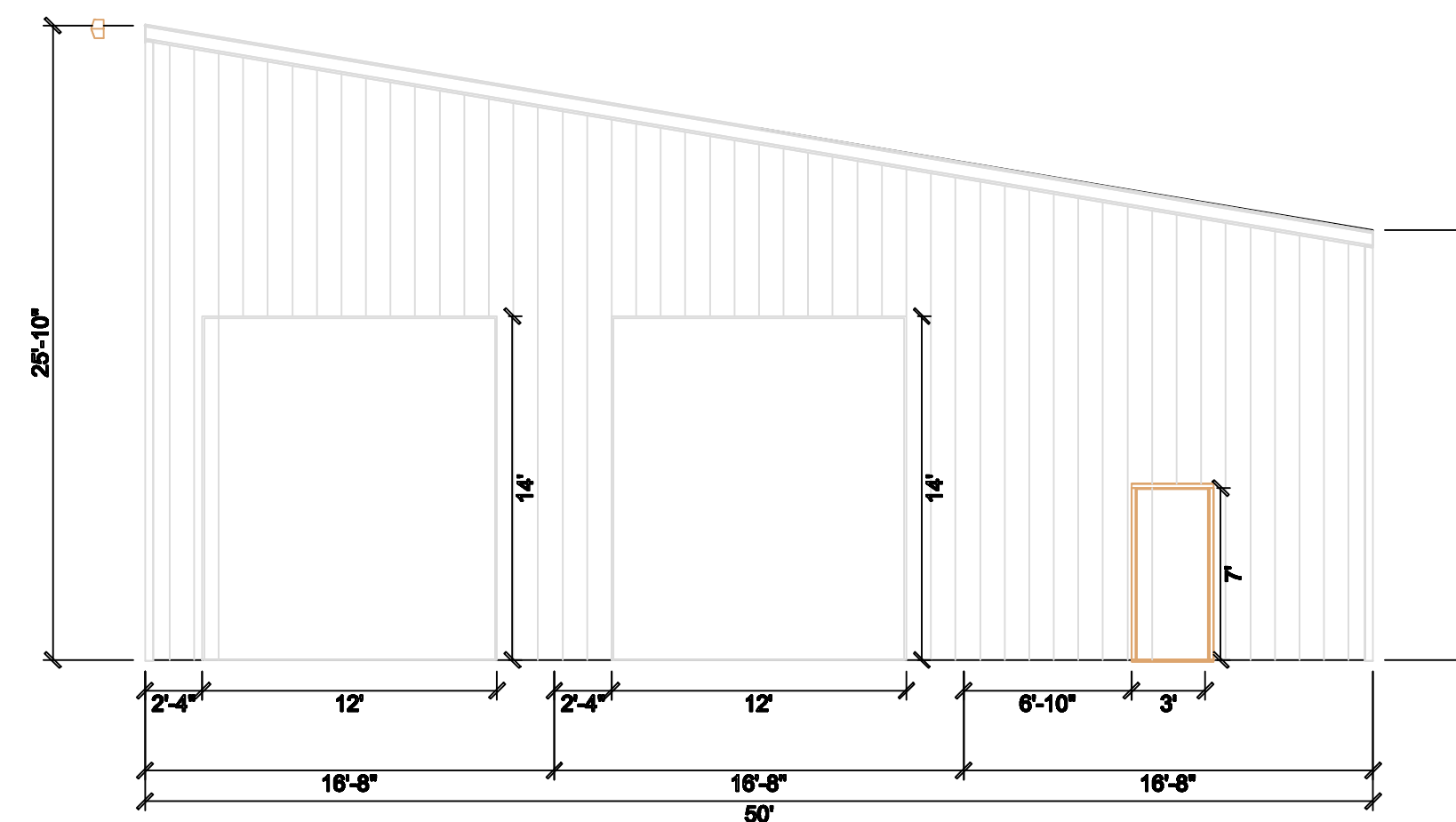
Back Wall



Left Wall





Right Wall



This drawing is not for construction. This drawing is intended to depict general building information and is solely for sales presentation purposes. For clarity of presentation, items depicted may be different from actual design and final drawings. In the event of conflict between this drawing and the purchase order, the purchase order shall prevail.

ARCHITECTURAL - (A) 90 x 55

 <p>A&S BUILDING SYSTEMS</p>		<p>Builder: Andersson Metal Building Erectors, Inc. 2617 Abbott Lake Rd. Conyers, GA 30094</p>	<p>CONTACT: Stefan T. Sydnor stefan@anderssonmetal.com</p>	<p>Customer: Down to Earth Energy 941 Monroe Jersey Rd. Monroe, GA 30655</p>
<p>Scale: NOT TO SCALE</p>		<p>VERSION: 22x34</p>		
<p>ESTIMATOR: Stefan</p>		<p>DATE: 10/23/018</p>		
<p>JOB NAME: Down to Earth Energy</p>				
<p>MEMBER</p> 				
<p>The engineer whose seal appears hereon is an employee for the manufacturer for the materials described herein. Said seal or certification is limited to the products designed and manufactured by manufacturer only. The undersigned engineer is not the overall engineer of record for this project.</p>				
		<p>Drawing Status: <input type="checkbox"/> Preliminary <input type="checkbox"/> For Approval <input type="checkbox"/> For Construction Permit <input type="checkbox"/> For Erector Installation</p>		

**NOTICE TO THE PUBLIC
CITY OF MONROE**

**A petition has been filed with the
City of Monroe requesting the
property at 941 Monroe-Jersey Rd to
be rezoned from PCD/M1 to M1
A public hearing will be held before
the Monroe Planning and Zoning
Commission at City Hall Auditorium at
215 N. Broad Street on February 19, 2019
at 5:30 P.M. All those having an
interest should be present to voice
their interest.**

**A petition has been filed with the
City of Monroe requesting the
property at 941 Monroe-Jersey Road to
be rezoned from PCD/M1 to M1
A public hearing will be held before
The Mayor and City Council
at the City Hall Auditorium at
215 N. Broad Street on March 12, 2019
at 6:00 P.M. All those having an
interest should be present to voice
their interest.**

**PLEASE RUN ON THE
FOLLOWING DATE:**

February 3, 2019



To: City Council
From: Patrick Kelley
Department: Planning, Zoning and Code
Date: 01-24-49
Description: Variance request for 941 Monroe Jersey Rd.

Budget Account/Project Name: NA

Funding Source: 2019 NA

Budget Allocation: NA
Budget Available: NA
Requested Expense: \$NA **Company of Purchase:** NA

Recommendation: approval as requested to reduce the side setback requirement to the requested 25'

Background: This property has been zoned as M1 surrounded by a PCD for many years. The development pattern and intended uses more closely resemble M1 uses. This variance is concurrent with a re-zoning request to make the entire parcel M1. The required side yard setback in M1 zoning prior to 07-01-14 was 0'. Currently the M1 required side yard setback is 50'. The property owner will provide required screening and buffering as depicted on the submitted plan if the variance is granted.

Attachment(s):

See plans attached below.

Date: January 18, 2019

Petition Number: 19-00094

Applicant: Mountain Creek Enterprises, Inc.

Location: 941 Monroe Jersey Road

Existing Zoning: M1-C/PCD

Acreage: 7.54 ac

Proposed Use: Industrial

CODE ENFORCEMENT STAFF RECOMMENDATION

Approve

Deny

Approve with recommended conditions

1. The applicant Mountain Creek Enterprises, Inc. is requesting a variance of section 700.3 Table 13 for reducing side setback from 50' to 25'. The property consists of 7.54 ac. It is zoned M1-C/PCD. The property has approximately 304.64 ft of road frontage on Monroe Jersey Road. The Code Department recommends approval.

Recommended conditions:

ZONING VARIANCE REQUEST



215 North Broad Street
 Monroe, GA 30655
 CALLFORINSPECTIONS
 770-207-4674 ... Phone
 dadkinson@monroega.gov

174

PERMIT NUMBER	DATE ISSUED	VALUATION	FEE	ISSUED BY
19-00094	01/18/2019	\$ 0.00	\$ 200.00	adkinson

NAME + ADDRESS	LOCATION	USEZONE	FLOODZONE
	941 Monroe - Jersey Rd Monroe, GA 30655	PCD/M1	
		PIN	
		M0033-001-000	
	SUBDIVISION		
CONTRACTOR		LOT	
Mountain Creek Enterprises, Inc.		BLOCK	
630 Riverbend Rd Monroe GA 30655		UTILITIES...	
		Electric	
		Sewer	
		Gas	
OWNER	Mountain Creek Enterprises, Inc., 678 522 6560	PROJECTID#	941Monroe - JerseyRd-190118-1
630 Riverbend Rd Monroe GA 30655			
		EXPIRATIONDATE:	06/18/2019

CHARACTERISTICS OF WORK

DESCRIPTION OF WORK

REQUEST FOR VARIANCE OF SECT 700.3
 TABLE 13 SIDE SETBACK P&Z MTG 2/19/19
 @ 5:30 PM -COUNCIL MTG 3/12/19 @ 6:00
 PM 215 N BROAD STREET

NATURE OF WORK

Other

CENSUS REPORT CODE

880 - * Zoning Variance Request

DIMENSIONS

SQUARE FOOTAGE	#STORIES	Sq. Ft.
	#UNITS	
	SINGLE FAMILY ONLY	
	#BATHROOMS	
	#BEDROOMS	
	TOTAL ROOMS	

NOTICE

This permit becomes null and void if work or construction authorized is not commenced within six (6) months, or if construction or work is suspended or abandoned for a period of six (6) months at any time after work is started.

I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. Granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature of Contractor or Authorized Agent

Date

Approved By

Date

MANAGE YOUR PERMIT ONLINE

WEB ADDRESS

<http://BuildingDepartment.com/project>

PERMIT NUMBER

19-00094

PERMIT PIN

57735



Variance/Conditional Use Application

Application must be submitted to the Code Department 45 days prior to the Planning & Zoning

Meeting of: _____

Your representative must be present at the meeting

Street address 941 Monroe Jersey Rd Council District 1 / 3 Map and Parcel # M0330001
Zoning M1C PCD Acreage 7.54 Proposed Use M1/Shop Road Frontage 285 ft. / on _____
(street or streets)

Applicant
Name Rick Huszagh
Address 630 Riverbend Rd Monroe
Phone # 678-522-6560

Owner
Name Mountain Creek Enterprises
Address 630 Riverbend Rd Monroe
Phone # 678-522-6560

Request Type: (check one) Variance Conditional Use

Nature of proposed use, including without limitation the type of activity proposed, manner of operation, number of occupants and/or employees, hours of operation, number of vehicle trips, water and sewer use, and similar matters:

Truck Shop for servicing Down to Earth Energy semi and vacuum trucks. Down to Earth Energy will be the occupant with one employee in the shop from 8am to 5pm. Trucks to be serviced are in the existing yard.

State relationship of structure and/or use to existing structures and uses on adjacent lots;

The shop will be located on the 7.5 acres on which Down to Earth Energy is a tenant. The current use is M1 where the biodiesel plant exists and PCD where offices are.

State reason for request and how it complies with the Zoning Ordinance section 1425.5(1)-(10) & 1430.6(1)-(8):

Due to the nature of the lot dimensions and the proximity to Breaux Pest Control on parcel # C1020004400 which is zoned I1 we are needing the shop building to be 25' from the property line. The current buffer required is 50'.

State area, dimensions and details of the proposed structure(s) or use(s), including without limitation, existing and proposed parking, landscaped areas, height and setbacks of any proposed buildings, and location and number of proposed parking/loading spaces and access ways:

The structure is 50'x80' and has a pitched roof with a height of 17'6" in the front and 25'10" in the back facing Breaux Pest Control. The buffer will be landscaped with evergreen trees. The roof will have solar panels installed.

State the particular hardship that would result from strict application of this Ordinance:

Due to the positioning of the building in relation to the entrance of trucks into the facility the building needs to be situated as close to the Breaux property line as possible to allow trucks to drive through the shop.

Check all that apply: Public Water: Well: Public Sewer: Septic: Electrical: Gas:

For any application for an overlay district, a Certificate of Appropriateness or a letter of support from the Historic Preservation Commission or the Corridor Design Commission for the district is required.

Documents to be submitted with request:

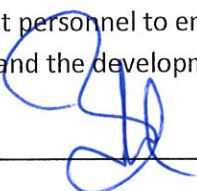
- Recorded deed
- Survey plat
- Site plan to scale
- Proof of current tax status

Application Fees:

- \$100 Single Family
- \$300 Multi Family
- \$200 Commercial

Each applicant has the duty of filing a disclosure report with the City if a contribution or gift totaling two hundred and fifty dollars (\$250.00) or more has been given to an official of the City of Monroe within the last two (2) years.

The above statements and accompanying materials are complete and accurate. Applicant hereby authorizes Code department personnel to enter upon and inspect the property for all purposes allowed and required by the zoning ordinance and the development regulations.

Signature  _____ Date: 1/17/19

**PUBLIC NOTICE WILL BE PLACED AND REMOVED BY THE CODE DEPARTMENT
SIGN WILL NOT BE REMOVED UNTIL AFTER THE COUNCIL MEETING.**

***Property owners signature if not the applicant**

Signature _____ Date: _____

Date: _____

Notary Public

Commission Expires: _____

I hereby withdraw the above application: Signature _____ Date _____

Appendix 4 - Description of location – Warranty Deed

1-4
HB

Return To:
Preston & Malcom, P.C.
110-112 Court Square
Post Office Box 984
Monroe, Georgia 30655
File No.: 05-21045

[Handwritten mark]



Deed Doc: WD
Recorded 06/09/2006 12:45PM
Georgia Transfer Tax Paid : \$298.20

KATHY E. TROST
CLERK SUPERIOR COURT, WALTON COUNTY
Bk 02485 Pg 0279

[Space above this line for recording data]

WARRANTY DEED

STATE OF GEORGIA
COUNTY OF WALTON

THIS INDENTURE, made the 9th day of June, in the year two thousand six, between
ADO, INC. and JP SHEA INVESTMENTS, INC.

of the County of Walton, and State of Georgia, as party or parties of the first part, hereinafter called Grantor,
and

MOUNTAIN CREEK ENTERPRISES, INC.

as party or parties of the second part, hereinafter called Grantee (the words "Grantor" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH that: Grantor, for and in consideration of the sum of Ten Dollars and No/100----- (\$10.00) DOLLAR in hand paid at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto the said Grantee,

All that tract or parcel of land, together with all improvements thereon, situate, lying and being in the State of Georgia, County of Walton, located in Land Lot 1 of the 3rd Land District, containing 7.401 acres as shown by a plat of survey entitled "Survey for Gerald Atha", prepared by Brewer & Dudley, L.L.C., certified by John F. Brewer, Georgia Registered Land Surveyor No. 2115, dated February 20, 2003, recorded in Plat Book 90, Page 97, Clerk's Office, Walton Superior Court. Reference to said plat of survey and the record thereof being hereby made for a more complete description.

This Deed is given subject to all easements and restrictions of record.

TO HAVE AND TO HOLD the said tract or parcel of land, with all and singular the rights, members and appurtenances thereof, to the same being, belonging, or in anywise appertaining, to the only proper use, benefit and behoof of the said Grantee forever in FEE SIMPLE.

AND THE SAID Grantor will warrant and forever defend the right and title to the above described property unto the said Grantee against the claims of all persons whomsoever.

IN WITNESS WHEREOF, the Grantor has signed and sealed this deed, the day and year above written.

Signed, sealed and delivered in the presence of:

[Signature]
Unofficial Witness

[Signature]
Notary Public

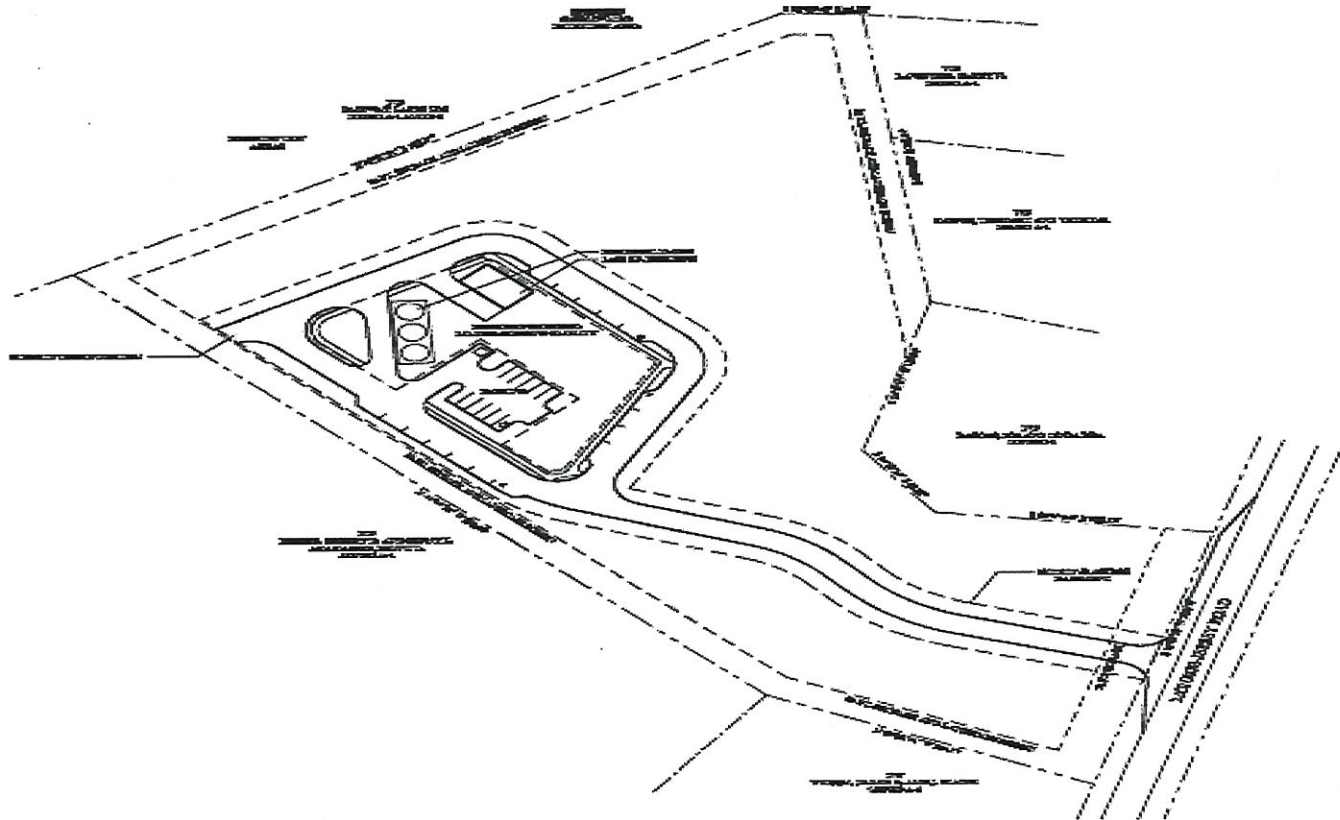
ADO, INC.
By: *[Signature]* (SEAL)
A. DALE OVERSTREET, CEO/PRESIDENT


SEAL AFFIXED
JP SHEA INVESTMENTS, INC.
By: *[Signature]* (SEAL)
JOHN P. SHEA, CEO/PRESIDENT

SEAL AFFIXED

SEAL AFFIXED

Approved Land Plan





SMITH
LANDSCAPE ARCHITECTS

LANDSCAPE ARCHITECTURE
LAND PLANNING
URBAN DESIGN
ENVIRONMENTAL ANALYSIS
PLANNING

2000 THREE ONE FIVE
WILSONS CREEK, MISSOURI, 64118
TEL: 816-234-1200
WWW.SMITHLANDSCAPE.COM

**PROPOSED
PLANNED
COMMERCIAL
DEVELOPMENT**

PROPOSED DEVELOPMENT
SUBJECT PROJECT:
MCCORMICK, ILL.

**PLEASE
USE
PLAN**

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No part of this document
may be reproduced or
transmitted in any form or
by any means, electronic,
mechanical, photocopying,
recording, or by any
information storage and
retrieval system, without
the prior written permission
of Smith & Associates.

DATE: _____

SCALE: 1" = 20'

DATE: APRIL 28, 1987

BY: LCP

DESIGNED BY: _____

PLAN NO.	JOB NO.



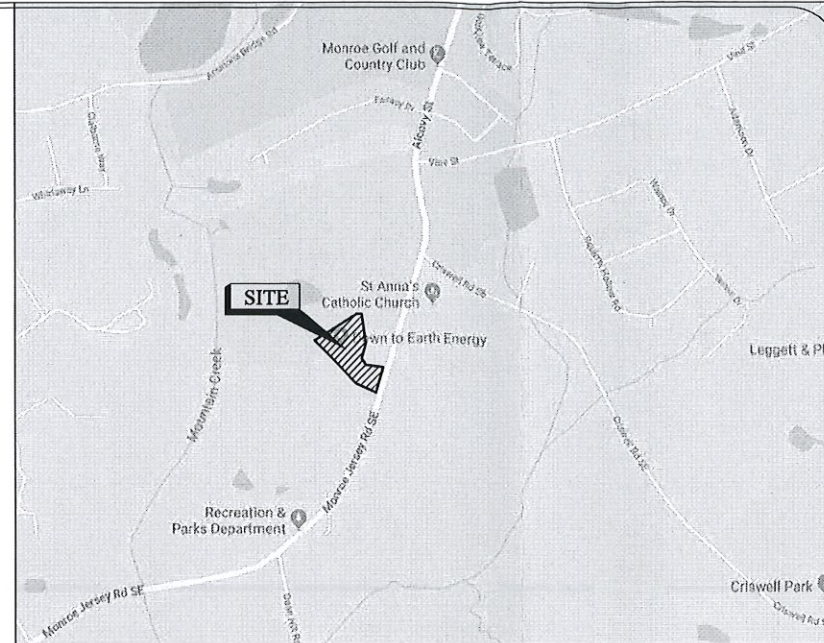
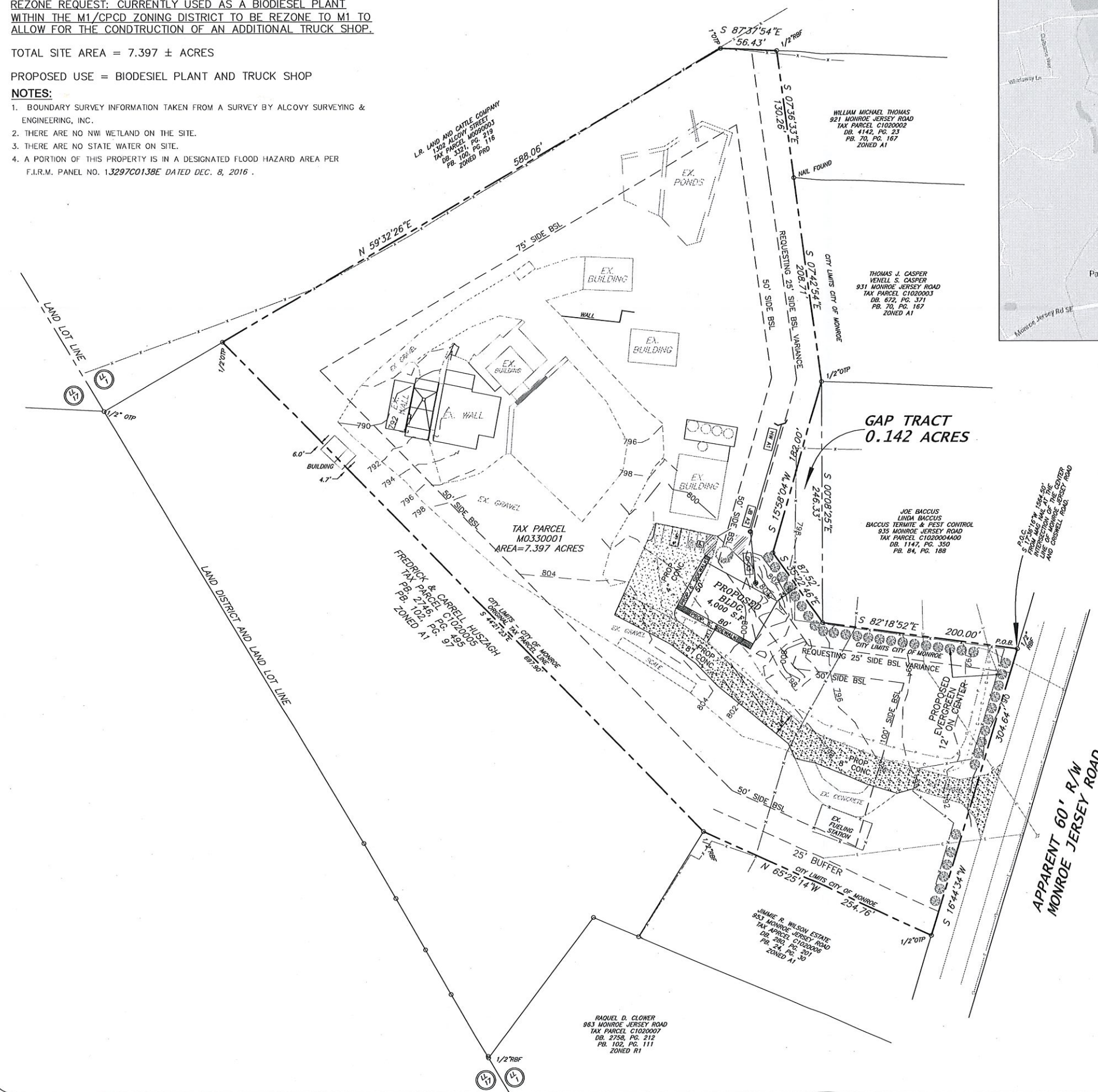
REZONE REQUEST: CURRENTLY USED AS A BIODIESEL PLANT WITHIN THE M1/CPCD ZONING DISTRICT TO BE REZONE TO M1 TO ALLOW FOR THE CONSTRUCTION OF AN ADDITIONAL TRUCK SHOP.

TOTAL SITE AREA = 7.397 ± ACRES

PROPOSED USE = BIODIESEL PLANT AND TRUCK SHOP

NOTES:

- BOUNDARY SURVEY INFORMATION TAKEN FROM A SURVEY BY ALCOVY SURVEYING & ENGINEERING, INC.
- THERE ARE NO NWI WETLAND ON THE SITE.
- THERE ARE NO STATE WATER ON SITE.
- A PORTION OF THIS PROPERTY IS IN A DESIGNATED FLOOD HAZARD AREA PER F.I.R.M. PANEL NO. 13297C0138E DATED DEC. 8, 2016 .



VICINITY MAP N.T.S.

SITE ANALYSIS

TOTAL BUILDING	4,000 S.F.
1 STORY	4,000 S.F.
TRUCK SHOP	7.397 AC.
TOTAL AREA	M1
REQUEST ZONING	
REQUIRED	
1 SP. / 3 EMPLOYEE	SPACES
10 EMPLOYEES	4 SPACES
TOTAL REQUIRED	4 SPACES
TOTAL PROVIDED	6 SPACES
H.C. SPACES REQ.	1 SPACES
H.C. SPACES PROVIDED	1 SPACES

MAX. GROSS S.F. OF BUILDING= 11,560 S.F.
 MAX. TO COVERAGE= 35.88%
 MAX. HEIGHT= 75 FT
 MIN S.F. OF PARKING AND DRIVE= 16,955 S.F.
 PROPOSED PARKING=6

ALCOVY
 SURVEYING & ENGINEERING, INC.
 P.O.C. TIP HUYNH, P.E.
 2205 Highway 81 South
 Loganville, Georgia 30052
 Phone: 770-466-4002
 Fax: 770-466-4296
 tip@alcovyse.com

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REZONE REQUEST

PROPOSED DOWN TO EARTH ENERGY BIODIESEL NDSS EXPANSION

PARCEL: M0330001
 LAND LOT: 1
 DISTRICT: 3RD
 941 MONROE JERSEY ROAD
 MONROE, GA

DATE: 1/18/2019
 SCALE: 1"=50'

OWNER / DEVELOPER

DOWN TO EARTH ENERGY
 941 MONROE-JERSEY ROAD
 MONROE, GA 30655

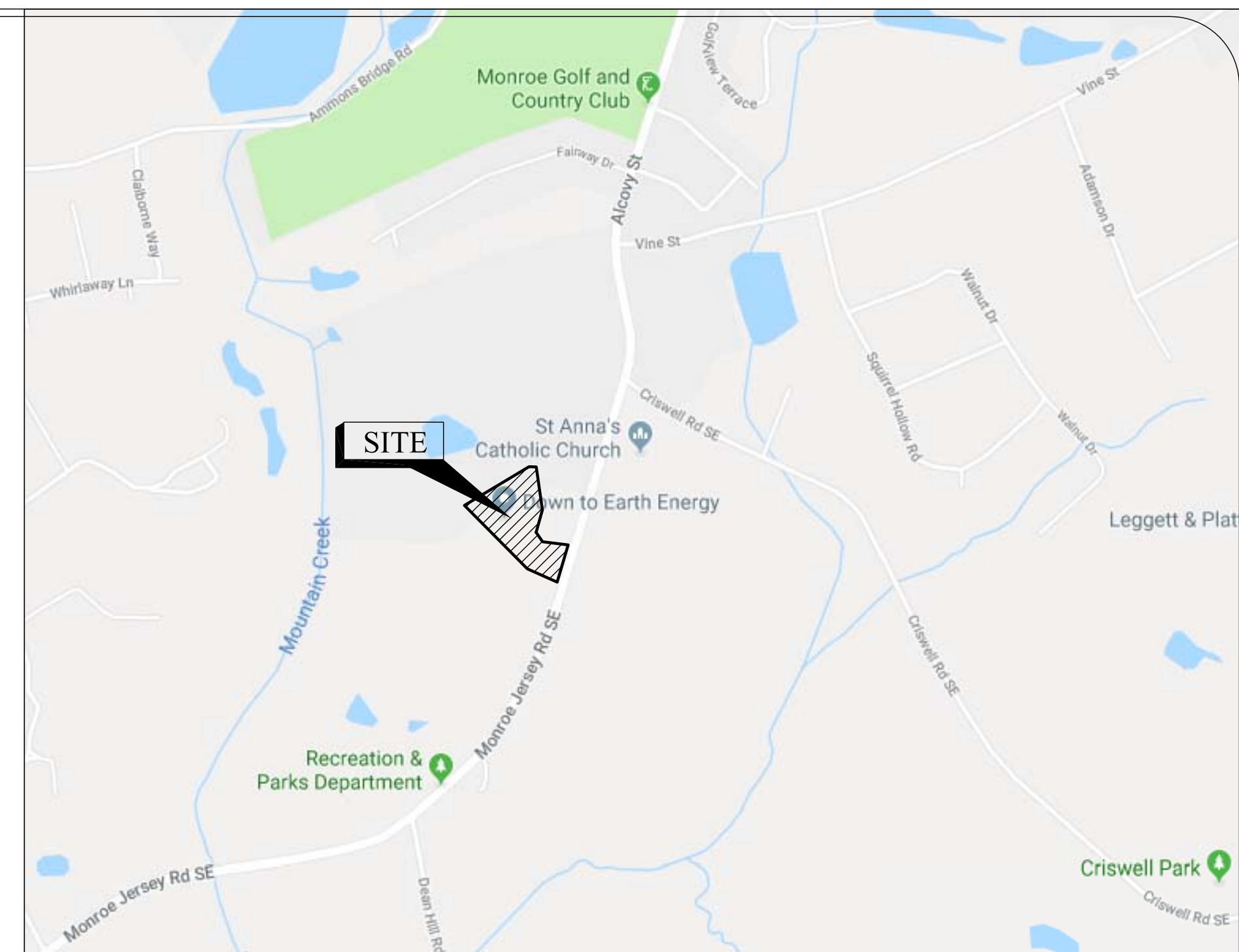
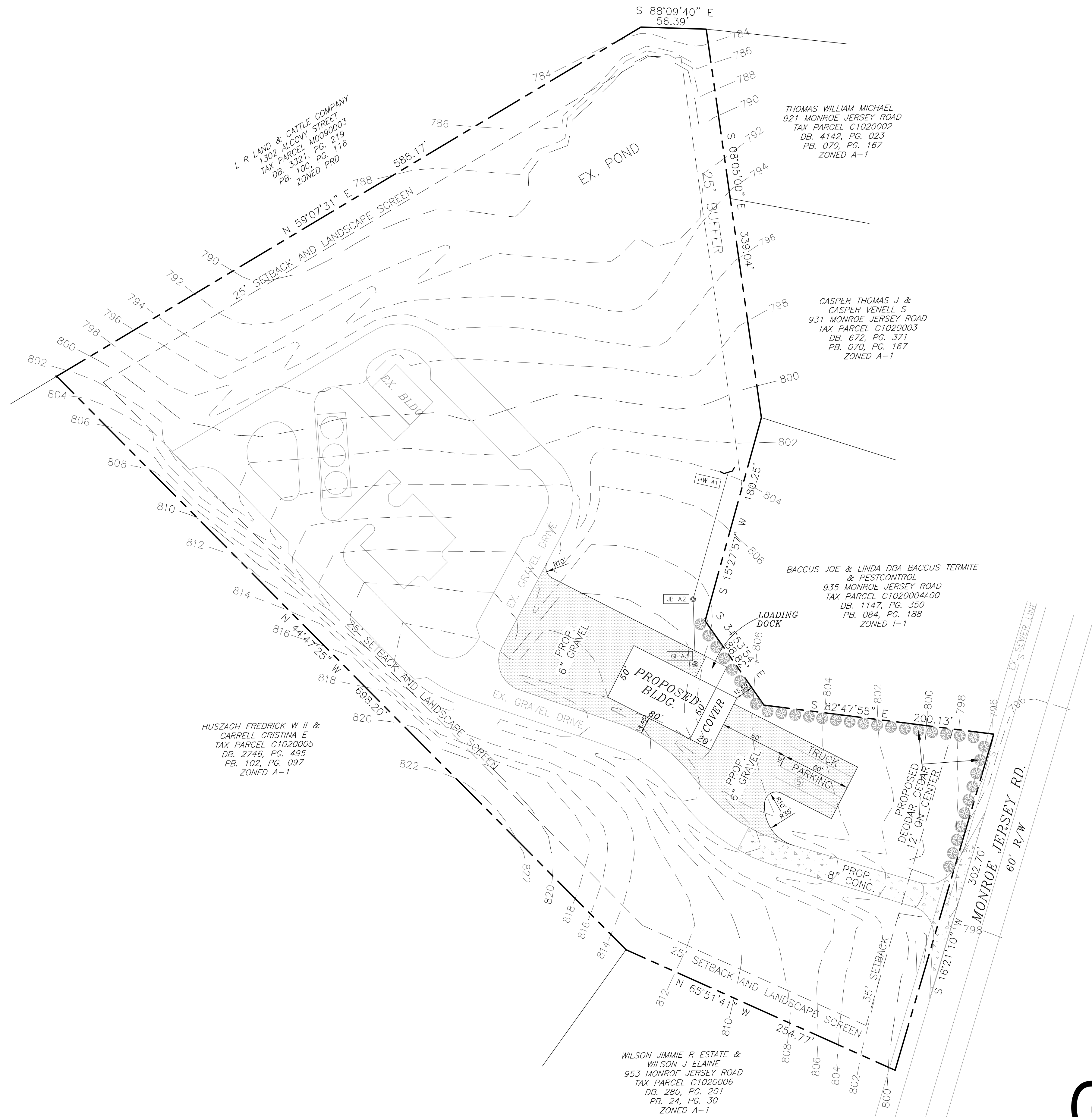
24 HOUR - EMERGENCY CONTACT
 RICK HUSZAGH
 678-522-6560
 rick@downtoearthenergy.net

REVISIONS

NO.	DATE	DESCRIPTION

JOB No. 09-025
RZ

GEORGIA811
 www.Georgia811.com



VICINITY MAP
N.T.S.

ALCOVY
SURVEYING & ENGINEERING, INC.

P.O.C. TIP HUYNH, P.E.
2205 Highway 81 South
Loganville, Georgia 30052
Phone: 770-466-4002
Fax: 770-466-4296
tip@alcovyse.com

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CONCEPT PLAN

**PROPOSED
DOWN TO EARTH
ENERGY
BIODIESEL NDSS
EXPANSION**

PARCEL: M0330001
LAND LOT: 1
DISTRICT 3RD
941 MONROE JERSEY ROAD
WALTON COUNTY, GA

DATE: 12/05/2018
SCALE: 1"=50'

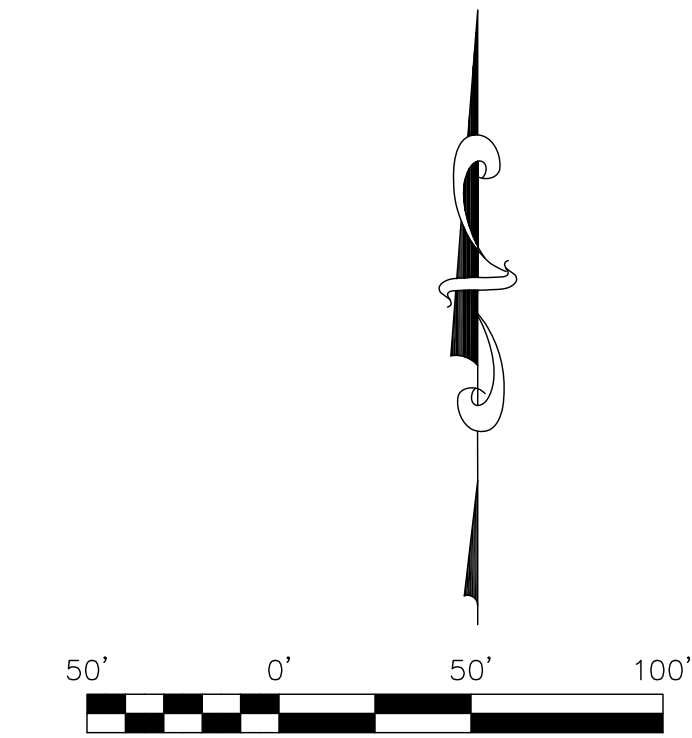
OWNER / DEVELOPER
DOWN TO EARTH ENERGY
941 MONROE-JERSEY ROAD
MONROE, GA 30655

24 HOUR - EMERGENCY CONTACT
RICK HUSZAGH
678-522-6560

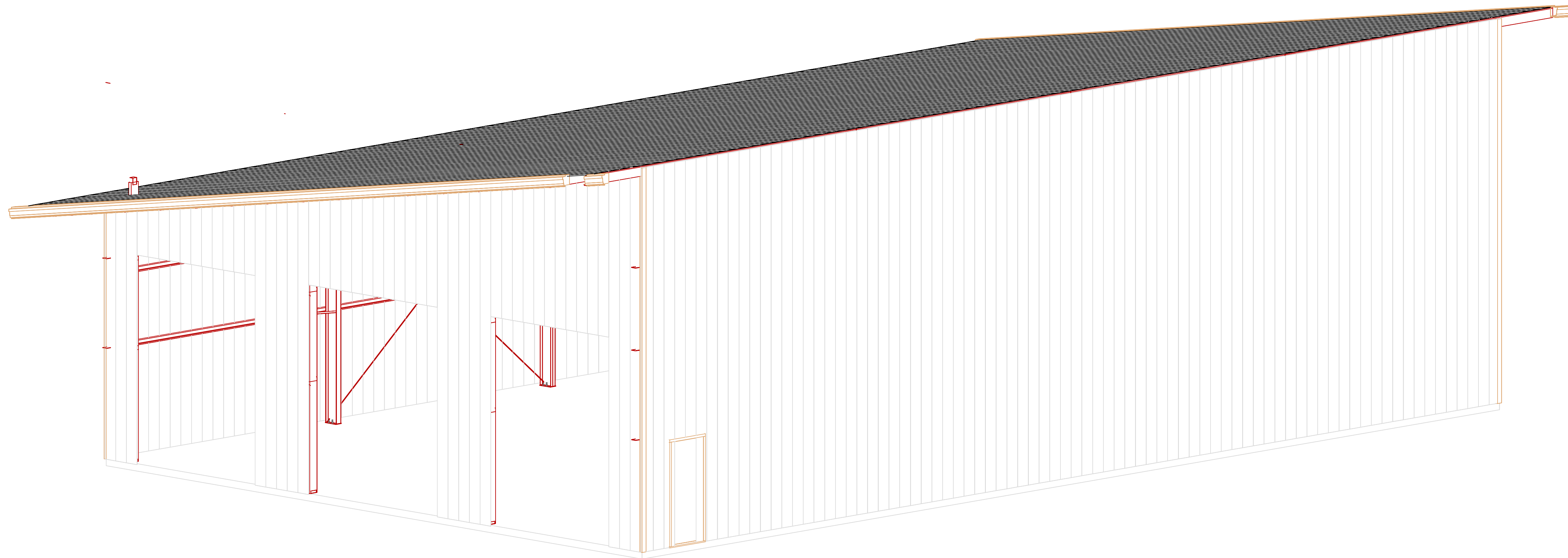
REVISIONS

NO.	DATE	DESCRIPTION

JOB No. 09-025
C-1



NOT FOR CONSTRUCTION



This drawing is not for construction. This drawing is intended to depict general building information and is solely for sales presentation purposes. For clarity of presentation, items depicted may be different from actual design and final drawings. In the event of conflict between this drawing and the purchase order, the purchase order shall prevail.

3D FRONT LEFT - (A) 90 x 55

A&S Building Systems
1880 Hwy. 116
Caryville, TN 37714

A&S
A&S BUILDING SYSTEMS

Customer:
Down to Earth Energy
941 Monroe Jersey Rd.
Monroe, GA 30655

Builder:
Andersson Metal Building Erectors
2617 Abbott Lake Rd.
Conyers, GA 30094

CONTACT: Stefan T. Sydnor
stefan@anderssonmetal.com

For Construction Permit
 For Erector Installation

Preliminary
 For Approval

Scale: NOT TO SCALE

VERSION	PAPER SIZE
ASTEK-II 7.4.2	22x34

ESTIMATOR	DATE
Stefan	10/23/018

JOB NAME
Down to Earth Energy

MEMBER
MBMA

The engineer whose seal appears hereon is an employee for the manufacturer for the materials described herein. Said seal or certification is limited to the products designed and manufactured by manufacturer only. The undersigned engineer is not the overall engineer of record for this project.

2018 ADVALOREM TAX NOTICE FOR THE COUNTY OF WALTON

YEAR	BILL NUM	ACCOUNT NUMBER	DI	LOCATION/DESCRIPTION	MAP/PARCEL		FAIR MARKET VALUE
2018	025605	512100 010	1	7.40AC	M 33	1	233,000
TAXING ENTITY	ASSESSMENT	EXEMPTION	TAXABLE VALUE	MILLAGE RATE	CREDITS	TAXES DUE	
COUNTY	93200		93200	.0109050			
SCHOOL	93200		93200	.0186000	223.68	1,016.35	
SCH BOND	93200		93200	.0026000		1,733.52	
CITY TAX	93200		93200	.0052980		242.32	
CITY BOND	93200		93200	.0019790	379.79	493.77	
						184.44	

TOTAL SCHOOL TAXES 1,975.84
 TOTAL COUNTY TAXES 1,016.35
 TOTAL CITY TAXES 678.21

MOUNTAIN CREEK
 ENTERPRISES INC
 630 RIVERBEND RD SE
 MONROE GA 30655-5966

PAYMENT MUST BE MADE ON OR BEFORE
 NOVEMBER 15, 2018

TOTAL TAX DUE 3,670.40
 CREDITS ARE LISTED FOR INFORMATION PURPOSES ONLY
 WALTON CO. TAX COMM.
 303 S. HAMMOND DRIVE
 SUITE 100
 MONROE, GA. 30655

YOUR CANCELLED CHECK IS YOUR RECEIPT

This bill is not sent to your mortgage company. If you have an escrow account, please forward a copy to your mortgage company. We encourage you to pay by mail, on the web at www.waltoncountypay.com or by phone 800.279.7450.



-----PLEASE READ, THIS IS AN IMPORTANT PART OF YOUR TAX BILL-----

Certain persons are eligible for certain homestead exemptions from ad valorem taxation. In addition to the regular homestead authorized for all homeowners, certain elderly persons are entitled to additional homestead exemptions. The full law relating to each exemption must be referred to in order to determine eligibility for the exemption. If you are eligible for one of the exemptions and are not now receiving the benefit of the exemption, you must apply for the exemption not later than 4/01/2019 in order to receive the exemption in future years. For more information on eligibility for exemptions or on the proper method of applying for an exemption, you may contact the office of the County Tax Office at 303 S. HAMMOND DRIVE (770) 267-1352. If you feel that your property has been assigned too high a value for tax purposes by the Board of Tax Assessors, you should file a tax return reducing the value not later than 4/01/2019 in order to have an opportunity to have this value lowered for next year's taxes. Information on filing a return can be obtained from the County Tax Office at 303 S. HAMMOND DRIVE and/or (770) 267-1352.

LOCAL OPTION SALES TAX CREDIT:
 The General Assembly reenacted the Local Option Sales Tax Act and another part of your bill shows the dollar amount of reduction of local property taxes which you have received. The law now requires the following additional information to be provided to each taxpayer:

LOCAL TAX LEVY:
 Mill rate required to produce local budget 22.678
 Reduction in mill rate due to rollback to taxpayers of sales tax proceeds this previous year 6.475
 Actual mill rate set by local officials 16.203

*pd 11/2/18
 mailed
 ck 6758*

**NOTICE TO THE PUBLIC
CITY OF MONROE**

The City of Monroe has received a request for a variance of section 700.3 Table 13 side setbacks of the Zoning Ordinance for 941 Monroe-Jersey Road. A public hearing will be held on February 19, 2019 before the Planning & Zoning Commission, at 5:30 P. M.

The City of Monroe has received a request for a variance of section 700.3 Table 13 Side Setbacks of the Zoning Ordinance for 941 Monroe-Jersey Road. A public hearing will be held on March 12, 2019 before the Mayor and Council, at 6:00 pm.

The meeting will be held in City Hall Meeting Room, 215 North Broad Street. All those having an interest should be present.

**Please run on the
following date:**

February 3, 2019

**City of Monroe**

215 N Broad Street
Monroe, Georgia 30655
(770) 267-3429

OCCUPATIONAL TAX CERTIFICATE

Business Name: MAJOR HUMPHREY'S BREWING COMPANY
DBA: MAJOR HUMPHREY'S BREWING
COMPANY

Business Location: 320 S MADISON AVE
MONROE, GA 30655

Mailing Address: 297 CANNONADE COURT
MONROE, GA 30655

Owner: MAJOR HUMPHREY'S BREWING COMPANY

License Number: 35951

License Type: Business License

Issued Date: 1/1/2019

Classification: Merchant

Expiration Date:

Code Department - City of Monroe

Code Department - City of Monroe

Non-Transferable. Subject to be revoked if abused.

TO BE POSTED IN A CONSPICUOUS PLACE

CITY OF MONROE

ALCOHOLIC BEVERAGE LICENSE APPLICATION

INSTRUCTIONS: PLEASE PRINT OR TYPE APPLICATION AND ANSWER ALL QUESTIONS.

Please fill out entire application leaving no sections blank; please mark sections that do not apply N/A

Please check the licenses that you are applying for.

CITY OF MONROE

ALCOHOLIC BEVERAGE LICENSE FEES

CONSUMPTION ON PREMISE:

LICENSE FEE:

BEER/WINE	\$1000.00	_____
NON PROFIT PRIVATE CLUB	\$600.00	_____
SUNDAY SALES-PRIVATE CLUBS ONLY	\$150.00	_____
BEER/WINE AMENITIES LICENSE	\$100.00	_____
DISTILLED SPIRITS	\$3000.00	_____
NON PROFIT PRIVATE CLUB-ONLY	\$600.00	_____
SUNDAY SALES	\$150.00	_____

PACKAGE:

LICENSE FEE:

BEER/WINE	\$2000.00	_____
HOTEL/MOTEL IN ROOM SERVICE	\$250.00	_____
GROWLERS	\$2000.00	_____

MANUFACTURER

LICENSE FEE: 1 FEE ONLY

DISTILLERIES OR MICRO-DISTILLERIES	\$1500.00	_____
BREWERY OR MICRO-BREWERIES	\$1000.00	_____ <input checked="" type="checkbox"/>
BREW PUB	\$750.00	_____

WHOLESALE DEALERS:

LICENSE FEE:

PRINCIPAL PLACE OF BUSINESS - CITY

BEER/WINE

\$1500.00

DISTILLED SPIRITS

\$2000.00

PRINCIPAL PLACE OF BUSINESS – NOT IN CITY

\$100.00

TEMPORARY LICENSE:

LICENSE FEE:

NON PROFIT ORGANIZATIONS

\$25.00 PER DAY

FOR PROFIT ORGANIZATIONS

\$150.00 PER DAY

SPECIAL EVENT VENUES

\$300.00

REGISTRATION

There is a \$250.00 non-refundable administrative/investigative fee for all licenses except for a Beer/Wine Amenities License which the fee is \$200.00.

There is no application fee for wholesale dealers. This administrative / investigative fee applies to new applications only-does not apply to renewals.

1. Full Name of Business Major Humphrey's Brewing Company, LLC

Under what name is the Business to operate? Major Humphrey's Brewing Co.

Is the business a proprietorship, partnership or corporation? Domestic or foreign?

Limited Liability Company; Domestic

2. Address: a) Physical: 320 S. Madison Ave. Monroe, GA

b) Mailing: 297 Cannonade Ct. Monroe, GA

3. Phone _____ Beginning Date of Business in City of Monroe Feb. 8, 2018

4. New Business Existing business purchase

If change of ownership, enclose a copy of the sales contract and closing statement.

5. Federal Tax ID Number _____ Georgia Sales Tax Number _____

6. Is business within the designated distance of any of the following:

CHURCH, SCHOOL GROUNDS, COLLEGE CAMPUS (See Land Survey Requirements)

Beer and Wine 100 Yards Yes _____ No

Liquor 100 Yards (Church) or 200 Yards (School) Yes _____ No _____

7. Full name of Applicant Shawn Earl Berube

Full Name of Spouse, if Married Brittany Jean Berube

Are you a Citizen of the United States or Alien Lawful Permanent Resident? Yes

Birthplace Franklin, Louisiana

Current Address 2271 Emerald Dr City Loganville St GA Zip 30052

Home Telephone 678-524-0355

Number of Years at present address 2 yrs & 8 mo.

Previous address (If living at current address less than 2 yrs).

n/a

Number of years at previous address n/a

8. If new business, date business will begin in Monroe Feb 8, 2018

If transfer or change of ownership, effective date of this change n/a

If transfer or change of ownership, enclose a copy of the sales contract and closing statement.

Previous applicant & D/B/A n/a

9. What is the name of the person who, if the license is granted, will be the active manager of the business and on the job at the business? List address, occupation, phone number, and employer Shawn E. Berube; Brewmaster; 320 S. Madison

Ave Monroe, GA; 678-524-0355; Major Humphrey's

Brewing company, LLC

10. Has the person, firm, limited liability company, corporation, applicant, owner/owners, partner, shareholder, manager or officer been arrested, convicted or entered a plea of nolo

contendere within ten (10) years immediately prior to the filing of this application for any felony or misdemeanor of any state or of the United States, or any municipal ordinance involving moral turpitude, illegal gambling or illegal possession or sale of controlled substances or the illegal possession or sale of alcoholic beverages to minors in a manner contrary to law, keeping a place of prostitution, pandering, pimping, public indecency, prostitution, solicitation of sodomy, or any sexually related crime. If yes, describe in detail and give dates.

No.

11. Has the applicant been convicted under any federal, state or local law of any felony, within fifteen (15) years prior to the filing of application of such license? No.

12. Do you own the land and building on which this business is to be operated? No.

13. Does this establishment have a patio/open area intended to be used for consumption of alcoholic beverages? yes or no

14. If operating as a corporation, state name and address of corporation, when and where incorporated, and the names and addresses of the officers and directors and the office held by each.

n/a

15. If operating as a corporation, list the stockholders (20% or more) complete addresses, area code and telephone numbers, residential and business, and the amount of interest of each stockholder.

n/a

16. If operating as a partnership, list the partners with complete addresses, area code and telephone numbers, residential and business, and the amount of interest or percent of ownership of each partner.

Shawn E. Berube; 2271 Emerald Dr Loganville GA, 30052; 678-524-0355 - 45%
 David M. B. Island; 297 Cannonade Ct Monroe, GA 30655; 404-667-6386 - 45%

17. If partnership or individual, state names of any persons or firms owning any interest or receiving any funds from the corporation. John T. Anderson

18. Does applicant receive any financial aid or assistance from any manufacturer or wholesaler of alcoholic beverages? If yes, explain. no.

19. Does the applicant have any financial interest in any manufacturer or wholesaler of alcoholic beverages? If yes, please explain.

No.

20. State whether or not applicant, partner, corporation officer; or stockholder holds any alcoholic beverage license in other jurisdiction or has ever applied for a license and been denied. (Submit full details) No.

21. Does you or your spouse or any of the other owners, partners or stockholders have any interest in any liquor store or wholesale liquor business?

No.

22. If a retail grocery business in existence for more than six (6) months:

A statement from the applicant with documentary evidence provided that the business has had or will have gross sales of merchandise, other than malt beverages and wine, of more than three thousand dollars (\$3000.00) per month average for six (6) successive months preceding the filing of the application for this license or renewal thereof.

If a retail grocery business in existence for less than six (6) months:

A statement from the applicant with documentary evidence provided, that the business has had or will have gross sales of merchandise, other than malt beverages and wine, of more than three thousand dollars (\$3000.00) per month average for six (6) successive months from its inception; and within ten (10) days upon completion of six (6) months' verifying the statement required herein; and upon failure to provide such verification as prescribed herein, the license shall be suspended until such verification is made.

23. If a club, a statement that the club has been organized or chartered for at least one (1) year; a statement that during the past year the club has held regular monthly meetings; and a statement that the club has at least fifty (50) members.

24. Character References: (For the applicant)

1. James Swann
 Name
2240 Hawthorne Trace
 Address
Monroe GA 30655 678-993-3303
 City State Zip Telephone

2. David Yates
 Name
3117 Preston Connor Blvd
 Address
Monroe GA 30656 404-456-1098
 City State Zip Telephone

3. Marsh Peterson
 Name
2689 Powell Court
 Address
Monroe GA 30656 678-253-2549
 City State Zip Telephone

This the 12 day of Feb 2019.

[Signature] (Signature Applicant)

Owner (Title i.e. Partner, General Partner, Manager, Owner, etc.)

Shawn E. Berube (Print Name)

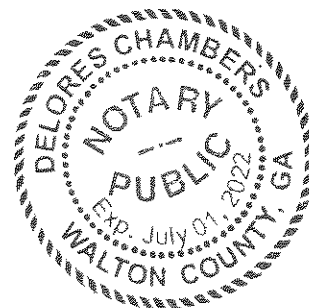
Or: [Signature] (Signature of Corporate Officer)

Shawn E. Berube (Printed Name and Title of Corporate Officer)

Signed, sealed and delivered in the presence of: _____

Notary Public: Delores Chambers

Executed: 2/12/19





P.O. Box 1249 • Monroe, Georgia 30655
 (770) 207-4674
 Attn: Business License Division

OCCUPATION TAX APPLICATION

BUSINESS NAME SSM2 USA LLC TELEPHONE (770) 267-3530
 ADDRESS 705 W Spring Street, Monroe Georgia TYPE OF BUSINESS _____
 MAILING ADDRESS 705 W Spring Street Monroe Ga 30655 C-Store
 EMAIL ADDRESS MARATHONMONROE@gmail.com
 OWNER'S NAME NAVDOL SOMANI TELEPHONE (404) 384-9885
 EMERGENCY CONTACT PERSON: MURAD ALI
 TELEPHONE (404) 944-4978
 PROPERTY OWNER'S NAME: BROWN Properties
 TELEPHONE (770) 616-5054

**NUMBER OF EMPLOYEES: FULL TIME 2
 PART TIME _____

**(Including Owners & Family Members)

HAVE YOU EVER BEEN CONVICTED OF A FELONY OR ARE YOU DISQUALIFIED TO RECEIVE A LICENSE

BY REASON OF ANY MATTER OR THING CONTAINED IN THE LAWS OF THIS STATE, OR THIS CITY? YES NO

WILL A SIGN BE INSTALLED ON THE BUILDING OR PROPERTY? YES NO

A PERMIT IS REQUIRED FOR ALL SIGNS!!

I hereby certify that I will not violate any of the laws of this State of Georgia or of the United States. I further agree to comply with any and all ordinances of the City of Monroe in conducting business in the City.

Signature:  Date 02 / 20 / 19

Notice: All businesses located in the City of Monroe are subject to inspection by City Code and Fire Officials

CITY OF MONROE

ALCOHOLIC BEVERAGE LICENSE APPLICATION

INSTRUCTIONS: PLEASE PRINT OR TYPE APPLICATION AND ANSWER ALL QUESTIONS.

Please fill out entire application leaving no sections blank; please mark sections that do not apply N/A

Please check the licenses that you are applying for.

CITY OF MONROE

ALCOHOLIC BEVERAGE LICENSE FEES

<u>CONSUMPTION ON PREMISE:</u>	<u>LICENSE FEE:</u>	
BEER/WINE	\$1000.00	_____
NON PROFIT PRIVATE CLUB	\$600.00	_____
SUNDAY SALES-PRIVATE CLUBS ONLY	\$150.00	_____
BEER/WINE AMENITIES LICENSE	\$100.00	_____
DISTILLED SPIRITS	\$3000.00	_____
NON PROFIT PRIVATE CLUB-ONLY	\$600.00	_____
SUNDAY SALES	\$150.00	_____
<u>PACKAGE:</u>	<u>LICENSE FEE:</u>	
BEER/WINE	\$2000.00	_____ ✓
HOTEL/MOTEL IN ROOM SERVICE	\$250.00	_____
GROWLERS	\$2000.00	_____
<u>MANUFACTURER</u>	<u>LICENSE FEE: 1 FEE ONLY</u>	
DISTILLERIES OR MICRO-DISTILLERIES	\$1500.00	_____
BREWERY OR MICRO-BREWERIES	\$1000.00	_____
BREW PUB	\$750.00	_____

WHOLESALE DEALERS:

LICENSE FEE:

PRINCIPAL PLACE OF BUSINESS - CITY

BEER/WINE

\$1500.00

DISTILLED SPIRITS

\$2000.00

PRINCIPAL PLACE OF BUSINESS – NOT IN CITY

\$100.00

TEMPORARY LICENSE:

LICENSE FEE:

NON PROFIT ORGANIZATIONS

\$25.00 PER DAY

FOR PROFIT ORGANIZATIONS

\$150.00 PER DAY

SPECIAL EVENT VENUES

\$300.00

REGISTRATION

There is a \$250.00 non-refundable administrative/investigative fee for all licenses except for a Beer/Wine Amenities License which the fee is \$200.00.

There is no application fee for wholesale dealers. This administrative / investigative fee applies to new applications only-does not apply to renewals.

1. Full Name of Business SSM2 USA LLC

Under what name is the Business to operate? Marathon Food MART

Is the business a proprietorship, partnership or corporation? Domestic or foreign?

2. Address: a) Physical: 705 W Spring St Monroe, GA 30635

b) Mailing: 705 W Spring St Monroe GA 30635

3. Phone 770-267-3530 Beginning Date of Business in City of Monroe 02/01/2019

4. New Business Existing business purchase

penalty Based on approval of license from authority

If change of ownership, enclose a copy of the sales contract and closing statement.

5. Federal Tax ID Number 83-3556421 Georgia Sales Tax Number 308-996134

6. Is business within the designated distance of any of the following:

CHURCH, SCHOOL GROUNDS, COLLEGE CAMPUS (See Land Survey Requirements)

Beer and Wine 100 Yards Yes _____ No ✓

Liquor 100 Yards (Church) or 200 Yards (School) Yes _____ No ✓

7. Full name of Applicant NAVR02 S0MANI

Full Name of Spouse, if Married ROSENA S0MANI

Are you a Citizen of the United States or Alien Lawful Permanent Resident? YES

Birthplace INDIA

Current Address 5820 S 16th Dr City TULLER St GA Zip 30089

Home Telephone 404-519-7791

Number of Years at present address 2 yrs

Previous address (if living at current address less than 2 yrs).

144 Thorncrest Ct TULLER GA 30089

Number of years at previous address 10 yrs

8. If new business, date business will begin in Monroe 04-01-2019

If transfer or change of ownership, effective date of this change 09-01-2019

If transfer or change of ownership, enclose a copy of the sales contract and closing statement.

Previous applicant & D/B/A 18 management llc, Rsp Super Shop

9. What is the name of the person who, if the license is granted, will be the active manager of the business and on the job at the business? List address, occupation, phone number, and employer NAVR02 S0MANI - 404-944-4928

Safing - 678-365-9745

10. Has the person, firm, limited liability company, corporation, applicant, owner/owners, partner, shareholder, manager or officer been arrested, convicted or entered a plea of nolo

contendere within ten (10) years immediately prior to the filing of this application for any felony or misdemeanor of any state or of the United States, or any municipal ordinance involving moral turpitude, illegal gambling or illegal possession or sale of controlled substances or the illegal possession or sale of alcoholic beverages to minors in a manner contrary to law, keeping a place of prostitution, pandering, pimping, public indecency, prostitution, solicitation of sodomy, or any sexually related crime. If yes, describe in detail and give dates.

NO

11. Has the applicant been convicted under any federal, state or local law of any felony, within fifteen (15) years prior to the filing of application of such license? NO

12. Do you own the land and building on which this business is to be operated? NO

13. Does this establishment have a patio/open area intended to be used for consumption of alcoholic beverages? [] yes or [x] no

14. If operating as a corporation, state name and address of corporation, when and where incorporated, and the names and addresses of the officers and directors and the office held by each.

SSM2 USA LLC, GEORGIA 4708 Spring St, Marietta 30067
Alavilo Somani 100% owner

15. If operating as a corporation, list the stockholders (20% or more) complete addresses, area code and telephone numbers, residential and business, and the amount of interest of each stockholder. NO

16. If operating as a partnership, list the partners with complete addresses, area code and telephone numbers, residential and business, and the amount of interest or percent of ownership of each partner. Alavilo Somani 100%

17. If partnership or individual, state names of any persons or firms owning any interest or receiving any funds from the corporation. _____

18. Does applicant receive any financial aid or assistance from any manufacturer or wholesaler of alcoholic beverages? If yes, explain. NO

19. Does the applicant have any financial interest in any manufacturer or wholesaler of alcoholic beverages? If yes, please explain. NO

20. State whether or not applicant, partner, corporation officer, or stockholder holds any alcoholic beverage license in other jurisdiction or has ever applied for a license and been denied. (Submit full details) NO

21. Does you or your spouse or any of the other owners, partners or stockholders have any interest in any liquor store or wholesale liquor business?
NO

22. If a retail grocery business in existence for more than six (6) months:

A statement from the applicant with documentary evidence provided that the business has had or will have gross sales of merchandise, other than malt beverages and wine, of more than three thousand dollars (\$3000.00) per month average for six (6) successive months preceding the filing of the application for this license or renewal thereof.

If a retail grocery business in existence for less than six (6) months:

A statement from the applicant with documentary evidence provided, that the business has had or will have gross sales of merchandise, other than malt beverages and wine, of more than three thousand dollars (\$3000.00) per month average for six (6) successive months from its inception; and within ten (10) days upon completion of six (6) months' verifying the statement required herein; and upon failure to provide such verification as prescribed herein, the license shall be suspended until such verification is made.

23. If a club, a statement that the club has been organized or chartered for at least one (1) year; a statement that during the past year the club has held regular monthly meetings; and a statement that the club has at least fifty (50) members.

24. Character References: (For the applicant)

1. Wesley Sisk / Brown Oil Company
 Name
205 E. Spring Street
 Address
Monroe GA 30655 770-616-5084
 City State Zip Telephone

2. MURAD ALI
 Name
71 Lanford Rd
 Address
Triclar GA 3009 404-984-944-4928
 City State Zip Telephone

3. Moham. Somani
 Name
3570 Graham Way SW
 Address
Atlanta GA 30042 404-384-9885
 City State Zip Telephone

This the _____ day of _____ 20____.

(Signature Applicant)

OWNER (Title i.e. Partner, General Partner, Manager, Owner, etc.)

Navroz Somani (Print Name)

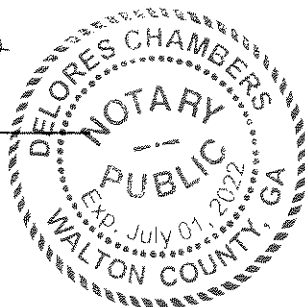
Or: [Signature] (Signature of Corporate Officer)

NAVROZ Somani (Printed Name and Title of Corporate Officer)

Signed, sealed and delivered in the presence of: Delores Chambers

Notary Public: 7-01-2022

Executed: 2-26-19



AN ORDINANCE TO AMEND THE CODE OF CITY OF MONROE, GEORGIA.

TO REVISE DEVELOPMENT REGULATIONS AS FOLLOWS:

Be it ordained by the Mayor and Council of the City of Monroe, Georgia.

Article 11, by repealing said Article 11 in its entirety and inserting in lieu thereof a new Article 11 which shall read as follows:

PERFORMANCE AND MAINTENANCE BONDS

11.1. Performance and Maintenance Agreement

Prior to the approval of a Final Plat or Certificate of Occupancy, the developer shall provide to the Department a Performance and Maintenance Agreement in a form as required by the Department.

11.1.1 Performance Surety

1. When Required. Performance surety shall be required, prior to the approval of a Final Plat or Certificate of Occupancy, for any development containing unfinished amenities, improvements, or installations required to be constructed by this ordinance or as a condition of any approval or permit granted thereunder, which the Director, in his sole discretion, determines to be the result of unusual weather, site conditions, or construction phasing situations. All other developments shall be completed prior to the approval of a Final Plat or Certificate of Occupancy.
2. Purpose. Performance surety shall be conditioned upon the faithful performance by the developer of all work required to complete all amenities, improvements, and installations for the development in compliance with this ordinance and any approval or permit granted thereunder within one (1) year of the approval of the Final Plat or Certificate of Occupancy.
3. Form. Performance surety shall be payable to the City of Monroe in the form of:
 - a). Cash deposited in an account with the City of Monroe along with an escrow agreement, in a form acceptable to the Director, from the developer; or
 - b). A surety bond, in a form acceptable to the Director, from a company that is listed on the U.S. Department of the Treasury's Listing of Approved Sureties (Department Circular 570) as of the date of issuance and authorized by law to do business in the State of Georgia; or

c). An irrevocable letter of credit, in a form acceptable to the Director, from a financial institution that has a Texas Ratio of less than 100% as of the date of issuance and is authorized by law to do business in the State of Georgia.

4. Amount. Performance surety shall be in an amount equal to the cost of construction of the required work plus an additional fifty percent (50%) of said costs, as calculated by the Director.
5. Period. Performance surety shall be for a period of one (1) year.
6. Release and Forfeiture. Performance surety shall be released to the developer upon request if all work required to complete all amenities, improvements, and installations for the development in compliance with this ordinance and any approval or permit granted thereunder has been completed within one year. If such work has not been completed within said one-year period, the performance surety shall be forfeited to the City of Monroe.

11.1.2 Maintenance Surety

1. When Required. Maintenance surety shall be required, prior to the
 - a). approval of a Final Plat or Certificate of Occupancy, for any development containing public improvements.
2. Purpose. Maintenance surety shall be conditioned upon the faithful
 - a). maintenance by the developer of the public improvements in compliance with this ordinance and any approval or permit granted thereunder for a period of two (2) years following the approval of the Final Plat or Certificate of Occupancy.
3. Form. Maintenance surety shall be payable to the City of Monroe in the form of
 - a) Cash deposited in an account with the City of Monroe along with an escrow agreement in a form acceptable to the Director, from the developer; or
 - b) A surety bond, in a form acceptable to the Director, from a company that is listed on the U.S. Department of the Treasury's Listing of Approved Sureties (Department Circular 570) as of the date of issuance and authorized by law to do business in the State of Georgia; or

- c) An irrevocable letter of credit, in a form acceptable to the Director, from a financial institution that has a Texas Ratio of less than 100% as of the date of issuance and is authorized by law to do business in the State of Georgia.
- 4. Amount. Maintenance surety shall be in an amount equal to fifty percent (50%) of the cost of construction of the public improvements, as calculated by the Director.
- 5. Period. Maintenance surety shall be for a period of two (2) years.
- 6. Release and Forfeiture. Maintenance surety shall be released to the developer upon request if the public improvements have been maintained in compliance with this ordinance and any approval or permit granted thereunder for a period of two years. If the public improvements are not so maintained by the developer for the entirety of said two-year period, the maintenance surety shall be forfeited to the City of Monroe.

EFFECTIVE DATE

This Ordinance shall take effect after its adoption.

FIRST READING. This 12th day of February, 2019.

SECOND READING and ADOPTED on this the 12th day of March, 2019.

CITY OF MONROE, GEORGIA

By: _____ (SEAL)
John Howard, Mayor

Attest: _____ (SEAL)
Logan Propes, City Administrator

AN ORDINANCE OF THE CITY OF MONROE TO ADOPT CERTAIN SPEED ZONE LIMITS FOR THE ROADS OF THE CITY OF MONROE; TO PROVIDE FOR CERTAIN SCHOOL ZONE HOUR RESTRICTIONS TO SPEED LIMITS; TO AUTHORIZE THE USE OF SPEED DETECTION DEVICES WITHIN THE CITY LIMITS OF THE CITY OF MONROE; TO PROVIDE PROCEDURES FOR IMPLEMENTATION AND ENFORCEMENT; AND FOR OTHER PURPOSES

The Mayor and Council of the City of Monroe, Georgia, hereby ordain as follows:

Article I

Section 1. Pursuant to OCGA 40-6-183, the City of Monroe hereby establishes the following speed zones on the roads and streets located within the City Limits of the City of Monroe all as more fully detailed and outlined in Exhibit A, attached hereto.

Section 2. Said speed zones and speed limits, including the restrictions relating to school zones, are hereby established based on an engineering and traffic investigation as prescribed by OCGA 40-6-183.

Article II

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Article III

This Ordinance shall take effect upon adoption and execution by the Mayor and Council.

FIRST READING. This ____ day of March, 2019.

SECOND READING AND ADOPTED on this ____ day of April, 2019.

CITY OF MONROE, GEORGIA

By: _____
John S. Howard, Mayor

Attest: _____
Debbie Kirk, City Clerk



Russell R. McMurry, P.E., Commissioner
One Georgia Center
600 West Peachtree Street, NW
Atlanta, GA 30308
(404) 631-1000 Main Office

202

December 17, 2018

City of Monroe
Attention: Mayor John Howard
P.O. Box 1249
Loganville, Georgia 30052

SUBJECT: Speed Zone Ordinance
City of Monroe, Walton County

Dear Mr. Howard,

Georgia Department of Transportation has completed the update for the City of Monroe Speed Zone Ordinance.

Two copies of the updated ordinance is enclosed for your review and approval. Once approved, please forward one signed notarized copy of the ordinance to the Gainesville office listed below for further processing. This copy will be maintained for our files and will be forwarded to the Department of Public Safety for their review and approval.

It is the City's responsibility to sign all off-system roadways. Speed limit signs and speed checked by detection device signs have to be in place for thirty (30) days prior to radar use. The attached ordinance will go into effect upon approval from the Department of Public Safety. However, the City **cannot** use any speed detection device until the signing requirements are met.

We appreciate your patience and cooperation in this matter. Should you have questions or require assistance, please contact Jonathan Peevy at (770) 533-8276.

Sincerely,

A handwritten signature in blue ink that reads 'Sue Anne H. Decker'.

Sue Anne H. Decker, P.E.
District Traffic Engineer

SHD: JP
Attachments

The City of Monroe is hereby requesting that the following roadways be approved for the use of speed detection devices:

LIST OF ROADWAYS
for
CITY OF MONROE

ON-SYSTEM

STATE ROUTE	WITHIN THE CITY/TOWN LIMITS OF and/or School Name	FROM	MILE POINT	TO	MILE POINT	LENGTH IN MILES	SPEED LIMIT
SR 10	MONROE	1373' east of Troy Smith Road (West Monroe City Limits)	08.80	5100' east of Cherry Hill Road (East Monroe City Limits)	13.59	04.79	55
SR 10 Business	MONROE	State Route 10	00.00	2077' west of State Route 138	00.44	00.44	45
SR 10 Business	MONROE	2077' west of State Route 138	00.44	100' east of Jackson Street	02.56	02.12	35
SR 10 Business *** SCHOOL ZONE ***	MONROE George Walton Academy SCHOOL DAYS ONLY	575' west of George Walton Academy Drive	00.99	530' east of George Walton Academy Drive	01.20	00.21	30
SR 10 Business	MONROE	100' east of Jackson Street	02.56	67' west of Milledge Avenue	02.80	00.24	30
SR 10 Business	MONROE	67' west of Milledge Avenue	02.80	168' east of Hammond Drive	03.55	00.75	35
SR 10 Business	MONROE	168' east of Hammond Drive	03.55	State Route 10	04.10	00.55	45
SR 11	MONROE	260' north of South Madison Avenue (South Monroe City Limits)	11.35	417' north of South Madison Avenue	11.38	00.03	55
SR 11	MONROE	417' north of South Madison Avenue	11.38	542' south of Walker Drive	11.84	00.46	45
SR 11	MONROE	542' south of Walker Drive	11.84	157' south of Mears Street	12.48	00.64	35
SR 11	MONROE	157' south of Mears Street	12.48	Alcovy Street	12.86	00.38	30
SR 11	MONROE	Alcovy Street	12.86	Walton Street	13.35	00.49	25
SR 11	MONROE	Walton Street	13.35	150' north of Marable Street	13.58	00.23	30
SR 11	MONROE	150' north of Marable Street	13.58	Mayfield Drive	14.05	00.47	35
SR 11	MONROE	Mayfield Drive	14.05	213' north of Charlotte Rowell Blvd (North Monroe City Limits)	15.02	00.97	45

STATE ROUTE	WITHIN THE CITY/TOWN LIMITS OF <i>and/or School Name</i>	FROM	MILE POINT	TO	MILE POINT	LENGTH IN MILES	SPEED LIMIT
SR 83	MONROE	1390' south of Piedmont Parkway (South Monroe City Limits)	08.19	1291' south of Piedmont Parkway	08.21	00.02	55
SR 83	MONROE	1291' south of Piedmont Parkway	08.21	State Route 10	08.99	00.78	45
SR 138	MONROE	1025' west of Michael Etchinson Road (West Monroe City Limits)	09.30	State Route 10 westbound on/off ramp	10.44	01.14	45

OFF-SYSTEM

ROAD NAME	WITHIN THE CITY/TOWN LIMITS OF <i>and/or School Name</i>	FROM	TO	LENGTH IN MILES	SPEED LIMIT
Alcovy Street	Monroe	State Route 11	200' South of Barrett Street	00.41	30
Alcovy Street	Monroe	200' South of Barrett Street	200' North of Oakland Ridge	01.10	35
Alcovy Street	Monroe	200' North of Oakland Ridge	South Monroe City Limits	00.40	45
Atha Street	Monroe	Madison Avenue	State Route 11	00.39	30
Baker Street	Monroe	Hammond Drive	Southview Drive	00.92	30
Birch Street	Monroe	Marable Street	Cherry Hill Drive	00.46	35
Breedlove Drive	Monroe	State Route 10 Business	Alcovy Street	01.30	35
Bryant Road	Monroe	Marable Street	State Route 10 Business	00.55	30
Carwood Mayfield Drive	Monroe	State Route 10 Business	State Route 11	01.38	35
Cherry Hill Road	Monroe	State Route 10/US 78	2400' West of State Route 10/US 78	00.45	25
Cherry Hill Road	Monroe	2400' West of State Route 10/US 78	Birch Street	00.67	35
Church Street	Monroe	State Route 11	Hammond Drive	00.89	30
Church Street	Monroe	Hammond Drive	Poplar Court	00.40	35
Church Street	Monroe	Poplar Court	East Monroe City Limits	00.50	45
Davis Street	Monroe	State Route 11	Dead End	00.97	30
Fifth Street	Monroe	Madison Avenue	Dead End	00.49	25
Sixth Street	Monroe	State Route 11	Dead End	00.26	25
Glen Iris Drive	Monroe	State Route 10 Business	Marable Street	00.53	30
Hammond Drive	Monroe	State Route 10 Business	Church Street	00.63	35
Highland Avenue	Monroe	State Route 10 Business	Madison Avenue	00.79	25
Madison Avenue	Monroe	Mill Street	South Monroe City Limits	01.13	35

Marable Street	Monroe	State Route 11	400' North of Roosevelt Street	00.73	30
Marable Street	Monroe	400' North of Roosevelt Street	250' South of Walton Road	00.35	35
Marable Street	Monroe	250' South of Walton Road	North Monroe City Limits	00.50	45
McDaniel Street	Monroe	State Route 11	Pinecrest Drive	00.35	30
McDaniel Street	Monroe	Pinecrest Drive	Breedlove Drive	00.70	35
Pannell Road	Monroe	Madison Avenue	Southeast Monroe City Limits	00.33	35
Pinecrest Drive	Monroe	State Route 10	McDaniel Street	00.48	30
Plaza Drive	Monroe	State Route 10 Business	Mayfield Drive	00.62	30
Poplar Street	Monroe	Church Street	Southeast Monroe City Limits	00.69	35
Vine Street	Monroe	State Route 11	South Monroe City Limits	00.46	35
Walker Drive	Monroe	State Route 11	Alcovy Street	00.85	30
Walton Road	Monroe	Marable Street	North Monroe City Limits	00.74	35

*****SCHOOL ZONE HOURS ARE EFFECTIVE*****

A.M. from 45 minutes prior to commencement time to 15 minutes after commencement time –
SCHOOL DAYS ONLY

P.M. from 15 minutes prior to dismissal time to 45 minutes after dismissal time –
SCHOOL DAYS ONLY

ALL LISTS AND PARTS OF LISTS IN CONFLICT WITH THIS LIST ARE HEREBY REPEALED.

Signature of Governing Authority:

Mayor

City Coucil

Sworn and Subscribed before me

This _____ day of _____, _____.

NOTARY PUBLIC

GEORGIA CITIES WEEK
April 21-27, 2019

A RESOLUTION OF THE CITY OF MONROE RECOGNIZING GEORGIA CITIES WEEK, APRIL 21-27, 2019 AND ENCOURAGING ALL CITIZENS TO SUPPORT THE CELEBRATION AND CORRESPONDING ACTIVITIES.

WHEREAS, city government is the closest to most citizens, and the one with the most direct daily impact upon its residents; and

WHEREAS, city government is administered for and by its citizens, and is dependent upon public commitment to and understanding of its many responsibilities; and

WHEREAS, city government officials and employees share the responsibility to pass along their understanding of public services and their benefits; and

WHEREAS, Georgia Cities Week is a very important time to recognize the important role played by city government in our lives; and

WHEREAS, this week offers an important opportunity to spread the word to all the citizens of Georgia that they can shape and influence this branch of government which is closest to the people; and

WHEREAS, the Georgia Municipal Association and its member cities have joined together to teach students and other citizens about municipal government through a variety of different projects and information; and

WHEREAS, Georgia Cities Week offers an important opportunity to convey to all the citizens of Georgia that they can shape and influence government through their civic involvement.

NOW, THEREFORE BE IT RESOLVED THAT THE CITY OF MONROE DECLARES APRIL 21-27, 2019 AS GEORGIA CITIES WEEK.

BE IT FURTHER RESOLVED THAT THE CITY OF MONROE ENCOURAGES ALL CITIZENS, CITY GOVERNMENT OFFICIALS, AND EMPLOYEES TO DO EVERYTHING POSSIBLE TO ENSURE THAT THIS WEEK IS RECOGNIZED AND CELEBRATED ACCORDINGLY.

PASSED AND ADOPTED by the City of Monroe, March 12, 2019.

CITY OF MONROE, GEORGIA

By: _____
John S. Howard, Mayor

Attest: _____
Debbie Kirk, City Clerk



To: City Council
From: Patrick Kelley
Department: Planning, Zoning and Code
Date: 01-23-19
Description: An ordinance to amend the Official Zoning map of the City of Monroe

Budget Account/Project Name: NA

Funding Source: 2019 NA

Budget Allocation: NA

Budget Available: NA

Requested Expense: \$NA **Company of Purchase:** NA

Recommendation: *Approval of 03-12-19 version of the updated Official Zoning map of the City of Monroe*

Background: This is a periodic update to the Official Zoning map of the City of Monroe

Attachment(s): See map below.

AN ORDINANCE TO ADOPT THE OFFICIAL ZONING MAP OF THE CITY OF MONROE,
GEORGIA

THE MAYOR AND COUNCIL OF THE CITY OF MONROE HEREBY ORDAIN AS
FOLLOWS:

ARTICLE I.

The “Official Zoning Map, City of Monroe, GA” as shown in the attached Exhibit A, attached hereto and incorporated fully herein by reference, and currently displayed at this public meeting, and having been made available for public review at City Hall at all times since January 30, 2019, leading up to its adoption pursuant to Georgia law, is hereby made the Official Zoning Map of the City of Monroe, Georgia. This map is a public record and shall be kept on file at City Hall, 215 N. Broad Street, Monroe, Georgia 30655 in the records of the City Clerk.

ARTICLE II.

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

ARTICLE III.

This ordinance shall take effect from and after its adoption by the Mayor and Council of the City of Monroe, Georgia.

FIRST READING. This 5th day of March, 2019.

SECOND READING AND ADOPTED on this 12th day of March, 2019.

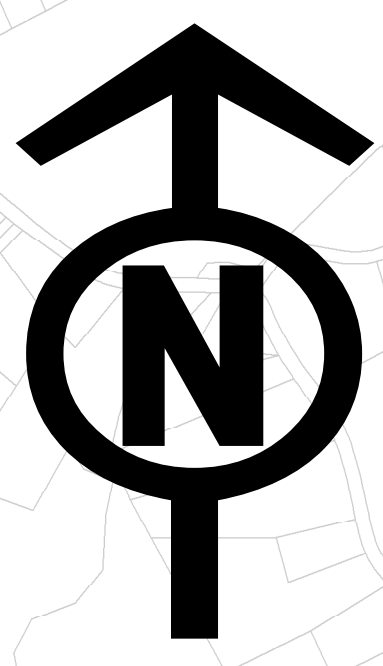
CITY OF MONROE, GEORGIA

By: _____ (SEAL)

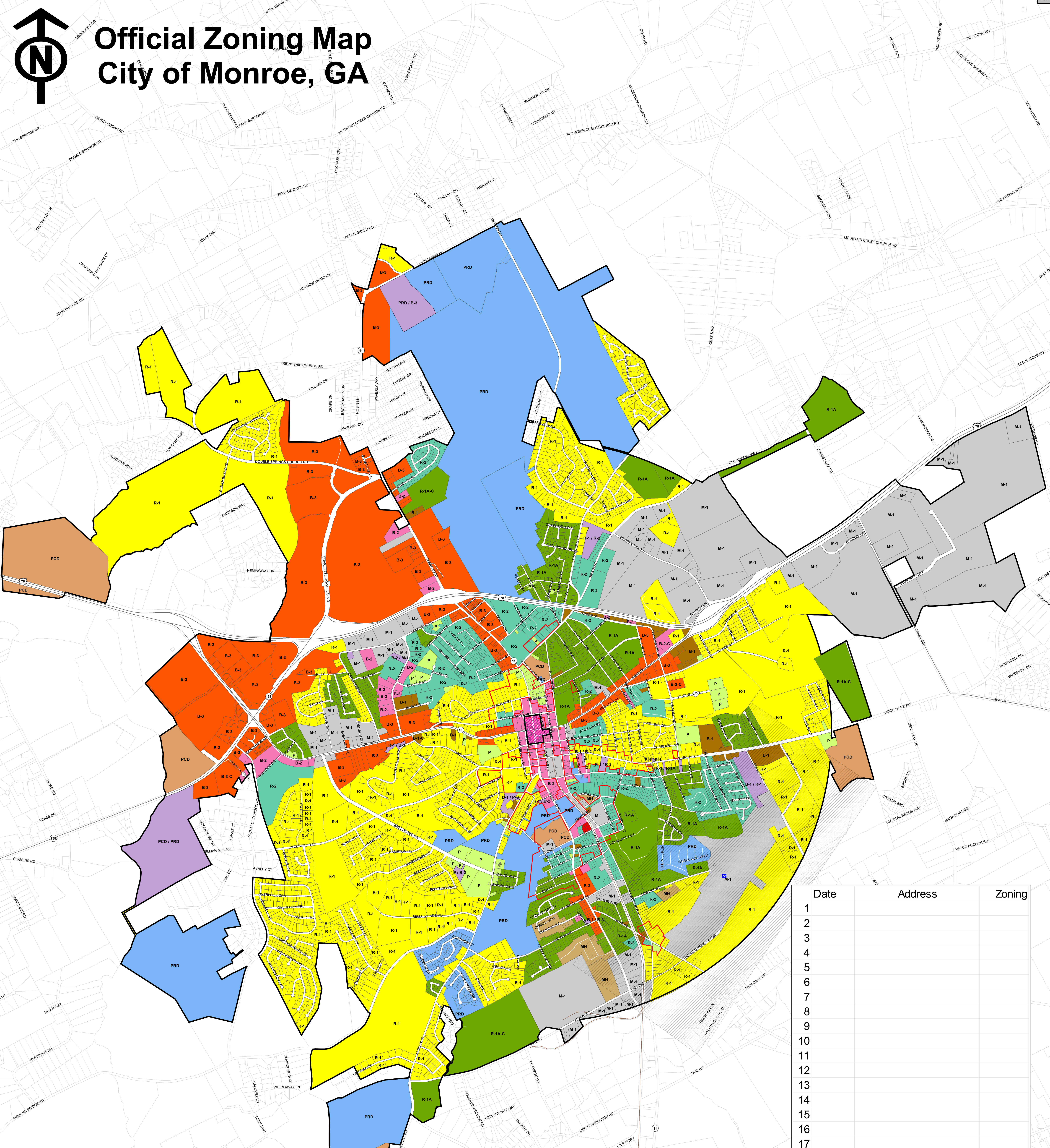
John S. Howard, Mayor

Attest: _____ (SEAL)

Debbie Kirk, City Clerk



Official Zoning Map City of Monroe, GA



Legend

- Airport
- Monroe_City_Limit_Polygon
- Central_Business_District
- HistoricDistrict
- Railroad
- State Routes
- Road Centerlines
- Airport Hazard Zone (Overlay)

Zoning (2019)

- B-1
- B-1-C
- B-2
- B-2-C
- B-3
- B-3-C
- M-1
- M-1-C
- MH
- MHDO
- P
- P-C
- PCD
- PPD
- PRD
- R-1
- R-1A
- R-1A-C
- R-2
- SPLIT
- Parcels

Date	Address	Zoning
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
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17		
18		
19		
20		

This is to certify that this is the official zoning map of the City of Monroe, Georgia, as adopted on the 12th day of March, 2019:

John Howard, Mayor _____ Date _____





To: City Council
From: Patrick Kelley
Department: Planning, Zoning and Code
Date: 01-23-19
Description: An ordinance to amend the Zoning Ordinance of the City of Monroe

Budget Account/Project Name: NA

Funding Source: 2019 NA

Budget Allocation: NA

Budget Available: NA

Requested Expense: \$NA **Company of Purchase:** NA

Recommendation: *Approval of The text amendment as resolved*

Background: This is a periodic update to the Zoning Ordinance of the City of Monroe. The purpose is for update and clarity moving forward.

Attachment(s): See resolution below.

AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE CITY OF MONROE,
GEORGIA

THE MAYOR AND COUNCIL OF THE CITY OF MONROE HEREBY ORDAIN AS
FOLLOWS:

ARTICLE I.

The Zoning Ordinance of the City of Monroe, officially adopted June 10, 2014, and effective July 1, 2014, as thereafter amended, is hereby amended by implementing the below text amendment as follows:

Article III, Section 310, sub-section 310.1 is hereby amended by deleting said sub-section 310.1 in its entirety and replacing it with the following in lieu thereof:

310.1 Incorporation of the Zoning Map. The boundaries of the above described districts are hereby established as shown on the map, entitled “Official Zoning Map, City of Monroe, GA” adopted on March 12, 2019, by the Mayor and City Council of Monroe, Georgia, and certified by the City Clerk, as amended from time to time as called for herein in Section 310.2. This map shall be the Official Zoning Map of the City of Monroe and is hereby made a part of this Ordinance as if fully set forth herein. Said map is a public record and shall be kept on file at City Hall, 215 N. Broad Street, Monroe, Georgia 30655, in the records of the City Clerk.

ARTICLE II.

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

ARTICLE III.

This ordinance shall take effect from and after its adoption by the Mayor and Council of the City of Monroe, Georgia.

FIRST READING. This 5th day of March, 2019.

SECOND READING AND ADOPTED on this 12th day of March, 2019.

CITY OF MONROE, GEORGIA

By: _____ **(SEAL)**

John S. Howard, Mayor

Attest: _____ **(SEAL)**

Debbie Kirk, City Clerk

NOTICE TO THE PUBLIC

CITY OF MONROE

The City of Monroe Planning and Zoning Commission will hold a public hearing for a Zoning Ordinance text amendment to Section 310.1 of the Zoning Ordinance of the City of Monroe. The public hearing will be held before the Planning and Zoning Commission on February 19, 2019, at 5:30 p.m. at the City Hall building located at 215 N. Broad Street, Monroe, Georgia 30655 concerning the same.

The City Council of the City of Monroe, Georgia will hold a public hearing for the same Zoning Ordinance text amendment to Section 310.1 of the Zoning Ordinance of the City of Monroe. The public hearing will be held before the City Council on March 12, 2019, at 6:00 p.m. at the City Hall building located at 215 N. Broad Street, Monroe, Georgia 30655.

A copy of the proposed Zoning Ordinance text amendment is available for review and inspection at the City of Monroe, Code Department Office located at City Hall, 215 N. Broad Street, Monroe, Georgia 30655.

All those having an interest concerning this Zoning Ordinance text amendment should be present.

Please run on the following date: January 30, 2019

ARTICLE III: ESTABLISHMENT OF DISTRICTS

Section 300 Districts.

The City is divided into the following zoning districts set forth in *Table 1 – Districts* below.

LAND USE CATEGORY	SHORT TITLE	DISTRICT NAME
RESIDENTIAL:		
	R1	Large Lot Residential District
	R1A	Medium Lot Residential District
	R2	Multi-Family, High Density Residential District
	MH	Manufactured Housing District
COMMERCIAL:		
	P	Professional / Office / Institutional District
	CBD	Downtown Commercial District
	B-1	Neighborhood Commercial District
	B-2	General Commercial District
	B-3	Highway Commercial District
INDUSTRIAL:		
	M-1	Light Industrial / Manufacturing District
OVERLAY:		
	HPO	Historic Preservation Overlay District
	CDO	Corridor Design Overlay District
	A-H	Airport Hazard Overlay District
	MHDO	Monroe and Walton Mills Historic Overlay District
PLANNED DEVELOPMENT:		
	PRD	Planned Residential District
	PPD	Planned Professional District
	PCD	Planned Commercial District
	PID	Planned Industrial District

Section 310 District Boundaries.

310.1 Incorporation of the Zoning Map. The boundaries of the above described districts are hereby established as shown on the map, entitled "Official Zoning Map, City of Monroe, Walton County, Georgia," adopted on November 09, 2010, as amended, by the Mayor and City Council of Monroe, Georgia, and certified by the City Clerk. This map shall be the Official Zoning Map of the City of Monroe and is hereby made a part of this Ordinance as if fully set forth herein. Said map is a public record and shall be kept on file at City Hall, 215 N Broad Street, Monroe, Georgia.

310.2 Map Amendment. If, in accordance with this Ordinance, changes are made to the Official Zoning Map, such changes shall be marked on the Official Zoning Map promptly after the amendment has been approved by the Council, together with an entry on the Official Zoning Map referring to the application on file which states the date of the official action and a brief description of the nature of the changes.



To: Public Safety Committee, City Council

From: Logan Propes, City Administrator
Robert Watts, Police Chief

Department: Public Safety

Date: 02/05/2019

Subject: Resolution - Authorizing Technology Add-On Fee

Budget Account/Project Name: N/A

Funding Source: N/A

Budget Allocation: N/A

Budget Available: N/A

Requested Expense: N/A **Company of Purchase:** N/A

Description:

The technology fee shall be set by order of the Judge of the court, provided that the fee shall not exceed \$10.00.

Background:

A Bill to authorize the Municipal Court of the City of Monroe to charge a technology fee for each criminal and quasi-criminal fine imposed. Such fee shall be used exclusively to provide for the following technological needs of the court and the police department: the purchase, lease, maintenance and installation of equipment and software used for imaging, scanning, facsimile, communications, projections and printing; and police department hardware, software, and issued body-worn camera equipment.

Attachment(s):

Technology Add-On Fee Act
Resolution

House Bill []

By Representatives []

A BILL TO BE ENTITLED

AN ACT

To authorize the Municipal Court of the City of Monroe to charge a technology fee for each criminal and quasi-criminal fine imposed; to specify the uses to which such technology fees may be put; to provide an effective date; to repeal conflicting laws; and for other purposes.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF GEORGIA:

SECTION 1.

The clerk of the Municipal Court of the City of Monroe shall be entitled to charge and collect a technology fee as a surcharge to each criminal and quasi-criminal fine paid. The technology fee shall be set by order of the Judge of the court, provided that the fee shall not exceed \$10.00. Such fee shall be used exclusively to provide for the following technological needs of the court and the police department: the purchase, lease, maintenance and installation of computer hardware and software; and the purchase, lease, maintenance and installation of equipment and software used for imaging, scanning, facsimile, communications, projections and printing; and police department hardware, software, and issued body-worn camera equipment. All funds collected pursuant to this Act shall be maintained in a segregated account by the clerk of the court, separate from other funds of the city, and shall be expended only for authorized purposes upon order of the judge after consultation with the clerk and police chief. The funds may be used to reimburse the city's information technology department for services provided to the court and for police department technology.

SECTION 2.

This act shall become effective on July 1, 2019.

SECTION 3.

All laws and parts of laws in conflict with this Act are repealed.

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF MONROE,
STATE OF GEORGIA, TO REQUEST THE STATE LEGISLATURE AUTHORIZE
THE COLLECTION OF A TECHNOLOGY FEE SURCHARGE**

WHEREAS, the City of Monroe, Georgia (the “City”) has been vested with substantial power to regulate the Municipal Court of the City of Monroe (the “Municipal Court”); and,

WHEREAS, the Municipal Court is authorized under Georgia law to collect certain fines, fees and surcharges on behalf of the City and State regarding criminal and quasi-criminal offenses as prosecuted in the Municipal Court; and,

WHEREAS, under Georgia law, a municipality must be specifically authorized by the Georgia General Assembly to collect a technology fee surcharge for criminal and quasi-criminal offenses as prosecuted in the Municipal Court; and,

WHEREAS, the City is desirous of collecting said technology fee surcharge on each criminal and quasi-criminal offense as prosecuted in the Municipal Court, with said fee not to exceed Ten Dollars and 0/100 (\$10.00) for each offense; and,

WHEREAS, the technology fee shall be used exclusively to provide for the needs of the Municipal Court and the police department to purchase, lease, maintain and install computer hardware and software, and purchase, lease maintain and install equipment and software used for imaging, scanning, facsimile, communications, projections and printing, and police department hardware, software, and issued body-worn camera equipment; and,

WHEREAS, all funds collected shall be maintained in a separate account by the Clerk of Court and expended only for those authorized purchases upon order of the Judge of the Municipal Court; and,

WHEREAS, all funds may be used to reimburse the City’s information technology department for services provided to the Municipal Court and for police department technology;

NOW THEREFORE, BE IT RESOLVED, that the Mayor and City Council of Monroe do hereby declare and adopt this Resolution for the support of a bill to be sponsored in the Georgia General Assembly to authorize the Municipal Court to collect the technology fee surcharge as described herein.

SO RESOLVED this 5th day of March, 2019.

CITY OF MONROE, GEORGIA

Approved: _____
John S. Howard, Mayor

Attest: _____
Debbie Kirk, City Clerk