



Committee Work Session & Called Council Meeting

AGENDA

Tuesday, May 07, 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
2. Airport
 - a. Monthly Airport Report
3. Public Works
 - a. Monthly Solid Waste Report
 - b. Monthly Streets & Transportation Report
 - c. Intersection Changes
 - d. Transportation Alternative Program (TAP) Design, Engineering, and Construction Administration Services Selection
4. Utilities
 - a. Monthly Electric & Telecom Report
 - b. Monthly Water, Sewer, Gas, & Stormwater Report

[c.](#) Purchase - Water Materials for Stone Creek Subdivision

[d.](#) Approval - Full-Cost Connection Fee & Rate Study

5. Public Safety

[a.](#) Monthly Fire Report

[b.](#) Monthly Police Report

[c.](#) Approval - Out of State Training for Police

6. Planning & Code

[a.](#) Monthly Code Report

7. Economic Development

[a.](#) Monthly Economic Development Report

8. Parks

a. Monthly Parks Report

[b.](#) Passive Park MOU - Athens Tech

III. ITEMS OF DISCUSSION

[1.](#) Public Hearing Variance - 257 Boulevard

IV. ADJOURN

CENTRAL SERVICES

MONTHLY REPORT

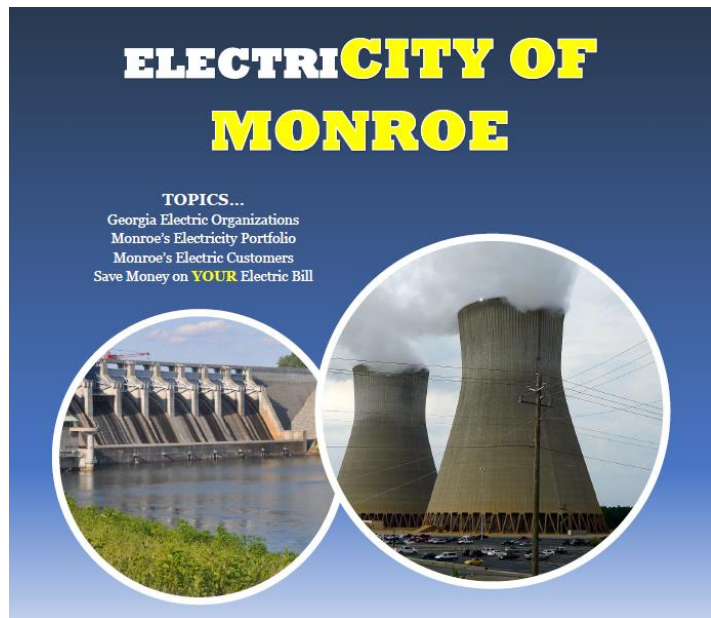
MAY 2019

	2019 January	2019 February	2019 March	2019 April	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	1	4	9	5	5	7	4	1	5	2	8	4.5	58
Vehicle Inspections	2	6	12	1	0	0	0	22	10	0	0	5	9	5.2	67
Equipment Inspections	4	0	0	0	0	0	0	6	4	1	0	1	3	1.5	19
Worksite Inspections	1	1	0	9	2	3	1	7	4	3	3	3	0	2.8	37
Employee Safety Classes	1	0	0	0	3	6	1	0	0	0	2	2	3	1.4	18
PURCHASING															
P-Card Transactions	486	421	567	462	424	440	445	460	430	312	419	361	301	425.2	5,528
Purchase Orders	110	155	103	86	100	114	108	102	122	112	83	74	48	101.3	1,317
Sealed Bids/Proposals	0	1	1	2	2	1	1	0	1	1	0	0	0	0.8	10
GPR Postings	1	2	0	1				0	1	1	5	1	0	1.2	12
INFORMATION TECHNOLOGY															
Workorder Tickets	104	116	126	142	103	107	99	99	101	95	133	95	95	108.8	1,415
Phishing Fail Percentage	3.6%	3.6%	3.9%	4.4%	4.2%		6.9%		3.0%		7.6%	5.5%	4.0%	4.7%	
MARKETING															
Newsletters Distributed	0	1	1	3	0	1	0	0	1	0	0	0	1	0.6	8
Intern Hours		22.5	32.0	38.0										30.8	92.5
GROUNDS & FACILITIES															
Contractor Acres Mowed	46.6	46.6	46.6	52.4	92.4	92.4	123.5	139.1	139.1	139.1	139.1	92.4	92.4	95.5	1,241.5
Trash Collection	2,920.0	2,400.0	1,400.0	1,820.0							320.0	2,496.0	2,980.0	2,048.0	14,336.0
Crew Acres Mowed	16.7	16.7	27.0	45.2	33.3	54.0	54.0	54.0	54.0	55.5	55.5	33.3	16.7	39.7	515.8

PROJECTS & UPDATES

NEWSLETTER/MARKETING

The ElectriCity of Monroe newsletter went out in April highlighting the electric organizations in Georgia, Monroe’s portfolio and customer base, and ways to save



on your bill at home. The month of May will see a Water Conservation newsletter go out to the public highlighting ways to conserve and more efficiently use water, how the EPA has adapted their water usage, and the overall usage around Monroe. In conjunction with the Water Conservation newsletter, the City of Monroe will be offering a program once again where customers can come in and fill out the appropriate paperwork for a

free Water Conservation Kit that includes a low-flow showerhead, regular faucet aerator, kitchen faucet aerator, and toilet leak detection tablets. This program will be on published on social media and the City website with full instructions and dates for participation.

GROUNDS MAINTENANCE

During the month of April, the Grounds Crew picked up a total of 1,820 pounds of trash and debris from parks, cemeteries, and roadsides. This was performed while also cutting approximately 45.2 acres of grass during the month. Contractors will be going to weekly cuts at certain locations throughout the City as May progresses to keep ahead of growth in the more populated areas. There will also be a fresh install of mulch, flowers, and pinestraw at the facilities around the City.

POLICE STATION / MUNICIPAL COURT BUILDING

Both exterior and roofing renovations began in April and will near completion during the month of May. There have been multiple meetings and discussions

involving the design concept and layout of the interior of the building. The interior is undergoing the final design phases for review by staff for layout and budgeting. After that is complete, the bidding process will begin to then be reviewed by both staff and Council for the start of that final construction phase. An additional positive for this project is that the entire project payment will take place using the City of Monroe procurement card system thus building a rebate of approximately \$125,000 upon the completion of the project. This will be an additional savings to the City for the full \$3,500,000 total project.

DOWNTOWN MONROE



The downtown planters have been replaced and are planted thanks to the help of Grace Head and Lisa Anderson. The irrigation system has also been fixed and should function properly going forward. Timers and watering times will be adjusted as the summer progresses into the hotter months.

The most recent Leadership Walton class was very grateful and chose to donate a black granite bench to the City of Monroe. The bench was placed in the park area beside the Monroe-Walton Center for the Arts building in Downtown Monroe.



FACILITIES MANAGEMENT

The City Hall drive thru area equipment is on order and awaiting delivery and installation. The equipment is currently scheduled for delivery in mid-May, with the install to follow shortly afterwards. The interior will then begin to see renovations and changes, followed by the exterior painting to be completed in that area with Council approval requested prior to the project starting.

Repair on the Flight Train Monroe hangar will be completed in May. Exterior rehabilitation will also begin on both the Art Guild and Public Works facilities during May. Currently, Garland/DBS is working on specifications and proposals for the replacement of the On Stage Walton roof along with exterior repair work to

be assessed and completed. This bid will be brought before Council in June for an approval request.

CHILDERS PARK

The park will continue to see improvements and additions as the summer months get closer and throughout those months. Recently, the Murray family donated a bench that will be placed in Childers Park. There are plans for the addition of playground equipment, bridge repairs, and other added features.



Wild Birds Unlimited of Athens recently offered a substantial discounted sales price and provided the placement of 14 birdhouses throughout the park. The houses are made of recycled material and have a lifetime warranty. These will make great additions and add a very natural ambiance to the park and parkgoers.



**FINANCIAL STATUS
REPORT
AS OF MARCH 2019**

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

Cash balances for the City of Monroe as of March 31st total **\$40,819,026**
 The following table shows the individual account balances.

GOVERNMENTAL FUND	
General Fund Checking	786,230.81
Stabilization Fund	1,250,000.00
Community Center Deposits	3,930.79
Group Health Insurance (Claims/Premiums)	716,770.33
Unemployment Fund	17,174.03
Workmen's Compensation (To Fund Claims)	104,465.50
CAPITAL PROJECTS FUND	
Capital Improvement - General Government	2,739.99
SPLOST	1,380,834.46
SPLOST 2013	3,461,293.22
SPECIAL REVENUE FUND	
Hotel/Motel	11,102.40
DEA Confiscated Assets Fund	16,570.36
Confiscated Assets Fund	31,259.54
ENTERPRISE FUND	
Solid Waste	210,636.25
Solid Waste Capital	971,970.19
Utility Revenue	3,056,838.50
Utility Revenue Reserve	1,333,114.10
Utility MEAG Payment Acct	2,483.89
Utility MGAG Payment Acct	8,352.00
Utility Gov't Loan Payment Acct	26,065.35
Utility MEAG Short-Term Investment	4,866,980.53
Utility MEAG Intermediate Extended Investment	6,574,134.16
Utility MEAG Intermediate Portfolio Investment	2,132,076.52
Utility Capital Improvement	8,668,798.60
Utility GEFA	1,000.00
Utility Bond Sinking Fund	724,856.73
Utility Tap Fees	1,759,477.64
Utility Customer Deposits (Restricted)	1,179,890.33
Utility Customer Deposits (Investment)	1,519,979.84

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

The total Utility Capital funds available as of March are \$11,761,391 as broken down in the section below:

Utility Capital Improvement Cash Balance	8,668,799
Utility Revenue Reserve Cash Balance	1,333,114
Tap Fees Cash Balance	1,759,478
Total Current Funds Available	\$ 11,761,391

Project Description	2019 Estimated							
	Estimated Budgeted Cos	2019 Estimated Expense	2019 Monthly Expense	Remaining Expenses	2020 Estimated Expense	2021 Estimated Expense	2022 Estimated Expense	2023 Estimated Expense
Totals	29,186,771	10,293,718	885,031	9,352,583	2,952,555	2,521,454	1,729,000	1,101,454
Estimated annual Tap Fees				490,833	310,000	310,000	310,000	310,000
Estimated annual CIP transfers-in				2,850,000	1,800,000	1,800,000	1,800,000	1,800,000
Estimated Utility Capital Cash Balance EOY				\$ 5,749,642	\$ 4,907,087	\$ 4,495,633	\$ 4,876,633	\$ 5,885,179

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

Utility Capital Funding

Approved Projects/Assets

Dept	Project Description	2019								
		Estimated Budgeted Cost	Estimated Expense	2019 Monthly Expense	Estimated Remaining Expenses	2020 Estimated Expense	2021 Estimated Expense	2022 Estimated Expense	2023 Estimated Expense	
Sewer	Sewer CDBG 2018-Initial Application	25,000	9,120	6,500	2,620					
Sewer	CDBG 2018 Construction & Design	250,000	250,000	89,675	160,325					
Sewer	CDBG 2018 Revenue (DCA draws)			-67,600						
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	17,625	2,617,748					
Sewer	Pump Station SCADA	50,000				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	6,430	6,430	-			15,000		
Sewer	Trickling Filter Pump	80,000			-		40,000		40,000	
Sewer	Air Compressor	54,760	54,760	30,000	24,760					
Sewer	Ashphalt 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	250,000	147,150	102,850					
Sewer	x2 Discharge Elbows	0	14,630	14,627	-					
Sewer	Telescoping Valve	0	6,875	6,875	-					
Sewer	Submersible Morse pump extensive repairs	0	7,100	7,101	-					
Sewer	V Turbine extensive repairs	0	32,000	31,949	51					
Water	Loganville Water Distribution Line	1,648,125	1,451,223	4,500	1,446,723					
Water	Water Plant Roof Replacement	237,548			-					
Water	Remodel of Old Water Plant	225,000	163,745	109,065	54,681					
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	446	149,554	150,000	150,000	150,000	150,000	
Water	Water Valve Maintenance Trailer	61,720	61,720		61,720					
Water	CDBG 2018 Construction & Design	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	53,637	2,610	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	47,699	65,897					
Admin	Drive Thru Rehab/City Hall	225,000	225,000	10,190	214,810					
Admin	Trucks	50,000			-	50,000		50,000		
Admin	Rack Server	0	6,650	6,648	-					
Admin	Town Green improvements			11,500						
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	90,705	4,872					
Electric	2018 LED Streetlights	125,000	125,000		125,000					
Electric	Reconductor Distrubtion System	800,000	344,794		344,794	150,000	150,000	150,000		
Electric	Warehouse Project	75,000	75,000	6,610	68,390					
Electric	Stone Creek	153,000	133,042	25,442	107,600					
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	10,590	64,483	100,000	100,000	100,000		
Telecom	Wireless Deployment	75,000	75,000		75,000					
Telecom	2018 Cable Replacement	240,000	80,000		80,000	80,000				
Telecom	2017 Network Redundancy	195,000	0		-					
Telecom	2018 Network Redundancy	225,000	225,000	11,803	213,197					
Telecom	2017 Cable Replacement	80,000	33,167	19,887	13,279					
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	57,500	22,500				
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	13,260	25,300				
Gas	Lacy, Davis, Harris & Ash Street (Bryant Rd2)	57,000	55,228		55,228				
Gas	Gas Main Renewal	681,147	199,147	101,956	97,191	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				
Totals		\$ 29,186,771	\$ 10,293,718	\$ 885,031	\$ 9,352,583	\$ 2,952,555	\$ 2,521,454	\$ 1,729,000	\$ 1,101,454



Monroe, GA

Monthly Budget Report

Group Summary

For Fiscal: 2019 Period Ending: 03/31/2019

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DEP...	March Budget	March 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	42,758.69	-536,067.10	-92.61 %	1,736,477.37	995,555.32	-740,922.05	-42.67 %	6,948,689.00
Total R1: 31 - TAXES:	578,825.79	42,758.69	-536,067.10	-92.61 %	1,736,477.37	995,555.32	-740,922.05	-42.67 %	6,948,689.00
R1: 32 - LICENSES & PERMITS									
7200 - PLANNING & DEVELOPMENT	22,498.49	7,931.00	-14,567.49	-64.75 %	67,495.47	190,827.00	123,331.53	182.73 %	270,090.00
Total R1: 32 - LICENSES & PERMITS:	22,498.49	7,931.00	-14,567.49	-64.75 %	67,495.47	190,827.00	123,331.53	182.73 %	270,090.00
R1: 33 - INTERGOVERNMENTAL									
1510 - FINANCE ADMIN	1,666.00	0.00	-1,666.00	-100.00 %	4,998.00	0.00	-4,998.00	-100.00 %	20,000.00
1519 - INTERGOVERNMENTAL	7,982.72	5,631.00	-2,351.72	-29.46 %	23,948.16	76,462.00	52,513.84	219.28 %	95,831.00
3200 - POLICE	0.00	2,275.72	2,275.72	0.00 %	0.00	2,275.72	2,275.72	0.00 %	0.00
3500 - FIRE OPERATIONS	19,856.55	0.00	-19,856.55	-100.00 %	59,569.65	0.00	-59,569.65	-100.00 %	238,374.00
4200 - STREETS & TRANSPORTATION	10,829.00	0.00	-10,829.00	-100.00 %	32,487.00	159,841.15	127,354.15	392.02 %	130,000.00
Total R1: 33 - INTERGOVERNMENTAL:	40,334.27	7,906.72	-32,427.55	-80.40 %	121,002.81	238,578.87	117,576.06	97.17 %	484,205.00
R1: 34 - CHARGES FOR SERVICES									
1510 - FINANCE ADMIN	54,978.00	155,918.94	100,940.94	183.60 %	164,934.00	156,368.94	-8,565.06	-5.19 %	660,000.00
3200 - POLICE	1,666.00	1,763.26	97.26	5.84 %	4,998.00	8,287.18	3,289.18	65.81 %	20,000.00
3500 - FIRE OPERATIONS	0.00	25.00	25.00	0.00 %	0.00	35.00	35.00	0.00 %	0.00
7200 - PLANNING & DEVELOPMENT	41.65	0.00	-41.65	-100.00 %	124.95	3.50	-121.45	-97.20 %	500.00
7520 - ECONOMIC DEVELOPMENT	1,666.00	4,690.00	3,024.00	181.51 %	4,998.00	5,195.00	197.00	3.94 %	20,000.00
7563 - AIRPORT	8.33	100.00	91.67	1,100.48 %	24.99	307.00	282.01	1,128.49 %	100.00
Total R1: 34 - CHARGES FOR SERVICES:	58,359.98	162,497.20	104,137.22	178.44 %	175,079.94	170,196.62	-4,883.32	-2.79 %	700,600.00
R1: 35 - FINES & FORFEITURES									
2650 - MUNICIPAL COURT	33,320.00	36,798.12	3,478.12	10.44 %	99,960.00	154,920.46	54,960.46	54.98 %	400,000.00
Total R1: 35 - FINES & FORFEITURES:	33,320.00	36,798.12	3,478.12	10.44 %	99,960.00	154,920.46	54,960.46	54.98 %	400,000.00
R1: 36 - INVESTMENT INCOME									
1510 - FINANCE ADMIN	0.00	0.11	0.11	0.00 %	0.00	207.56	207.56	0.00 %	0.00
Total R1: 36 - INVESTMENT INCOME:	0.00	0.11	0.11	0.00 %	0.00	207.56	207.56	0.00 %	0.00
R1: 37 - CONTRIBUTIONS & DONATIONS									
3200 - POLICE	333.20	0.00	-333.20	-100.00 %	999.60	0.00	-999.60	-100.00 %	4,000.00
3500 - FIRE OPERATIONS	333.20	0.00	-333.20	-100.00 %	999.60	0.00	-999.60	-100.00 %	4,000.00
7521 - MAINSTREET	2,915.50	0.00	-2,915.50	-100.00 %	8,746.50	0.00	-8,746.50	-100.00 %	35,000.00
Total R1: 37 - CONTRIBUTIONS & DONATIONS:	3,581.90	0.00	-3,581.90	-100.00 %	10,745.70	0.00	-10,745.70	-100.00 %	43,000.00

Monthly Budget Report

For Fiscal: 2019 Period Ending: 2019

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DEP...	March Budget	March Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
R1: 38 - MISCELLANEOUS REVENUE									
1510 - FINANCE ADMIN	416.50	769.47	352.97	84.75 %	1,249.50	1,277.91	28.41	2.27 %	5,000.00
1565 - WALTON PLAZA	275.55	854.45	578.90	210.09 %	826.65	854.45	27.80	3.36 %	3,308.00
3200 - POLICE	0.00	0.00	0.00	0.00 %	0.00	1,060.10	1,060.10	0.00 %	0.00
5530 - COMMUNITY CENTER	999.60	1,625.00	625.40	62.57 %	2,998.80	5,600.00	2,601.20	86.74 %	12,000.00
7563 - AIRPORT	19,700.45	17,682.43	-2,018.02	-10.24 %	59,101.35	43,299.85	-15,801.50	-26.74 %	236,500.00
Total R1: 38 - MISCELLANEOUS REVENUE:	21,392.10	20,931.35	-460.75	-2.15 %	64,176.30	52,092.31	-12,083.99	-18.83 %	256,808.00
R1: 39 - OTHER FINANCING SOURCES									
1510 - FINANCE ADMIN	225,263.19	243,285.51	18,022.32	8.00 %	675,789.57	709,833.13	34,043.56	5.04 %	2,704,240.09
Total R1: 39 - OTHER FINANCING SOURCES:	225,263.19	243,285.51	18,022.32	8.00 %	675,789.57	709,833.13	34,043.56	5.04 %	2,704,240.09
Total Revenue:	983,575.72	522,108.70	-461,467.02	-46.92 %	2,950,727.16	2,512,211.27	-438,515.89	-14.86 %	11,807,632.09
Expense									
1100 - LEGISLATIVE	19,461.45	16,482.17	2,979.28	15.31 %	58,384.35	55,718.62	2,665.73	4.57 %	233,631.00
1300 - EXECUTIVE	24,480.84	27,283.01	-2,802.17	-11.45 %	73,442.52	110,140.30	-36,697.78	-49.97 %	293,888.00
1400 - ELECTIONS	1,574.37	0.00	1,574.37	100.00 %	4,723.11	0.00	4,723.11	100.00 %	18,900.00
1500 - GENERAL ADMIN	11,178.87	10,159.17	1,019.70	9.12 %	33,536.61	34,052.47	-515.86	-1.54 %	134,200.29
1510 - FINANCE ADMIN	20,919.47	22,644.15	-1,724.68	-8.24 %	62,758.41	59,040.11	3,718.30	5.92 %	251,134.58
1530 - LAW	11,630.76	53,903.76	-42,273.00	-363.46 %	34,892.28	53,903.76	-19,011.48	-54.49 %	139,625.00
1560 - AUDIT	2,707.25	21,000.00	-18,292.75	-675.69 %	8,121.75	24,000.00	-15,878.25	-195.50 %	32,500.00
1565 - WALTON PLAZA	9,786.33	29,437.50	-19,651.17	-200.80 %	29,358.99	29,437.50	-78.51	-0.27 %	117,483.00
2650 - MUNICIPAL COURT	8,684.16	9,720.79	-1,036.63	-11.94 %	26,052.48	24,651.86	1,400.62	5.38 %	104,252.00
3200 - POLICE	355,880.97	381,781.18	-25,900.21	-7.28 %	1,067,642.91	993,102.92	74,539.99	6.98 %	4,272,281.00
3500 - FIRE OPERATIONS	174,350.34	197,491.95	-23,141.61	-13.27 %	523,051.02	503,108.95	19,942.07	3.81 %	2,093,041.00
3510 - FIRE PREVENTION/CRR	8,175.44	7,184.38	991.06	12.12 %	24,526.32	17,876.96	6,649.36	27.11 %	98,146.00
4200 - STREETS & TRANSPORTATION	114,020.92	110,788.53	3,232.39	2.83 %	342,062.76	305,616.55	36,446.21	10.65 %	1,368,799.00
5500 - COMMUNITY SERVICES	924.63	0.00	924.63	100.00 %	2,773.89	0.00	2,773.89	100.00 %	11,100.00
5530 - COMMUNITY CENTER	1,990.86	952.06	1,038.80	52.18 %	5,972.58	3,033.82	2,938.76	49.20 %	23,900.00
6200 - BLDGS & GROUNDS	29,831.68	24,622.17	5,209.51	17.46 %	89,495.04	54,582.40	34,912.64	39.01 %	358,124.00
6500 - LIBRARIES	10,295.88	30,900.00	-20,604.12	-200.12 %	30,887.64	30,900.00	-12.36	-0.04 %	123,600.00
7200 - PLANNING & DEVELOPMENT	63,635.50	69,843.98	-6,208.48	-9.76 %	190,906.50	177,367.70	13,538.80	7.09 %	763,931.99
7400 - PLANNING AND ZONING	403.50	0.00	403.50	100.00 %	1,210.50	0.00	1,210.50	100.00 %	4,844.00
7520 - ECONOMIC DEVELOPMENT	21,217.56	26,433.90	-5,216.34	-24.59 %	63,652.68	83,659.62	-20,006.94	-31.43 %	254,713.06
7550 - DOWNTOWN DEVELOPMENT	2,082.50	0.00	2,082.50	100.00 %	6,247.50	0.00	6,247.50	100.00 %	25,000.00
7563 - AIRPORT	16,880.70	27,742.52	-10,861.82	-64.34 %	50,642.10	30,114.20	20,527.90	40.54 %	202,650.00
9001 - GEN - OTHER FINANCING USES	73,461.27	0.00	73,461.27	100.00 %	220,383.81	0.00	220,383.81	100.00 %	881,888.00
Total Expense:	983,575.25	1,068,371.22	-84,795.97	-8.62 %	2,950,725.75	2,590,307.74	360,418.01	12.21 %	11,807,631.92
Report Total:	0.47	-546,262.52	-546,262.99		1.41	-78,096.47	-78,097.88		0.17



Monroe, GA

Income Statement 14

Group Summary

For Fiscal: 2019 Period Ending: 03/31/2019

DEPT	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Revenue					
1510 - FINANCE ADMIN	10,337,929.09	10,337,929.09	442,732.72	1,863,242.86	8,474,686.23
1519 - INTERGOVERNMENTAL	95,831.00	95,831.00	5,631.00	76,462.00	19,369.00
1565 - WALTON PLAZA	3,308.00	3,308.00	854.45	854.45	2,453.55
2650 - MUNICIPAL COURT	400,000.00	400,000.00	36,798.12	154,920.46	245,079.54
3200 - POLICE	24,000.00	24,000.00	4,038.98	11,623.00	12,377.00
3500 - FIRE OPERATIONS	242,374.00	242,374.00	25.00	35.00	242,339.00
4200 - STREETS & TRANSPORTATION	130,000.00	130,000.00	0.00	159,841.15	-29,841.15
5530 - COMMUNITY CENTER	12,000.00	12,000.00	1,625.00	5,600.00	6,400.00
7200 - PLANNING & DEVELOPMENT	270,590.00	270,590.00	7,931.00	190,830.50	79,759.50
7520 - ECONOMIC DEVELOPMENT	20,000.00	20,000.00	4,690.00	5,195.00	14,805.00
7521 - MAINSTREET	35,000.00	35,000.00	0.00	0.00	35,000.00
7563 - AIRPORT	236,600.00	236,600.00	17,782.43	43,606.85	192,993.15
Revenue Total:	11,807,632.09	11,807,632.09	522,108.70	2,512,211.27	9,295,420.82
Expense					
1100 - LEGISLATIVE	233,631.00	233,631.00	16,482.17	55,718.62	177,912.38
1300 - EXECUTIVE	293,888.00	293,888.00	27,283.01	110,140.30	183,747.70
1400 - ELECTIONS	18,900.00	18,900.00	0.00	0.00	18,900.00
1500 - GENERAL ADMIN	134,200.29	134,200.29	10,159.17	34,052.47	100,147.82
1510 - FINANCE ADMIN	251,134.58	251,134.58	22,644.15	59,040.11	192,094.47
1530 - LAW	139,625.00	139,625.00	53,903.76	53,903.76	85,721.24
1560 - AUDIT	32,500.00	32,500.00	21,000.00	24,000.00	8,500.00
1565 - WALTON PLAZA	117,483.00	117,483.00	29,437.50	29,437.50	88,045.50
2650 - MUNICIPAL COURT	104,252.00	104,252.00	9,720.79	24,651.86	79,600.14
3200 - POLICE	4,272,281.00	4,272,281.00	381,781.18	993,102.92	3,279,178.08
3500 - FIRE OPERATIONS	2,090,841.00	2,093,041.00	197,491.95	503,108.95	1,589,932.05
3510 - FIRE PREVENTION/CRR	100,346.00	98,146.00	7,184.38	17,876.96	80,269.04
4200 - STREETS & TRANSPORTATION	1,368,799.00	1,368,799.00	110,788.53	305,616.55	1,063,182.45
5500 - COMMUNITY SERVICES	11,100.00	11,100.00	0.00	0.00	11,100.00
5530 - COMMUNITY CENTER	23,900.00	23,900.00	952.06	3,033.82	20,866.18
6200 - BLDGS & GROUNDS	358,124.00	358,124.00	24,622.17	54,582.40	303,541.60
6500 - LIBRARIES	123,600.00	123,600.00	30,900.00	30,900.00	92,700.00
7200 - PLANNING & DEVELOPMENT	763,931.99	763,931.99	69,843.98	177,367.70	586,564.29
7400 - PLANNING AND ZONING	4,844.00	4,844.00	0.00	0.00	4,844.00
7520 - ECONOMIC DEVELOPMENT	254,713.06	254,713.06	26,433.90	83,659.62	171,053.44
7550 - DOWNTOWN DEVELOPMENT	25,000.00	25,000.00	0.00	0.00	25,000.00
7563 - AIRPORT	202,650.00	202,650.00	27,742.52	30,114.20	172,535.80
9001 - GEN - OTHER FINANCING USES	881,888.00	881,888.00	0.00	0.00	881,888.00
Expense Total:	11,807,631.92	11,807,631.92	1,068,371.22	2,590,307.74	9,217,324.18
Total Surplus (Deficit):	0.17	0.17	-546,262.52	-78,096.47	

Prior-Year Comparative Income Statement 15

Group Summary

For the Period Ending 03/31/2019



Monroe, GA

DEP...	2018 March Activity	2019 March Activity	March Variance Favorable / (Unfavorable)	Variance %	2018 YTD Activity	2019 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Revenue								
1500 - GENERAL ADMIN	0.00	0.00	0.00	0.00%	8,500.00	0.00	-8,500.00	-100.00%
1510 - FINANCE ADMIN	534,222.90	442,732.72	-91,490.18	-17.13%	1,265,207.54	1,863,242.86	598,035.32	47.27%
1519 - INTERGOVERNMENTAL	49,622.00	5,631.00	-43,991.00	-88.65%	36,054.00	76,462.00	40,408.00	112.08%
1565 - WALTON PLAZA	5,487.50	854.45	-4,633.05	-84.43%	7,587.50	854.45	-6,733.05	-88.74%
2650 - MUNICIPAL COURT	27,968.81	36,798.12	8,829.31	31.57%	87,352.37	154,920.46	67,568.09	77.35%
3200 - POLICE	5,447.13	4,038.98	-1,408.15	-25.85%	9,099.07	11,623.00	2,523.93	27.74%
3500 - FIRE OPERATIONS	3,000.00	25.00	-2,975.00	-99.17%	3,000.00	35.00	-2,965.00	-98.83%
4200 - STREETS & TRANSPORTATION	0.00	0.00	0.00	0.00%	157,752.25	159,841.15	2,088.90	1.32%
5530 - COMMUNITY CENTER	2,035.00	1,625.00	-410.00	-20.15%	5,250.00	5,600.00	350.00	6.67%
7200 - PLANNING & DEVELOPMENT	7,009.00	7,931.00	922.00	13.15%	102,657.30	190,830.50	88,173.20	85.89%
7520 - ECONOMIC DEVELOPMENT	42,224.00	4,690.00	-37,534.00	-88.89%	48,337.00	5,195.00	-43,142.00	-89.25%
7563 - AIRPORT	16,023.69	17,782.43	1,758.74	10.98%	49,686.07	43,606.85	-6,079.22	-12.24%
Revenue Total:	693,040.03	522,108.70	-170,931.33	-24.66%	1,780,483.10	2,512,211.27	731,728.17	41.10%
Expense								
1100 - LEGISLATIVE	18,347.88	16,482.17	1,865.71	10.17%	45,159.36	55,718.62	-10,559.26	-23.38%
1300 - EXECUTIVE	28,576.68	27,283.01	1,293.67	4.53%	78,392.12	110,140.30	-31,748.18	-40.50%
1500 - GENERAL ADMIN	10,558.06	10,159.17	398.89	3.78%	20,964.88	34,052.47	-13,087.59	-62.43%
1510 - FINANCE ADMIN	17,951.74	22,644.15	-4,692.41	-26.14%	46,456.17	59,040.11	-12,583.94	-27.09%
1530 - LAW	16,713.44	53,903.76	-37,190.32	-222.52%	18,368.44	53,903.76	-35,535.32	-193.46%
1560 - AUDIT	25,000.00	21,000.00	4,000.00	16.00%	28,000.00	24,000.00	4,000.00	14.29%
1565 - WALTON PLAZA	29,875.00	29,437.50	437.50	1.46%	29,875.00	29,437.50	437.50	1.46%
2650 - MUNICIPAL COURT	6,914.99	9,720.79	-2,805.80	-40.58%	24,964.51	24,651.86	312.65	1.25%
3200 - POLICE	321,819.96	381,781.18	-59,961.22	-18.63%	763,275.54	993,102.92	-229,827.38	-30.11%
3500 - FIRE OPERATIONS	171,680.18	197,491.95	-25,811.77	-15.03%	460,665.58	503,108.95	-42,443.37	-9.21%
3510 - FIRE PREVENTION/CRR	5,941.45	7,184.38	-1,242.93	-20.92%	17,519.38	17,876.96	-357.58	-2.04%
4200 - STREETS & TRANSPORTATION	124,616.42	110,788.53	13,827.89	11.10%	319,607.22	305,616.55	13,990.67	4.38%
4975 - CENTRAL SERVICES	1,956.16	0.00	1,956.16	100.00%	5,021.07	0.00	5,021.07	100.00%
5530 - COMMUNITY CENTER	568.59	952.06	-383.47	-67.44%	2,471.60	3,033.82	-562.22	-22.75%
6200 - BLDGS & GROUNDS	11,858.38	24,622.17	-12,763.79	-107.64%	29,688.69	54,582.40	-24,893.71	-83.85%
6500 - LIBRARIES	30,900.00	30,900.00	0.00	0.00%	30,900.00	30,900.00	0.00	0.00%
7200 - PLANNING & DEVELOPMENT	31,461.50	69,843.98	-38,382.48	-122.00%	88,229.22	177,367.70	-89,138.48	-101.03%
7520 - ECONOMIC DEVELOPMENT	21,095.48	26,433.90	-5,338.42	-25.31%	48,570.00	83,659.62	-35,089.62	-72.25%
7563 - AIRPORT	1,495.29	27,742.52	-26,247.23	-1,755.33%	30,944.84	30,114.20	830.64	2.68%

Prior-Year Comparative Income Statement

For the Period Ending 03/31

DEP...	2018		2019		March Variance		YTD Variance	
	March Activity	March Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
9001 - GEN - OTHER FINANCING USES	13,516.00	0.00	13,516.00	100.00%	13,516.00	0.00	13,516.00	100.00%
Expense Total:	890,847.20	1,068,371.22	-177,524.02	-19.93%	2,102,589.62	2,590,307.74	-487,718.12	-23.20%
Total Surplus (Deficit):	-197,807.17	-546,262.52	-348,455.35	-176.16%	-322,106.52	-78,096.47	244,010.05	75.75%



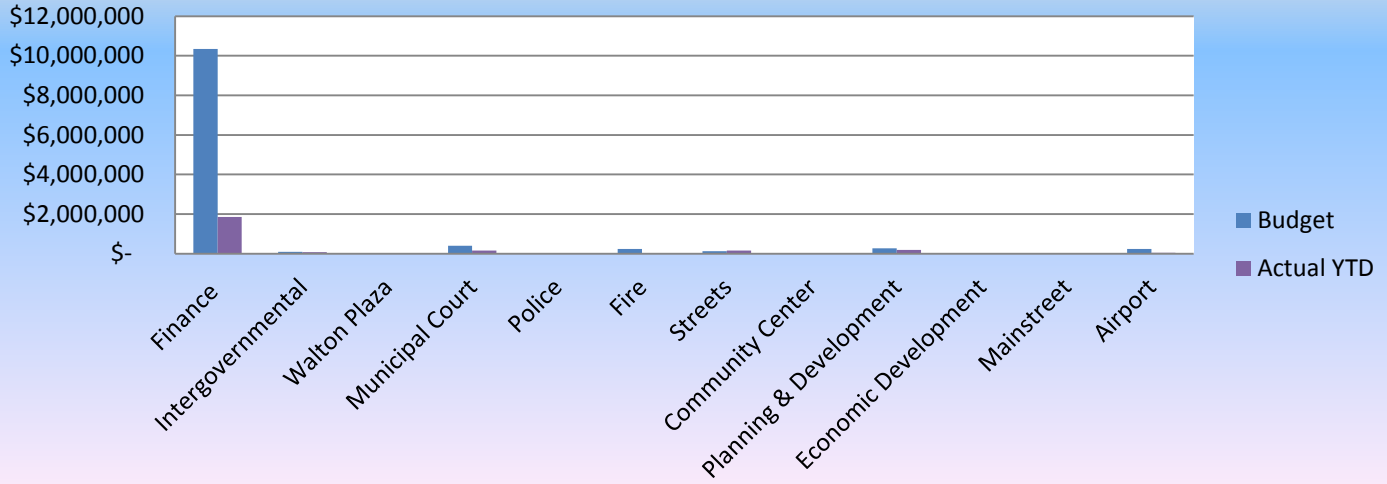
Monroe, GA

Budget Report 17 Group Summary

For Fiscal: 2019 Period Ending: 03/31/2019

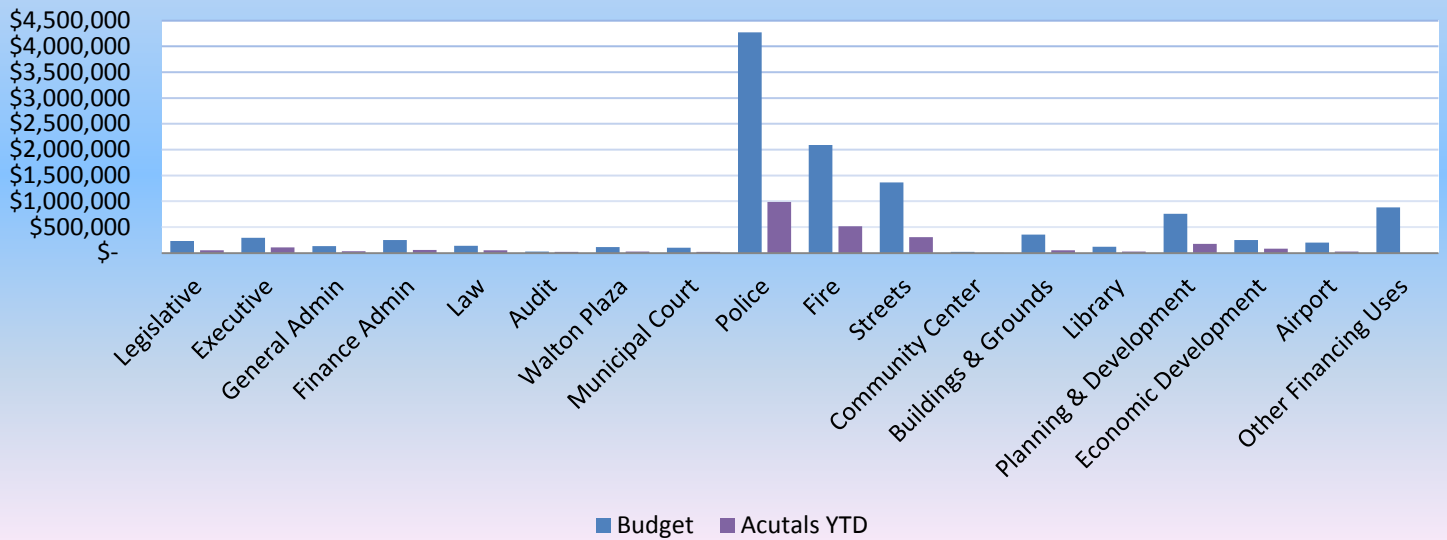
DEP...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Revenue						
1510 - FINANCE ADMIN	10,337,929.09	10,337,929.09	442,732.72	1,863,242.86	-8,474,686.23	81.98 %
1519 - INTERGOVERNMENTAL	95,831.00	95,831.00	5,631.00	76,462.00	-19,369.00	20.21 %
1565 - WALTON PLAZA	3,308.00	3,308.00	854.45	854.45	-2,453.55	74.17 %
2650 - MUNICIPAL COURT	400,000.00	400,000.00	36,798.12	154,920.46	-245,079.54	61.27 %
3200 - POLICE	24,000.00	24,000.00	4,038.98	11,623.00	-12,377.00	51.57 %
3500 - FIRE OPERATIONS	242,374.00	242,374.00	25.00	35.00	-242,339.00	99.99 %
4200 - STREETS & TRANSPORTATION	130,000.00	130,000.00	0.00	159,841.15	29,841.15	22.95 %
5530 - COMMUNITY CENTER	12,000.00	12,000.00	1,625.00	5,600.00	-6,400.00	53.33 %
7200 - PLANNING & DEVELOPMENT	270,590.00	270,590.00	7,931.00	190,830.50	-79,759.50	29.48 %
7520 - ECONOMIC DEVELOPMENT	20,000.00	20,000.00	4,690.00	5,195.00	-14,805.00	74.03 %
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	17,782.43	43,606.85	-192,993.15	81.57 %
Revenue Total:	11,807,632.09	11,807,632.09	522,108.70	2,512,211.27	-9,295,420.82	78.72 %
Expense						
1100 - LEGISLATIVE	233,631.00	233,631.00	16,482.17	55,718.62	177,912.38	76.15 %
1300 - EXECUTIVE	293,888.00	293,888.00	27,283.01	110,140.30	183,747.70	62.52 %
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	10,159.17	34,052.47	100,147.82	74.63 %
1510 - FINANCE ADMIN	251,134.58	251,134.58	22,644.15	59,040.11	192,094.47	76.49 %
1530 - LAW	139,625.00	139,625.00	53,903.76	53,903.76	85,721.24	61.39 %
1560 - AUDIT	32,500.00	32,500.00	21,000.00	24,000.00	8,500.00	26.15 %
1565 - WALTON PLAZA	117,483.00	117,483.00	29,437.50	29,437.50	88,045.50	74.94 %
2650 - MUNICIPAL COURT	104,252.00	104,252.00	9,720.79	24,651.86	79,600.14	76.35 %
3200 - POLICE	4,272,281.00	4,272,281.00	381,781.18	993,102.92	3,279,178.08	76.75 %
3500 - FIRE OPERATIONS	2,090,841.00	2,093,041.00	197,491.95	503,108.95	1,589,932.05	75.96 %
3510 - FIRE PREVENTION/CRR	100,346.00	98,146.00	7,184.38	17,876.96	80,269.04	81.79 %
4200 - STREETS & TRANSPORTATION	1,368,799.00	1,368,799.00	110,788.53	305,616.55	1,063,182.45	77.67 %
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	952.06	3,033.82	20,866.18	87.31 %
6200 - BLDGS & GROUNDS	358,124.00	358,124.00	24,622.17	54,582.40	303,541.60	84.76 %
6500 - LIBRARIES	123,600.00	123,600.00	30,900.00	30,900.00	92,700.00	75.00 %
7200 - PLANNING & DEVELOPMENT	763,931.99	763,931.99	69,843.98	177,367.70	586,564.29	76.78 %
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	26,433.90	83,659.62	171,053.44	67.16 %
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	27,742.52	30,114.20	172,535.80	85.14 %
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	1,068,371.22	2,590,307.74	9,217,324.18	78.06 %
Report Surplus (Deficit):	0.17	0.17	-546,262.52	-78,096.47	-78,096.64	39,200.00 %

General Fund Revenue March YTD Budget Comparison



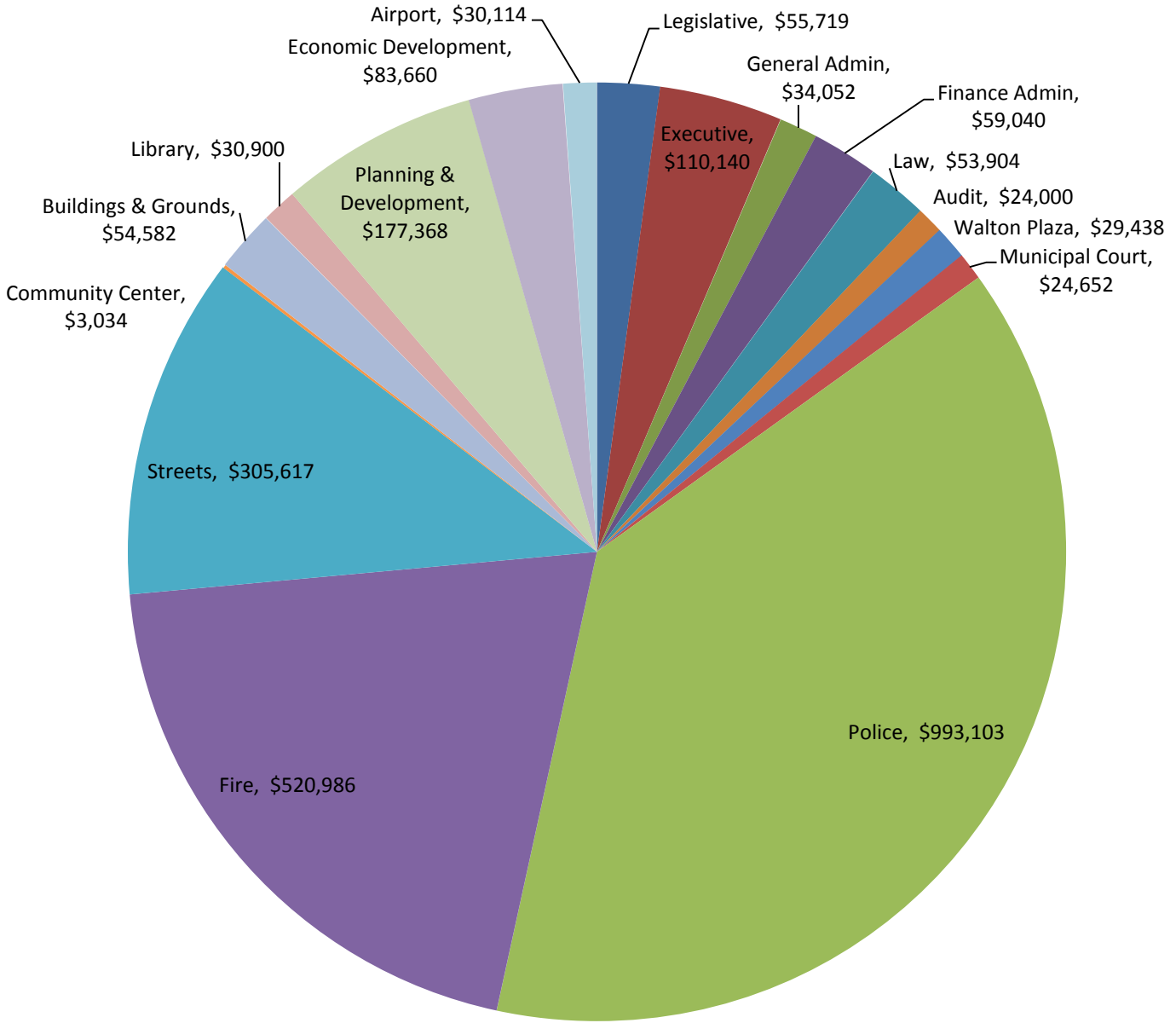
General Fund year-to-date revenues as of March totaled \$2,512,211 which is about 21% of the total budgeted revenues of \$11,807,632

General Fund Expense March YTD Budget Comparison



General Fund year-to-date expenses as of March totaled \$2,590,308 which is about 22% of the total budgeted expenses of \$11,807.632

General Fund Expenses March YTD 2019



Monthly Budget Report

For Fiscal: 2019 Period Ending: 2019

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Group Summary

DEP...	March Budget	March Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
Revenue									
4115 - UTIL FINANCE	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	0.00
4116 - UTIL INTERGOVERNMENTAL	-25.00	0.00	25.00	-100.00 %	-75.00	0.00	75.00	-100.00 %	0.00
4300 - SEWAGE	348,273.35	354,855.39	6,582.04	1.89 %	1,044,820.05	1,137,198.82	92,378.77	8.84 %	4,180,907.20
4330 - SEWAGE COLLECTION SYSTEM	62,500.00	67,600.00	5,100.00	8.16 %	187,500.00	80,550.00	-106,950.00	-57.04 %	750,000.00
4400 - WATER	430,913.10	417,546.57	-13,366.53	-3.10 %	1,292,739.30	1,383,559.40	90,820.10	7.03 %	5,172,969.00
4440 - WATER DISTRIBUTION SYSTEM	-4.79	0.00	4.79	-100.00 %	-14.37	0.00	14.37	-100.00 %	0.00
4520 - SOLID WASTE COLLECTION	-3.79	0.00	3.79	-100.00 %	-11.37	0.00	11.37	-100.00 %	0.00
4600 - ELECTRIC	1,612,817.61	1,796,094.51	183,276.90	11.36 %	4,838,452.83	5,634,830.39	796,377.56	16.46 %	19,361,556.00
4700 - NATURAL GAS	309,926.70	556,724.94	246,798.24	79.63 %	929,780.10	1,806,432.27	876,652.17	94.29 %	3,720,609.00
4750 - TELECOM & INTERNET	226,992.50	245,873.49	18,880.99	8.32 %	680,977.50	735,003.84	54,026.34	7.93 %	2,725,000.00
4800 - CABLE TV	322,960.76	312,687.95	-10,272.81	-3.18 %	968,882.28	886,404.93	-82,477.35	-8.51 %	3,877,080.00
7565 - SPECIAL FACILITY / GUTA	6,664.00	6,053.71	-610.29	-9.16 %	19,992.00	11,626.64	-8,365.36	-41.84 %	80,000.00
Total Revenue:	3,321,014.44	3,757,436.56	436,422.12	13.14 %	9,963,043.32	11,675,606.29	1,712,562.97	17.19 %	39,868,121.20
Expense									
4110 - UTIL GEN ADMIN WSG	17,937.13	16,066.68	1,870.45	10.43 %	53,811.39	46,721.39	7,090.00	13.18 %	215,332.00
4111 - UTIL GEN ADMIN ETC	16,309.45	14,892.27	1,417.18	8.69 %	48,928.35	43,751.18	5,177.17	10.58 %	195,792.00
4115 - UTIL FINANCE	-195,795.04	-193,873.50	-1,921.54	0.98 %	-587,385.12	-557,328.36	-30,056.76	5.12 %	-2,350,480.00
4120 - UTIL CUSTOMER SERVICE	116,570.25	113,698.28	2,871.97	2.46 %	349,710.75	333,167.49	16,543.26	4.73 %	1,399,403.00
4125 - UTILITY BILLING	27,868.89	27,891.55	-22.66	-0.08 %	83,606.67	72,892.86	10,713.81	12.81 %	334,561.00
4300 - SEWAGE	160,881.77	81,347.85	79,533.92	49.44 %	482,645.31	233,499.84	249,145.47	51.62 %	1,931,354.00
4320 - STORMWATER	41,881.85	32,528.93	9,352.92	22.33 %	125,645.55	82,413.17	43,232.38	34.41 %	502,784.00
4330 - SEWAGE COLLECTION SYSTEM	48,410.55	180,852.51	-132,441.96	-273.58 %	145,231.65	293,206.18	-147,974.53	-101.89 %	581,160.00
4335 - SEWAGE TREATMENT PLANT	141,399.44	150,308.76	-8,909.32	-6.30 %	424,198.32	457,236.44	-33,038.12	-7.79 %	1,697,473.00
4400 - WATER	193,923.54	98,878.33	95,045.21	49.01 %	581,770.62	281,603.66	300,166.96	51.60 %	2,328,014.20
4430 - WATER TREATMENT PLANT	117,888.43	189,337.80	-71,449.37	-60.61 %	353,665.29	381,226.33	-27,561.04	-7.79 %	1,415,228.00
4440 - WATER DISTRIBUTION SYSTEM	69,343.21	139,041.86	-69,698.65	-100.51 %	208,029.63	249,037.96	-41,008.33	-19.71 %	832,452.00
4600 - ELECTRIC	1,567,778.93	1,664,026.73	-96,247.80	-6.14 %	4,703,336.79	4,658,615.01	44,721.78	0.95 %	18,820,876.00
4700 - NATURAL GAS	311,290.69	463,221.19	-151,930.50	-48.81 %	933,872.07	1,367,589.30	-433,717.23	-46.44 %	3,736,983.85
4750 - TELECOM & INTERNET	151,516.48	101,182.84	50,333.64	33.22 %	454,549.44	203,916.86	250,632.58	55.14 %	1,818,926.00
4800 - CABLE TV	460,199.86	457,278.54	2,921.32	0.63 %	1,380,599.58	997,626.45	382,973.13	27.74 %	5,524,609.00
4975 - CENTRAL SERVICES	51,355.76	52,243.71	-887.95	-1.73 %	154,067.28	151,268.01	2,799.27	1.82 %	616,516.00
7565 - SPECIAL FACILITY / GUTA	22,252.47	18,668.03	3,584.44	16.11 %	66,757.41	48,550.76	18,206.65	27.27 %	267,137.00
Total Expense:	3,321,013.66	3,607,592.36	-286,578.70	-8.63 %	9,963,040.98	9,344,994.53	618,046.45	6.20 %	39,868,121.05
Report Total:	0.78	149,844.20	149,843.42		2.34	2,330,611.76	2,330,609.42		0.15



Monroe, GA

Income Statement 21

Group Summary

For Fiscal: 2019 Period Ending: 03/31/2019

ACTIVITY	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Revenue					
4002 - WATER	5,172,969.00	5,172,969.00	417,546.57	1,383,559.40	3,789,409.60
4003 - SEWER	4,067,500.00	4,930,907.20	422,455.39	1,217,748.82	3,713,158.38
4005 - GAS	3,720,609.00	3,720,609.00	556,724.94	1,806,432.27	1,914,176.73
4006 - GUTA	80,000.00	80,000.00	6,053.71	11,626.64	68,373.36
4008 - ELECTRIC	19,361,556.00	19,361,556.00	1,796,094.51	5,634,830.39	13,726,725.61
4009 - TELECOM & INTERNET	2,725,000.00	2,725,000.00	245,873.49	735,003.84	1,989,996.16
4010 - CABLE TV	3,877,080.00	3,877,080.00	312,687.95	886,404.93	2,990,675.07
4012 - UTIL FINANCE	750,000.00	0.00	0.00	0.00	0.00
4016 - SOLID WASTE	113,407.20	0.00	0.00	0.00	0.00
Revenue Total:	39,868,121.20	39,868,121.20	3,757,436.56	11,675,606.29	28,192,514.91
Expense					
4002 - WATER	4,575,694.20	4,575,694.20	427,257.99	911,867.95	3,663,826.25
4003 - SEWER	4,209,987.00	4,209,987.00	412,509.12	983,942.46	3,226,044.54
4004 - STORMWATER	502,784.00	502,784.00	32,528.93	82,413.17	420,370.83
4005 - GAS	3,736,983.85	3,736,983.85	463,221.19	1,367,589.30	2,369,394.55
4006 - GUTA	267,137.00	267,137.00	18,668.03	48,550.76	218,586.24
4007 - GEN ADMIN WSG	215,332.00	215,332.00	16,066.68	46,721.39	168,610.61
4008 - ELECTRIC	18,820,876.00	18,820,876.00	1,664,026.73	4,658,615.01	14,162,260.99
4009 - TELECOM & INTERNET	1,818,926.00	1,818,926.00	101,182.84	203,916.86	1,615,009.14
4010 - CABLE TV	5,524,609.00	5,524,609.00	457,278.54	997,626.45	4,526,982.55
4011 - GEN ADMIN ELEC/TELECOM	195,792.00	195,792.00	14,892.27	43,751.18	152,040.82
4012 - UTIL FINANCE	-2,350,480.00	-2,350,480.00	-193,873.50	-557,328.36	-1,793,151.64
4013 - UTIL CUST SVC	1,399,403.00	1,399,403.00	113,698.28	333,167.49	1,066,235.51
4014 - UTIL BILLING	334,561.00	334,561.00	27,891.55	72,892.86	261,668.14
4015 - CENTRAL SERVICES	616,516.00	616,516.00	52,243.71	151,268.01	465,247.99
Expense Total:	39,868,121.05	39,868,121.05	3,607,592.36	9,344,994.53	30,523,126.52
Total Surplus (Deficit):	0.15	0.15	149,844.20	2,330,611.76	



Monroe, GA

Prior-Year Comparative Income Statement 22

Group Summary

For the Period Ending 03/31/2019

ACTIVIT...	2018	2019	March Variance		2018	2019	YTD Variance	
	March Activity	March Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
Revenue								
4002 - WATER	408,823.40	417,546.57	8,723.17	2.13%	956,785.08	1,383,559.40	426,774.32	44.61%
4003 - SEWER	339,208.75	422,455.39	83,246.64	24.54%	784,618.91	1,217,748.82	433,129.91	55.20%
4005 - GAS	454,562.49	556,724.94	102,162.45	22.47%	1,357,312.88	1,806,432.27	449,119.39	33.09%
4006 - GUTA	6,460.00	6,053.71	-406.29	-6.29%	27,090.00	11,626.64	-15,463.36	-57.08%
4008 - ELECTRIC	1,693,435.74	1,796,094.51	102,658.77	6.06%	3,989,018.37	5,634,830.39	1,645,812.02	41.26%
4009 - TELECOM & INTERNET	231,230.41	245,873.49	14,643.08	6.33%	518,625.19	735,003.84	216,378.65	41.72%
4010 - CABLE TV	251,131.70	312,687.95	61,556.25	24.51%	587,275.83	886,404.93	299,129.10	50.94%
4012 - UTIL FINANCE	0.00	0.00	0.00	0.00%	120,510.29	0.00	-120,510.29	-100.00%
Revenue Total:	3,384,852.49	3,757,436.56	372,584.07	11.01%	8,341,236.55	11,675,606.29	3,334,369.74	39.97%
Expense								
4002 - WATER	488,131.58	427,257.99	60,873.59	12.47%	970,784.24	911,867.95	58,916.29	6.07%
4003 - SEWER	319,611.48	412,509.12	-92,897.64	-29.07%	802,882.22	983,942.46	-181,060.24	-22.55%
4004 - STORMWATER	24,883.92	32,528.93	-7,645.01	-30.72%	49,090.42	82,413.17	-33,322.75	-67.88%
4005 - GAS	317,873.34	463,221.19	-145,347.85	-45.73%	851,585.76	1,367,589.30	-516,003.54	-60.59%
4006 - GUTA	21,018.58	18,668.03	2,350.55	11.18%	48,987.33	48,550.76	436.57	0.89%
4007 - GEN ADMIN WSG	15,990.58	16,066.68	-76.10	-0.48%	26,668.79	46,721.39	-20,052.60	-75.19%
4008 - ELECTRIC	1,578,300.68	1,664,026.73	-85,726.05	-5.43%	3,616,825.75	4,658,615.01	-1,041,789.26	-28.80%
4009 - TELECOM & INTERNET	71,868.65	101,182.84	-29,314.19	-40.79%	162,537.94	203,916.86	-41,378.92	-25.46%
4010 - CABLE TV	681,502.63	452,440.13	229,062.50	33.61%	1,227,921.89	997,626.45	230,295.44	18.75%
4011 - GEN ADMIN ELEC/TELECOM	23,083.07	14,892.27	8,190.80	35.48%	38,504.82	43,751.18	-5,246.36	-13.63%
4012 - UTIL FINANCE	-203,291.25	-193,873.50	-9,417.75	-4.63%	-374,878.08	-557,328.36	182,450.28	48.67%
4013 - UTIL CUST SVC	90,551.47	113,698.28	-23,146.81	-25.56%	173,590.24	333,167.49	-159,577.25	-91.93%
4014 - UTIL BILLING	24,564.33	27,891.55	-3,327.22	-13.54%	34,519.22	72,892.86	-38,373.64	-111.17%
4015 - CENTRAL SERVICES	88,175.43	52,243.71	35,931.72	40.75%	166,768.60	151,268.01	15,500.59	9.29%
Expense Total:	3,542,264.49	3,602,753.95	-60,489.46	-1.71%	7,795,789.14	9,344,994.53	-1,549,205.39	-19.87%
Total Surplus (Deficit):	-157,412.00	154,682.61	312,094.61	198.27%	545,447.41	2,330,611.76	1,785,164.35	327.28%



Monroe, GA

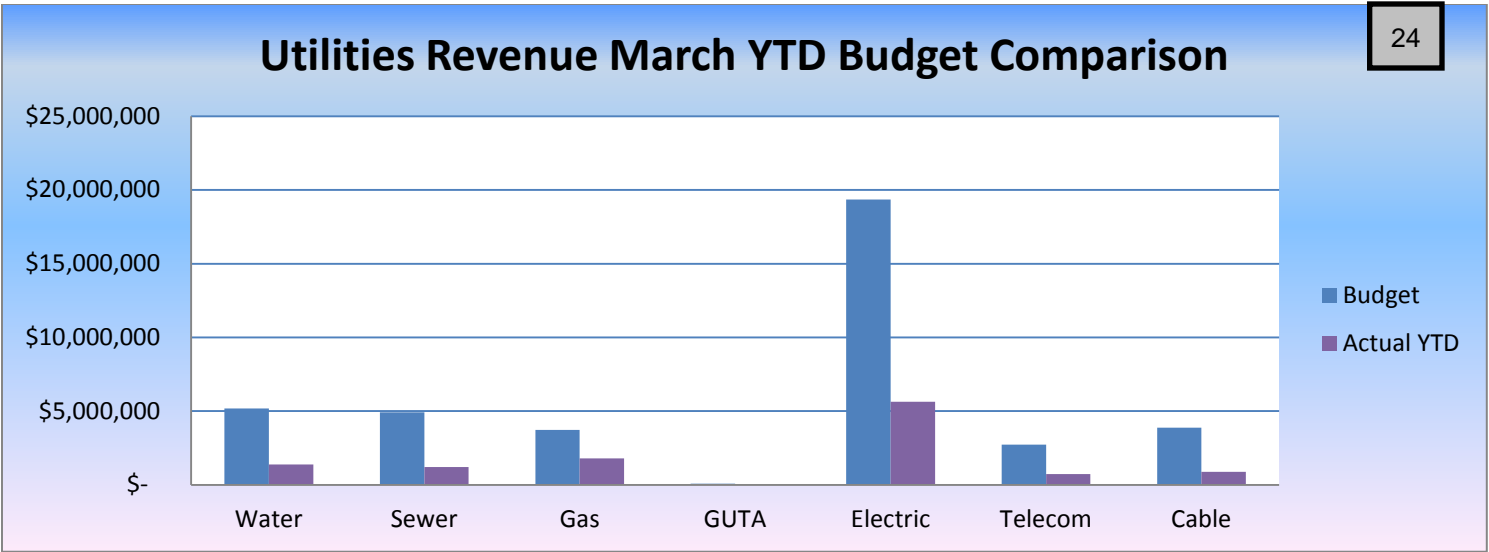
Budget Report 23

Group Summary

For Fiscal: 2019 Period Ending: 03/31/2019

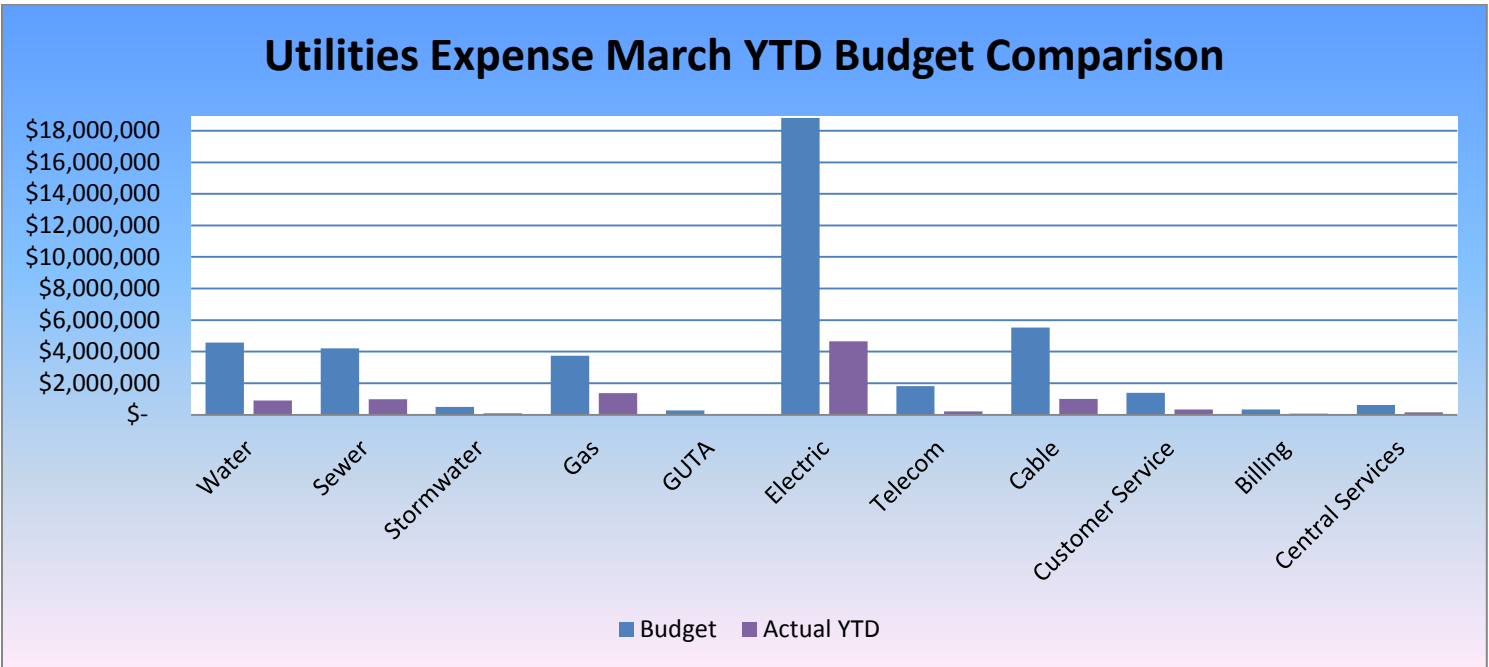
ACTIVIT...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Revenue						
4002 - WATER	5,172,969.00	5,172,969.00	417,546.57	1,383,559.40	-3,789,409.60	73.25 %
4003 - SEWER	4,067,500.00	4,930,907.20	422,455.39	1,217,748.82	-3,713,158.38	75.30 %
4005 - GAS	3,720,609.00	3,720,609.00	556,724.94	1,806,432.27	-1,914,176.73	51.45 %
4006 - GUTA	80,000.00	80,000.00	6,053.71	11,626.64	-68,373.36	85.47 %
4008 - ELECTRIC	19,361,556.00	19,361,556.00	1,796,094.51	5,634,830.39	-13,726,725.61	70.90 %
4009 - TELECOM & INTERNET	2,725,000.00	2,725,000.00	245,873.49	735,003.84	-1,989,996.16	73.03 %
4010 - CABLE TV	3,877,080.00	3,877,080.00	312,687.95	886,404.93	-2,990,675.07	77.14 %
4012 - UTIL FINANCE	750,000.00	0.00	0.00	0.00	0.00	0.00 %
4016 - SOLID WASTE	113,407.20	0.00	0.00	0.00	0.00	0.00 %
Revenue Total:	39,868,121.20	39,868,121.20	3,757,436.56	11,675,606.29	-28,192,514.91	70.71 %
Expense						
4002 - WATER	4,575,694.20	4,575,694.20	427,257.99	911,867.95	3,663,826.25	80.07 %
4003 - SEWER	4,209,987.00	4,209,987.00	412,509.12	983,942.46	3,226,044.54	76.63 %
4004 - STORMWATER	502,784.00	502,784.00	32,528.93	82,413.17	420,370.83	83.61 %
4005 - GAS	3,736,983.85	3,736,983.85	463,221.19	1,367,589.30	2,369,394.55	63.40 %
4006 - GUTA	267,137.00	267,137.00	18,668.03	48,550.76	218,586.24	81.83 %
4007 - GEN ADMIN WSG	215,332.00	215,332.00	16,066.68	46,721.39	168,610.61	78.30 %
4008 - ELECTRIC	18,820,876.00	18,820,876.00	1,664,026.73	4,658,615.01	14,162,260.99	75.25 %
4009 - TELECOM & INTERNET	1,818,926.00	1,818,926.00	101,182.84	203,916.86	1,615,009.14	88.79 %
4010 - CABLE TV	5,524,609.00	5,524,609.00	457,278.54	997,626.45	4,526,982.55	81.94 %
4011 - GEN ADMIN ELEC/TELECOM	195,792.00	195,792.00	14,892.27	43,751.18	152,040.82	77.65 %
4012 - UTIL FINANCE	-2,350,480.00	-2,350,480.00	-193,873.50	-557,328.36	-1,793,151.64	76.29 %
4013 - UTIL CUST SVC	1,399,403.00	1,399,403.00	113,698.28	333,167.49	1,066,235.51	76.19 %
4014 - UTIL BILLING	334,561.00	334,561.00	27,891.55	72,892.86	261,668.14	78.21 %
4015 - CENTRAL SERVICES	616,516.00	616,516.00	52,243.71	151,268.01	465,247.99	75.46 %
Expense Total:	39,868,121.05	39,868,121.05	3,607,592.36	9,344,994.53	30,523,126.52	76.56 %
Report Surplus (Deficit):	0.15	0.15	149,844.20	2,330,611.76	2,330,611.61	41,073.33 %

Utilities Revenue March YTD Budget Comparison



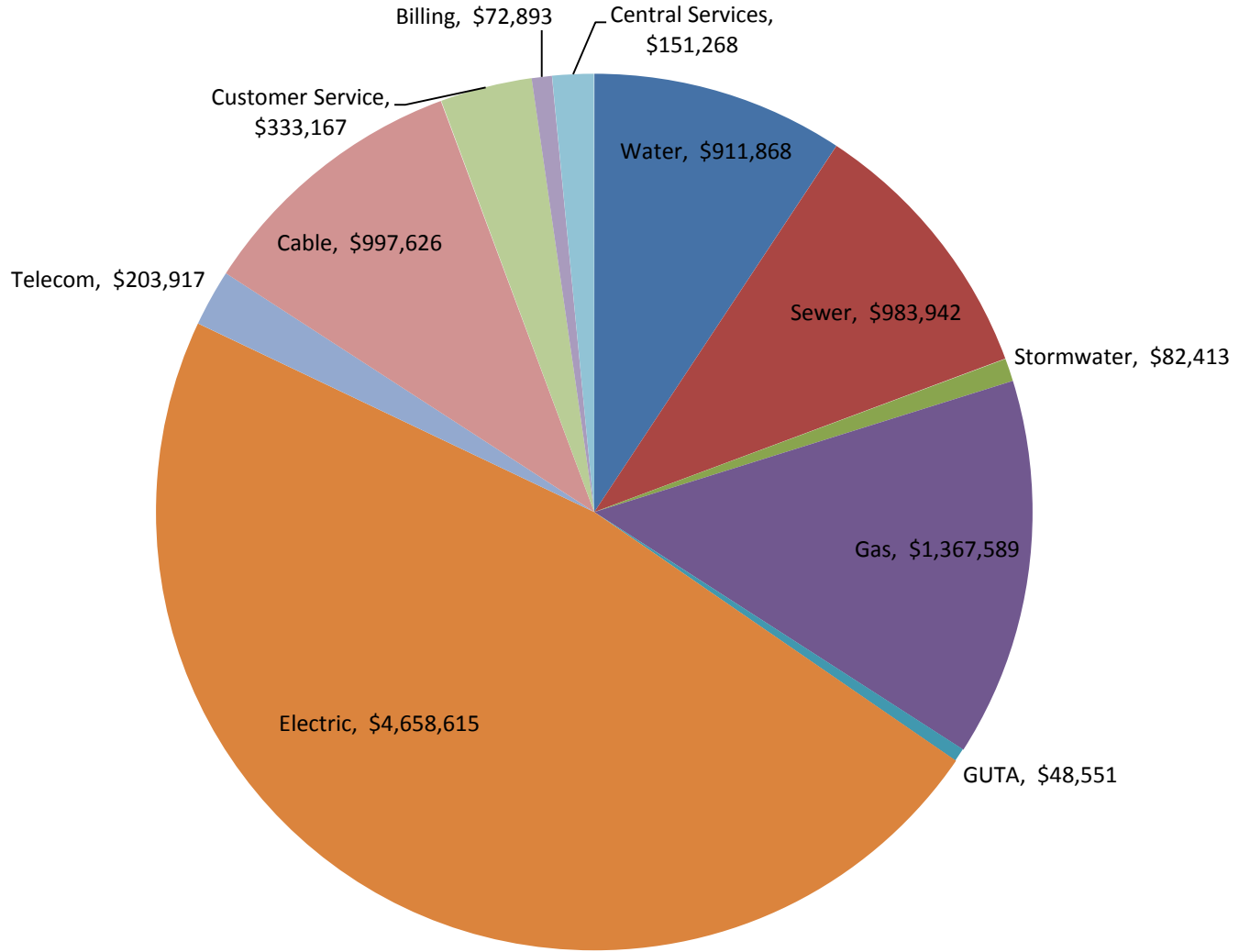
Utility Fund year-to-date revenues as of March totaled \$11,675,606 which is about 29% of total budgeted revenues of \$39,868,121

Utilities Expense March YTD Budget Comparison



Utility Fund year-to-date expenses as of March totaled \$9,344,995 which is about 23% of total budgeted expenses of \$39,868,121

Utilities Expenses March YTD 2019





Monroe, GA

Monthly Budget Report 26

Group Summary

For Fiscal: 2019 Period Ending: 03/31/2019

DEP...	March Budget	March 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	177,969.44	14,701.44	9.00 %	489,804.00	521,474.35	31,670.35	6.47 %	1,960,000.00
4530 - SOLID WASTE DISPOSAL	234,621.44	187,686.68	-46,934.76	-20.00 %	703,864.32	696,386.68	-7,477.64	-1.06 %	2,816,584.00
4540 - RECYCLABLES COLLECTION	2,665.60	23,169.54	20,503.94	769.21 %	7,996.80	28,005.12	20,008.32	250.20 %	32,000.00
Total Revenue:	400,555.04	388,825.66	-11,729.38	-2.93 %	1,201,665.12	1,245,866.15	44,201.03	3.68 %	4,808,584.00
Expense									
4510 - SOLID WASTE ADMINISTRATION	29,506.12	45,376.19	-15,870.07	-53.79 %	88,518.36	88,635.71	-117.35	-0.13 %	354,216.00
4520 - SOLID WASTE COLLECTION	71,050.05	69,718.06	1,331.99	1.87 %	213,150.15	194,500.63	18,649.52	8.75 %	852,942.32
4530 - SOLID WASTE DISPOSAL	222,920.74	265,087.36	-42,166.62	-18.92 %	668,762.22	290,737.16	378,025.06	56.53 %	2,676,119.72
4540 - RECYCLABLES COLLECTION	13,799.75	6,347.92	7,451.83	54.00 %	41,399.25	19,471.19	21,928.06	52.97 %	165,663.86
4585 - YARD TRIMMINGS COLLECTION	18,217.49	19,252.07	-1,034.58	-5.68 %	54,652.47	56,262.39	-1,609.92	-2.95 %	218,698.00
9003 - SW - OTHER FINANCING USES	45,060.65	24,329.60	20,731.05	46.01 %	135,181.95	77,752.09	57,429.86	42.48 %	540,944.24
Total Expense:	400,554.80	430,111.20	-29,556.40	-7.38 %	1,201,664.40	727,359.17	474,305.23	39.47 %	4,808,584.14
Report Total:	0.24	-41,285.54	-41,285.78		0.72	518,506.98	518,506.26		-0.14



Monroe, GA

Income Statement 27

Group Summary

For Fiscal: 2019 Period Ending: 03/31/2019

DEPT	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Revenue					
4520 - SOLID WASTE COLLECTION	1,960,000.00	1,960,000.00	177,969.44	521,474.35	1,438,525.65
4530 - SOLID WASTE DISPOSAL	2,816,584.00	2,816,584.00	187,686.68	696,386.68	2,120,197.32
4540 - RECYCLABLES COLLECTION	32,000.00	32,000.00	23,169.54	28,005.12	3,994.88
Revenue Total:	4,808,584.00	4,808,584.00	388,825.66	1,245,866.15	3,562,717.85
Expense					
4510 - SOLID WASTE ADMINISTRATION	354,216.00	354,216.00	45,376.19	88,635.71	265,580.29
4520 - SOLID WASTE COLLECTION	852,942.32	852,942.32	69,718.06	194,500.63	658,441.69
4530 - SOLID WASTE DISPOSAL	2,676,119.72	2,676,119.72	265,087.36	290,737.16	2,385,382.56
4540 - RECYCLABLES COLLECTION	165,663.86	165,663.86	6,347.92	19,471.19	146,192.67
4585 - YARD TRIMMINGS COLLECTION	218,698.00	218,698.00	19,252.07	56,262.39	162,435.61
9003 - SW - OTHER FINANCING USES	540,944.24	540,944.24	24,329.60	77,752.09	463,192.15
Expense Total:	4,808,584.14	4,808,584.14	430,111.20	727,359.17	4,081,224.97
Total Surplus (Deficit):	-0.14	-0.14	-41,285.54	518,506.98	

Prior-Year Comparative Income Statement 28

Group Summary

For the Period Ending 03/31/2019



Monroe, GA

DEP...	2018 March Activity	2019 March Activity	March Variance Favorable / (Unfavorable)	Variance %	2018 YTD Activity	2019 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Revenue								
4520 - SOLID WASTE COLLECTION	172,328.94	177,969.44	5,640.50	3.27%	214,716.25	521,474.35	306,758.10	142.87%
4530 - SOLID WASTE DISPOSAL	106,113.76	187,686.68	81,572.92	76.87%	163,167.91	696,386.68	533,218.77	326.79%
4540 - RECYCLABLES COLLECTION	19,912.24	23,169.54	3,257.30	16.36%	53,292.90	28,005.12	-25,287.78	-47.45%
Revenue Total:	298,354.94	388,825.66	90,470.72	30.32%	431,177.06	1,245,866.15	814,689.09	188.95%
Expense								
4510 - SOLID WASTE ADMINISTRATION	29,101.19	45,376.19	-16,275.00	-55.93%	45,241.01	88,635.71	-43,394.70	-95.92%
4520 - SOLID WASTE COLLECTION	65,572.12	69,718.06	-4,145.94	-6.32%	128,273.57	194,500.63	-66,227.06	-51.63%
4530 - SOLID WASTE DISPOSAL	215,338.99	265,087.36	-49,748.37	-23.10%	407,400.32	290,737.16	116,663.16	28.64%
4540 - RECYCLABLES COLLECTION	6,510.09	6,347.92	162.17	2.49%	16,375.10	19,471.19	-3,096.09	-18.91%
4585 - YARD TRIMMINGS COLLECTION	17,523.88	19,252.07	-1,728.19	-9.86%	48,571.06	56,262.39	-7,691.33	-15.84%
9003 - SW - OTHER FINANCING USES	15,917.80	24,329.60	-8,411.80	-52.85%	54,525.34	77,752.09	-23,226.75	-42.60%
Expense Total:	349,964.07	430,111.20	-80,147.13	-22.90%	700,386.40	727,359.17	-26,972.77	-3.85%
Total Surplus (Deficit):	-51,609.13	-41,285.54	10,323.59	20.00%	-269,209.34	518,506.98	787,716.32	292.60%



Monroe, GA

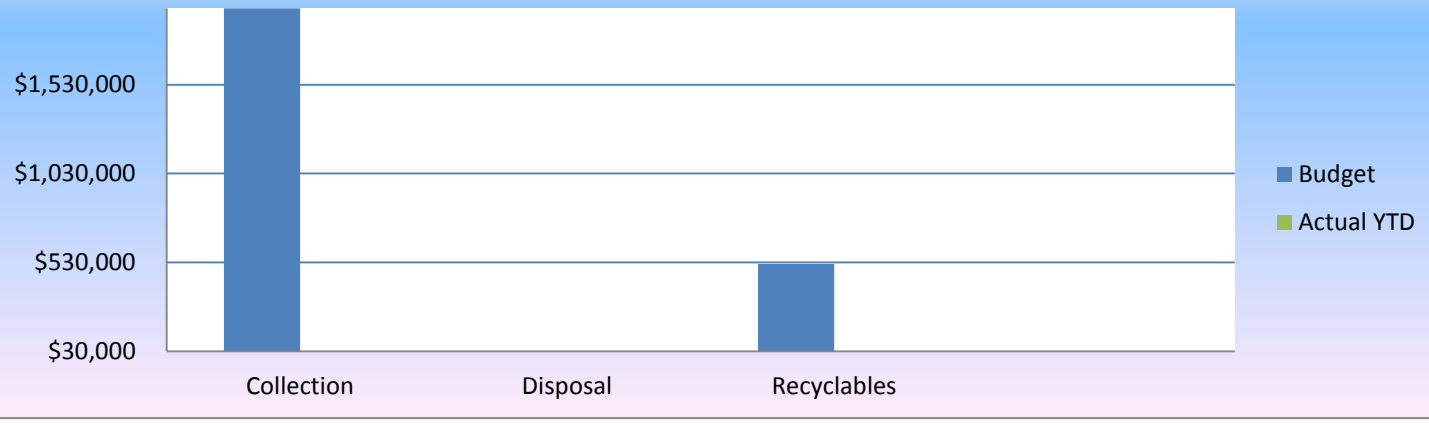
Budget Report 29

Group Summary

For Fiscal: 2019 Period Ending: 03/31/2019

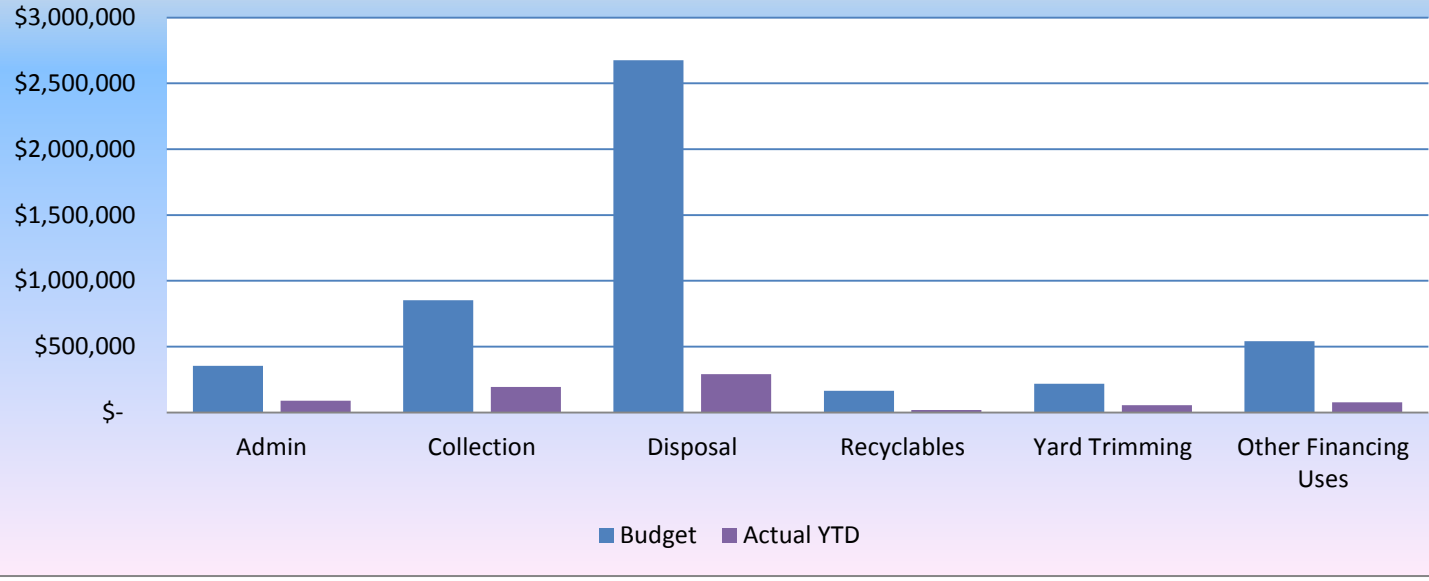
DEP...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Revenue						
4520 - SOLID WASTE COLLECTION	1,960,000.00	1,960,000.00	177,969.44	521,474.35	-1,438,525.65	73.39 %
4530 - SOLID WASTE DISPOSAL	2,816,584.00	2,816,584.00	187,686.68	696,386.68	-2,120,197.32	75.28 %
4540 - RECYCLABLES COLLECTION	32,000.00	32,000.00	23,169.54	28,005.12	-3,994.88	12.48 %
Revenue Total:	4,808,584.00	4,808,584.00	388,825.66	1,245,866.15	-3,562,717.85	74.09 %
Expense						
4510 - SOLID WASTE ADMINISTRATION	354,216.00	354,216.00	45,376.19	88,635.71	265,580.29	74.98 %
4520 - SOLID WASTE COLLECTION	852,942.32	852,942.32	69,718.06	194,500.63	658,441.69	77.20 %
4530 - SOLID WASTE DISPOSAL	2,676,119.72	2,676,119.72	265,087.36	290,737.16	2,385,382.56	89.14 %
4540 - RECYCLABLES COLLECTION	165,663.86	165,663.86	6,347.92	19,471.19	146,192.67	88.25 %
4585 - YARD TRIMMINGS COLLECTION	218,698.00	218,698.00	19,252.07	56,262.39	162,435.61	74.27 %
9003 - SW - OTHER FINANCING USES	540,944.24	540,944.24	24,329.60	77,752.09	463,192.15	85.63 %
Expense Total:	4,808,584.14	4,808,584.14	430,111.20	727,359.17	4,081,224.97	84.87 %
Report Surplus (Deficit):	-0.14	-0.14	-41,285.54	518,506.98	518,507.12	62,228.57 %

Solid Waste Revenue March YTD Budget Comparison



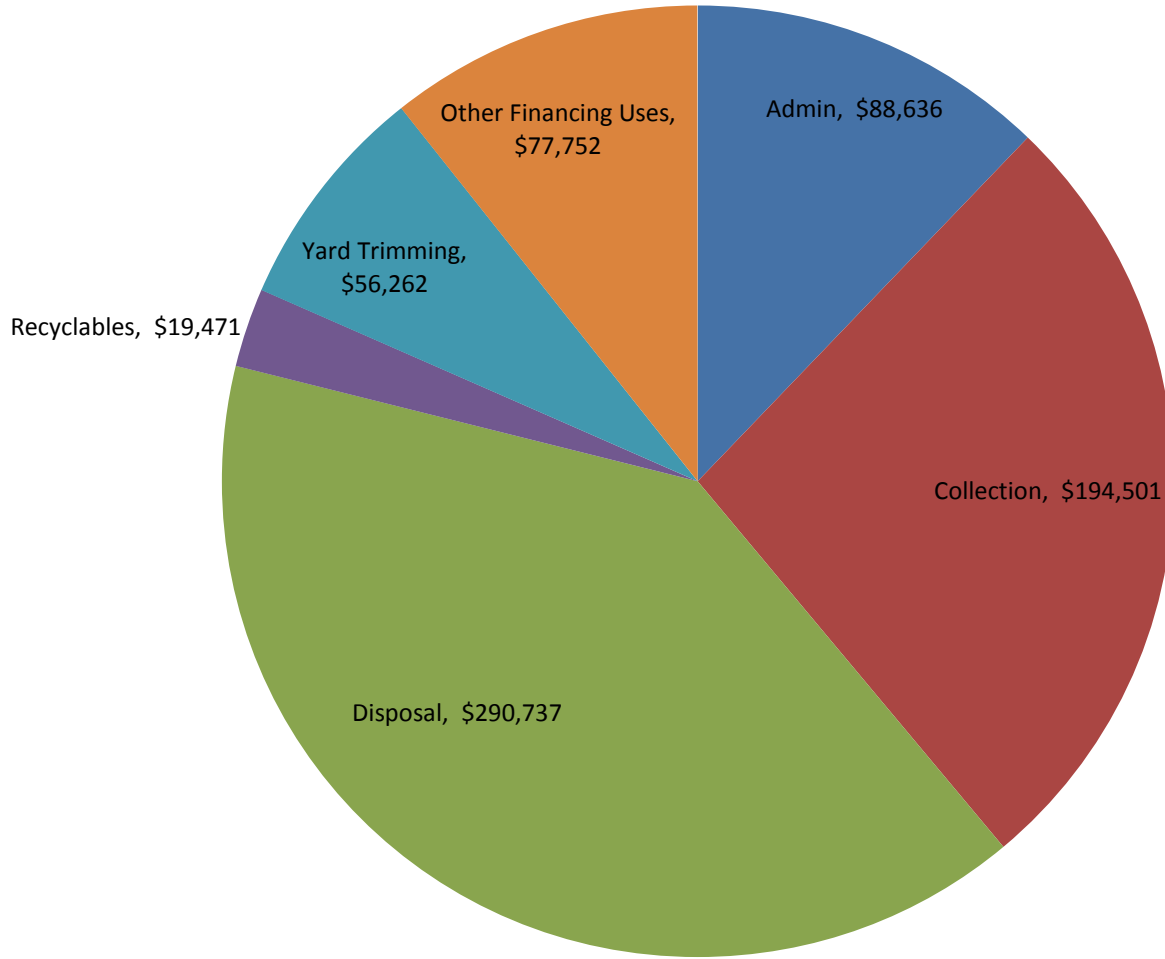
Solid Waste year-to-date revenues as of March totaled \$1,245,886 which is about 26% of total budgeted revenues of \$4,808,584

Solid Waste Expense March YTD Budget Comparison



Solid Waste year-to-date expenses as of March totaled \$727,359 which is about 15% of total budgeted expenses of \$4,808,584

Solid Waste Expenses March YTD 2019



Performance Indicators	Mar-19	Feb-19	Jan-19	Dec-18	Nov-18	Oct-18	Sep-18	Aug-18	Jul-18	Jun-18	May-18	Apr-18	Mar-18
Telephone Calls													
Admin Support													
Utilities - Incoming Calls	5,769	5,252	6,181	6,035	6,463	6,735	6,174	7,299	7,506	6,654	5,675	5,521	6,004
Utilities - Abandoned Calls	380	330	402	345	373	391	411	460	467	509	349	323	302
% of Abandoned Calls - Utility	6.59%	6.28%	6.50%	5.72%	5.77%	5.81%	6.66%	6.30%	6.22%	7.65%	6.15%	5.85%	5.03%
Utilities													
Electric Customers	6,671	6,366	6,449	6,290	6,307	6,364	6,343	6,343	6,297	6,340	6,311	6,314	6,297
Natural Gas Customers	3,964	3,806	3,842	3,760	3,773	3,782	3,773	3,770	3,765	3,765	3,763	3,762	3,736
Water Customers	9,776	9,385	9,397	9,239	9,244	9,288	9,216	9,239	9,212	9,277	9,201	9,194	9,179
Wastewater Customers	7,397	7,052	7,090	6,937	6,936	6,979	6,923	6,957	6,921	6,963	6,922	6,913	6,911
Cable TV Customers	3,635	3,527	3,568	3,498	3,516	3,571	3,573	3,600	3,594	3,643	3,591	3,659	3,624
Digital Cable Customers	210	211	219	209	220	202	204	199	204	201	197	199	194
Internet Customers	3,756	3,687	3,658	3,577	3,625	3,611	3,596	3,584	3,597	3,547	3,542	3,476	3,486
Residential Phone Customers	960	911	923	913	934	904	887	893	898	887	882	904	887
Commercial Phone Customers	432	436	434	430	437	434	435	447	454	456	430	453	436
Fiber Customers	62	62	62	62	62	62	62	62	62	62	62	62	62
Work Orders Generated													
Utilities													
Connects	699	749	742	578	606	790	696	766	570	656	607	626	688
Cutoff for Non-Payment	169	263	260	164	237	322	209	271	254	218	253	235	191
Electric Work Orders	42	34	40	22	28	43	49	50	40	28	29	53	34
Water Work Orders	207	53	95	58	138	288	143	115	61	109	61	60	82
Natural Gas Work Orders	57	91	85	50	56	63	39	59	48	41	25	50	111
Disconnects	663	677	697	515	567	727	639	715	575	549	588	602	625
Telecomm Work Orders	146	138	347	220	206	301	275	306	146	248	264	247	294
Billing/Collections													
Utilities													
Utility Revenue Billed	\$ 3,806,425	\$ 4,091,817	\$ 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
Utility Revenue Collected	\$ 4,070,163	\$ 3,845,701	\$ 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
# of Inactive Accounts Written Off	58	62	78	70	51	66	36	79	63	66	44	32	65
Amount Written Off for Bad Debt	\$ 30,880	\$ 33,037	\$ 41,131	\$ 37,217	\$ 26,591	\$ 28,927	\$ 23,802	\$ 139,944	\$ 28,088	\$ 32,798	\$ 27,469	\$ 16,089	\$ 27,987
Utility Bad Debt Collected	\$ 9,411	\$ 9,467	\$ 3,159	\$ 2,433	\$ 2,747	\$ 29,901	\$ 5,256	\$ 8,195	\$ 3,927	\$ 2,623	\$ 5,899	\$ 4,657	\$ 6,151
Extensions													
Utilities													
Extensions Requested	611	672	798	558	650	796	639	704	711	648	655	682	535
Extensions Pending	269	279	251	188	299	300	241	230	304	242	204	219	197
Extensions Defaulted	23	32	30	28	32	35	41	47	38	28	21	25	31
Extensions Paid per Agreement	598	608	705	641	619	702	587	730	611	583	649	635	598
Percentage of Extensions Paid	96%	94%	96%	96%	95%	95%	93%	94%	94%	96%	97%	96%	95%
Taxes													
Admin Support													
Property Tax Transactions	-	3	-	-	-	-	-	-	1	2	31	1	-
Property Tax Collected	\$ -	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10	\$ 84	\$ 816	\$ 10	\$ -
Accounting													
Payroll & Benefits													
Payroll Checks issued	49	49	52	50	209	51	58	49	91	81	62	63	61
Direct Deposit Advices	600	581	575	585	664	440	438	439	447	657	436	427	431
General Ledger													
Accounts Payable Checks Issued	371	281	270	298	271	321	272	328	293	293	390	280	294
Accounts Payable Invoices Entered	495	481	466	452	446	376	361	394	378	341	387	447	428
Journal Entries Processed	200	249	239	238	115	127	133	144	132	152	145	170	158
Miscellaneous Receipts	248	378	448	356	358	445	204	250	280	250	262	266	280
Utility Deposit Refunds Processed	20	25	17	26	33	20	45	34	30	31	50	40	32
Local Option Sales Tax	\$ 174,734	\$ 182,090	\$ 219,613	\$ 181,526	\$ 192,250	\$ 160,620	\$ 171,248	\$ 177,065	\$ 158,473	\$ 160,093	\$ 154,337	\$ 165,606	\$ 137,428
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

Performance Indicators	Mar-19	Feb-19	Jan-19	Dec-18	Nov-18	Oct-18	Sep-18	Aug-18	Jul-18	Jun-18	May-18	Apr-18	Mar-18
Special Local Option Sales Tax - 2019													
Personnel													
Payroll & Benefits													
Budgeted Positions	238	237	237	244	244	244	244	242	242	242	242	241	241
Filled Positions	228	226	227	226	228	229	229	227	227	233	233	231	228
Vacancies	10	11	10	18	16	15	15	15	15	9	9	10	14
Unfunded Positions	37	37	37	33	33	33	33	33	33	33	33	33	33
Clinic Appointment Capacity	156	144	144	126	144	162	126	160	160	160	292	250	340
Clinic Ancillary Visits	12	12	14	30	16	53	30	42	37	34	140	98	168
Clinic Utilization Percentage	65%	63%	92%	90%	76%	93%	98%	97%	99%	84%	102%	107%	119%
Clinic No Shows	7		24	12	10	7	16	32	17	22	23	14	30
Clinic Utilization2	82	79	94	72	83	91	78	81	105	79	135	155	206

AIRPORT

MONTHLY REPORT

MAY 2019

	2019 January	2019 February	2019 March	2019 April	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	\$4.39	\$4.39	\$3.99	\$4.19	\$4.19	\$4.19	\$4.22	\$4.39	\$4.39	\$4.39	\$4.39	\$4.30	
Transactions	48	36	84	112	101	99	104	94	92	105	103	74	39	84	1091
Gallons Sold	1,415.3	853.7	2,257.7	3,032.0	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	2,138.9	27,805.9
AvGas Revenue	\$6,213.17	\$3,568.32	\$9,911.06	\$13,310.38	\$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	\$9,142.64	\$118,854.29
AvGas Profit/Loss	\$225.74	\$130.22	\$416.11	\$1,115.61	\$235.07	\$344.61	\$400.84	\$315.18	\$115.89	\$495.02	\$506.79	\$662.19	\$106.04	\$389.95	\$5,069.31
GENERAL REVENUE/EXPENSE															
Hangar Rental	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$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	\$4,006.15	\$52,080.00
Lease Agreements	\$4,115.07	\$4,115.07	\$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	\$4,080.45	\$53,045.91
Grounds Maintenance	\$360.00	\$360.00	\$3,530.00	\$360.00	\$5,750.00	\$6,122.46	\$360.00	\$360.00	\$360.00	\$2,580.00	\$360.00	\$360.00	\$360.00	\$1,632.50	\$21,222.46
Buildings Maintenance	\$400.00	\$550.00	\$1,020.00	\$17,940.00	\$300.00	\$710.00	\$14,525.00	\$15,854.99	\$1,163.19	\$960.49	\$445.49	\$425.32	\$6,126.18	\$4,647.74	\$60,420.66
Equipment Maintenance	\$443.18	\$616.98	\$116.98	\$6,319.48	\$115.92	\$115.92	\$115.92	\$5,424.92	\$1,764.62	\$1,784.67	\$10,691.55	\$115.92	\$427.93	\$2,158.00	\$28,053.99
Airport Profit/Loss	\$5,040.22	\$4,620.89	\$1,640.55	(\$17,486.22)	(\$257.77)	(\$930.70)	(\$8,927.01)	(\$17,786.65)	\$3,341.15	\$1,682.93	(\$4,477.18)	\$6,274.02	(\$294.99)	(\$2,120.06)	(\$27,560.76)

PROJECTS & UPDATES

Monroe – Walton County Airport (D73)

\$4.39	Average Price
112	Transactions
3,032.98	Gallons Sold
\$13,310.38	Fuel Revenue
\$1,115.61	Fuel Profit/Loss
(\$17,486.22)	Airport Profit/Loss

PROJECT UPDATES

The East Apron Expansion project is complete in original scope, with additions being priced and set for completion in May. This will include additional grading, curb, gutter, riprap, and vegetation maintenance. The West Apron Taxiway is currently in the process of soil sampling as required for excavation and removal to the Oak Grove Landfill. Once completed and passed, this project will resume in mid-May.

TENTATIVE ALLOCATION FY20

The Airport received its annual Georgia Department of Transportation (GDOT) Tentative Allocation (TA) letter for Fiscal Year 2020 funding in the amount of \$81,000 with an estimated match by the City of Monroe of \$4,500. This is a lesser number than Fiscal Year 2019 but works in cycles. This project basis is for the Crack Seal and Remark of the Runway. The crack seal will allow us to avoid a complete paving project and extend the useful life of the runway. The remark will occur due to a numbering change for the runways from 3/21 to 4/22 as noted in the last two (2) inspections by the GDOT. A

written response has already been submitted to the GDOT per instruction by the TA letter.

NUMBERING / ENDS PRESSURE WASH

The recent GDOT survey required we either clean or repaint the numbering and striping on both runways. We had Curb Appeal Professionals pressure wash both ends and the results were dramatic. This completes one of the major to-do-list tasks on the inspection report with the rest to be completed this summer.



RFQ UPDATE

The Airport will go public with the issuance of Requests for Qualification (RFQ) on May 13th in the search for a new Airport Consultant/Engineering Firm per GDOT direction. Barge Design Solutions can still perform work for the Airport, but not when it involves any state or federal matching funds due to a conflict of interest with state employees. This RFQ process will close on June 13th and be evaluated to hopefully select the next Firm for the Monroe-Walton County Airport.

BIG JUMP EVENT

Sky Dive Monroe will be hosting its annual Big Jump event that benefits the Extra Special People (ESP) organization on May 11th from 10am until 6pm. This event has eclipsed the \$100,000 amount over the last several years and looks forward to doing so again. The proceeds go to fundraising efforts for the ESP summer camp program. Visit <http://extraspecialpeople.com/big-jump> for further details and to volunteer, donate, or register.



Russell R. McMurry, P.E., Commissioner
One Georgia Center
600 West Peachtree NW
Atlanta, GA 30308
(404) 631-1990 Main Office

April 12, 2019

The Honorable John Howard, Mayor
City of Monroe
P. O. Box 1249
Monroe, GA 30655

Dear Mayor Howard:

The Department is pleased to announce a tentative allocation of federal funding assistance in the amount of \$81,000 for the following project at the Monroe - Walton County Airport:

Crack Seal and Remark Runway

Please confirm, by letter, no later than **May 17, 2019**, your intent to proceed with and fund this project in the state's Fiscal Year 2020, which ends June 30, 2020. State and/or federal funding for this project if unconfirmed by this date may be reassigned.

State funding assistance to match the federal share of this project is also available and must be formally requested by letter to the Department's Commissioner. See attached sample letter. State funding participation is 50% of the eligible nonfederal share of the project. **This project will require matching funds from City of Monroe estimated in the amount of \$4,500.00.** This is a tentative allocation of funds, the actual contract amount will be based on preapproved design, planning and engineering costs and/or competitive bids received to accomplish the project. Any projects in which you are seeking reimbursement (90%) with federal funds must have been reviewed and approved by the Department prior to work commencing in order to be considered eligible for federal funding participation.

The Department has scheduled this project to be ready for contract in **October 2019**. Please provide a schedule to meet this contract date or submit a revised contract date and schedule for consideration. Please note if the project does not meet the agreed upon scheduled contract date the Department will consider moving the project in order to accommodate other projects or consider deferring the project to the next fiscal year. Lynn Thompson has been assigned from our Aviation Programs office as project manager to assist in this tentative allocation award including but not limited to, overall project coordination, federal and state guidance, and project review and scheduling. Please communicate with your project manager by the 5th of each month regarding your project's status and schedule.

As acknowledgement to this tentative allocation award, please provide a letter with the following: (See attachment)

- Confirmation of intent to proceed with and fund this project in the state's Fiscal Year 2020
- Formal request for state funding assistance to match the federal share of the above project
- A schedule to meet this contract date or submit a revised contract date and schedule for consideration

Please contact Lynn Thompson, Aviation Project Manager at (478) 299-3433 if you have any questions. We look forward to the successful completion of this project.

Sincerely,

Carol L. Comer, Director
Division of Intermodal

CLC:cw

cc: Jamie Boswell, State Transportation Board
Chris Bailey, Purchasing Manager

Attachment

Extra Special People

Big Jump Fundraiser

May 11th 2019 10:00am – 6:00pm

Monroe-Walton County Airport

hosted by Skydive Monroe



Big Jump is a fundraiser event for the ESP summer camp program. To sign up to jump, sponsor a jumper, or volunteer for this great cause, visit <http://extraspecialpeople.com/big-jump> for details. In 2018, approximately 50 skydivers raised over \$150,000 for the ESP summer camp program. Now it's your chance to help do the same in 2019!!

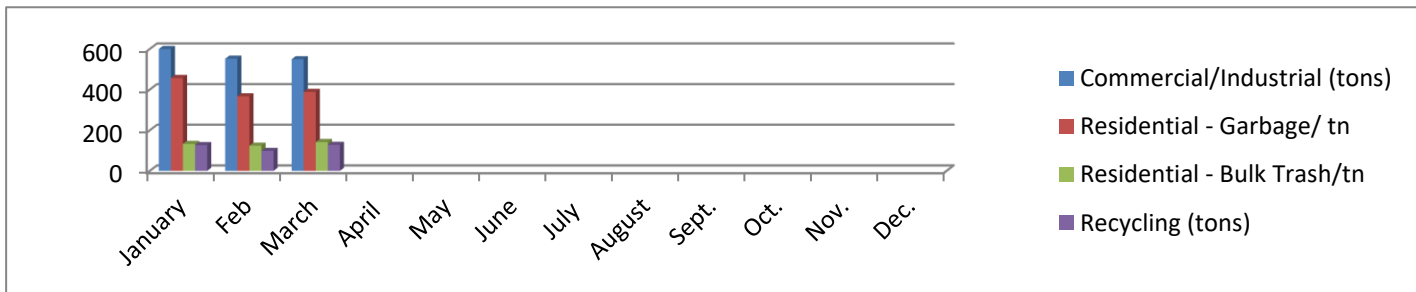


We hope you join us and help make this day a wonderful event for some **Extra Special People!!!**



**SOLID WASTE
DEPARTMENT
MONTHLY REPORT
MAY
2019**

2019	January	Feb	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.
Commercial/Industrial (tons)	599.77	552.04	549.42									
Residential - Garbage/ tn	456.88	366.84	388.51									
Residential - Bulk Trash/tn	132.8	123.8	141.79									
Recycling (tons)	126.37	98.29	127.87									
Transfer Station (tons)	6,756.57	6,251.41	6,489.26									
Customers (TS)	15	14	15									
Sweeper debris (tons)	5.48	5.25	2.59									
Storm drain debris (tons)	1.08	0.19										
	January	Feb	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.
Recycling - Yard Trim (tons)	80.2	63.66	89.98									
Recycling - Curbside (tons)	17.41	12.92	12.67									
Recycling - Cardboard (tons)	16.64	17.21	12.61									
Recycling - Scrap Metal (tons)	8.32		9.5									
Recycling - Scrap tires (tons)	184 (3.80)	218 (4.50)	151 (3.11)									
Recycling - C & D (tons)			2.68									
Garbage carts (each)	64	23	36									
Recycling bins (each)	12	12	22									
Dumpsters (each)	6	7	4									
Lids (each)	1											
Cemetery Permits	5		6									



Note:

1,082.38 tons of trash /garbage collected and disposed.

127.87 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. Update: Estimated start date: May 16 ,2019**
- Repair/Resurface concrete tipping floor. **Pending! 2019 SW-CIP Update: In the process of searching for and securing a contractor for this type project.**

Citywide Cleanup:

- Collection Report – 981 Scrap Tires and 90,660lbs (44.33 tons) of trash.
NOTE: Dumpsters at the Matthews Park and Walker Dr. locations were removed early because of misuse.

Dps



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



To: City Council
From: Logan Propes
Department: Administration
Date: 05-07-2019
Description: Intersection Changes

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 implementation of stop signs and other signage at the various intersection locations described below.*

Description: In an effort to increase safety at intersections and slow speed on some sections of road a request is being put forth to committee and council to modify the following intersections:

1. E. Church St./ S. Madison Ave. – change the intersection format from signalized to four-way stop sign.
2. Breedlove Dr./Alcovy St./Shamrock Dr. – change the intersection format from two-way stop to four-way stop.
3. Williams St./N. Midland Ave. – create a three-way stop sign intersection from one-way stop.
4. Edwards St./N. Madison Ave. – create a four-way stop sign intersection from a two-way stop.
5. Breedlove Dr./McDaniel St. – no right turns on red from Breedlove to McDaniel St.
6. Davis. St./S. Broad St. – No left turn between 7 a.m. and 7 p.m. from Davis St.

Attachment(s): Photos and descriptions of each intersection.



E. Church St. & South Madison Ave.

These two streets are the highest volume city streets but neither have the width for a dedicated turn lane. Throughout the day and especially during peak hours, those vehicles needing to turn left on green often cannot during the light cycle, which also increases risk taking and contributes to traffic backups. Additionally, these lights are nearing the end of their life cycle and are expensive to replace.

The proposal is to create a four-way stop sign intersection and turn the traffic signal to blinking red on all sides.



Alcovy St. & Breedlove Dr. & Shamrock Dr.

This intersection has heavy traffic throughout the day and a great deal of left turns from both Alcovy to Breedlove and Breedlove to Alcovy in particular. The left from Breedlove to Alcovy is compounded by sight line from three off the right of way and because of the angle of the intersection. Staff believes this intersection could benefit from a four-way stop change which will also be a speed deterrent or “break” along Alcovy street.

The proposal is to create a four-way stop sign intersection and turn the caution signal to blink red on all sides. Eventually this intersection may benefit from a roundabout installation as funding permits.



N. Midland Ave. & Williams St.

N. Midland traffic can carry excessive speed and suffers from line of sight issues from Williams St. when speeding occurs. This is a residential area and may benefit from safety of having a three-way stop sign intersection installed. Having a stop at Williams will also give better time for traffic to enter N. Midland from Edwards St. just to the north.

The proposal is to create a three-way stop at this intersection.



N. Madison Ave. & Edwards St.

Speed and line of sight issues impede the ability traffic to safely turn onto or cross over N. Madison. This area of N. Madison is a very long stretch of street without traffic “breaks.” There is a heavy pedestrian presence in this area with it being mostly residential with one convenience store nearby.

The proposal is to create a four-way stop at this intersection.



Breedlove Dr. & McDaniel St.

Facing northwest on Breedlove Dr. at the stop bar of the intersection there is little visibility to the left from McDaniel St. when vehicles are attempting a right turn on red onto McDaniel St. There have been number accidents at this intersection. The light cycle is relatively short so waiting for a green light will not cost drivers a great deal of lost time.

The proposal is to implement a “No right turn on Red” sign on Breedlove Dr. to McDaniel St.



Davis St. & S. Broad St.

Due to high volume of traffic at this intersection and the fact that traffic frequently backs up here in all directions, left turns may become high risk maneuvers. Modeling the overall success of the “no left turn from 7 a.m. to 7 p.m.” signage at McDaniel St. and S. Broad St. may help alleviate some peak daytime traffic and accidents. There are signalized intersections just north of Davis and several gridded streets just south of Davis that can allow for left turns onto S. Broad in an easier fashion.

The proposal is to implement a “no left turn from 7 a.m. to 7 p.m.” sign on Davis St. for entry onto S. Broad. St.

MEMO

Client: Mr. Logan Propes, City Administrator
Client Office: City of Monroe
Project: Alcovy Street at Breedlove Drive Intersection Analysis
K&W Project Number: 180170
Date: April 29, 2019
From: Sam J. Serio, PE
Office: Keck & Wood, Inc.

The City of Monroe requested that the intersection of Alcovy Street at Breedlove Drive/Shamrock Drive be examined to determine if operational improvements could be made to benefit the eastbound left turn movement and the northbound left turn movement.

Turning movement counts were obtained at the intersection from 6:00 AM to 6:00 PM at 15-minute intervals on Thursday, November 8, 2018. A traffic signal warrant analysis was conducted using these counts. The traffic signal warrants were not met because there is not enough mainline traffic on Alcovy Street. The delay on Breedlove Drive was evaluated using HCS7, the software that evaluates the Level of Service (LOS) and delay for an unsignalized intersection based on the 2016 Highway Capacity Manual. The results are shown in Table 1: Summary of Level of Service and Delay. The results of the existing intersection analysis did not indicate an unacceptable level of service (LOS E or F) or extremely long delays. However, several alternatives were explored to test whether making changes to the intersection in traffic control or lane configuration would improve the delay on Breedlove Drive as well as on Alcovy Street in the northbound direction.

In addition to the LOS and delay information stated above, looking at the geometry and surrounding topography at this location shows that existing trees could be impacting the view from Breedlove Drive. This impact to intersection sight distance could be causing vehicles to hesitate or delay when entering Alcovy Street. This will need to be verified in the field.

Table 1 indicates that there are three options that stand out as the preferred options for improving the delay on Breedlove Drive and the overall intersection: (1) Mini-roundabout, (2) Add EB Right-Turn Lane (Two-Way Stop), and (3) Add All-Way Stop Control.

(1) Mini-roundabout – While this alternative is more costly and impactful to the surroundings than other options, it is more efficient and would move traffic through the intersection with fewer conflicts. A mini-roundabout will reduce delay at the intersection better than the other alternatives evaluated (see Table 1).

(2) Add EB Right-Turn Lane (Two-Way Stop) – This alternative would be a low-cost solution that would slightly reduce the LOS and delay for the Breedlove Drive approach. Adding this lane would change the LOS in the PM Peak from a LOS C to LOS B.

(3) Add All-Way Stop Control – Utilizing the existing geometry, this alternative would be a low-cost solution that would slightly reduce the LOS and delay for the Breedlove Drive approach. This alternative was included due to the several reported accidents that have occurred at this intersection lately, and due to the potential visual impact the existing trees are having on the Breedlove Drive approach. Adding this lane would change the LOS in the PM Peak from a LOS C to LOS B.

Table 1: Summary of Level of Service and Delay

INTERSECTION	EXISTING GEOMETRY (TWO-WAY STOP)		EXISTING GEOMETRY (WITH ALL-WAY STOP*)		ADD EB RIGHT-TURN LANE (TWO-WAY STOP)		ADD EB RIGHT-TURN LANE & NB/SB LEFT-TURN LANES (TWO-WAY STOP)		MINI ROUNDABOUT	
	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
Worst LOS Approach	B	C	B	B	B	B	B	B	A	A
Delay	13.5	15.3	10.6	11.2	12.3	12.5	12.3	12.5	7.0	8.0
Alcovy Street Northbound	A (7.8)	A (4.7)	B (10.6)	B (11.2)	A (4.7)	A (4.7)	A (4.2)	A (4.3)	A (7.0)	A (7.0)
Alcovy Street Southbound	A (7.5)	A (0.1)	A (8.4)	B (10.1)	A (7.5)	A (0.1)	A (0.2)	A (0.1)	A (5.0)	A (6.0)
Breedlove Drive Eastbound	B (13.5)	C (15.3)	A (8.9)	B (10.4)	B (12.3)	B (12.5)	B (12.3)	B (12.5)	A (5.0)	A (8.0)
Shamrock Road Westbound	B (12.4)	B (10.9)	A (8.0)	A (8.3)	B (12.2)	B (10.9)	B (12.2)	B (10.9)	A (5.0)	A (5.0)

*Note: The All-Way Stop Control is not warranted based on existing traffic volumes and historical crash data. However, this alternative was included due to the potential visual impact the existing trees are having on the Breedlove Drive approach. If there is an issue with the trees blocking the sight distance from this approach, an All-Way Stop could be a solution.



To: Highways & Streets, City Council
From: Logan Propes, City Administrator
Department: Highways & Streets
Date: 05/1/2019
Subject: Transportation Alternative Program (TAP) Design, Engineering, and Construction Administration Services Selection

Budget Account/Project Name: TAP Grant Streetscape Project

Funding Source: Federal Funding & SPLOST

Budget Allocation: \$0.00

Budget Available: \$0.00

Requested Expense: \$425,000

Company of Purchase: Keck & Wood, Inc.

Description:

This request is for the approval of Keck & Wood, Inc. to perform design, engineering for up to \$425,000 and subsequent construction administration services for the upcoming TAP grant project.

Background:

This project encompasses streetscape improvements on the remaining section of North Broad Street from Highland Avenue to Marable Street, East Highland Avenue, and North Lumpkin Street. This project will be partially federally grant funded and thus requires the adherence to extensive guidelines put in place by the Georgia Department of Transportation (GDOT). Keck & Wood, Inc. has performed and is currently performing this exact service on other projects throughout the City of Monroe. The initial funding will come from SPLOST (2013 and/or 2019 funds). The grant is 80% federal (\$340,000) 20% local fund (\$85,000) project. The construction administration services contract will be approved later with detailed costs and scoping to be determined at that time.

Attachment(s):

RFQ Submission – Keck & Wood, Inc.

US DOT Award Letter



Design Services and Construction Administration North Broad Street, East Highland Avenue, and North Lumpkin Street

TAP Implementation Project



April 29, 2019



STATEMENT OF QUALIFICATIONS

Submitted To:

Chad Gravette, Purchasing Agent
City of Monroe
215 N Broad Street
2nd Floor
Monroe, GA 30655

Submitted By:

Keck & Wood, Inc.
3090 Premiere Parkway
Suite 200
Duluth, Georgia 30097

April 29, 2019

Chad Gravette, Purchasing Agent
City of Monroe
215 N Broad Street
2nd Floor
Monroe, Georgia 30655

Re: Statement of Qualifications for
Design Services and Construction Administration
North Broad Street, East Highland Avenue, and North Lumpkin Street
Transportation Alternatives Program (TAP) Implementation Project

Dear Mr. Gravette:

Enclosed are five (5) originals of our Statement of Qualifications to provide professional engineering services for the TAP Implementation Project for the City of Monroe. Keck & Wood looks forward to the opportunity to work with the City of Monroe on this project.

We have completed dozens of federally funded projects (similar in scope to this TAP project) in Georgia and are very familiar with this type of work. We have a long standing reputation of successfully delivering federally funded streetscape enhancement projects similar to this one. We have a unique knowledge of the City of Monroe, having completed the South Broad Street streetscape project and the ongoing North Broad Street streetscape project. This familiarity makes Keck & Wood the ideal choice for this project.

We are a pre-qualified consultant with GDOT. We have organized a strong team for this project that works well together and are all experts in their discipline. Jeanne Kerney will be the Project Manager. She is well-known across the state of Georgia for managing GDOT's Transportation Enhancement (TE) Program for several years. She also worked as a Project Manager for GDOT to manage several TAP funded projects. Please read through our Statement of Qualifications and see why Keck & Wood would be a great choice for the City of Monroe.

We look forward to the opportunity to finish what we started, by partnering with the City of Monroe to successfully deliver the next phase of streetscape enhancements in downtown Monroe. If you have any questions, need additional information, or would like to schedule a meeting please call me at (678) 417-4023.

Sincerely,

Keck & Wood, Inc.



Sam J. Serio, PE
Vice President

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NAME OF FIRM

Keck & Wood, Inc.

OFFICE ADDRESS

3090 Premiere Parkway, Suite 200
Duluth, Georgia 30097

CONTACT INFORMATION

Telephone Number:

678-417-4000

Fax Number:

678-417-4055

E-Mail Address:

sserio@keckwood.com

Website Address:

keckwood.com

NUMBER OF STAFF

EMPLOYED FULL-TIME

Professional Engineers: 19

Engineers in Training: 11

Engineering Technicians: 1

Landscape Architect: 1

Professional Land Surveyors: 1

Other Technical Staff: 5

Administrative Personnel: 6

PRIMARY POINT OF CONTACT

Sam Serio, PE

678-417-4023

sserio@keckwood.com

We are committed to dedicated client service and Collaboration by Design

FIRM HISTORY

Since its founding in 1954, Keck & Wood has continued the traditions of engineering excellence and commitment to exemplary service established by our founders, Wylly Keck and Tom Wood. With over 65 years of public sector experience, Keck & Wood has earned an outstanding reputation for integrity, knowledge, and professionalism in advising our clients. We are committed to improving the quality of life of the region and communities we serve through ethical conduct, dedicated client service and **Collaboration by Design**.

OWNERSHIP AND CORPORATE DATA

Keck & Wood is an employee-owned Class C Georgia Corporation. From our office in Duluth, and our regional offices in Rock Hill and Charleston, South Carolina, we serve clients in the southeastern states.

BUSINESS ACTIVITIES AND STAFFING

Keck & Wood, Inc. provides professional services in transportation, water resources, and natural gas engineering, landscape architecture, urban redevelopment, landscape architecture, and site design for state and local governments, utility authorities, public institutions, and private developers. A list of area specific services is included below.

- + Civil Engineering
- + Rural & Urban Roadway
- + Streetscape
- + Multi-Use Paths / Trails
- + Utility Coordination
- + Water Supply, Storage & Distribution
- + Water Treatment
- + Wastewater Treatment / Collection
- + Storm Water Systems
- + Public Works Facilities
- + Planning
- + Land Surveying (NC, SC only)

We are GDOT pre-qualified in multiple areas, and maintain credentialed staff in multiple disciplines to serve the range of needs of our clients.

PROFESSIONAL LIABILITY INSURANCE

Insurer	Type of Coverage	Level of Coverage
American Casualty Co.	General Liability	\$1M Ea Occurrence / \$2M Aggregate
CNA Insurance Companies	Automobile Liability Umbrella Liability	\$1M Single Limit \$5M Ea Occurrence / \$5M Aggregate
Continental Casualty Company	Workers Compensation Professional Liability	\$1M Each Accident \$2M Aggregate Limit


NAME OF FIRM

Edwards-Pitman Environmental, Inc.

OFFICE ADDRESS

 1250 Winchester Parkway
 Suite 200
 Smyrna, Georgia 30080

CONTACT INFORMATION
Telephone Number:

770-333-9484

Website Address:

edwards-pitman.com


WOLVERTON
NAME OF FIRM

Wolverton & Associates, Inc.

OFFICE ADDRESS

 6745 Sugarloaf Parkway
 Suite 100
 Duluth, Georgia 30096

CONTACT INFORMATION
Telephone Number:

770-447-8999

Website Address:

wolvertoninc.com

Keck & Wood, Inc. proposes to use the services of Edwards-Pitman Environmental, Inc. (EPEI) for environmental consulting. Keck & Wood has a long and successful history of working with EPEI.

Edwards-Pitman Environmental, Inc. (EPEI) is a small woman-owned business enterprise providing high quality ecological, historical and archaeological resource surveys and a wide range of state and federal level environmental documentation, including all types of National Environmental Policy Act (NEPA) documents, Georgia Environmental Policy Act (GEPA) documents, Section 404 wetland permitting and mitigation planning and Section 106 historic preservation and archaeological documentation. EPEI offers an experienced, well-trained professional staff capable of producing exceptional environmental surveys and reports in a timely, cost-efficient manner. EPEI is certified as a woman-owned business enterprise by GDOT and numerous other municipal, county, and state governments. EPEI staff is sized and experienced to manage multiple projects concurrently without any compromise in quality.

EPEI is certified as a (DBE) woman-owned business enterprise by GDOT . . .

Keck & Wood, Inc. proposes to use the services of Wolverton & Associates for traffic, surveying, and SUE services. Keck & Wood has a long and successful history of working with Wolverton.

With the goal of building lasting relationships, **Wolverton & Associates** partners with leaders across a broad spectrum of industries to provide comprehensive engineering solutions. They are their clients' trusted advisors and provide holistic, integrated solutions in the areas of Land Development, Transportation, Traffic/ITS, Land Surveying and Subsurface Utility Engineering . We focus on offering quality, responsiveness and **Engineering Solutions You Can Trust.**

. . . Engineering Solutions You Can Trust

Project Approach

Keck and Wood’s Duluth, Georgia office will manage and complete all work for the City of Monroe’s TAP sidewalk enhancement project on North Broad St, East Highland Avenue and North Lumpkin Street. With a credentialed staff of 44 professionals in multiple disciplines, we are committed to completing this project on time, within budget, and according to GDOT standards and guidelines.

We have selected our team members to provide the services needed for this project. Our project principal, Sam Serio, has extensive design and project management experience. The project manager, Jeanne Kerney, has managed hundreds of street and sidewalk projects through the GDOT process. She is PDP trained, and as the former statewide program manager for the Transportation Enhancement program she is very familiar with the local let process. Our design team lead Bryan Sartin is a licensed engineer and experienced design professional. He has over 9 years’ experience and is trained in the PDP process.

First and foremost, the project will be federally funded and must follow the Georgia Department of Transportation’s Plan Development Process (GDOT PDP). This is a scripted process for all publicly funded transportation projects managed by GDOT. This process typically takes longer than locally or privately funded projects. The Keck & Wood team has extensive experience with the GDOT PDP, and is committed to helping your staff better understand the process. At the end of this project, we hope that you are better positioned to implement your next federally funded transportation project.

The PDP manual is available on line at <http://www.dot.ga.gov/PS/DesignManuals>. This 180+ page document defines the full scope of services required to implement the project, and includes both the consultant and sponsor responsibilities. The Keck & Wood team will

project advances as quickly as possible through the PDP process. This process can easily take three to five years to complete, and the PDP requirements will likely be revised during the course of this project. For this reason, we will not recreate the scope of services for this proposal. Instead, our team is committed to providing the necessary services required to gain final plan approval and project letting. At a minimum these services will include; Concept development, Environmental Clearance, Right-of-way Certification, design and Engineering, Bidding Assistance and Construction Administration.

Having successfully delivered two (2) federally-funded streetscape projects along Broad Street in Monroe, Keck & Wood is the ideal choice to carry the torch for the City of Monroe’s revitalization efforts...

Project Understanding

Sam has seven years experience working with the City of Monroe. He understands the City’s desire to enhance their downtown area and will lead the team to a timely project completion. The project is a streetscape, the connecting streets are N. Broad St., East Highland Ave, N. Lumpkin St. Expected services will involve field surveying, site analysis and master planning, design development, preparation of contract documents, detailed cost estimates, bidding and construction administration. Environmental services will also be required, specifically Section 106 studies/documentation and a categorical exclusion. Keck and Wood is pre-qualified in several of the required engineering sub-classes. We have teaming partners who are pre-qualified in environmental

services, transportation planning, and traffic management. We have visited the project site, it is an urbanized area, several of the surrounding streets have been improved. Upgrading the sidewalk and site features on these streets will complete the upgrade of the downtown area. Completion of the project will assist with the City’s economic development plans to attract residents to the downtown area for food, fellowship and fun.

The design begins with the scoping phase. In this phase we will perform due diligence as listed in the TAP Scoping Phase Requirements.

We will conduct a kickoff meeting, prepare a project schedule and impact analysis. Finally, we will prepare the Scoping Phase Project Overview.

The next phase is the design development phase. The first steps of this phase are the preparation of the Concept Layout and Concept Report. We will complete a field survey of the project area and use this information for the Concept Layout. An environmental survey will be conducted to determine the presence of historic buildings and features in the downtown area. The concept report, consisting of the site layout, report on environmental considerations and the preliminary cost estimate, will be presented to the City for review and comment. After the City's comments are addressed, the Concept Report and the survey, will be submitted to GDOT for approval. Once GDOT approves the Concept Report, the preliminary design will begin.

The preliminary design phase includes producing initial design plans, completing Environmental special studies, and if necessary, preparing plans for the acquisition of right of way. These items will be prepared per the GDOT requirements and checklists. This phase concludes when the preliminary field plan review (PFPR) can be scheduled. Following the PFPR, the right of way plans, if required, can be submitted. Following the right of way plan approval, GDOT will issue a Notice to Proceed (NTP) for the acquisition of right of way. Depending on the parcel count, the process of acquisition can take up to one year. During the right of way acquisition phase, final plans will be prepared. Once right of way acquisition is completed, the Final Field Plan Review, (FFPR) will be scheduled. Following the FFPR and final plan approval, GDOT will issue an NTP to proceed with the bidding phase, followed by an NTP to proceed with construction.

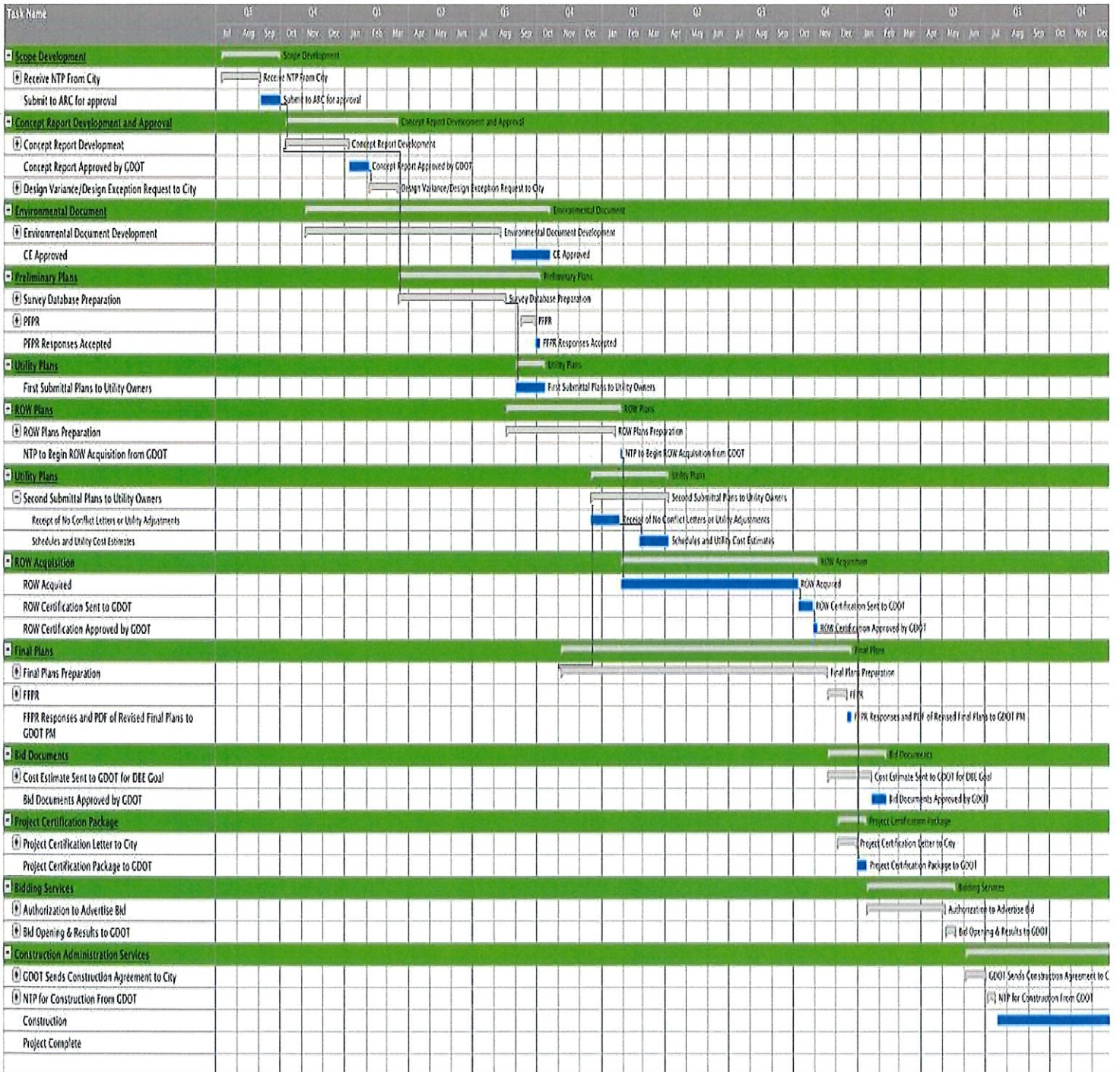
During the bidding phase, Keck and Wood will attend pre-bid meetings, respond to questions and issue addenda, attend the bid opening, tabulate and evaluate bids and recommend award. Following the receipt of the NTP for Construction, Keck and Wood will conduct the pre-construction conference and perform periodic construction review. Using the information gathered in the periodic construction review, we will advise the City on

amounts owed the contractor, and assist the City in preparing change orders. Project close out assistance will consist of conducting a Final Inspection and Processing Close Out documents. The following is our anticipated schedule milestone dates.

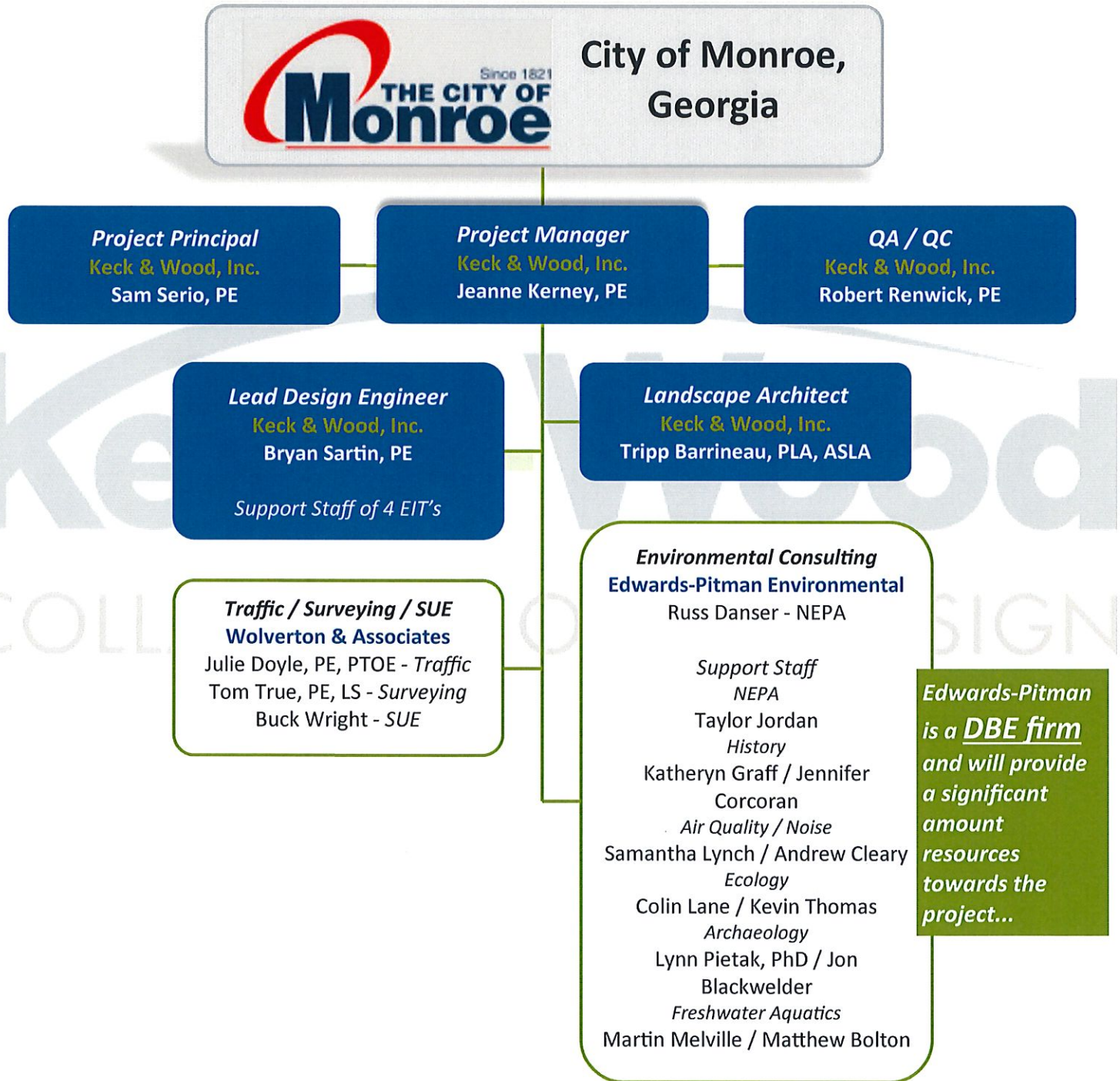
NTP to begin project scope design	July 2019
Scope Design Approval	September 2019
Begin Concept Report & Field Survey	October 2019
Concept Approval	March 2020
Begin Environmental Special Studies	November 2019
Field Survey Complete	November 2019
Approved Environmental Special Studies	March 2020
Hold PFPR	September 2020
Environmental Clearance	November 2020
Approved R/W Plans	December 2020
Complete R/W Acquisition	December 2021
Hold FFPR	December 2021
Final Approved Construction Plans	January 2022
Opening	May 2022
Issue NTP for Construction	July 2022

It is our mission to engage with our clients every step of the way. We believe that our job doesn't stop at delivering construction drawings. We create partnerships on a personal level through clear communication, face-to-face meetings, boots on the ground, and personal accountability. As trusted advisers we help our clients navigate complex decisions by breaking them down into simpler and understandable choices. It's how we train, how we hire, and how we deliver.

The Keck & Wood team estimates the following schedule based on previous similar experience and is subject to change base on final scope work and review periods. Having several years of experience in similarly funded projects, Keck & Wood has developed a strong understanding of the GDOT review process and scope items which impact the project schedule. Extensive right-of-way impacts and utility relocations can often created undesirable delays to these types of projects. Our team will make every effort to minimize these impacts to streamline the project schedule.



Keck & Wood has enlisted the services of Wolverton & Associates for traffic, surveying, and SUE services and Edwards-Pitman Environmental, Inc. (EPEI) for environmental consulting. In addition to these subconsultants, Keck & Wood has put together a team of top level professionals.





PROJECT ASSIGNMENT
Project Principal

EDUCATION
BSCE 2003
Auburn University

REGISTRATION
Professional Engineer
GA (34684), SC

CERTIFICATIONS
GDOT Plan Development Process
GSWCC Level II Certified Professional (25978)
LEED® Accredited Professional

PROFESSIONAL ASSOCIATIONS
American Council of Engineering Companies
American Society of Highway Engineers
Association of Pedestrian and Bicycle Professionals

EXPERIENCE
With Keck & Wood since 2006
Other Firms - 3 years

Project Principal

Sam Serio, PE - Vice President

Mr. Serio is a Vice President and Division Manager for the Municipal Transportation Division of Keck & Wood, Inc. His experience includes the management and design of various transportation, minor roadway, intersection improvement, multi-use trail, streetscape and site development projects. Sam will serve as Project Principal responsible for reviewing and maintaining the contract with the City. Some of his project experience includes:

- + Project Manager for the City of Buford South Lee Street LCI project in the City of Buford, Georgia. The project provides new or expanded sidewalks, storm drainage, pedestrian lighting, signage, gateway features, brick retaining walls, decorative fencing, asphalt paving, brick pavers, and landscaping in a narrow street corridor.
- + Project Manager for the Dogwood Drive Pedestrian & Transportation Improvement Project in the City of Hapeville, Georgia. The project incorporates pedestrian infrastructure improvements including ADA compliant concrete sidewalks, new concrete curb and gutter, ADA compliant curb ramps, a new railroad pedestrian crossing, pavement markings, bike lanes, asphalt overlay, brick paver strip, street lighting, signal upgrades, and street landscaping along both sides of the corridor.
- + Project Manager for the New Peachtree Road Bicycle & Pedestrian / Road Diet Improvements (LCI) Project for the City of Doraville, Georgia. The project will implement a road diet along New Peachtree Road adjacent to the Doraville MARTA station for construction of new pedestrian facilities, bicycle facilities, and four new traffic signals. Cycle tracks, a fairly new concept in bicycle facility design, are proposed adjacent to the roadway.
- + Project Manager for City of Peachtree Corners Technology Parkway Sidewalk project. Project utilized schematic drawings and field engineering to reduce design cost.
- + Project Manager for the 2012, 2013, and 2016 ADA Sidewalk Accessibility Improvements CDBG Project for the City of Norcross, Georgia. These projects were completed on a very tight schedule.
- + Project Manager for the Downtown Winder Streetscape Transportation Enhancement (TE) project for the City of Winder, Georgia. The project consists of improvements to one-half mile of roadway including pedestrian facilities, pavement rehabilitation, storm drainage improvements, landscaping, and pedestrian lighting, utility relocations, and upgrades to several traffic signals.



EDUCATION

BSCE
Georgia Institute of Technology

REGISTRATION

Professional Engineer
GA (29686), CO

CERTIFICATIONS

GDOT Plan Development Process
GDOT Local Acquisition Program
GSWCC Level II Certified Professional

PROFESSIONAL ASSOCIATIONS

Women's Transportation Seminar

EXPERIENCE

With Keck & Wood since 2018
Other Firms - 34 years

Jeanne Kerney, PE - Senior Project Manager

Ms. Kerney is a Senior Project Manager in the Municipal Transportation Division of Keck & Wood. Her experience includes the management and execution of federal, state, and local government programs and transportation projects. She has managed multi-million-dollar programs incorporating the plan development process of GDOT. As Project Manager, Ms. Kerney will ensure all necessary resources are being assigned, coordinate with sub-consultants, communicate with the City, and oversee the project team throughout the course of the contract. Some of her project experience includes:

- + Deputy Program Manager / Project Controls Supervisor for \$900M+ GDOT Traffic Safety and Operations Program. Supervised project managers, schedulers, and PM assistants responsible for scope, schedule, and budget. Ensured compliance with GDOT Plan Development Process. Assisted program manager by establishing criteria to evaluate project progress. Initiated 40+ schedules using procedures defined by the GDOT Office of Program Delivery. Provided guidance on document control and information tracking systems including ProjectWise. Developed internal training program and served as an instructor. Managed local let projects.
- + Program Manager for Clayton County Special Local Options Sales Tax (SPLOST). Responsible for comprehensive execution of SPLOST program; advised County on design consultant selection; managed design scope, schedule, and budget; and provided construction oversight. Consulted with County Manager, Board of Commissioners, County employees and other agencies in the prioritization for the execution and award of SPLOST funded work. Program value \$750M.
- + Statewide Manager for GDOT Transportation Enhancement Program. Responsible for 450+ projects, valued at \$200M, in all stages of development. Developed evaluation system for funding prioritization. Cradle to grave management - from initially presenting the program to local officials, accepting and evaluating applications, providing design quality control, and construction oversight ensuring the necessary steps to obtain federal funding, including GDOT Plan Development Process and NEPA compliance were adhered to. Delegated review and approval authority for off-system projects. Supervised a staff of design engineers, environmental specialists, field engineers, and administrative staff.

Project Manager



EDUCATION

BSCE 2007
Clemson University

CONTINUING EDUCATION

ACEC Future Leaders Program

REGISTRATION

Professional Engineer
GA (036674), SC

CERTIFICATIONS

GDOT Plan Development Process
GSWCC Level II Certified Professional (55479)

PROFESSIONAL ASSOCIATIONS

American Council of Engineering Companies
American Society of Highway Engineers

EXPERIENCE

With Keck & Wood since 2007

Robert Renwick, PE - Associate Vice President

Mr. Renwick is a Project Manager and Lead Design Engineer in the Transportation Division of Keck & Wood, Inc. He has extensive experience in roadway projects throughout Georgia for GDOT, counties, and cities. His responsibilities span all aspects of roadway design on a broad range of project types, including bridge replacements, arterial widening, intersections and roundabouts, multi-use trails, and sidewalks. He has taken GDOT’s PDP class and has used the process on multiple projects. Some of his project experience includes:

- + Design Engineer for the New Peachtree Road Streetscape (LCI) Project, located in the City of Doraville, Georgia. The project will implement a road diet along New Peachtree Road adjacent to the Doraville MARTA station for construction of new pedestrian facilities, bicycle facilities, and four new traffic signals. Cycle tracks, a fairly new concept in bicycle facility design, are proposed adjacent to the roadway. Project included four signalized intersections.
- + Lead Design Engineer for the Downtown Streetscape TE project for the City of Winder, Georgia. The project consisted of roadway improvements including pedestrian facilities, pavement rehabilitation, storm drainage improvements, landscaping, pedestrian lighting, utility relocations, and upgrades to several traffic signals.
- + Design Engineer for the Historic Downtown Buford Streetscapes, Transportation Enhancement project, located in the City of Buford, Georgia. The project consisted of improvements to nearly one mile of roadway and improvements included pedestrian facilities, pavement resurfacing, roadway realignment, storm drainage improvements, landscaping, and pedestrian lighting. Responsibilities included project design, preparation of construction drawings, authoring of project specifications and bid documents, coordination with utility relocations, coordination with Norfolk Southern Railroad, preparation of a construction cost estimate, and assisting with construction inspection and contract administration.
- + Design Engineer for the Little Mill Road Transportation Improvements, located in the City of Buford, Georgia. The project consisted of several phases of improvements throughout the Little Mill Road corridor. The improvements included pedestrian facilities, roadway realignment, several brick veneer retaining walls, pavement rehabilitation, storm drainage improvements, landscaping, and pedestrian lighting. Responsibilities included project design, preparation of construction drawings, authoring of project specifications and bid documents, preparation of a construction cost estimate, construction inspection, and contract administration.

QA / QC



EDUCATION

BSCET
Southern Polytechnic State University

REGISTRATION

Professional Engineer
GA (041185)

CERTIFICATIONS

GDOT Plan Development Process
GSWCC Level II Certified Professional (77124)

PROFESSIONAL ASSOCAITIONS

American Society of Highway Engineers

EXPERIENCE

With Keck & Wood since 2015
Other Firms - 4 years

Bryan Sartin, PE - *Project Engineer*

Mr. Sartin is a project engineer in the Transportation Division of Keck & Wood, Inc. He has experience in roadway and drainage design. Mr. Sartin also has experience in specification preparation, drafting, construction quantity estimation, and developing right of way plans. Some of her project experience includes:

- + Design Engineer for GDOT’s Cleveland Hwy Widening, Reconstruction, and Bridge Replacement located in Hall County, Georgia. Provided design support including preliminary roadway construction plans, profiles, and cross sections.
- + Design Engineer for US78 at SR124 Intersection Improvement, Gwinnett County, Georgia (PI 0006439). Responsibilities included developing preliminary construction plans and right of way plans for a project that proposes to convert the existing US 78 at SR 124 intersection into a continuous flow intersection (CFI).
- + Design Engineer for Thompson Mill Road at North Bogan Road Intersection Improvements in Gwinnett County. Project included looking at both signalizing the intersection and a roundabout alternative.
- + Design Engineer for Spring Street Enhancements in the City of Monroe, Georgia. Responsibilities included developing construction and right of way plans for a project that proposes 1.54 miles of sidewalk along westbound West Spring Street from White Oak Lane to the Monroe-Walton County Library. The project also included the design of one retaining wall, the addition of closed drainage systems along West Spring Street, and the extension of two existing box culverts.
- + Design Engineer for Graves Road Sidewalk Improvements in Gwinnett County, Georgia. Responsibilities included developing construction and right of way plans for a project that proposes 0.86 miles of sidewalk along southbound Graves Road from McDonough Drive to Graves Lane and from Graves Mill Drive to West National Circle. The project also included the design of three retaining walls and stormwater improvements along Graves Road.

Lead Design Engineer



EDUCATION

BA Landscape Architecture 2006
Clemson University

REGISTRATION

Professional Landscape Architect
GA (001727), NC, SC

CERTIFICATIONS

LEED® Green Associate
Master Rain Gardener Certification 2018
NCSU’s Stream & Restoration Conference 2016

PROFESSIONAL ASSOCIATIONS

American Society of Landscape Architects

EXPERIENCE

With Keck & Wood since 2013
Other Firms - 6 years

Tripp Barrineau, PLA, ASLA LEED® Green Associate - Associate Vice President

Mr. Barrineau’s experience includes working with municipalities, architects, and private developers. He has participated in planning, recreational site design, and numerous landscape architecture projects in Georgia, North Carolina, and South Carolina. Some of his project experience includes:

- + Mr. Barrineau served as Project Manager for the Lindsay Pettus Greeway in Lancaster South Carolina. This planned 5-mile greenway stretches from the Highway 521 Bypass to the existing water treatment plant along the Gills Creek Floodplain and provides access to downtown Lancaster, large commercial hubs, and numerous residential neighborhoods. Mr. Barrineau provided planning and landscape architectural services for the trail alignment, site furnishings, parking and trail head areas, nature education, and pedestrian road crossings. Mr. Barrineau worked closely with the greenway steering committee on community outreach to the general public and the City of Lancaster.
- + Mr. Barrineau created construction drawings and assisted in bidding services for the Fit Trail Amenity Additions at Millwood Plantation, Phase 2. The project includes a proposed LA Fitness and additional amenities that will be used by community residence. The amenities include a proposed Fit-Trail though an existing community green space. This existing green space includes many large canopy trees and an existing detention area. The proposed trail has been aligned to preserve these valuable trees while maximizing trail length. This gravel curvilinear trail will include ten fitness work stations and direct access to the local residential housing and commercial development.
- + Mr. Barrineau provided planning, landscape architecture, and construction document services for the Winder Block Improvements for the City of Winder. This project included upgrades to the existing parking, streetscape improvements, pedestrian access, and reconfiguration of utilitarian areas at the rear of existing business.
- + Mr. Barrineau served as the project Landscape Architect for multiple projects on the York Technical College Campus. These projects included site design, parking improvements, pedestrian connections, planting plans, and vehicular access. Mr. Barrineau managed these projects from the planning stages, through the construction, and final close out. Mr. Barrineau worked closely with the facilities manager to make the desired campus improvements and to improve the student experience.

Landscape Architect



WOLVERTON

Education: BCE, MSCE Georgia Institute of Technology
Registration: Professional Engineer GA (24155), FL, SC, AL, MO, VA
 PTOE (1593)
Experience: 25 years, 7 with Wolverton

Julie Doyle, PE, PTOE is a Senior Traffic Specialist and serves as Project Engineer on traffic engineering projects. Project specific experience includes: coordinating project schedules and resources with senior team members, addressing engineering and project issues, reviewing project budgets, and reviewing engineering plans for quality control. Experience also includes representing clients at public hearings and in doing so, performing negotiations on project requirements and improvements at meetings with reviewing agencies.



WOLVERTON

Education: BSCE University of New Hampshire
Registration: Professional Engineer GA (040186), NH, ME, MA, MI, CT, NY WV
 Registered Land Surveyor GA (003552), FL
Experience: 30 years, 1 with Wolverton

Tom True, PE, LS is a licensed Professional Engineer and Land Surveyor and a background in construction, Tom True brings 30 years of diverse experience in the AEC industry. Over the course of his career he has worked on projects of

all types and sizes – from residential septic systems to 450-mile, multi-state high pressure natural gas pipelines - all along the East Coast. Tom prides himself on being a practical problem solver. His experience stretches the Atlanta seaboard, from New England to Florida, and includes extensive work in the energy, power and utilities market sector.



WOLVERTON

Education: BSCE 2020 Kennesaw State University
 AA Pre-engineering Florida State College
Experience: 20 years, 3 with Wolverton

Buck Wright is a Practice Area Leader, Subsurface Utility Engineering (SUE) and has worked in the underground utility industry since 1997. He began designating underground utilities working for a contract locating company in western North Carolina. Buck broadened his skills by moving up to damage investigations and managing crews. He then moved into subsurface utility engineering (SUE), SUE project management, utility coordination, managing client relations and business development. His experience includes designating all types of private and public utilities and utility coordination from small to large projects in South Carolina, North Carolina, Georgia, and Florida.



RUSS DANSER, AICP

Environmental Project Manager/Public Outreach Planner

EDUCATION: Master of Science in Planning - Florida State University, 1993
 B.S. History – University of the Cumberland (Cumberland College), 1991

CONTINUING EDUCATION:
 NEPA and the Transportation Decision-making Process – FHWA Training
 Fundamentals of Title VI/Environmental Justice - FHWA Training
 GDOT Plan Development Process – GDOT Training
 Public Involvement the Transportation Decision-making Process – FHWA Training

PROFESSIONAL AFFILIATIONS:
 American Institute of Certified Planners # 012043

PROJECT MANAGEMENT EXPERIENCE:
 Mr. Danser has over 20 years of experience as a senior environmental planner. His responsibilities include the collection of environmental data, analysis of environmental impacts, and preparation of environmental documentation required as required by the Georgia Department of Transportation's (GDOT) Environmental Procedures Manual (EPM). Mr. Danser is a member of the American Institute of Certified Planners.

Mr. Danser has served as project planner on over 50 projects throughout the southeastern United States. As project planner, Mr. Danser supervised the preparation of the appropriate NEPA/GEPA documentation, coordinated public involvement efforts, and facilitated agency coordination efforts. Mr. Danser serves as Lead Planner for various transportation projects, including:

- **US 280 Bridge over Lake Blackshear (GDOT PI No. 0012578, Crisp/Sumter County).** Responsible for agency coordination and project oversight for this TIA project that involves construction of a new parallel bridge on US 280 over Lake Blackshear. This effort required coordination with multiple local, state and federal agencies, including the Crisp County Power Commission, Georgia State Parks and the Federal Energy Regulatory Commission.
- **Cedarcrest Road Widening and Improvements (GDOT PI No. 0007529, Cobb/Paulding County).** Prepared the NEPA EA/FONSI and assisted in the preparation of the Section 7 biological assessment for the proposed widening and relocation of roadway in a developed suburban corridor. Responsibilities included document preparation, documentation of noise and air impacts associated with the project, coordination with local DOTs and state/federal staff to develop logical termini, and coordination of public involvement efforts. Russ organized and conducted both the Public Information Open House (PIOH) and Public Hearing Open House (PHOH) for the project. Russ completed preparation of the meeting information package as well as the post-meeting synopsis, summary of comments, and draft response letters.
- **SR 135 Widening from US 441 to SR 32 (GDOT PI No. 431830, Coffee County).** Prepared the NEPA EA/FONSI for the proposed widening of the bypass of the City of Douglas. Responsibilities included document preparation and coordination of public involvement efforts to target potential environmental justice communities. Russ organized and conducted both the PIOH and PHOH for the above referenced project. Russ completed preparation of the meeting information package as well as the post-meeting synopsis, summary of comments, and draft response letters. Russ completed additional outreach efforts provided to low-income/minority/EJ populations via post meeting follow-up surveys.

In addition, for more than 10 years, Mr. Danser has served as the project manager for the statewide borrow pit/waste site/stockpile site contract with the Georgia Department of Transportation. He is responsible for staff coordination, agency coordination, and documentation quality control/quality assurance for approval and denial of sites surveyed at the request of the Department.

EXPERIENCE WITH GDOT PROCESSES AND PROCEDURES:
 Mr. Danser has training and first-hand knowledge utilizing GDOT processes and procedures including the GDOT Plan Development Process (PDP) and the GDOT Environmental Procedures Manual (EPM). Mr. Danser has worked on a variety of GDOT projects throughout all project development phases, from concept through construction letting. He has experience managing all resource special studies, coordinating with Project Managers and engineers on design issues, developing schedules for environmental deliverables, and preparing NEPA documents in accordance with the GDOT EPM. Mr. Danser has years of experience with GDOT procedures and policies, a good working relationship with staff at GDOT's Office of Environmental Services, and the availability of Edwards-Pitman's multiple in-house Subject Matter Experts (SME) in each environmental area class allow him to carry a heavy project load.

South Lee Street Improvements (Federally Funded) City of Buford, Georgia

Bryan Kerlin, City Manager
(770) 945-6761 · bkerlin@cityofbuford.com

Status: Utility Relocation - 2017, complete
Final Completion - 2019

Cost: \$5.8 Million

Team: Sam Serio, PE - Project Principal
Robert Renwick, PE - Project Manager

This utility relocation and streetscape project provides new or expanded sidewalks, storm drainage, pedestrian lighting, signage, gateway features, brick retaining walls, decorative fencing, asphalt paving, brick pavers, and landscaping on both sides of the street. Prior to the pedestrian and street construction commencing, existing water, sewer, and electrical utilities were replaced with new underground facilities. Utility relocations were completed in 2017 with a construction cost of \$2 million. The streetscape currently under construction with a project size of 0.83 mile and an anticipated construction cost of \$3.8 million. Keck & Wood provided hydrology / hydraulic design, pavement marking / signing design, and roadway design on this project.

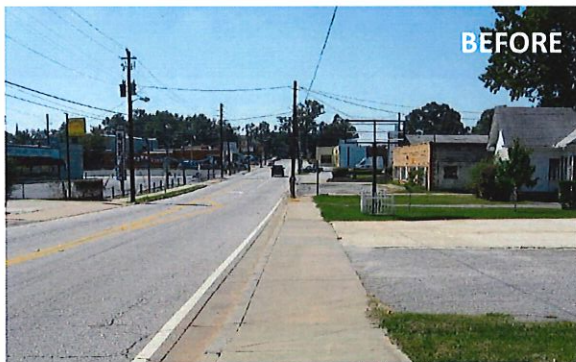


Dogwood Drive Bicycle & Pedestrian Improvements (Federally Funded) City of Hapeville, Georgia

Lee Sudduth, Community Services Director
(404) 669-2120 · lsudduth@hapeville.org

Status: 2018
Cost: \$2.1 Million
Team: Sam Serio, PE - Project Principal
Robert Renwick, PE - Project Manager

The Dogwood Drive Pedestrian & Transportation Improvement Project incorporates infrastructure improvements to the existing pedestrian sidewalk that has currently deteriorated to a less than desirable passageway from South Central Avenue to North Avenue. The improvements address new ADA compliant concrete sidewalks, new concrete curb and gutter, ADA compliant curb ramps, a new pedestrian crossing at the Norfolk Southern railroad consisting of a flush concrete sidewalk within the limits of the existing pavement, pavement markings, bike lanes, asphalt overlay, brick paver strip, street lighting, signal upgrades, and street landscaping along both sides of the corridor. In addition to improving pedestrian facilities, this project provides a longitudinal drainage system where none exist currently for an urban roadway over 2,000' in length. Due to the extensive amount of underground utilities and driveway cuts in this corridor, the new system was designed with a single truck line in one of the travel lanes and lateral pipes to trench grates at various locations along the gutter line to minimize gutter spread, a non-standard but effective approach to a drainage problem.



New Peachtree Road Ped. & Bicycle Improvements (Federally Funded) City of Doraville, Georgia

Luke Howe, Economic Development
(770) 451-8745 x229 · luke.howe@doravillega.us

Status: 2019, expected
Cost: \$2.7 Million
Team: Sam Serio, PE - Project Principal
Robert Renwick, PE - Project Manager

The City of Doraville received LCI Funds from the Atlanta Regional Commission (ARC) to improve its New Peachtree Road Corridor. As one of the City's principal arteries adjacent to its civic activity center and the Doraville MARTA Station, New Peachtree Road serves to connect citizens and visitors alike. However, at 5-lanes wide, its current footprint is grossly out of scale with vehicular demand. With little remaining space for sidewalks and bicycle facilities, the availability for balanced transportation alternatives suffers. This project aims to correct this by giving New Peachtree a road diet, reducing the roadway to 3-lanes. The width freed up would allow for construction of bicycle facilities where none exist and improved pedestrian conditions meeting ADA requirements and with vegetative buffers.

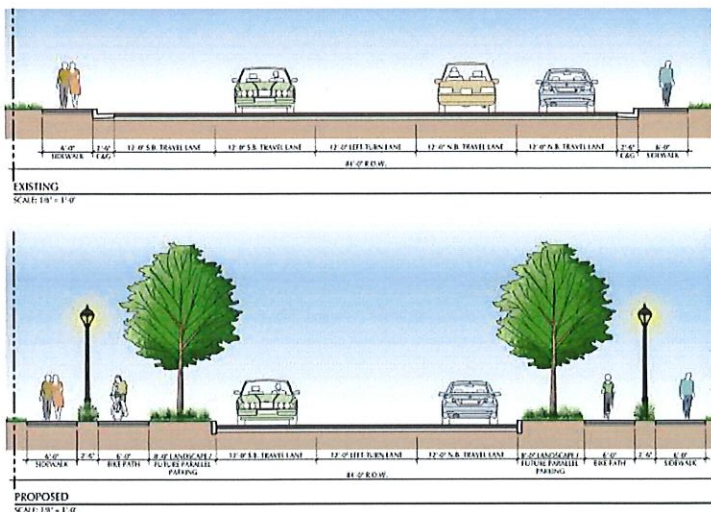
In addition to these improvements, vehicular facilities will also be improved with the rebuilding of roadway surfaces. Other proposed enhancements include pedestrian and bicycle crossings, pedestrian scale lighting and other street furnishings, ADA-accessible curb ramps, and street trees and shrub plantings. The project includes new traffic signals at four intersections.



BEFORE



AFTER

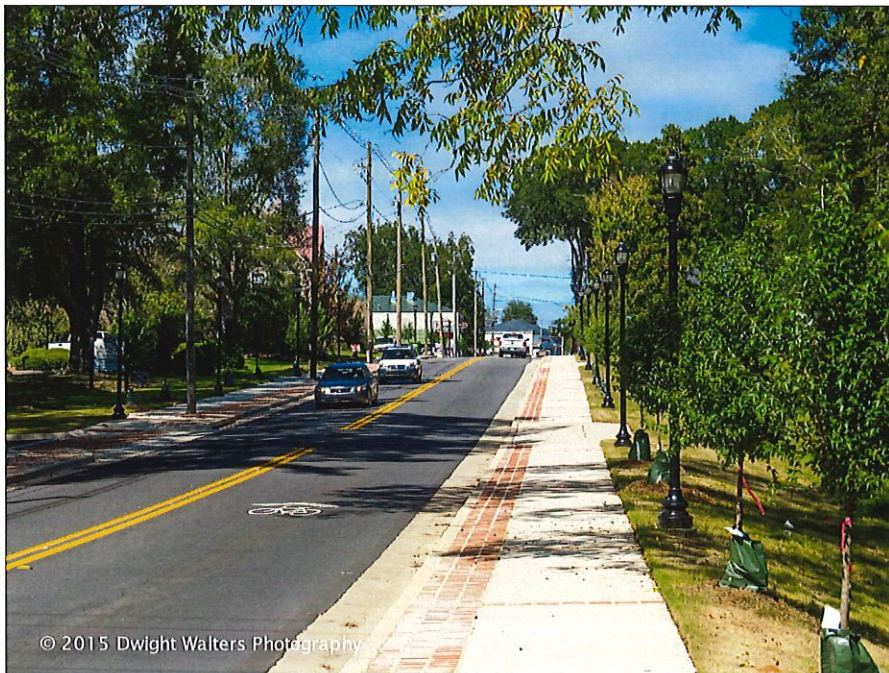


- Field Surveying
- Surveying
- Concept Development
- Utility Coordination
- Engineering Design
- Public Meeting Coordination

South Broad Street Streetscape Improvements (Federally Funded) City of Monroe, Georgia

Logan Propes, City Administrator
(770) 267-7536 · lpropes@monroega.gov

Status: 2015
Cost: \$788,000
Team: Rick Gurney, PE - Project Principal
Sam Serio, PE - Project Manager



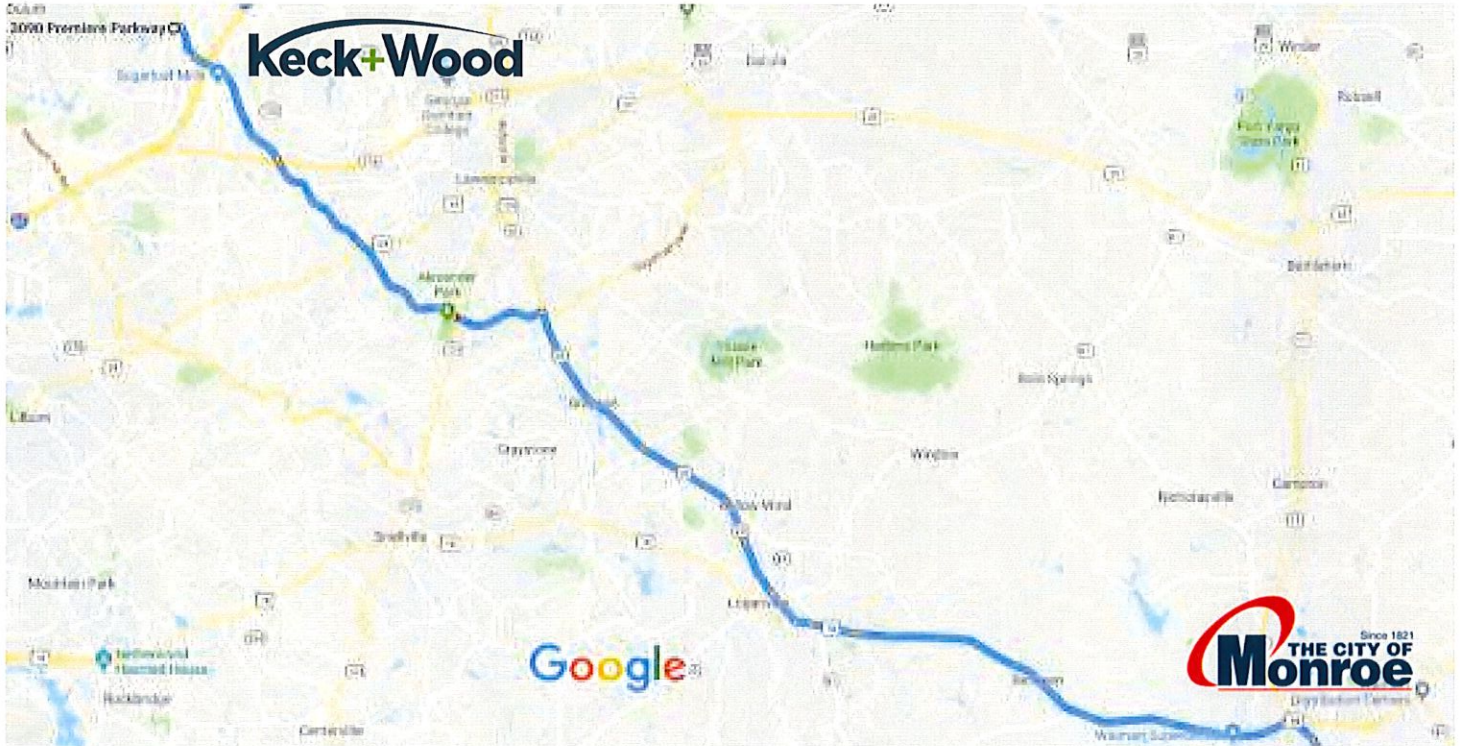
Keck & Wood, Inc. provided planning, design, and construction administration to the City of Monroe, Georgia for the South Broad Street Transportation Enhancement Project. The design provided streetscape improvements along South Broad Street, from Alcovy Street to Walker Street. Improvements included decorative sidewalks, landscaping, pedestrian lighting, roadway paving, overhead utility relocations, stormwater drainage upgrades and bicycle accommodations. Keck & Wood, Inc. provided conceptual design, preparation of design documents, assisted the City in the bidding process, and conducted contract administration/inspection. This project was designed within the existing Right-of-Way, reducing the impact on the projects budget and schedule.

Company Capabilities

We have recently hired our Project Manager, Jeanne Kerney, PE. As a result, she has ample capacity to commit the necessary time to complete the City of Monroe’s project on a timely basis. The Lead Design Engineer, Bryan Sartin, PE, has been with Keck & Wood for four years. Our Project Principal, Sam Serio, PE, and QA / QC Engineer, Robert Renwick, PE, have both been with Keck & Wood for over 10 years. Keck & Wood is confident that, to the best of its ability, it can assure the proposed staff will remain on the project until completion. In the event either Jeanne or Bryan are unable to remain on the project until completion, Keck & Wood’s Municipal Transportation Division has a seasoned staff of professional engineers that will be able to immediately assume project responsibilities with minimal or no disruption to the project schedule.

The Keck & Wood Municipal Transportation Group has approximately 8 months of backlog of work. This is a sufficient volume to assure that we will be able to retain all current staff and to work efficiently on the proposed project. If selected for this assignment, we anticipate beginning work immediately and completing the work on an aggressive schedule.

We have completed dozens of federally funded projects (similar in scope to this TAP project) all across the state of Georgia and are very familiar with this type of work. In 2015 we completed Monroe's South Broad Street TE project and currently are working on the North Broad Street LCI project. Our office is located less than 30 miles from the City of Monroe. This familiarity and proximity makes Keck & Wood the ideal choice for this project.



STATE OF GEORGIA DEPARTMENT OF TRANSPORTATION
NOTICE OF PROFESSIONAL CONSULTANT QUALIFICATION
 You are qualified to provide Consulting Services to the Department of Transportation for the
 area-classes of work checked below. Notice of qualification is not a notice of selection.

NAME AND ADDRESS		DISPOSITION DATE	EXPIRATION DATE
KECK & WOOD, INC. 2425 COMMERCE AVE., N.W., B#2100, S#300, DULUTH, GA 30086		September 15, 2018	September 14, 2020
SIGNATURE			
<i>Nical Patel</i>			
1.	Transportation Planning	3.	Highway Design Roadway (continued)
-	1.01 State Wide Systems Planning	-	3.09 Traffic Control System Analysis, Design and Implementation
-	1.02 Urban Area and Regional Transportation Planning	X	3.10 Utility Coordination
-	1.03 Aviation Systems Planning	-	3.11 Architecture
-	1.04 Mass and Rapid Transportation Planning	X	3.12 Hydraulic and Hydrological Studies (Roadway)
-	1.05 Alternate System and Corridor Location Planning	X	3.13 Facilities for Bicycles and Pedestrians
-	1.06 Unknown	-	3.14 Historic Rehabilitation
-	1.06a NEPA Documentation	-	3.15 Highway Lighting
-	1.06b History	-	3.16 Value Engineering
-	1.06c Air Studies	-	3.17 Design of Toll Facilities Infrastructure
-	1.06d Noise Studies		
-	1.06e Ecology	4.	Highway Structures
-	1.06f Archaeology	-	4.01a Minor Bridges Design
-	1.06g Freshwater Aquatic Surveys	-	4.01b Minor Bridges Design CONDITIONAL
-		-	4.02 Major Bridges Design
-	1.06h Bal Surveys	-	4.03 Movable Span Bridges Design
-	1.07 Attitude, Opinion and Community Value Studies	-	4.04 Hydraulic and Hydrological Studies (Bridges)
-	1.08 Airport Master Planning	-	4.05 Bridge Inspection
X	1.09 Location Studies	5.	Topography
-	1.10 Traffic Studies	-	5.01 Land Surveying
-	1.11 Traffic and Toll Revenue Studies	-	5.02 Engineering Surveying
-	1.12 Major Investment Studies	-	5.03 Geodetic Surveying
X	1.13 Non-Motorized Transportation Planning	-	5.04 Aerial Photography
		-	5.05 Aerial Photogrammetry
2.	Mass Transit Operations	-	5.06 Topographic Remote Sensing
-	2.01 Mass Transit Program (Systems) Management	-	5.07 Cartography
-	2.02 Mass Transit Feasibility and Technical Studies	-	5.08 Subsurface Utility Engineering
-	2.03 Mass Transit Vehicle and Propulsion System	6.	Soils, Foundation & Materials Testing
-	2.04 Mass Transit Controls, Communications and Information Systems	-	6.01a Soil Surveys
-	2.05 Mass Transit Architectural Engineering	-	6.01b Geological and Geophysical Studies
-	2.06 Mass Transit Unique Structures	-	6.02 Bridge Foundation Studies
-	2.07 Mass Transit Electrical and Mechanical Systems	-	6.03 Hydraulic and Hydrological Studies (Soils and Foundation)
-	2.08 Mass Transit Operations Management and Support Services	-	6.04a Laboratory Materials Testing
-	2.09 Aviation	-	6.04b Field Testing of Roadway Construction Materials
-	2.10 Mass Transit Program (Systems) Marketing	-	6.05 Hazard Waste Site Assessment Studies
3.	Highway Design Roadway	8.	Construction
X	3.01 Two-Lane or Multi-Lane Rural Generally Free Access Highway Design	X	8.01 Construction Supervision
X	3.02 Two-Lane or Multi-Lane with Curb and Gutter Generally Free Access Highways Design Including Storm Sewers	9.	Erosion and Sedimentation Control
X	3.03 Two-Lane or Multi-Lane Widening and Reconstruction, with Curb and Gutter and Storm Sewers in Heavily Developed Commercial Industrial and Residential Urban Areas	X	9.01 Erosion, Sedimentation, and Pollution Control and Comprehensive Monitoring Program Rainfall and Runoff Reporting
-	3.04 Multi-Lane, Limited Access Expressway Type Highway Design	-	9.02 Field Inspections for Compliance of Erosion and Sedimentation Control Devices Installations
-	3.05 Design of Urban Expressway and Interstate		
-	3.06 Traffic Operations Studies		
-	3.07 Traffic Operations Design		
X	3.08 Landscape Architecture		

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EDWARDS-PITMAN ENVIRONMENTAL, INC. 1250 WINCHESTER PKWY., #200, SMYRNA, GA 30080-6502		September 14, 2017	April 11, 2020
SIGNATURE			
<i>Nical Kessel</i>			
1. Transportation Planning		3. Highway Design Roadway (continued)	
- 1.01 State Wide Systems Planning		- 3.09 Traffic Control System Analysis, Design and Implementation	
- 1.02 Urban Area and Regional Transportation Planning		X 3.10 Utility Coordination	
- 1.03 Aviation Systems Planning		- 3.11 Architecture	
- 1.04 Mass and Rapid Transportation Planning		- 3.12 Hydraulic and Hydrological Studies (Roadway)	
- 1.05 Alternate System and Corridor Location Planning		X 3.13 Facilities for Bicycles and Pedestrians	
- 1.06 Unknown		- 3.14 Historic Rehabilitation	
X 1.06a NEPA Documentation		- 3.15 Highway Lighting	
X 1.06b History		- 3.16 Value Engineering	
X 1.06c Air Studies		- 3.17 Design of Toll Facilities Infrastructure	
X 1.06d Noise Studies			
X 1.06e Ecology		4. Highway Structures	
X 1.06f Archaeology		- 4.01a Minor Bridges Design	
X 1.06g Freshwater Aquatic Surveys		- 4.01b Minor Bridges Design CONDITIONAL	
- 1.06h Bat Surveys		- 4.02 Major Bridges Design	
X 1.07 Attitude, Opinion and Community Value Studies		- 4.03 Movable Span Bridges Design	
- 1.08 Airport Master Planning		- 4.04 Hydraulic and Hydrological Studies (Bridges)	
X 1.09 Location Studies		- 4.05 Bridge Inspection	
- 1.10 Traffic Studies		5. Topography	
- 1.11 Traffic and Toll Revenue Studies		X 5.01 Land Surveying	
- 1.12 Major Investment Studies		X 5.02 Engineering Surveying	
- 1.13 Non-Motorized Transportation Planning		X 5.03 Geodetic Surveying	
		- 5.04 Aerial Photography	
2. Mass Transit Operations		- 5.05 Aerial Photogrammetry	
- 2.01 Mass Transit Program (Systems) Management		- 5.06 Topographic Remote Sensing	
- 2.02 Mass Transit Feasibility and Technical Studies		- 5.07 Cartography	
- 2.03 Mass Transit Vehicle and Propulsion System		X 5.08 Subsurface Utility Engineering	
- 2.04 Mass Transit Controls, Communications and Information Systems		6. Soils, Foundation & Materials Testing	
- 2.05 Mass Transit Architectural Engineering		- 6.01a Soil Surveys	
- 2.06 Mass Transit Unique Structures		- 6.01b Geological and Geophysical Studies	
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		- 6.05 Hazard Waste Site Assessment Studies	
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- 3.02 Two-Lane or multi-Lane with Curb and Gutter Generally Free Access Highways Design Including Storm Sewers		9. Erosion and Sedimentation Control	
- 3.03 Two-Lane or Multi-Lane Widening and Reconstruction, with Curb and Gutter and Storm Sewers in Heavily Developed Commercial Industrial and Residential Urban Areas		X 9.01 Erosion, Sedimentation, and Pollution Control and Comprehensive Monitoring Program	
- 3.04 Multi-Lane, Limited Access Expressway Type Highway Design		- 9.02 Rainfall and Runoff Reporting	
- 3.05 Design of Urban Expressway and Interstate		- 9.03 Field Inspections for Compliance of Erosion and Sedimentation Control Devices Installations	
- 3.06 Traffic Operations Studies			
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- 3.08 Landscape Architecture			

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NAME AND ADDRESS		DISPOSITION DATE	EXPIRATION DATE
WOLVERTON & ASSOCIATES 6746 SUGARLOAF PARKWAY, DULUTH, GA 30097-4507		February 9, 2017	February 9, 2020
SIGNATURE <i>Neal Kettel</i>			
1. Transportation Planning	<ul style="list-style-type: none"> - 1.01 State Wide Systems Planning - 1.02 Urban Area and Regional Transportation Planning - 1.03 Aviation Systems Planning - 1.04 Mass and Rapid Transportation Planning - 1.05 Alternate System and Corridor Location Planning - 1.06 Unknown - 1.06a NEPA Documentation - 1.06b History - 1.06c Air Studies - 1.06d Noise Studies - 1.06e Ecology - 1.06f Archaeology - 1.06g Freshwater Aquatic Surveys - 1.06h Bat Surveys - 1.07 Altitude, Opinion and Community Value Studies - 1.08 Airport Master Planning X 1.09 Location Studies X 1.10 Traffic Studies - 1.11 Traffic and Toll Revenue Studies - 1.12 Major Investment Studies - 1.13 Non-Motorized Transportation Planning 	3. Highway Design Roadway (continued)	<ul style="list-style-type: none"> X 3.09 Traffic Control System Analysis, Design and Implementation X 3.10 Utility Coordination - 3.11 Architecture X 3.12 Hydraulic and Hydrological Studies (Roadway) X 3.13 Facilities for Bicycles and Pedestrians - 3.14 Historic Rehabilitation - 3.15 Highway Lighting - 3.16 Value Engineering - 3.17 Design of Toll Facilities Infrastructure
2. Mass Transit Operations	<ul style="list-style-type: none"> - 2.01 Mass Transit Program (Systems) Management - 2.02 Mass Transit Feasibility and Technical Studies - 2.03 Mass Transit Vehicle and Propulsion System - 2.04 Mass Transit Controls, Communications and Information Systems - 2.05 Mass Transit Architectural Engineering - 2.06 Mass Transit Unique Structures - 2.07 Mass Transit Electrical and Mechanical Systems - 2.08 Mass Transit Operations Management and Support Services - 2.09 Aviation - 2.10 Mass Transit Program (Systems) Marketing 	4. Highway Structures	<ul style="list-style-type: none"> - 4.01a Minor Bridges Design - 4.01b Minor Bridges Design CONDITIONAL - 4.02 Major Bridges Design - 4.03 Movable Span Bridges Design - 4.04 Hydraulic and Hydrological Studies (Bridges) - 4.05 Bridge Inspection
3. Highway Design Roadway	<ul style="list-style-type: none"> X 3.01 Two-Lane or Multi-Lane Rural Generally Free Access Highway Design X 3.02 Two-Lane or multi-Lane with Curb and Gutter Generally Free Access Highways Design Including Storm Sewers X 3.03 Two-Lane or Multi-Lane Widening and Reconstruction, with Curb and Gutter and Storm Sewers in Heavily Developed Commercial Industrial and Residential Urban Areas X 3.04 Multi-Lane, Limited Access Expressway Type Highway Design X 3.05 Design of Urban Expressway and Interstate X 3.06 Traffic Operations Studies X 3.07 Traffic Operations Design - 3.08 Landscape Architecture 	5. Topography	<ul style="list-style-type: none"> X 5.01 Land Surveying X 5.02 Engineering Surveying X 5.03 Geodetic Surveying - 5.04 Aerial Photography - 5.05 Aerial Photogrammetry - 5.06 Topographic Remote Sensing - 5.07 Cartography X 5.08 Subsurface Utility Engineering
		6. Soils, Foundation & Materials Testing	<ul style="list-style-type: none"> - 6.01a Soil Surveys - 6.01b Geological and Geophysical Studies - 6.02 Bridge Foundation Studies - 6.03 Hydraulic and Hydrological Studies (Soils and Foundation) - 6.04a Laboratory Materials Testing - 6.04b Field Testing of Roadway Construction Materials - 6.05 Hazard Waste Site Assessment Studies
		8. Construction	<ul style="list-style-type: none"> X 8.01 Construction Supervision
		9. Erosion and Sedimentation Control	<ul style="list-style-type: none"> X 9.01 Erosion, Sedimentation, and Pollution Control and Comprehensive Monitoring Program - 9.02 Rainfall and Runoff Reporting - 9.03 Field Inspections for Compliance of Erosion and Sedimentation Control Devices Installations

Keck & Wood, Inc.
3090 Premiere Parkway
Suite 200
Duluth, Georgia 30097

**U.S. DEPARTMENT OF TRANSPORTATION
 FEDERAL HIGHWAY ADMINISTRATION
 FEDERAL-AID PROJECT AGREEMENT**

RECIPIENT: 13-Georgia

FEDERAL PROJECT NO: 0016630

RECIPIENT PROJ. NO(S): 0016630

1. The State through its department of transportation, or other recipient, has complied, or hereby agrees to comply, with the applicable terms and conditions set forth in (a) Title 23, U.S. Code, highways; (b) The regulations issued pursuant thereto, and the policies and procedures promulgated by the Federal Highway Administration; and (c) All other applicable federal laws and regulations. 2. The State, or other recipient, stipulates that as a condition to payment of the Federal funds obligated, it accepts and will comply with the provisions set forth in 23 CFR 630.112. These provisions incorporate by reference all other federal laws and regulations pertaining to the project or the activity for which the funds are obligated. Solely for the purposes of emphasis, such applicable provisions include, but are not limited to, the requirements of Appendix A to 2 CFR Part 170—Award terms for Reporting subaward and executive compensation information, and 2 CFR 200, including for those funds for which such amount will be subawarded to a subrecipient, 2 CFR 200.331.3. Relative to the above designated project, the FHWA has authorized certain work to proceed as evidenced by the date entered opposite the specific item of work. For such authorized work, the federal funds obligated or advance-construction authorized, are not to exceed the amount shown herein. The balance of the estimated total project cost is an obligation of the State or other direct recipient. 4. Such authorization of Federal funds extends only to project costs incurred by the State, or other recipient, following Federal Highway Administration’s authorization to proceed with the project.

PROJECT TITLE: SR 11; HIGHLAND AVE & N LUMPKIN ST @ 3 LOCS IN MONROE, PE

PROJECT DESCRIPTION: SR 11; HIGHLAND AVE & N LUMPKIN ST @ 3 LOCS IN MONROE, PE

DUNS#: 019548796

CLASSIFICATION OF PHASE OF WORK TO BE PUT UNDER AGREEMENT	EFFECTIVE DATE OF AUTHORIZATION
HIGHWAY PLANNING & RESEARCH	
PRELIMINARY ENGINEERING	03/21/2019
RIGHT-OF-WAY	
CONSTRUCTION	
OTHER	

PROGRAM CODE	FAIN	URBAN/ WITH	TOTAL COST	FEDERAL SHARE	FEDERAL FUNDS UNDER AGREEMENT	ADVANCED CONST. FUNDS
M3E2	693JJ21930000M3E2GA0016630		\$425,000.00	80.00%	\$340,000.00	\$0.00
TOTAL			\$425,000.00		\$340,000.00	\$0.00

ESTIMATED TOTAL COST: \$425,000.00
TOTAL AUTHORIZED FOR PROJECT: \$340,000.00

TRANSPORTATION, GEORGIA DEPARTMENT OF

AVAILABLE FUNDS CERTIFIED BY:	EMMA DELOUIS	DATE:	03/04/2019
APPROVED AND REQUESTED BY:	Erik Rohde	DATE:	03/05/2019
AGRMT/MODIFY REQUESTED BY:	Ronda Britt	DATE:	03/05/2019

FEDERAL HIGHWAY ADMINISTRATION

PROJECT INFORMATION REVIEWED BY:	Cornelius Davis10	DATE:	03/14/2019
APPROVAL RECOMMENDED BY:	Jennifer Giersch	DATE:	03/21/2019
APPROVED AND AUTHORIZED BY:	Katy Allen	DATE:	03/21/2019

RECIPIENT REMARKS: INITIAL REQUEST FOR PE AUTHORIZATION
 This agreement is subject to the following award terms: <http://edocket.access.gpo.gov/2010/pdf/2010-22705.pdf>
 and <http://edocket.access.gpo.gov/2020/pdf/2010-22706.pdf>.

DIVISION REMARKS:



ELECTRIC & TELECOM
DEPARTMENT
MONTHLY REPORT

MAY
2019

Items of Interest

Electric

1. SEPA
2. Construction started on 2nd Completed
3. Spring Street Distribution Design Complete.
Working with GDOT on permit.
4. Vegetation control.

Telecom

1. Fiber Installed in Stone Creek.
2. Met with Engineering Firms.

MONTHLY DIRECTOR'S REPORT

REPORTING PERIOD: 03/2019 | FY 2019



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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	\$ 1.736M	\$ 1.794M										\$ 5.407M	\$ 4.840M	\$ 3.438M
PERSONNEL COSTS	\$ 0.077M	\$ 0.112M	\$ 0.105M										\$ 0.294M	\$ 0.301M	\$ 0.330M
CONTRACTED SVC	\$ 0.026M	\$ 0.037M	\$ 0.074M										\$ 0.137M	\$ 0.144M	\$ 0.145M
SUPPLIES	\$ 1.108M	\$ 1.157M	\$ 1.122M										\$ 3.386M	\$ 3.061M	\$ 3.753M
CAPITAL OUTLAY	\$ -	\$ 0.024M	\$ 0.098M										\$ 0.122M	\$ -	\$ 0.114M
FUND TRANSFERS	\$ 0.207M	\$ 0.271M	\$ 0.265M										\$ 0.744M	\$ 0.967M	\$ 0.552M
DEPRECIATION	\$ 0.024M	\$ 0.024M	\$ 0.024M										\$ 0.072M	\$ 0.018M	\$ 0.072M
EXPENSES	\$ 1.442M	\$ 1.626M	\$ 1.688M										\$ 4.756M	\$ 4.491M	\$ 4.966M
MARGIN	\$ 0.435M	\$ 0.110M	\$ 0.106M	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.651M	\$ 0.349M	\$ (1.529M)
MCT CREDIT/YES	\$ 0.175M	\$ 0.100M	\$ 0.100M	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.375M	\$ 0.400M	\$ (0.460M)

* Year End Settlement excluded due to fluctuations year to year

12-MO PURCHASED KWH's



12-MO RETAIL KWH's

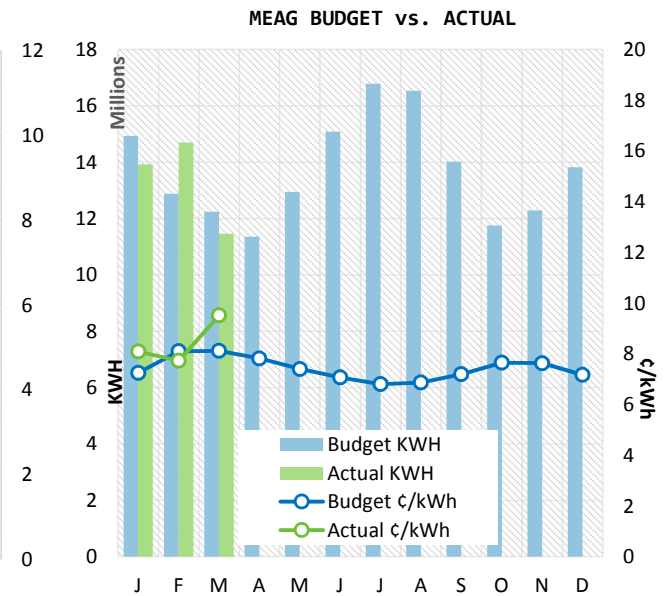
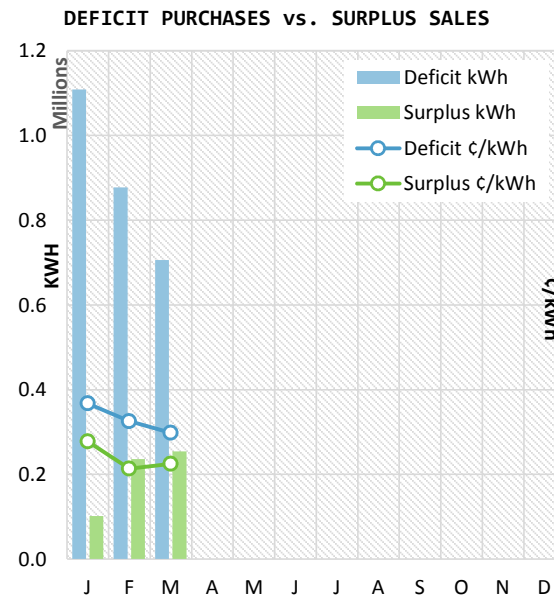
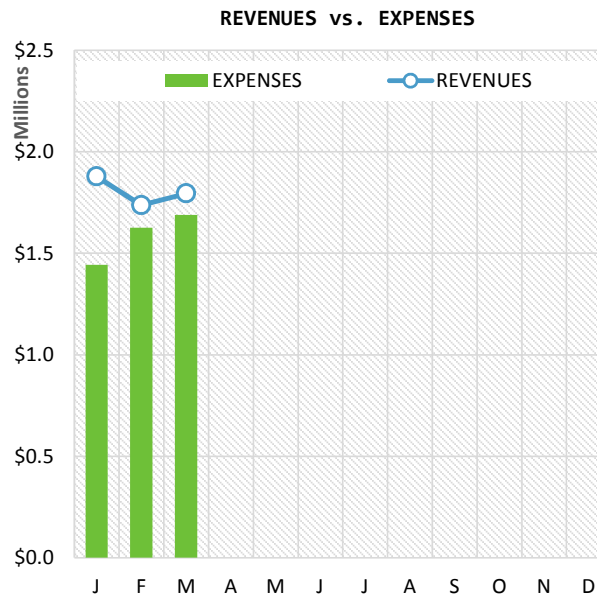


12-MO LINE LOSS

3.60%

12-MO WHOLESALE ¢/kWh

8.396



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	5,450	5,751
Commercial	882	876	878
Industrial	1	1	1
City	41	39	41
Total	6,449	6,366	6,671

Year-Over-Year Δ 1.61% 0.89% 5.94%

KWH

Residential	7.241M	7.401M	6.785M
Commercial	5.079M	4.861M	5.199M
Industrial	0.506M	0.513M	0.555M
City	0.459M	0.404M	0.432M
Total	13.286M	13.179M	12.971M

Year-Over-Year Δ 0.98% -14.32% -0.51%

REVENUE

Residential	\$ 0.917M	\$ 0.858M	\$ 0.793M
Commercial	\$ 0.751M	\$ 0.673M	\$ 0.702M
Industrial	\$ 0.060M	\$ 0.055M	\$ 0.058M
Other	\$ 0.001M	\$ 0.004M	\$ 0.001M
City	\$ 0.053M	\$ 0.042M	\$ 0.045M
Total	\$ 1.781M	\$ 1.632M	\$ 1.599M

Year-Over-Year Δ 21.51% 1.22% 7.52%

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	1,358	1,180	1,283
Commercial	5,758	5,549	5,922	5,743
Industrial	506,400	512,800	554,560	524,587
City	11,206	10,370	10,544	10,707

AVERAGE \$/CUSTOMER

Residential	\$166	\$157	\$138	\$154
Commercial	\$851	\$768	\$800	\$806
Industrial	\$59,825	\$54,722	\$57,770	\$57,439
City	\$1,300	\$1,089	\$1,107	\$1,165

AVERAGE \$/KWH

Residential	\$0.1266	\$0.1159	\$0.1169	\$0.1198
Commercial	\$0.1478	\$0.1384	\$0.1350	\$0.1404
Industrial	\$0.1181	\$0.1067	\$0.1042	\$0.1097
City	\$0.1160	\$0.1050	\$0.1050	\$0.1087
Average	\$0.1271	\$0.1165	\$0.1153	\$0.1196

	Mar 2019	Mar 2018	FY2019 YTD	FY2018 YTD	12-MONTH
POWER SUPPLY COSTS					
MEAG Project Power	\$ 872,010	\$ 876,211	\$ 2,661,403	\$ 2,665,277	\$ 10,965,652
Transmission	98,054	89,109	287,076	267,490	1,083,588
Supplemental	60,027	51,133	214,848	484,917	843,705
SEPA	58,532	43,945	183,178	196,846	604,411
Other Adjustments	898	861	2,657	2,513	10,403
TOTAL POWER SUPPLY COSTS	\$ 1,089,521	\$ 1,061,259	\$ 3,349,162	\$ 3,617,043	\$ 13,507,759
AS BUDGET	992,492	998,992	3,116,582	3,098,836	12,444,814
% ACTUAL TO BUDGET	109.78%	106.23%	107.46%	116.72%	108.54%

PEAKS & ENERGY

Peaks (KW)

Coincident Peak (CP)	28,525	23,492	31,436	36,151	32,480
Non-Coincident Peak (NCP)	28,525	25,947	31,436	36,256	32,753
CP (BUDGET)	26,500	25,084	32,430	32,520	35,013
NCP (BUDGET)	26,761	25,599	32,818	32,659	35,722

Energy (KWH)

MEAG Energy	9,256,549	9,393,069	31,423,823	33,824,829	134,682,172
Supplemental Purchases (or sales)	588,155	946,381	2,716,687	5,895,470	10,428,740
SEPA Energy	1,610,976	791,860	5,921,415	2,508,136	15,768,077
Total Energy (KWH)	11,455,681	11,131,310	40,061,925	42,228,435	160,878,988
AS BUDGET	12,232,000	12,158,000	40,040,000	40,395,000	165,594,000
% ACTUAL TO BUDGET	93.65%	91.56%	100.05%	104.54%	97.15%

CP Load Factor	55.78%	65.81%	14.55%	13.33%	56.54%
NCP Load Factor	55.78%	59.58%	14.55%	13.30%	56.07%
% Supplemental	5.13%	8.50%	6.78%	13.96%	6.48%

UNIT COSTS (¢/kWh)

Bulk Power	9.7832	9.7251	8.9485	8.4704	8.7028
Supplemental	10.2060	5.4030	7.9084	8.2253	8.0902
SEPA Energy	3.6333	5.5496	3.0935	7.8483	3.8331
MEAG Total	9.5107	9.5340	8.3600	8.5654	8.3962

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.

Mar 2019

Mar 2018

FY2019 YTD

FY2018 YTD

SALES REVENUES

ELECTRIC SALES	\$ 1,598,236	\$ 1,450,752	\$ 5,006,161	\$ 3,256,361	\$ 20,953,818
SALES REVENUES (ACTUAL)	\$ 1,598,236	\$ 1,450,752	\$ 5,006,161	\$ 3,256,361	\$ 20,953,818
AS BUDGET	\$ 1,508,333	\$ 1,510,794	\$ 1,508,333	\$ 1,510,794	Not Applicable
% ACTUAL TO BUDGET	105.96%	96.03%	331.90%	215.54%	Not Applicable

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

OTHER REVENUES

OP REVENUE	35,262	34,631	106,220	73,548	528,485
FEDERAL GRANT	-	-	-	-	-
MISC REVENUE	-	-	-	1,125	125,124
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	62,596	58,053	172,449	106,685	571,223
INT/INVEST INCOME	-	-	-	-	-
STATE GRANTS	-	-	-	-	-
OTHER REVENUES (ACTUAL)	\$ 97,858	\$ 92,684	\$ 278,670	\$ 181,359	\$ 1,792,071
AS BUDGET	\$ 105,130	\$ 95,512	\$ 315,389	\$ 286,537	Not Applicable
% ACTUAL TO BUDGET	93.08%	97.04%	88.36%	63.29%	Not Applicable

TRANSFER

Transfer From CIP	97,829	-	122,223	-	631,915
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TOTAL REVENUES (ACTUAL)	\$ 1,793,924	\$ 1,543,436	\$ 5,407,054	\$ 3,437,720	\$ 23,377,804
AS BUDGET	\$ 1,613,463	\$ 1,606,307	\$ 4,840,389	\$ 4,818,920	Not Applicable
% ACTUAL TO BUDGET	111.18%	96.09%	111.71%	71.34%	Not Applicable

MCT CREDIT	\$ 100,000	\$ 180,390	\$ 375,314	\$ 642,469	\$ 1,920,761
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Note on MEAG MCI: excluded from revenues as it is a restricted account.

	Mar 2019	Mar 2018	FY2019 YTD	FY2018 YTD	
PERSONNEL					
Compensation	\$ 80,049	\$ 88,227	\$ 212,508	\$ 250,043	\$ 928,165
Benefits	25,230	35,608	81,762	79,892	278,548
PERSONNEL (ACTUAL)	\$ 105,280	\$ 123,835	\$ 294,270	\$ 329,935	\$ 1,206,714
AS BUDGET	\$ 100,508	\$ 99,643	\$ 301,524	\$ 298,930	Not Applicable
% ACTUAL TO BUDGET	104.75%	124.28%	97.59%	110.37%	Not Applicable
CONTRACTED SERVICES					
Consulting	\$ 180	\$ -	\$ 180	\$ -	\$ 2,008
Custodial Service	-	-	-	-	-
Landfill Fees	-	-	-	-	110
Lawn & Maint	-	-	-	-	-
Holiday Event	-	-	-	-	308
Maintenance Contracts	283	540	819	1,415	6,493
Rents/Leases	1,326	3,151	1,777	3,683	21,381
Repairs & Maintenance (Outside)	4,554	4,834	5,556	22,413	55,219
Landfill Fees	-	-	-	-	-
Other Contract Svcs	-	-	-	-	-
Comm Svcs	1,397	682	2,775	1,322	23,178
Postage	-	-	-	-	-
Public Relations	-	-	-	-	441
Mkt Expense	23,000	23,000	23,238	23,000	31,551
Printing	-	-	-	-	-
Dues & Sub	-	-	-	-	-
Travel	223	164	544	164	4,986
Vehicle Tag & Title Fee	-	-	-	-	18
Ga Dept Rev Fee	-	-	800	-	1,600
Fees	-	36	300	236	300
Training & Ed	-	-	1,500	790	9,900
Contract Labor	42,642	33,065	99,603	91,688	425,101
Shipping/Freight	-	-	-	-	278
CONTRACTED SERVICES (ACTUAL)	\$ 73,604	\$ 65,472	\$ 137,091	\$ 144,712	\$ 582,872
AS BUDGET	\$ 47,923	\$ 38,367	\$ 143,770	\$ 115,100	Not Applicable
% ACTUAL TO BUDGET	153.59%	170.65%	95.35%	125.73%	Not Applicable

	Mar 2019	Mar 2018	FY2019 YTD	FY2018 YTD	
SUPPLIES					
Office Supplies	232	283	254	369	4,073
Postage	-	-	-	-	-
Auto Parts	32	516	71	679	3,658
Construction Materials	323	-	331	-	331
Damage Claims	-	-	-	-	1,127
Tires	-	-	3,352	-	6,043
Uniform Expense	1,583	891	1,823	8,786	8,382
Janitorial	-	196	284	470	1,852
Computer Equipment	3,471	-	3,471	-	4,815
R & M Buildings - Inside	-	-	-	-	48
Parks & Grounds R & M Inside	-	7,898	-	7,898	-
Util Costs - Util Fund	1,507	1,176	5,035	4,482	12,088
Streetlights	-	-	-	-	167
Auto & Truck Fuel	1,699	1,564	3,712	3,211	24,960
Food	102	106	183	165	3,897
Sm Tool & Min Equip	924	9,349	4,762	9,740	18,157
Meters	-	-	-	-	-
Lab Supplies	-	-	-	-	-
Sm Oper Supplies	2,922	7,361	5,708	10,774	33,731
Construction Material	-	-	-	-	-
Tires	-	-	-	-	-
Uniform Exp	-	-	-	-	-
Power Costs	1,089,521	1,091,649	3,320,537	3,685,333	12,711,552
Repairs & Maintenance (Inside)	19,617	10,311	36,932	20,612	138,266
Amr Proj Exp	-	-	-	-	-
Equip Pur (<\$5M)	-	-	-	-	-
Dam Claims	-	-	-	-	-
Misc	-	-	-	-	-
SUPPLIES (ACTUAL)	\$ 1,121,934	\$ 1,131,297	\$ 3,386,454	\$ 3,752,518	\$ 12,973,145
AS BUDGET	\$ 1,020,298	\$ 1,063,717	\$ 3,060,894	\$ 3,191,152	Not Applicable
% ACTUAL TO BUDGET	109.96%	106.35%	110.64%	117.59%	Not Applicable
CAPITAL OUTLAY					
Construction In Progress	\$ 97,829	\$ 74,350	\$ 122,223	\$ 105,448	\$ 373,397
Capital Expenditures	\$ -	\$ -	\$ -	\$ 9,000	\$ 144,071
Depr Exp	\$ 24,146	\$ 24,146	\$ 72,438	\$ 72,438	\$ 289,752
CAPITAL OUTLAY (ACTUAL)	\$ 121,975	\$ 98,496	\$ 194,661	\$ 186,886	\$ 807,219
AS BUDGET	\$ -	\$ -	\$ -	\$ -	Not Applicable
% ACTUAL TO BUDGET	0.00%	0.00%	0.00%	0.00%	Not Applicable
FUND TRANSFERS					
Admin Alloc - Adm Exp	\$ 161,805	\$ 144,176	\$ 438,535	\$ 313,801	\$ 1,907,233
Transfer To Gf	103,574	92,643	305,357	238,520	1,172,267
FUND TRANSFERS (ACTUAL)	\$ 265,379	\$ 236,819	\$ 743,892	\$ 552,321	\$ 3,079,500
AS BUDGET	\$ 322,252	\$ 177,434	\$ 966,756	\$ 532,302	Not Applicable
% ACTUAL TO BUDGET	82.35%	133.47%	76.95%	103.76%	Not Applicable
TOTAL EXPENSES (ACTUAL)	\$ 1,688,173	\$ 1,655,920	\$ 4,756,367	\$ 4,966,372	\$ 18,649,450
AS BUDGET	\$ 1,490,981	\$ 1,379,161	\$ 4,472,944	\$ 4,137,483	Not Applicable
% ACTUAL TO BUDGET	113.23%	120.07%	106.34%	120.03%	Not Applicable

MONTHLY DIRECTOR'S REPORT

REPORTING PERIOD: 03/2019 | FY 2019



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RETAIL SALES & REVENUE	11-13
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COMMENTARY & ANALYSIS

The net operating margin after transfers, FY to date was 24.36%

RECOMMENDATIONS

- *
- *
- *
- *

MOST RECENT
12-MONTH

Mar 2019 Mar 2018 FY2019 YTD FY2018 YTD

FINANCIALS

Revenues

RETAIL SALES	\$	506,781	\$	431,537	\$	1,463,120	\$	1,291,773	\$	5,421,600
OTHER REVENUES		75,041		20,345		162,026		89,896		822,751
ADJUSTMENTS		(1,407)		-		29,636		(307,992)		186,064
Total Revenues	\$	580,415	\$	451,882	\$	1,654,783	\$	1,073,677	\$	6,430,416

Expenses

PERSONNEL	\$	60,130	\$	47,222	\$	173,511	\$	170,909	\$	567,471
PURCHASED & CONTRACTED SVC		2,245		5,332		23,794		7,851		109,882
PURCHASED PROPERTY SERVICES		18,291		(12,891)		26,894		12,864		124,921
SUPPLIES		50,934		26,961		79,200		65,836		317,042
COST OF GOODS SOLD		319,341		574,154		618,295		934,900		3,626,745
DEPR, DEBT SVC & OTHER COSTS		91,176		103,999		242,743		277,251		1,280,428
FUND TRANSFERS		33,029		25,279		87,162		71,824		325,891
Total Combined Expenses	\$	575,146	\$	770,056	\$	1,251,598	\$	1,541,436	\$	6,352,380

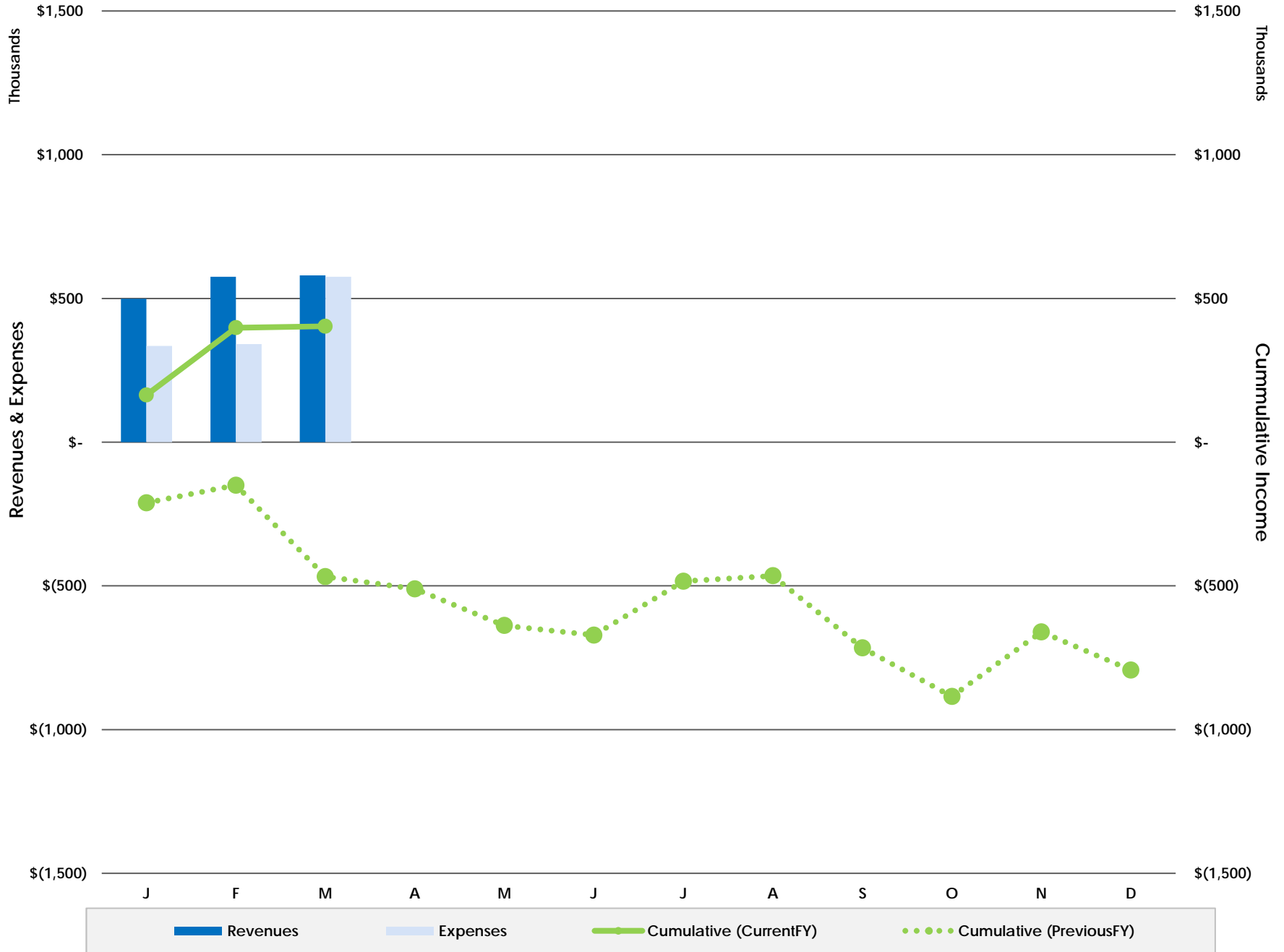
Income

Before Transfer	\$	38,298	\$	(292,894)	\$	490,347	\$	(395,934)	\$	403,927
After Transfer	\$	5,269	\$	(318,174)	\$	403,185	\$	(467,758)	\$	78,035

Margin

Before Transfer		6.60%		-64.82%		29.63%		-36.88%		6.28%
After Transfer		0.91%		-70.41%		24.36%		-43.57%		1.21%

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



MOST RECENT
12-MONTH

Mar 2019 Mar 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	\$	255,167	\$	198,919	\$	713,020	\$	599,168	\$	2,479,042
DVR SERVICE		20,827		15,643		59,706		47,622		205,693
FIBER OPTICS		42,692		44,284		128,447		131,128		548,946
INTERNET		167,661		151,146		498,686		448,171		1,927,447
TELEPHONE		17,094		18,415		52,902		55,864		219,882
SET TOP BOX		3,340		3,130		10,360		9,820		40,590
Total RETAIL SALES (ACTUAL)	\$	506,781	\$	431,537	\$	1,463,120	\$	1,291,773	\$	5,421,600

OTHER REVENUES

CATV INSTALL/UPGRADE	\$	1,869	\$	1,871	\$	5,522	\$	7,184	\$	22,604
MARKETPLACE ADS		-		-		-		25		-
PHONE FEES		10,412		10,571		31,410		31,412		125,788
EQUIPMENT SALES		1,779		1,100		8,408		3,700		31,168
MODEM RENTAL		7,424		6,804		22,246		20,328		86,542
VIDEO PRODUCTION REVENUE		-		-		-		-		-
MISCELLANEOUS		7,452		-		18,191		-		18,191
ADMIN ALLOCATION		24,252		-		42,876		27,247		84,459
CONTRIBUTED CAPITAL		-		-		-		-		-
Transfer from CIP		21,854		-		33,374		-		453,999

Total OTHER REVENUES ACTUAL	\$	75,041	\$	20,345	\$	162,026	\$	89,896	\$	822,751
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Adjustment	\$	(1,407)	\$	-	\$	29,636	\$	(307,992)	\$	186,064
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Note: Adjustment added to match Financials

TOTAL REVENUES (ACTUAL)	\$	580,415	\$	451,882	\$	1,654,783	\$	1,073,677	\$	6,430,416
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MOST RECENT
12-MONTH

SUMMARY

	Mar 2019	Mar 2018	FY2019 YTD	FY2018 YTD	MOST RECENT 12-MONTH
Personnel	\$ 60,130	\$ 47,222	\$ 173,511	\$ 170,909	\$ 567,471
Purchased & Contracted Svc	2,245	5,332	23,794	7,851	109,882
Purchased Property Services	18,291	(12,891)	26,894	12,864	124,921
Supplies	50,934	26,961	79,200	65,836	317,042
Cost of Goods Sold	319,341	574,154	618,295	934,900	3,626,745
Depr, Debt Svc & Other Costs	91,176	103,999	242,743	277,251	1,280,428
Fund Transfers	33,029	25,279	87,162	71,824	325,891
TOTAL SUMMARY (ACTUAL)	\$ 575,146	\$ 770,056	\$ 1,251,598	\$ 1,541,436	\$ 6,352,380

TELECOM

Personnel

Salaries	\$ 43,032	\$ 31,985	\$ 114,905	\$ 131,640	\$ 391,087
Benefits	17,098	15,237	58,606	39,269	176,384
Total Personnel (ACTUAL)	\$ 60,130	\$ 47,222	\$ 173,511	\$ 170,909	\$ 567,471

Purchased & Contracted Svc

Attorney Fees	-	-	-	-	-
Audit Services	-	-	-	-	-
Professional Fees	47	-	143	-	1,358
Web Design	-	-	-	-	177
Consulting - Technical	-	4,500	2,285	4,500	26,435
Utility Protection Ctr (DIG)	-	-	-	-	-
Custodial Service	-	-	-	-	-
Lawn Care & Maintenance	-	-	-	-	-
Holiday Events	-	-	-	-	-
Security Systems	-	-	129	129	623
Equipment Rep & Maint	-	-	-	1,007	7,660
Vehicle Rep & Maint Outside	-	-	-	-	439
R&M System - Outside	(7,914)	-	1,275	-	23,542
R&M Buildings - Outside	768	35	768	35	1,158
Maintenance Contracts	283	533	819	1,408	7,578
Equipment Rents/Leases	175	244	550	733	3,104
Pole Equip. Rents/Leases	-	-	-	-	-
Equipment Rental	190	20	220	39	678
CONSULTING - TECHNICAL	-	-	-	-	35
VEHICLE REP & MAINT OUTSIDE	724	-	1,673	-	1,673
R & M SYSTEM - OUTSIDE	4,213	-	4,213	-	4,213
EQUIPMENT RENTS / LEASES	175	-	175	-	175
EQUIPMENT RENTAL	185	-	205	-	205
COMMUNICATION SERVICES	147	-	259	-	2,710
MARKETING EXPENSES	-	-	-	-	49
TRAVEL EXPENSE	369	-	369	-	369
FCC FEES	2,685	-	10,465	-	26,942
GA DEPT OF REV FEES	150	-	150	-	150
TRAINING & EDUCATION -EMPLOYEE	49	-	98	-	610
Total Purchased & Contracted Svc (ACTUAL)	\$ 2,245	\$ 5,332	\$ 23,794	\$ 7,851	\$ 109,882

	Mar 2019	Mar 2018	FY2019 YTD	FY2018 YTD	MOST RECENT 12-MONTH
Purchased Property Services					
Equipment Rep & Maint -Outside	-	-	-	-	-
Equipment Rental	-	-	-	-	-
Repair & Maintenance (Outside)	-	-	-	36	(36)
Repair & Maintenance (Inside)	-	-	-	-	-
Landfill Fees	-	-	-	-	-
Maintenance Contracts	-	-	-	-	-
Other Contractual Services	-	-	-	-	-
Communication Services	2,181	1,458	4,431	3,717	34,706
Postage	-	-	-	-	51
INTERNET COSTS	-	-	-	-	2,237
Public Relations	-	-	-	32	81
Marketing Expense	-	(23,000)	36	-	811
Utility Bill Printing Services	-	-	-	-	-
Dues & Subscriptions	-	-	-	262	(262)
Fees	88	16	6,154	16	9,940
FCC Fees	-	-	-	-	27,928
Training & Education	-	-	-	165	4,468
General Liability Insurance	-	-	-	-	-
Vehicle Tag & Title Fee	-	-	-	-	24
GA Dept Revenue Fee	(150)	-	100	-	350
Uniform Rental	-	-	-	-	-
Contract Labor	16,173	8,635	16,173	8,635	44,038
Fines/Late Fee	-	-	-	-	440
Shipping/Freight	-	-	-	-	146
Total Purchased Property Services (ACTUAL)	\$ 18,291	\$ (12,891)	\$ 26,894	\$ 12,864	\$ 124,921

MOST RECENT
12-MONTH

TELECOM (Continued)

Supplies

	Mar 2019	Mar 2018	FY2019 YTD	FY2018 YTD	MOST RECENT 12-MONTH
Chemicals & Pesticides	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies & Expense	-	230	-	230	3,927
Postage	-	-	-	-	-
Auto Parts	317	-	487	1,741	10,679
Damage Claims	-	1,016	-	1,016	(1,016)
Tires	-	-	479	-	3,714
Uniform Expense	377	-	377	-	2,348
Janitorial Supplies	-	196	284	470	1,852
Computer Equipment	-	-	-	-	122
Equipment Parts	2,400	-	2,439	6,335	8,100
R&M Building - Inside	-	17	-	17	-
Equipment R&M - Inside	-	94	-	4,502	(4,502)
System R&M - Inside	4,970	7,525	15,525	14,499	66,742
Sys R&M - Inside/Shipping	896	-	896	-	936
Utility Costs	6,265	5,006	11,937	13,377	55,789
Mileage Reimbursement	-	-	-	-	-
Auto & Truck Fuel	1,960	1,711	4,277	3,522	26,469
Food	102	106	183	165	977
Small Tools & Minor Equipment	71	6,153	133	10,751	44,135
Small Operating Supplies	805	4,907	943	9,212	36,969
Construction Material	-	-	-	-	-
Uniform Expense	-	-	-	-	-
AMR Project Exp.	-	-	-	-	-
Equipment Pur (Less than \$5M)	-	-	-	-	-
OFFICE SUPPLIES & EXPENSES	276	-	276	-	3,190
AUTO PARTS	86	-	503	-	503
CONSTRUCTION MATERIALS	-	-	-	-	12
UNIFORM EXPENSE	-	-	(9)	-	389
COMPUTER EQUIP NON-CAP	4,544	-	7,040	-	7,312
EQUIPMENT PARTS	-	-	2,362	-	2,362
R & M BUILDINGS - INSIDE	652	-	652	-	652
SYSTEM R & M - INSIDE	15,154	-	17,077	-	17,077
SYS R & M - INSIDE/SHIPPING	1,139	-	1,139	-	1,139
AUTO & TRUCK FUEL	-	-	88	-	88
SMALL TOOLS & MINOR EQUIPMENT	869	-	1,134	-	2,323
SMALL OPERATING SUPPLIES	-	-	390	-	4,308
CONSTRUCTION IN PROGRESS	10,187	-	10,590	-	19,987
SOFTWARE	(58)	-	-	-	459
EQUIPMENT	(77)	-	-	-	-
Total Supplies (ACTUAL)	\$ 50,934	\$ 26,961	\$ 79,200	\$ 65,836	\$ 317,042

MOST RECENT
12-MONTH

	Mar 2019	Mar 2018	FY2019 YTD	FY2018 YTD	MOST RECENT 12-MONTH
Cost of Goods Sold					
Internet Costs	-	-	-	-	-
Cost of Sales Telephone	-	-	-	-	-
Cost of Sales Fiber	-	-	-	-	-
Cost of Sales Electricity	-	-	-	(4,604)	4,604
Cost of Sales Telephone	329	40,650	992	83,596	279,343
Cost of Sales CATV	285,401	502,285	545,568	772,362	2,958,613
Cost of Sales Internet	23,595	17,993	50,321	50,149	278,741
Cost of Sales Internet	-	-	-	-	-
Cost of Sales Fiber	10,016	13,226	21,414	33,396	105,443
Cost of Programming CATV	-	-	-	-	-
CATV Video Production	-	-	-	-	-
Total Cost of Goods Sold (ACTUAL)	\$ 319,341	\$ 574,154	\$ 618,295	\$ 934,900	\$ 3,626,745

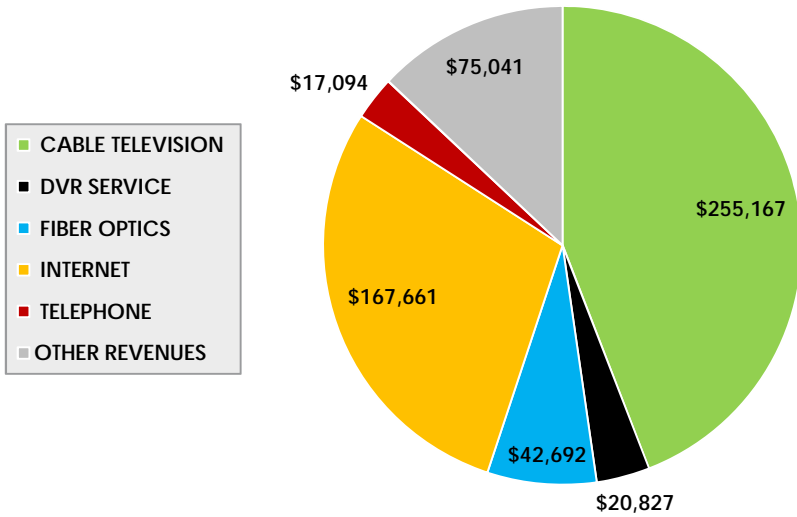
Depr, Debt Svc & Other Costs					
Damage Claims	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	-	-	-	-	-
Utility Cashiers (Over)/Short	-	-	-	-	-
Utility Internal Admin Allocate	-	-	-	-	-
Depreciation Expense	16,685	16,685	50,054	50,054	200,218
Amortization Exp	-	-	-	-	-
Admin. Allocation - Adm Exp	62,689	56,938	169,905	123,927	749,927
Utility Bad Debt Expense	-	-	-	-	-
Revenue Bond Principal	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Interest Expenses (Bond)	-	-	-	-	-
Construction in Progress	11,802	30,376	22,784	94,424	293,499
Capital Exp-Software	-	-	-	8,845	-
Capital Exp - Equipment	-	-	-	-	36,784
Total Depr, Debt Svc & Other Costs (ACTUAL)	\$ 91,176	\$ 103,999	\$ 242,743	\$ 277,251	\$ 1,280,428

Fund Transfers					
Transfer 5% to General Fund	33,029	25,279	87,162	71,824	325,891
Total Fund Transfers (ACTUAL)	\$ 33,029	\$ 25,279	\$ 87,162	\$ 71,824	\$ 325,891

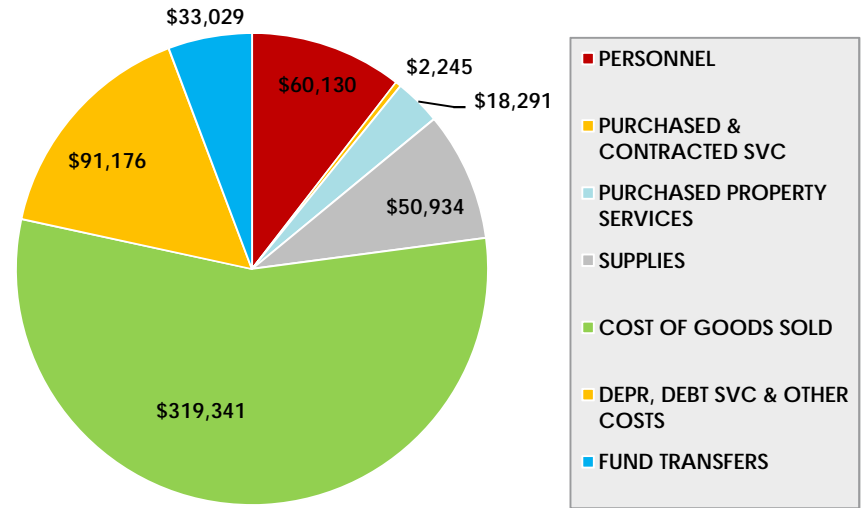
TOTAL TELECOM EXPENSES (ACTUAL)	\$ 575,146	\$ 770,056	\$ 1,251,598	\$ 1,541,436	\$ 6,352,380
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CHART 5
MONTHLY DIRECTOR'S REPORT
REVENUES & EXPENSES

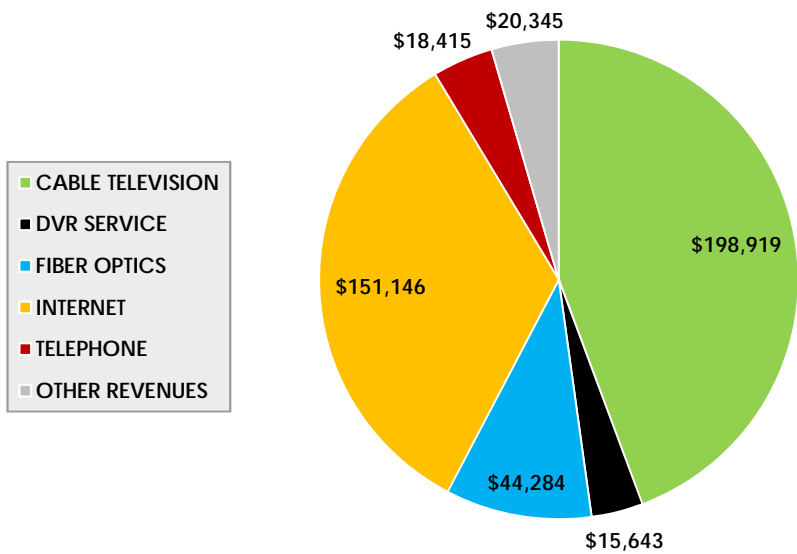
REVENUES [Mar 2019]



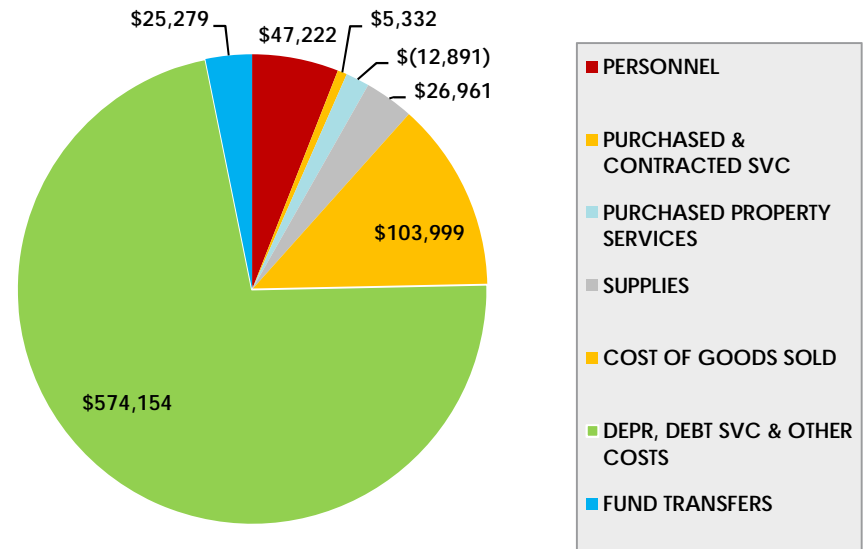
EXPENSES [Mar 2019]



REVENUES [Mar 2018]



EXPENSES [Mar 2018]



MOST RECENT
12-MONTH

	Mar 2019	Mar 2018	FY2019 YTD	FY2018 YTD	MOST RECENT 12-MONTH
BASIC & EXPANDED BASIC					
Number of Bills	3,442	3,425	10,136	10,322	40,616
Revenue (\$)	\$ 245,466	\$ 192,643	\$ 686,639	\$ 580,051	\$ 2,397,078
Revenue Per Bill (\$)	\$ 71	\$ 56	\$ 68	\$ 56	\$ 59
MINI BASIC					
Number of Bills	176	181	543	549	2,154
Revenue (\$)	\$ 6,486	\$ 3,298	\$ 16,862	\$ 9,985	\$ 46,196
Revenue Per Bill (\$)	\$ 37	\$ 18	\$ 31	\$ 18	\$ 21
BOSTWICK					
Number of Bills	17	18	51	57	205
Revenue (\$)	\$ 1,299	\$ 1,015	\$ 3,556	\$ 3,183	\$ 12,246
Revenue Per Bill (\$)	\$ 76	\$ 56	\$ 70	\$ 56	\$ 60
BULK CATV/MOTEL					
Number of Bills	4	4	12	12	48
Revenue (\$)	\$ 990	\$ 990	\$ 2,970	\$ 2,970	\$ 11,880
Revenue Per Bill (\$)	\$ 248	\$ 248	\$ 248	\$ 248	\$ 248
SHOWTIME					
Number of Bills	7	9	21	25	88
Revenue (\$)	\$ 103	\$ 132	\$ 308	\$ 366	\$ 1,291
Revenue Per Bill (\$)	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15
SHOW/HBO					
Number of Bills	7	7	21	21	79
Revenue (\$)	\$ 88	\$ 88	\$ 264	\$ 264	\$ 991
Revenue Per Bill (\$)	\$ 13	\$ 13	\$ 13	\$ 13	\$ 13
BULK SHOWTIME/MOTEL					
Number of Bills	-	-	-	-	-
Revenue (\$)	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue Per Bill (\$)	\$ -	\$ -	\$ -	\$ -	\$ -
CINEMAX					
Number of Bills	2	3	6	12	31
Revenue (\$)	\$ 29	\$ 44	\$ 88	\$ 176	\$ 454
Revenue Per Bill (\$)	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15

MOST RECENT
12-MONTH

Mar 2019 Mar 2018 FY2019 YTD FY2018 YTD

MAX/HBO

Number of Bills		25		27		80		83		317
Revenue (\$)	\$	366	\$	396	\$	1,172	\$	1,203	\$	4,615
Revenue Per Bill (\$)	\$	15	\$	15	\$	15	\$	14	\$	15

HBO

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

MAX/HBO

Number of Bills		5		4		15		12		53
Revenue (\$)	\$	63	\$	50	\$	188	\$	151	\$	665
Revenue Per Bill (\$)	\$	13	\$	13	\$	13	\$	13	\$	13

PLAYBOY

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

STARZ

Number of Bills		19		18		67		56		252
Revenue (\$)	\$	278	\$	264	\$	974	\$	820	\$	3,625
Revenue Per Bill (\$)	\$	15	\$	15	\$	15	\$	15	\$	14

DVR

Number of Bills		154		139		480		418		1,807
Revenue (\$)	\$	14,759	\$	10,675	\$	42,767	\$	32,356	\$	144,005
Revenue Per Bill (\$)	\$	96	\$	77	\$	89	\$	77	\$	80

NON DVR

Number of Bills		56		55		160		171		668
Revenue (\$)	\$	4,973	\$	3,966	\$	13,450	\$	12,238	\$	48,685
Revenue Per Bill (\$)	\$	89	\$	72	\$	84	\$	72	\$	73

SET TOP BOX

Number of Bills		383		320		1,107		1,013		4,252
Revenue (\$)	\$	3,340	\$	3,130	\$	10,360	\$	9,820	\$	40,590
Revenue Per Bill (\$)	\$	9	\$	10	\$	9	\$	10	\$	10

MOST RECENT
12-MONTH

	Mar 2019	Mar 2018	FY2019 YTD	FY2018 YTD	MOST RECENT 12-MONTH
ADD'L DVR BOX					
Number of Bills	93	77	293	234	1,059
Revenue (\$)	\$ 886	\$ 766	\$ 2,864	\$ 2,328	\$ 10,416
Revenue Per Bill (\$)	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10
ADD'L NON DVR BOX					
Number of Bills	30	34	90	102	378
Revenue (\$)	\$ 209	\$ 236	\$ 626	\$ 700	\$ 2,587
Revenue Per Bill (\$)	\$ 7	\$ 7	\$ 7	\$ 7	\$ 7
FIBER					
Number of Bills	62	62	186	182	744
Revenue (\$)	\$ 42,692	\$ 44,284	\$ 128,447	\$ 131,128	\$ 548,946
Revenue Per Bill (\$)	\$ 689	\$ 714	\$ 691	\$ 720	\$ 738
INTERNET					
Number of Bills	3,706	3,433	10,951	10,250	42,653
Revenue (\$)	\$ 164,456	\$ 147,835	\$ 489,057	\$ 438,309	\$ 1,889,159
Revenue Per Bill (\$)	\$ 44	\$ 43	\$ 45	\$ 43	\$ 44
WIRELESS INTERNET					
Number of Bills	50	53	150	162	603
Revenue (\$)	\$ 3,206	\$ 3,311	\$ 9,629	\$ 9,862	\$ 38,288
Revenue Per Bill (\$)	\$ 64	\$ 62	\$ 64	\$ 61	\$ 63
RESIDENTIAL PHONE					
Number of Bills	960	887	2,794	2,681	10,896
Revenue (\$)	\$ 2,788	\$ 2,941	\$ 8,294	\$ 9,289	\$ 35,455
Revenue Per Bill (\$)	\$ 3	\$ 3	\$ 3	\$ 3	\$ 3
COMMERCIAL PHONE					
Number of Bills	432	436	1,302	1,316	5,278
Revenue (\$)	\$ 14,306	\$ 15,474	\$ 44,607	\$ 46,576	\$ 184,428
Revenue Per Bill (\$)	\$ 33	\$ 35	\$ 34	\$ 35	\$ 35
TOTAL REVENUES	\$ 506,781	\$ 431,537	\$ 1,463,120	\$ 1,291,773	\$ 5,421,600

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

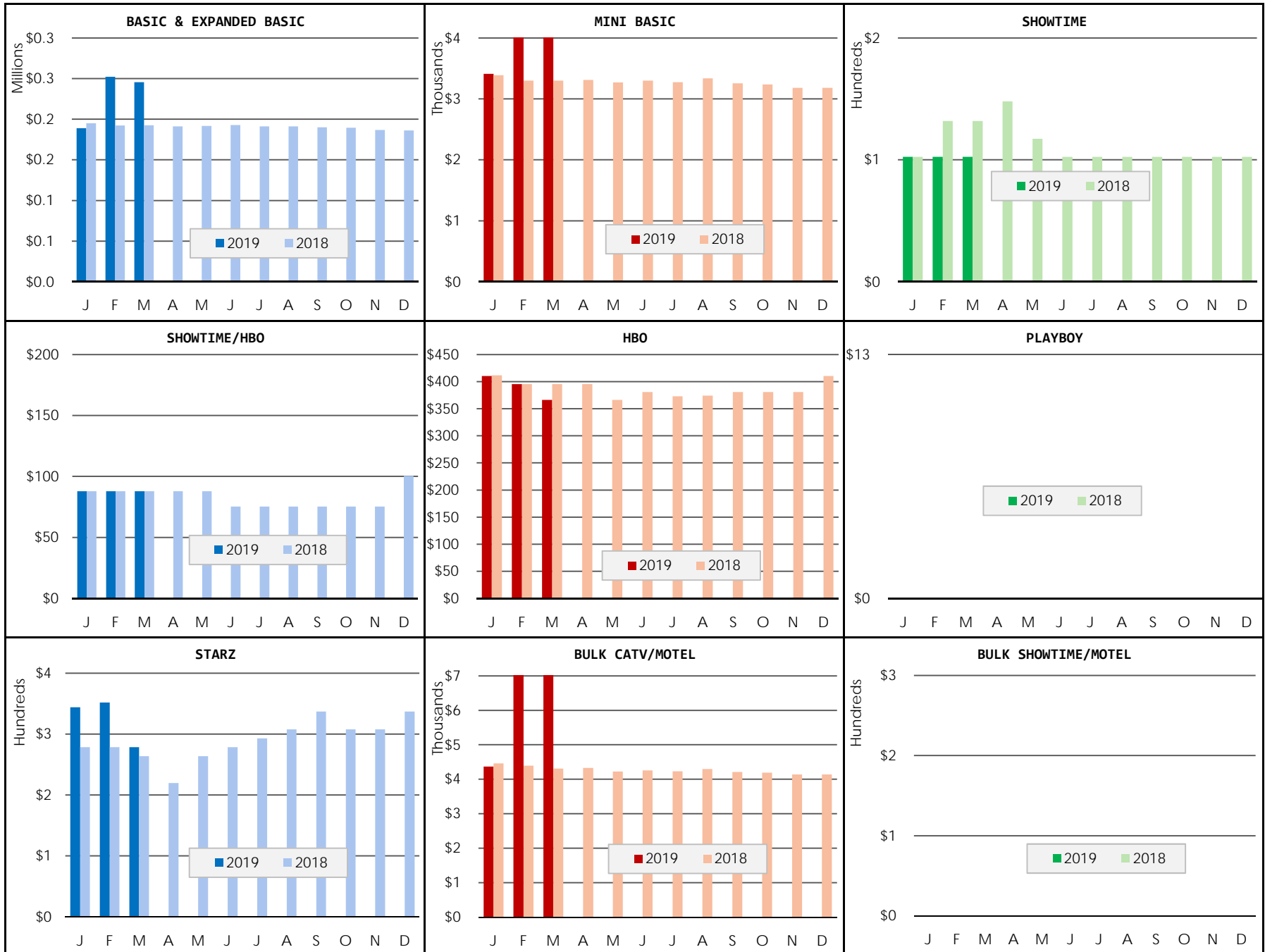


CHART 7
REVENUES FROM SALES BY CLASS
CURRENT VS. PREVIOUS FISCAL YEAR

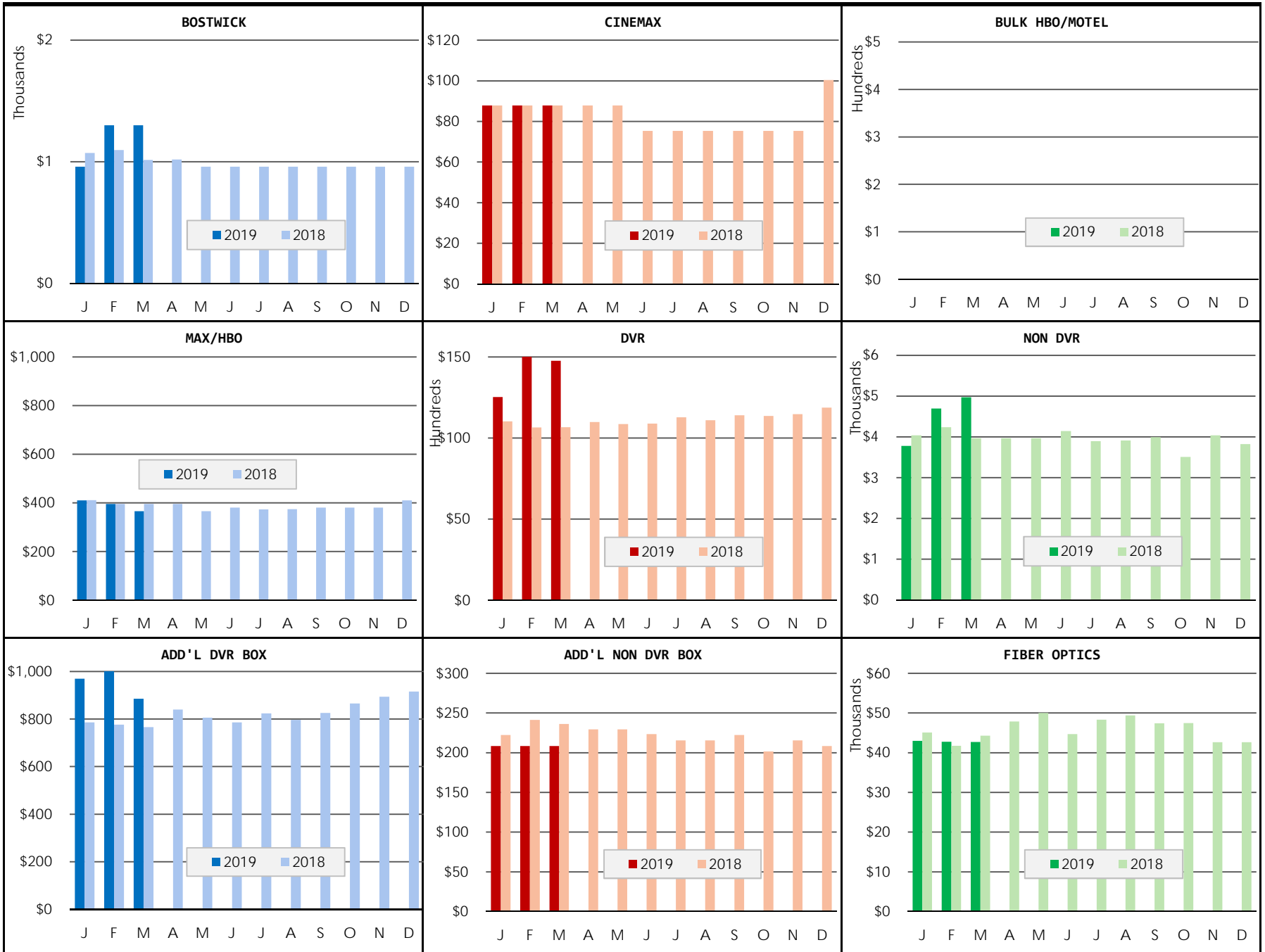
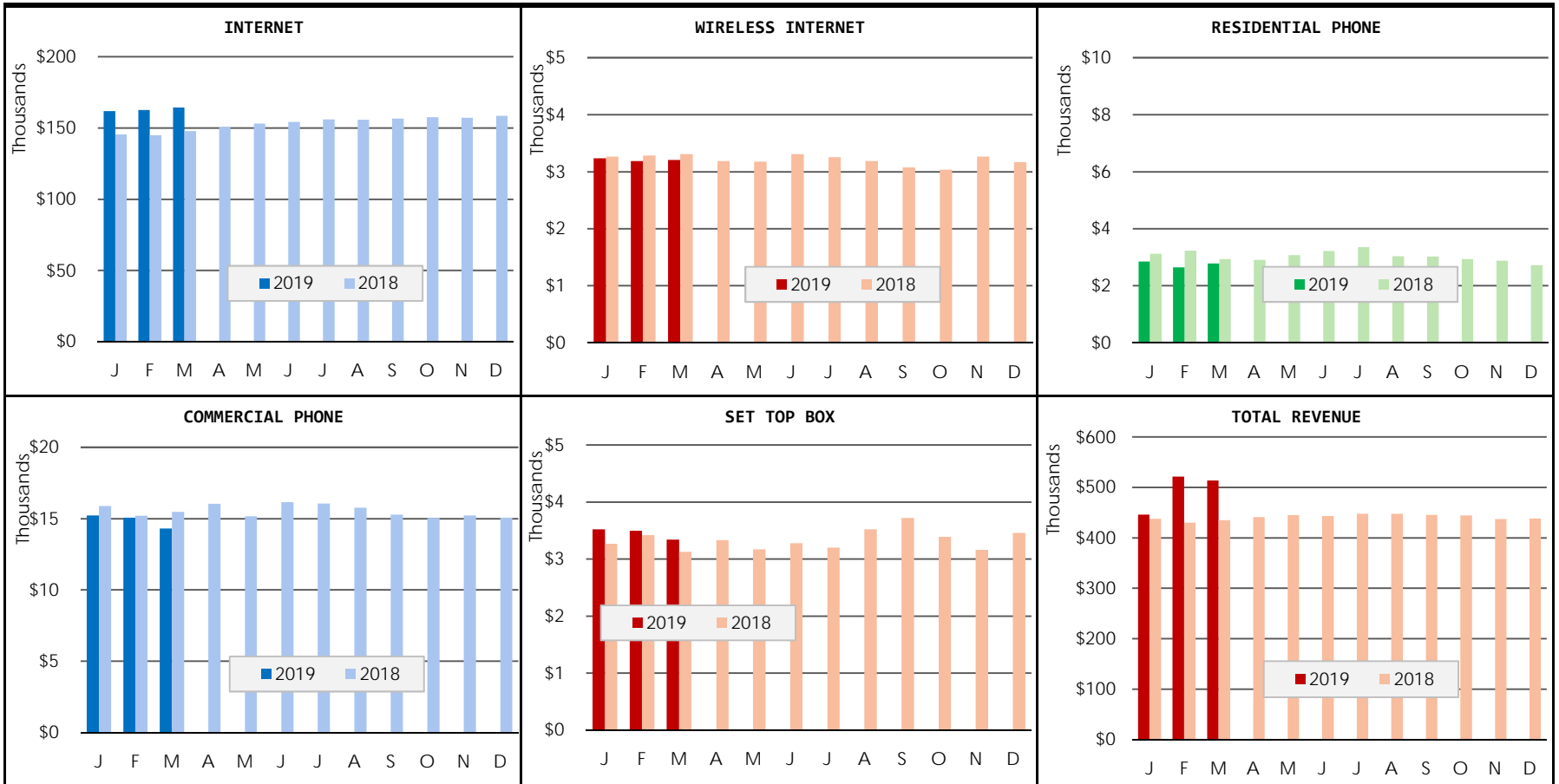


CHART 7
 REVENUES FROM SALES BY CLASS
 CURRENT VS. PREVIOUS FISCAL YEAR





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

2019 Project List

	Estimated Start Date	Estimated Completion Date	Notes	Completed
Natural Gas				
Leak Survey - Business & Residential District	Mar-19	Apr-19	Survey complete & repairs being made by City gas crews	Completed
Install natural gas mains in new development on Hwy 83	Aug-19	Nov-19	Gas service for new development 162 lots	Ongoing
Gas lights at City Hall	Nov-18	Feb-19	Install gas latherns around property @ City Hall	Completed
Dean Hill Rd/Private Drive	Feb-19	Mar-19	Install 1,100' of 2" gas main for 5 lots	Completed
Bryant Road Main Replacement	Jul-18	Dec-18	Main replacement completed / Steel to plastic	Completed
Ash Street Main Replacement (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)	Completed
Young Street Main 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	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
Purchase of air compressors (CIP Item)	Mar-19	Mar-19	Purchased used from United Rental Budgeted \$54,000 Purchased for \$30,000	Completed
2018 CDBG	Sep-18	Jul-20	Survey/Engineering 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	Waiting on delivery of sprockets	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	Building completed and Water, Sewer, Gas & Stormwater departments have moved in	Completed
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)	Completed
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)	Completed
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	Design Phase
Livery Stable Alleyway #3	Apr-19	Jul-19	Replace utilities, improve storm drainage, replace asphalt with concrete	Design Phase
Blaine Street drainage rehab	Apr-19	May-19	Install curbing and rework ditches	Ongoing
Parkway Place Storm drain replacement	Mar-19	Mar-19	Replaced 120' of drainage pipe	Completed
Tanglewood Storm drain replacement	Apr-19	Apr-19	Replaced 120' of drainage pipe	Completed
North Madison Ave. Storm drain replacement	Jun-19	Jul-19	Replace drainage pipe under N. Madison Ave./Will require road closure	Ongoing
Heritage Ridge Pond Rehab (CIP Project)	Jun-19	Jul-19	Bids taken and awarded by policy (JT Magbe \$17,875)	Ongoing



CIVIL / ENVIRONMENTAL / TRANSPORTATION
CONSULTING ENGINEERS
WWW.HOFSTADTER.COM

**MEMORANDUM
PROJECT STATUS REPORT**

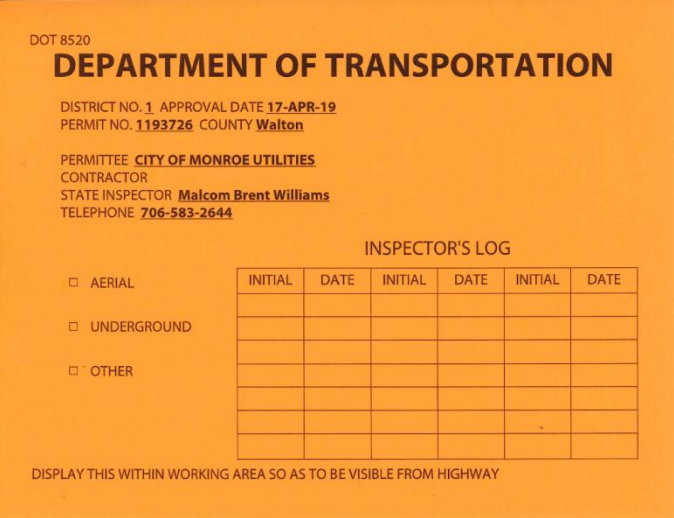
To: Logan Propes
Cc: Rodney Middlebrooks (Monroe Director of Water & Gas)
From: John Fry
RE: 1) WWTP (H&A 5035-195)
 2) Alcovy (H&A 5035-200)
 3) Monroe-Loganville (H&A 5035-215)
Date: April 22, 2019
Subject: Project Status Report
Attachment(s): ---

The project development status for each identified project is listed below:

WWTP Rehabilitation

<i>Project Budget</i>	...	\$7,651,800
<i>Field Survey</i>	...	100% Complete
<i>Design Development Report</i>	...	Submitted to Georgia EPD (4/15/2019)
<i>Civil Design</i>	...	+/- 25% Complete
<i>Electrical Design</i>	...	+/- 5% Complete
<i>Geotechnical Investigation</i>	...	N/A
<i>Plat Preparation</i>	...	N/A
<i>Property / Easement Acquisition</i>	...	N/A
<i>Permits</i>	...	T.B.D.
<i>Target Bid Date</i>	...	January 23, 2020
<i>Comment(s)</i>	...	Project will bid 1 st Quarter, 2020 to meet financing schedule

<i>Project Budget</i>	...	\$2,035,831
<i>Field Survey</i>	...	100% Complete
<i>Design Development Report</i>	...	N/A
<i>Civil Design</i>	...	+/- 50% Complete
<i>Electrical Design</i>	...	N/A
<i>Geotechnical Investigation</i>	...	To be scheduled
<i>Plat Preparation</i>	...	100% Complete
<i>Property / Easement Acquisition</i>	...	In progress by PrimeAC
<i>Permits</i>	...	T.B.D.
<i>Target Bid Date</i>	...	4 th Quarter, 2019
<i>Comment(s)</i>	...	Geotechnical investigation will proceed following acquisition of easements

<i>Project Budget</i>	...	\$4,250,000
<i>Field Survey</i>	...	100% Complete
<i>Design Development Report</i>	...	N/A
<i>Civil Design</i>	...	+/- 95% Complete
<i>Electrical Design</i>	...	+/- 25% Complete
<i>Geotechnical Investigation</i>	...	To be scheduled
<i>Plat Preparation</i>	...	100% Complete
<i>Property / Easement Acquisition</i>	...	In progress by PrimeAC
<i>Permits</i>	...	<p>1) GDOT Utility Permit – approved 4/17/2019;</p>  <p>2) NPDES Stormwater Permit – pending;</p> <p>3) US Army Corps of Engineers Nationwide Permit No. 12 – allowed as a non-notifying permit;</p> <p>4) Georgia EPD – plans will be submitted for approval upon completion of design</p>
<i>Target Bid Date</i>	...	3 rd Quarter, 2019
<i>Comment(s)</i>	...	<p>1) Booster PS site must be acquired;</p> <p>2) Coordinate with Loganville water director;</p> <p>3) Coordinate with Monroe water line extension at city property adjacent to Alcovy River;</p> <p>4) Geotechnical investigation (for HDD at river crossing) will proceed following coordination with Monroe water line extension & acquisition of easements (at Riverkeeper property)</p>

MONTHLY DIRECTOR'S REPORT

REPORTING PERIOD: 03/2019 | FY 2019



COVER	1
OVERVIEW	2
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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	\$ 0.988M	\$ 1.159M										\$ 3.134M	\$ 9.354M	\$ 1.862M
PERSONNEL COSTS	\$ 0.233M	\$ 0.246M	\$ 0.260M										\$ 0.739M	\$ 2.407M	\$ 0.512M
CONTRACTED SVC	\$ 0.008M	\$ 0.016M	\$ 0.034M										\$ 0.058M	\$ 0.552M	\$ 0.136M
SUPPLIES	\$ 0.033M	\$ 0.072M	\$ 0.083M										\$ 0.189M	\$ 1.023M	\$ 0.412M
CAPITAL OUTLAY	\$ 0.308M	\$ 0.393M	\$ 0.597M										\$ 1.297M	\$ 3.282M	\$ 1.285M
FUND TRANSFERS	\$ 0.042M	\$ 0.048M	\$ 0.044M										\$ 0.134M	\$ 1.367M	\$ 0.114M
EXPENSES	\$ 0.624M	\$ 0.775M	\$ 1.019M										\$ 2.417M	\$ 8.631M	\$ 2.458M
MARGIN	\$ 0.363M	\$ 0.214M	\$ 0.140M										\$ 0.717M	\$ 0.723M	\$ (0.596M)

12-MO
PROCESSED
KGAL



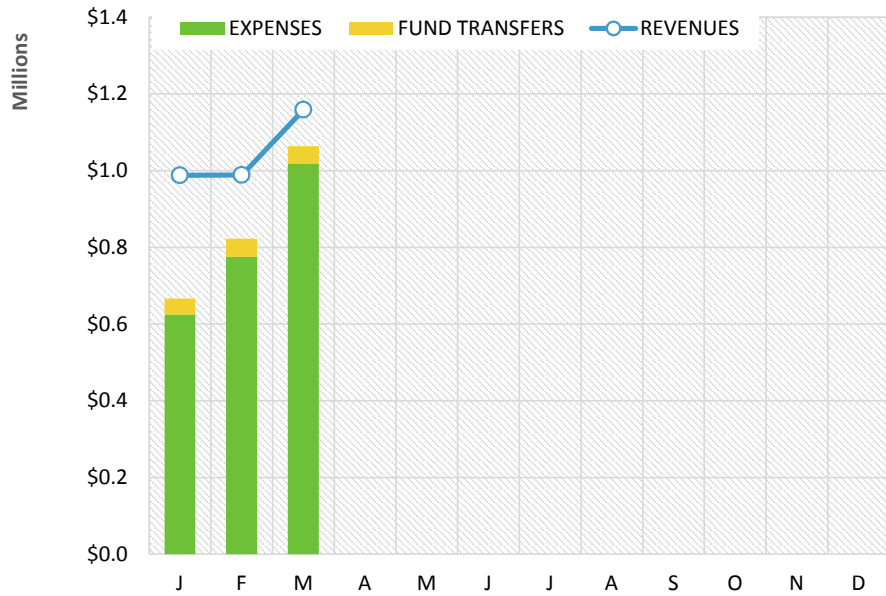
12-MO
RETAIL
KGAL



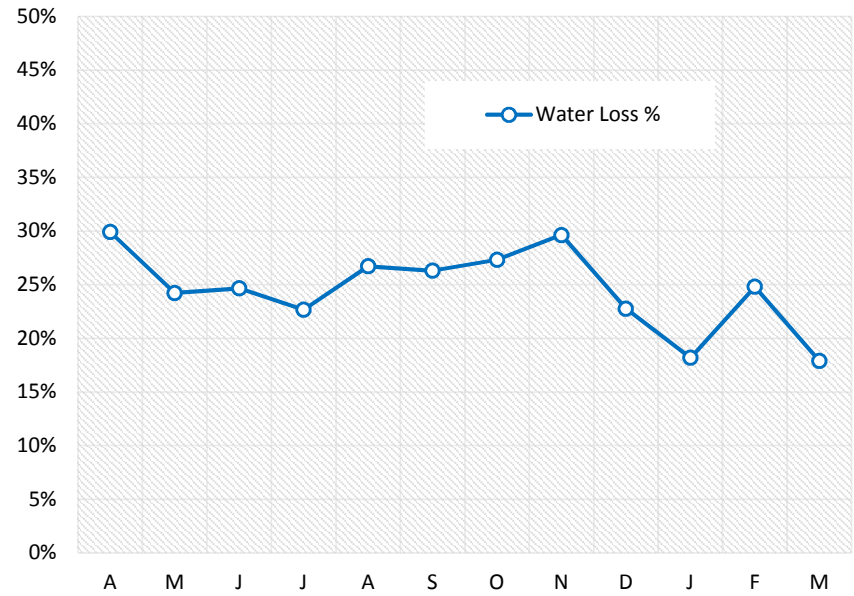
ROLLING
12-MO LINE
LOSS

24.82%

REVENUES vs. EXPENSES



MONTHLY WATER PROCESSED VS SOLD



RETAIL SALES REPORT

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CUSTOMER COUNT - WATER

Residential	8,150	8,139	8,511
Commercial	913	909	922
Industrial	2	2	2
Water Authority	1	1	1
Residential Sprinkler	253	256	262
Commercial Sprinkler	78	78	78
Total	9,397	9,385	9,776
YOY Δ	1.74%	2.49%	6.50%

KGALLONS - WATER

Residential	34,009	33,336	32,263
Commercial	12,015	9,714	10,563
Industrial	2,008	1,769	1,318
Water Authority	4,937	4,616	4,293
Total	52,969	49,435	48,437
YOY Δ	9.05%	-4.57%	-0.51%

REVENUE - WATER

Residential	\$ 0.289M	\$ 0.278M	\$ 0.266M
Commercial	\$ 0.088M	\$ 0.075M	\$ 0.080M
Industrial	\$ 0.008M	\$ 0.007M	\$ 0.005M
Water Authority	\$ 0.020M	\$ 0.019M	\$ 0.018M
Total	\$ 0.405M	\$ 0.379M	\$ 0.370M
YOY Δ	9.67%	-1.02%	-2.16%

RETAIL SALES REPORT

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CUSTOMER COUNT - SEWER

Residential	6,270	6,237	6,576
Commercial	819	814	820
Water Authority	1	1	1
Total	7,090	7,052	7,397
YOY Δ	1.66%	2.20%	7.03%

KGALLONS - SEWER

Residential	34,009	33,336	32,263
Commercial	12,015	9,714	10,563
Water Authority	4,937	4,616	4,293
Total	50,961	47,666	47,119
YOY Δ	9.90%	-3.96%	0.94%

REVENUE - SEWER

Residential	\$ 0.203M	\$ 0.197M	\$ 0.193M
Commercial	\$ 0.144M	\$ 0.119M	\$ 0.129M
Water Authority	\$ 0.001M	\$ 0.001M	\$ 0.001M
Total	\$ 0.348M	\$ 0.317M	\$ 0.323M
YOY Δ	11.08%	0.93%	2.55%

SALES STATISTICS

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AVERAGE KGALLONS/CUSTOMER (WATER)

Residential	4	4	4	4
Commercial	13	11	11	12
Industrial	1,004	885	659	849
Water Authority	4,937	4,616	4,293	4,615

AVERAGE \$/CUSTOMER (WATER)

Residential	\$35	\$34	\$31	\$34
Commercial	\$96	\$83	\$87	\$89
Industrial	\$4,141	\$3,658	\$2,747	\$3,515
Water Authority	\$20,114	\$18,817	\$17,512	\$18,815

AVERAGE \$/KGALLON (WATER)

Residential	\$8.4846	\$8.3400	\$8.2536	\$8.3594
Commercial	\$7.2895	\$7.7367	\$7.5985	\$7.5416
Industrial	\$4.1240	\$4.1354	\$4.1680	\$4.1425
Water Authority	\$4.0742	\$4.0766	\$4.0793	\$4.0767
Average	\$5.9931	\$6.0722	\$6.0249	\$6.0300

AVERAGE KGALLONS/CUSTOMER (SEWER)

Residential	5	5	5	5
Commercial	15	12	13	13
Water Authority	4,937	4,616	4,293	4,615

AVERAGE \$/CUSTOMER (SEWER)

Residential	\$32	\$32	\$29	\$31
Commercial	\$176	\$146	\$157	\$160
Water Authority	\$1,306	\$1,146	\$1,183	\$1,212

AVERAGE \$/KGALLON (SEWER)

Residential	\$5.9674	\$5.9194	\$5.9889	\$5.9586
Commercial	\$11.9805	\$12.2341	\$12.1739	\$12.1295
Water Authority	\$0.2645	\$0.2483	\$0.2756	\$0.2628
Average	\$6.0708	\$6.1339	\$6.1461	\$6.1170

Mar 2019 Mar 2018 FY2019 YTD FY2018 YTD 12-MONTH

SALES REVENUES

WATER SALES	\$ 368,825	\$ 375,260	\$ 1,132,503	\$ 861,044	\$ 5,132,945
SEWER SALES	\$ 321,932	\$ 314,363	\$ 962,681	\$ 704,819	\$ 4,194,466
SALES REVENUES (ACTUAL)	\$ 690,756	\$ 689,623	\$ 2,095,183	\$ 1,565,863	\$ 9,327,412
AS BUDGET	\$ 725,000	\$ 705,083	\$ 2,175,000	\$ 2,115,250	Not Applicable
% ACTUAL TO BUDGET	95.28%	97.81%	96.33%	74.03%	Not Applicable

OTHER REVENUES

WATER

OP REVENUE	\$ 1,565	\$ 2,159	\$ 7,948	\$ 3,767	\$ 1,548
MISC REVENUE	\$ 5,290	\$ 2,645	\$ 15,870	\$ 15,870	\$ 7,935
SALE OF FIXED ASSETS	\$ -	\$ -	\$ -	\$ -	\$ -
REIMB DAMAGE PROP	\$ -	\$ -	\$ -	\$ -	\$ -
TAP FEES	\$ 17,025	\$ 5,250	\$ 158,800	\$ 32,900	\$ 17,025
CUST ACCT FEES	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER REV	\$ -	\$ -	\$ -	\$ -	\$ -
ADMIN ALLOC WATER DIST	\$ -	\$ 23,510	\$ -	\$ 43,204	\$ 8,508
INT/INVEST INCOME	\$ -	\$ -	\$ -	\$ -	\$ -
STATE GRANTS	\$ -	\$ -	\$ -	\$ -	\$ -
FEDERAL GRANT	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFER FROM CIP_WATER	\$ 155,991	\$ -	\$ 195,650	\$ -	\$ -
ADMIN ALLOC WATER	\$ 24,842	\$ -	\$ 68,439	\$ -	\$ -
OTHER REVENUES (WATER)	\$ 204,713	\$ 33,563	\$ 446,706	\$ 95,741	\$ 35,016

SEWER

OP REVENUE	\$ 5,000	\$ 2,040	\$ 15,638	\$ 5,240	\$ 3,200
FEDERAL GRANT	\$ -	\$ -	\$ -	\$ 120,510	\$ 159,499
MISC REVENUE	\$ 290	\$ -	\$ 290	\$ 4,000	\$ -
TAP FEES	\$ 8,000	\$ 4,000	\$ 104,500	\$ 36,000	\$ 12,000
SALE OF ASSETS - SEWAGE	\$ -	\$ -	\$ -	\$ -	\$ -
CUST ACCT FEES	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER REV	\$ -	\$ -	\$ -	\$ -	\$ 921
FEDERAL GRANT CDBG 2018	\$ 67,600	\$ -	\$ 80,550	\$ -	\$ -
ADMIN ALLOC SEW COLLECT	\$ -	\$ 18,806	\$ -	\$ 34,560	\$ 6,806
INT/INVEST INCOME	\$ -	\$ -	\$ -	\$ -	\$ -
STATE GRANTS	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFER FROM CIP_SEWER	\$ 162,538	\$ -	\$ 337,433	\$ -	\$ -
ADMIN ALLOC SEWAGE	\$ 19,634	\$ -	\$ 54,091	\$ -	\$ -
OTHER REVENUES (SEWER)	\$ 263,062	\$ 24,846	\$ 592,501	\$ 200,310	\$ 182,426

OTHER REVENUES (TOTAL)	\$ 467,775	\$ 58,409	\$ 1,039,208	\$ 296,051	\$ 217,442
AS BUDGET	\$ 33,082	\$ 43,989	\$ 99,245	\$ 131,967	Not Applicable
% ACTUAL TO BUDGET	1414.00%	132.78%	1047.11%	224.34%	Not Applicable

TOTAL REVENUES (ACTUAL)	\$ 1,158,531	\$ 748,032	\$ 3,134,391	\$ 1,861,914	\$ 9,544,853
AS BUDGET	\$ 758,082	\$ 749,072	\$ 2,274,245	\$ 2,247,217	Not Applicable
% ACTUAL TO BUDGET	152.82%	99.86%	137.82%	82.85%	Not Applicable

PERSONNEL	\$ 184,096	\$ 160,377	\$ 505,832	\$ 511,883	\$ 1,914,145
CONTRACTED SERVICES	\$ 43,584	\$ 62,653	\$ 88,196	\$ 135,645	\$ 563,635
SUPPLIES	\$ 308,399	\$ 193,952	\$ 673,443	\$ 411,833	\$ 2,877,982
CAPITAL OUTLAY	\$ 438,315	\$ 521,206	\$ 1,016,025	\$ 1,284,511	\$ 4,477,748
FUND TRANSFERS	\$ 44,223	\$ 40,760	\$ 133,692	\$ 113,940	\$ 533,710
TOTAL	\$ 1,018,617	\$ 978,948	\$ 2,417,188	\$ 2,457,811	\$ 10,367,221

WATER

WATER TREATMENT PLANT

PERSONNEL

Compensation	\$ 22,994	\$ 43,947	\$ 63,079	\$ 158,203	\$ 192,529
PERSONNEL (ACTUAL)	\$ 34,918	\$ 71,375	\$ 102,696	\$ 219,481	\$ 286,895
AS BUDGET	\$ 40,396	\$ 80,502	\$ 121,187	\$ 241,506	Not Applicable
% ACTUAL TO BUDGET	86.44%	88.66%	84.74%	90.88%	Not Applicable

CONTRACTED SERVICES

CONTRACTED SERVICES (ACTUAL)	\$ 16,075	\$ 29,443	\$ 28,054	\$ 75,450	\$ 150,927
AS BUDGET	\$ 24,073	\$ 32,204	\$ 72,220	\$ 96,613	Not Applicable
% ACTUAL TO BUDGET	66.77%	91.43%	38.85%	78.10%	Not Applicable

SUPPLIES

SUPPLIES (ACTUAL)	\$ 40,938	\$ 91,101	\$ 113,411	\$ 206,591	\$ 530,605
AS BUDGET	\$ 53,446	\$ 66,591	\$ 160,338	\$ 199,773	Not Applicable
% ACTUAL TO BUDGET	76.60%	136.81%	70.73%	103.41%	Not Applicable

CAPITAL OUTLAY

Capital Expenditures	\$ 31,949	\$ -	\$ 31,949	\$ 1	\$ 121,305
CAPITAL OUTLAY (ACTUAL)	\$ 256,762	\$ 358,407	\$ 599,883	\$ 748,824	\$ 2,154,048
AS BUDGET	\$ 77,779	\$ 56,015	\$ 233,337	\$ 168,045	Not Applicable
% ACTUAL TO BUDGET	330.12%	639.84%	257.09%	445.61%	Not Applicable

FUND TRANSFERS

FUND TRANSFERS (ACTUAL)	\$ 23,863	\$ 22,145	\$ 71,806	\$ 61,370	\$ 292,088
AS BUDGET	\$ 62,280	\$ -	\$ 186,841	\$ -	Not Applicable
% ACTUAL TO BUDGET	38.32%	0.00%	38.43%	0.00%	Not Applicable

WATER DISTRIBUTION SYSTEM

PERSONNEL

PERSONNEL (ACTUAL)	\$ 42,200	\$ -	\$ 124,696	\$ -	\$ 600,867
AS BUDGET	\$ 44,288	\$ -	\$ 132,863	\$ -	Not Applicable
% ACTUAL TO BUDGET	95.29%	0.00%	93.85%	0.00%	Not Applicable

CONTRACTED SERVICES

CONTRACTED SERVICES (ACTUAL)	\$ 10,558	\$ -	\$ 14,979	\$ -	\$ 88,922
AS BUDGET	\$ 9,638	\$ -	\$ 28,913	\$ -	Not Applicable
% ACTUAL TO BUDGET	109.55%	0.00%	51.81%	0.00%	Not Applicable

SUPPLIES

SUPPLIES (ACTUAL)	\$ 27,700	\$ -	\$ 50,780	\$ -	\$ 305,180
AS BUDGET	\$ 15,425	\$ -	\$ 46,275	\$ -	Not Applicable
% ACTUAL TO BUDGET	179.58%	0.00%	109.73%	0.00%	Not Applicable

CAPITAL OUTLAY

CAPITAL OUTLAY (ACTUAL)	\$ 58,584	\$ -	\$ 58,584	\$ -	\$ 921,366
AS BUDGET	\$ -	\$ -	\$ -	\$ -	Not Applicable
% ACTUAL TO BUDGET	0.00%	0.00%	0.00%	0.00%	Not Applicable

TOTAL WATER EXPENSES (ACTUAL)	\$ 511,598	\$ 572,471	\$ 1,164,887	\$ 1,311,716	\$ 5,330,899
AS BUDGET	\$ 327,324	\$ 235,312	\$ 981,973	\$ 705,936	Not Applicable
% ACTUAL TO BUDGET	156.30%	243.28%	118.63%	185.81%	Not Applicable

WASTEWATER

STORMWATER

PERSONNEL

PERSONNEL (ACTUAL)	\$	25,744	\$	89,002	\$	71,636	\$	292,401	\$	13,745
AS BUDGET	\$	29,444	\$	77,896	\$	88,332	\$	233,688		Not Applicable
% ACTUAL TO BUDGET		87.43%		114.26%		81.10%		125.12%		Not Applicable

CONTRACTED SERVICES

CONTRACTED SERVICES (ACTUAL)	\$	645	\$	33,210	\$	957	\$	60,195	\$	(42,837)
AS BUDGET	\$	5,384	\$	32,450	\$	16,152	\$	97,350		Not Applicable
% ACTUAL TO BUDGET		11.98%		102.34%		5.92%		61.83%		Not Applicable

SUPPLIES

SUPPLIES (ACTUAL)	\$	6,140	\$	102,850	\$	9,821	\$	205,242	\$	(159,780)
AS BUDGET	\$	53,446	\$	66,591	\$	160,338	\$	199,773		Not Applicable
% ACTUAL TO BUDGET		11.49%		154.45%		6.12%		102.74%		Not Applicable

CAPITAL OUTLAY

Capital Expenditures	\$	-	\$	8,652	\$	-	\$	8,652	\$	54,948
CAPITAL OUTLAY (ACTUAL)	\$	122,970	\$	162,800	\$	357,559	\$	535,687	\$	1,402,334
AS BUDGET	\$	110,346	\$	55,987	\$	331,039	\$	167,962		Not Applicable
% ACTUAL TO BUDGET		111.44%		290.78%		108.01%		318.93%		Not Applicable

SEWAGE

FUND TRANSFERS

FUND TRANSFERS (ACTUAL)	\$	20,360	\$	18,615	\$	61,886	\$	52,570	\$	241,622
AS BUDGET	\$	50,600	\$	52,467	\$	151,800	\$	157,400		Not Applicable
% ACTUAL TO BUDGET		40.24%		35.48%		40.77%		33.40%		Not Applicable

SEWAGE COLLECTION

PERSONNEL

PERSONNEL (ACTUAL)	\$	49,091	\$	-	\$	109,368	\$	-	\$	539,581
AS BUDGET	\$	31,374	\$	-	\$	94,121	\$	-		Not Applicable
% ACTUAL TO BUDGET		156.47%		0.00%		116.20%		0.00%		Not Applicable

CONTRACTED SERVICES

CONTRACTED SERVICES (ACTUAL)	\$	6,478	\$	-	\$	13,674	\$	-	\$	112,001
AS BUDGET	\$	6,937	\$	-	\$	20,811	\$	-		Not Applicable
% ACTUAL TO BUDGET		93.38%		0.00%		65.71%		0.00%		Not Applicable

SUPPLIES

SUPPLIES (ACTUAL)	\$	125,284	\$	-	\$	170,164	\$	-	\$	1,115,703
AS BUDGET	\$	9,703	\$	-	\$	29,108	\$	-		Not Applicable
% ACTUAL TO BUDGET		1291.26%		0.00%		584.60%		0.00%		Not Applicable

SEWAGE TREATMENT

PERSONNEL

PERSONNEL (ACTUAL)	\$	32,143	\$	-	\$	97,436	\$	-	\$	473,058
AS BUDGET	\$	33,793	\$	-	\$	101,378	\$	-		Not Applicable
% ACTUAL TO BUDGET		95.12%		0.00%		96.11%		0.00%		Not Applicable

CONTRACTED SERVICES

CONTRACTED SERVICES (ACTUAL)	\$	9,829	\$	-	\$	30,532	\$	-	\$	254,623
AS BUDGET	\$	53,200	\$	-	\$	159,600	\$	-		Not Applicable
% ACTUAL TO BUDGET		18.47%		0.00%		19.13%		0.00%		Not Applicable

SUPPLIES

SUPPLIES (ACTUAL)	\$	108,337	\$	-	\$	329,269	\$	-	\$	1,086,273
AS BUDGET	\$	54,463	\$	-	\$	163,390	\$	-		Not Applicable
% ACTUAL TO BUDGET		198.92%		0.00%		201.52%		0.00%		Not Applicable

TOTAL EXPENSES (ACTUAL)	\$	507,020	\$	406,477	\$	1,252,301	\$	1,146,095	\$	5,036,322
AS BUDGET	\$	438,689	\$	285,391	\$	1,316,068	\$	856,172		Not Applicable
% ACTUAL TO BUDGET		115.58%		142.43%		95.15%		133.86%		Not Applicable

MONTHLY DIRECTOR'S REPORT

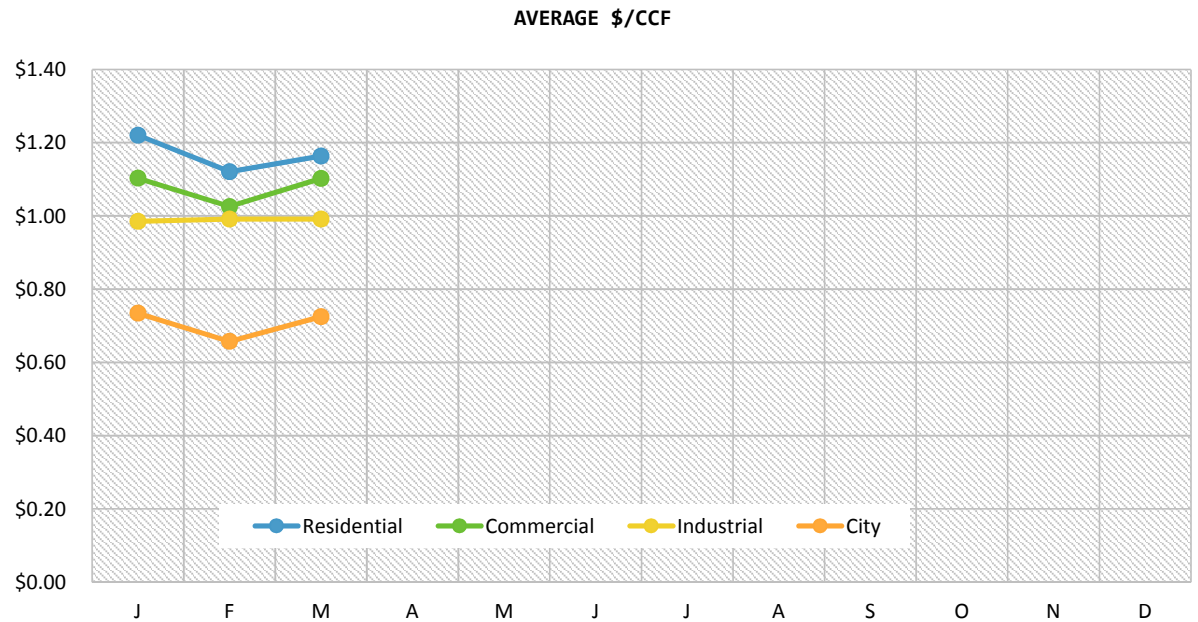
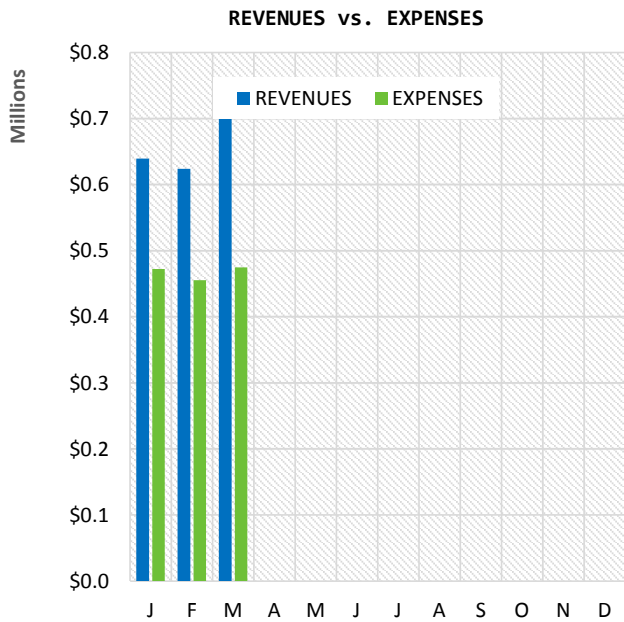
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CITY OF MONROE: NATURAL GAS FUND OVERVIEW

	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	\$ 0.624M	\$ 0.716M										\$ 1.979M	\$ 0.930M	\$ 1.357M
PERSONNEL COSTS	\$ 0.035M	\$ 0.042M	\$ 0.042M										\$ 0.119M	\$ 0.127M	\$ 0.146M
CONTRACTED SVC	\$ 0.053M	\$ 0.015M	\$ 0.012M										\$ 0.080M	\$ 0.054M	\$ 0.036M
SUPPLIES	\$ 0.312M	\$ 0.291M	\$ 0.169M										\$ 0.771M	\$ 0.430M	\$ 0.695M
CAPITAL OUTLAY	\$ -	\$ 0.013M	\$ 0.159M										\$ 0.173M	\$ -	\$ 0.099M
FUND TRANSFERS	\$ 0.073M	\$ 0.094M	\$ 0.093M										\$ 0.260M	\$ 0.224M	\$ 0.211M
EXPENSES	\$ 0.472M	\$ 0.456M	\$ 0.475M										\$ 1.403M	\$ 0.836M	\$ 1.187M
MARGIN	\$ 0.167M	\$ 0.168M	\$ 0.241M										\$ 0.577M	\$ 0.095M	\$ 0.170M



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	3,229	3,379
Commercial	561	550	557
Industrial	4	4	4
City	20	20	21
Total	3,842	3,806	3,964

Year-Over-Year Δ 1.86% 1.71% 6.10%

CCF

Residential	0.275M	0.300M	0.245M
Commercial	0.197M	0.195M	0.157M
Industrial	0.014M	0.007M	0.007M
City	0.015M	0.015M	0.013M
Total	0.543M	0.556M	0.468M

Year-Over-Year Δ 6.86% -16.63% 14.65%

REVENUE

Residential	\$ 0.336M	\$ 0.337M	\$ 0.285M
Commercial	\$ 0.217M	\$ 0.200M	\$ 0.173M
Industrial	\$ 0.014M	\$ 0.007M	\$ 0.007M
Other	\$ 0.039M	\$ 0.033M	\$ 0.042M
City	\$ 0.011M	\$ 0.010M	\$ 0.009M
Total	\$ 0.617M	\$ 0.587M	\$ 0.516M

Year-Over-Year Δ 16.09% -19.77% 17.45%

SALES STATISTICS

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AVERAGE CCF/CUSTOMER

Residential	85	93	73		83
Commercial	351	355	282		329
Industrial	3,612	1,697	1,701		2,337
City	758	766	609		711

AVERAGE \$/CUSTOMER

Residential	\$103	\$104	\$84		\$97
Commercial	\$387	\$364	\$311		\$354
Industrial	\$3,560	\$1,683	\$1,686		\$2,310
City	\$557	\$503	\$441		\$501

AVERAGE \$/CCF

Residential	\$1.2206	\$1.1211	\$1.1635		\$1.1684
Commercial	\$1.1034	\$1.0258	\$1.1026		\$1.0773
Industrial	\$0.9855	\$0.9918	\$0.9918		\$0.9897
City	\$0.7346	\$0.6574	\$0.7249		\$0.7056
Average	\$1.0110	\$0.9490	\$0.9957		\$0.9852

	Mar 2019	Mar 2018	FY2019 YTD	FY2018 YTD	MOST RECENT 12-MONTH
Natural Gas Supply Cost					
Capacity Reservation Fees	\$ 48,625	\$ 48,692	\$ 156,293	\$ 156,510	\$ 493,578
Demand Storage/Peaking Services	\$ 1,427	\$ 1,427	\$ 4,586	\$ 4,587	\$ 18,601
Supply Charges	\$ 117,839	\$ 121,443	\$ 626,639	\$ 529,071	\$ 1,149,369
Gas Authority Supply Charges	\$ 8,238	\$ 7,946	\$ 27,460	\$ 18,820	\$ 53,328
Gas Authority Charges	\$ (19,215)	\$ (12,739)	\$ (64,556)	\$ (41,483)	\$ (101,516)
P.A.C.E	300	300	900	900	3,600
APGA Annual Dues	-	(156)	3,118	2,973	3,118
Other	3,476	3,349	10,632	11,036	22,527
TOTAL MGAG BILL	\$ 160,690	\$ 170,263	\$ 765,072	\$ 682,415	\$ 1,642,605

DELIVERED SUPPLY

Volume CCF	397,590	317,000	1,602,620	1,655,640	3,362,130
Volume Dth (MGAG)	389,260	308,680	1,569,030	1,612,400	3,292,720

*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	0.4128	0.5516	0.4876	0.4232	0.4989
\$/CCF	0.4042	0.5371	0.4774	0.4122	0.4886

MOST RECENT
12-MONTH

Mar 2019 Mar 2018 FY2019 YTD FY2018 YTD

SALES REVENUES

NATURAL GAS SALES	\$	516,012	\$	439,439	\$	1,719,137	\$	1,324,125	\$	4,287,966
SALES REVENUES (ACTUAL)	\$	516,012	\$	439,439	\$	1,719,137	\$	1,324,125	\$	4,287,966
AS BUDGET	\$	292,619	\$	286,932	\$	877,858	\$	286,932		Not Applicable
% ACTUAL TO BUDGET		176.34%		153.15%		195.83%		461.48%		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		21,277		-		24,811		-		25,000
CONTRIBUTED CAPITAL		-		-		-		-		-
SALE FIXED ASSETS		-		-		-		-		-
TAP FEES		3,600		1,200		18,858		7,600		39,683
OTHER REV		-		-		-		-		-
ADMIN ALLOC		15,836		13,924		43,627		25,588		139,270
INT/INVEST INCOME		-		-		-		-		-
STATE GRANTS		-		-		-		-		-
MGAG REBATE		-		-		-		-		91,524
TRANSFER FROM CIP		159,456		-		172,716		-		766,402
OTHER REVENUES (ACTUAL)	\$	200,169	\$	15,124	\$	260,011	\$	33,188	\$	1,061,878
AS BUDGET	\$	17,431	\$	16,169	\$	52,294	\$	48,507		Not Applicable
% ACTUAL TO BUDGET		1148.33%		93.53%		497.21%		68.42%		Not Applicable

TOTAL REVENUES (ACTUAL)	\$	716,181	\$	454,562	\$	1,979,148	\$	1,357,313	\$	5,349,843
AS BUDGET	\$	310,051	\$	303,101	\$	930,152	\$	909,303		Not Applicable
% ACTUAL TO BUDGET		230.99%		149.97%		212.78%		149.27%		Not Applicable

	Mar 2019	Mar 2018	FY2019 YTD	FY2018 YTD	12-MONTH
PERSONNEL					
Compensation	\$ 28,330	\$ 37,168	\$ 72,933	\$ 102,604	\$ 275,984
Benefits	13,410	18,851	45,583	43,508	237,118
PERSONNEL (ACTUAL)	\$ 41,741	\$ 56,019	\$ 118,568	\$ 146,174	\$ 513,291
AS BUDGET	\$ 42,400	\$ 41,863	\$ 127,199	\$ 125,590	Not Applicable
% ACTUAL TO BUDGET	98.45%	133.81%	93.21%	116.39%	Not Applicable

CONTRACTED SERVICES

Consulting	\$ 195	\$ 4,000	\$ 290	\$ 4,000	\$ 12,708
Util Protect Ctr	-	-	-	-	-
Landfill Fees	-	-	-	-	110
Custodial Service	-	-	-	-	-
Lawn & Maint	-	-	-	-	-
Holiday Events	-	-	-	-	289
Security Sys	-	-	-	-	-
Equipment Rep & Maint	429	-	429	3,023	17,514
Vehicle Rep & Maint Outside	-	-	-	-	511
R&M System - Outside	6,225	750	56,377	7,093	80,013
Maintenance Contracts	221	472	532	1,091	5,094
Equip Rent/Lease	175	244	550	733	2,331
Pole Equip Rent/Lease	-	-	-	-	-
Equipment Rental	195	20	235	39	413
Repairs & Maintenance (Outside)	-	-	-	-	-
Landfill Fees	-	-	-	-	-
Maint Contracts	-	-	-	-	-
Other Contract Svcs	-	-	-	3,647	(3,647)
Comm Svcs	664	614	1,532	1,376	8,335
Postage	-	-	-	-	816
Adverstising	-	-	-	32	650
Mkt Expense	-	-	5,000	2,771	34,838
Printing	-	-	-	-	-
Util Bill Print Svcs	-	-	-	-	-
Dues & Sub	-	-	-	-	-
Travel	-	420	-	420	1,103
Fees	-	16	100	616	880
Ga Dept Rev Fee	-	-	50	-	100
Training & Ed	28	-	28	1,113	13,707
Gen Liab Ins	-	-	-	-	-
Uniform Rent	-	-	-	-	-
Contract Labor	3,465	3,181	15,016	10,408	26,829
Shipping/Freight	178	-	178	-	283
CONTRACTED SERVICES (ACTUAL)	\$ 11,774	\$ 9,718	\$ 80,316	\$ 36,363	\$ 202,877
AS BUDGET	\$ 18,171	\$ 18,323	\$ 54,513	\$ 54,969	Not Applicable

	Mar 2019	Mar 2018	FY2019 YTD	FY2018 YTD	12-MONTH
% ACTUAL TO BUDGET	64.79%	53.04%	147.34%	66.15%	Not Applicable
SUPPLIES					
Gas Cost	156,913	166,770	750,422	667,505	1,388,780
Office Supplies	230	56	540	1,585	2,245
Postage	-	-	-	-	-
Auto Parts	810	172	1,022	284	2,419
Damage Claims	1,457	1,250	1,929	1,250	10,811
Tires	-	-	-	-	771
Uniform Expense	749	846	749	3,164	3,435
Janitorial	-	86	157	205	844
Computer Equipment	-	-	-	-	122
Equipment Parts	86	-	125	-	8,024
Repair & Maintenance	3,371	3,045	6,514	13,772	64,165
Util Costs - Util Fund	410	312	1,074	917	4,151
Util Cost - Other Fund	-	-	-	-	-
Mileage Reimb	-	-	-	-	-
Auto & Truck Fuel	1,393	1,329	2,590	2,641	15,896
Food	37	36	163	82	809
Sm Tool & Min Equip	1,457	(1,131)	2,009	399	19,974
Meters	-	-	-	-	2,988
Sm Oper Supplies	1,976	1,920	3,915	2,791	13,911
Construction Material	-	-	-	-	-
Tires	-	-	-	-	-
Uniform Exp	-	-	-	-	-
Repairs & Maintenance (Inside)	-	-	-	-	-
Equip Pur (<\$5M)	-	-	-	-	-
Dam Claims	-	-	-	-	-
Misc	-	-	-	-	-
SUPPLIES (ACTUAL)	\$ 168,891	\$ 174,690	\$ 771,209	\$ 694,595	\$ 1,539,345
AS BUDGET	\$ 143,332	\$ 11,186	\$ 429,996	\$ 33,558	Not Applicable
% ACTUAL TO BUDGET	117.83%	1561.71%	179.35%	2069.87%	Not Applicable
CAPITAL OUTLAY					
Cip	\$ 101,956	\$ 11,321	\$ 115,216	\$ 98,866	\$ 673,045
Capital Expenditures	\$ 57,500	\$ -	\$ 57,500	\$ -	\$ 57,500
Amortization Def Chg 2016 Bond	\$ -	\$ -	\$ 1,080	\$ -	\$ 5,400
Depr Exp	\$ 11,680	\$ 11,680	\$ 35,039	\$ 35,039	\$ 140,155
Int Exp 2016 Rev Bond	3,296	3,752	9,887	11,255	41,827
CAPITAL OUTLAY (ACTUAL)	\$ 174,431	\$ 26,753	\$ 218,721	\$ 145,159	\$ 917,927
AS BUDGET	\$ 3,560	\$ 3,600	\$ 10,680	\$ 10,799	Not Applicable
% ACTUAL TO BUDGET	4899.87%	743.23%	2048.00%	1344.25%	Not Applicable

NATURAL GAS: EXPENSES

REPORTING PERIOD: 03/2019

MONROE
MOST RECENT
12-MONTH

128

	Mar 2019	Mar 2018	FY2019 YTD	FY2018 YTD	12-MONTH
FUND TRANSFERS					
Admin Alloc - Adm Exp	\$ 40,934	\$ 34,580	\$ 110,943	\$ 75,263	\$ 463,199
Transfer To Gf	37,130	42,705	102,871	89,746	234,831
Transfer To Cip	-	-	-	-	-
Transfer - Insurance	-	-	-	-	-
FUND TRANSFERS (ACTUAL)	\$ 78,065	\$ 77,284	\$ 213,814	\$ 165,009	\$ 698,029
AS BUDGET	\$ 71,038	\$ 65,930	\$ 213,115	\$ 197,791	Not Applicable
% ACTUAL TO BUDGET	109.89%	117.22%	100.33%	83.43%	Not Applicable
TOTAL EXPENSES (ACTUAL)	\$ 474,901	\$ 344,464	\$ 1,402,628	\$ 1,187,301	\$ 3,871,469
AS BUDGET	\$ 278,500	\$ 140,902	\$ 835,501	\$ 422,705	Not Applicable
% ACTUAL TO BUDGET	170.52%	244.47%	167.88%	280.88%	Not Applicable



To: City Council, Committee, City Administrator
From: Rodney Middlebrooks, Director of Water & Gas
Department: Water
Date: 5/7/2019
Description: Purchase - Water Materials for Stone Creek Subdivision

Budget Account/Project Name:

Funding Source: Tap fee Revenues

Budget Allocation: 0.00

Budget Available: 0.00

Requested Expense: \$67,432.50

Company of Purchase: Delta Municipal/Consolidated Pipe

Recommendation:

Approval to purchase water material for Stone Creek Subdivision

Staff recommends the APPROVAL to purchase 250 Neptune water meters, 250 Itron 100W erts & 250 double check valves from Delta Municipal. Also purchase 250 meter stops and 250 meter wye's from Consolidated Pipe & Supply. Total combined price - \$67,432.50

Background: With the increased development happening on our utility system and current lead times on material, we're asking your approval to purchase water material to avoid meter shortages.

Attachment(s):

Bid(s) - Delta Municipal Supply
 Consolidated Pipe & Supply
 Ferguson WaterWorks
 Core & Main

Delta

www.deltamunicipal.com

Quote

Delta Municipal Supply Company, Inc.

408 Jesse Cronin Road
Braselton, GA 30517

Date	Quote #
4/16/2019	9456

Bill To
City of Monroe Accounts Payable PO Box 1249 Monroe, GA 30655 EMAIL INVOICES

Ship To
City of Monroe 420 N. Broad St Building E Monroe, GA 30655

Your No.	Terms	Rep	FOB	Ship Via
Stone Creek Bid	Net 30 Days	JW	Destination	Best Way

Quantity	Description	Unit Price	Total
250	5/8" x 1/2" Neptune T-10 Water Meter E-Coder w/ Itron Connector	115.00	28,750.00
250	Itron 100W+ ERTs	72.49	18,122.50
250	3/4" x 5/8" x 5/8" AY McD 76100MWG Curb Stop CTS x MS	37.88	9,470.00
250	5/8" AY McD 711X-3JF 33 Dual Check Valve	29.00	7,250.00
125	AY I x 3/4 708YSGG Y Branch CTS x CTS	31.87	3,983.75
Total Purchase = \$54,122.50			
		Subtotal	\$67,576.25
		Sales Tax (0.00)	\$0.00
		Total	\$67,576.25

WE APPRECIATE YOUR BUSINESS! Please contact our office with any questions regarding this quote.

Phone: 770-277-0211 Fax: 770-277-2412 Toll Free: 1-800-273-0574

"We Supply Service"

Consolidated Pipe & Supply, Inc.
 10887 Old Atlanta Hwy
 Covington, Ga 30014
 Phone (678)342-7666
 Fax (678)342-9666

Customer: City of Monroe
Job Name: Stone Creek Water Meter Bid
Location: Monroe, Ga
Bid Date: 4/18/2019

<u>Item#</u>	<u>Quantity</u>	<u>Description</u>	<u>Unit Price</u>	<u>Extension</u>
250		5/8"x 1/2" MM PD Meter w/Bronze Bottom, Acculinx Register & Inline Connector for Itron ERT (Meter lead time = 6-8 weeks from Mfr)	\$ 122.48	\$ 30,620.00
250		Itron 100W ERT (Sensus Protocol) w/Inline Connector (ERT lead time = Stock - 1 Week)	\$ 80.66	\$ 20,165.00
250		3/4"x 5/8" MU B24350 R N CTS Comp x Meter Swl Nut (Curb Stop lead time = Stock - 28 Day from Mfr)	\$ 37.38	\$ 9,345.00
250		5/8" Meter Swivel x 3/4" FNPT Inline Dual Check Valve (Dual Check lead time = 2-1/2 - 3 Weeks from Mfr)	\$ 31.12	\$ 7,780.00
125		1"x 3/4"x 3/4" MU H-15343 N CTS Comp Wye (Wye Branch lead time = Stock - 14 Days from Mfr)	\$ 31.72	\$ 3,965.00

Total

\$ 71,875.00

***** Bid Terms & Conditions *****

This quotation is our interpretation of the plans & specs provided. However, this list of material is in no way guaranteed & unit prices will govern throughout. Material warranties are those offered by the material manufacturers only, no other warranties are offered or implied. All sales are subject to credit approval & to the terms & conditions of Consolidated Pipe & Supply, Inc. Material returns are subject to prior approval, restocking fees & freight as applicable.

Total Purchase = \$13,310.00

- 1) Prices are firm for 30 days from the bid date.
- 2) FOB: Job site.
- 3) Payment Terms: Net 30 days.



FEL-GEORGIA WATERWORKS #554
 4655 BUFORD HIGHWAY
 NORCROSS, GA 30071-2810

Phone: 770-248-9037
 Fax: 770-840-9867

Deliver To:
 From: Bob Mcwhorter
 Comments:

132

11:27:51 APR 18 2019

Page 1 of 1

FEL-GEORGIA WATERWORKS #554
 Price Quotation
 Phone: 770-248-9037
 Fax: 770-840-9867

Bid No: B452568
 Bid Date: 04/12/19
 Quoted By: BM

Cust Phone: 770-267-3429
 Terms: NET 10TH PROX

Customer: MONROE UTILITIES NETWORK
 CITY OF MONROE
 PO BOX 1249
 ATTN: ACCTS PAYABLES
 MONROE, GA 30655

Ship To: MONROE UTILITIES NETWORK
 CITY OF MONROE
 PO BOX 1249
 ATTN: ACCTS PAYABLES
 MONROE, GA 30655

Cust PO#: CHAD GRAVETTE

Job Name: STONE CREEK WM

Item	Description	Quantity	Net Price	UM	Total	Cust-Cd
SP-HVEF223C	5/8X1/2 420B BB ME8 SG 5' ITR CC	250	98.910	EA	24727.50	
HIERW1300402	100W ITRON ERT WITH CC	250	84.490	EA	21122.50	
FB43231WGNL	LF 3/4X5/8 B43-231W-G-NL BV	250	42.470	EA	10617.50	W0089
FHHC31313NL	LF 1/2X3/4 HHC31-313-NL DU CHK	250	62.560	EA	15640.00	
FY44243GNL	LF 1X3/4 Y44-243-G-NL Y BRCH	125	36.450	EA	4556.25	W0085

Net Total: \$76663.75
 Tax: \$0.00
 Freight: \$0.00
 Total: \$76663.75

No Purchase

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. QUOTES FOR PRODUCTS SHIPPED FOR RESALE ARE NOT FIRM UNLESS NOTED OTHERWISE.

CONTACT YOUR SALES REPRESENTATIVE IMMEDIATELY FOR ASSISTANCE WITH DBE/MBE/WBE/SMALL BUSINESS REQUIREMENTS.

Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at <https://www.ferguson.com/content/website-info/terms-of-sale>
 Govt Buyers: All items are open market unless noted otherwise.

LEAD LAW WARNING: It is illegal to install products that are not "lead free" in accordance with US Federal or other applicable law in potable water systems anticipated for human consumption. Products with *NP in the description are NOT lead free and can only be installed in non-potable applications. Buyer is solely responsible for product selection.



Bid Proposal for STONE CREEK WATER METER BID

CITY OF MONROE
 Bid Date: 04/18/2019 03:00 p.m.
 Core & Main 905630

Core & Main
 670 Hancock Ind Way
 Athens, GA 30605
 Phone: 706-227-4070
 Fax: 706-227-4080

Seq#	Qty	Description	Units	Price	Ext Price
10	250	B43-231WGNL 5/8 BMV GJ(CTS)XMN (NO LEAD)	EA	37.68	9,420.00
20	250	FORD HHS31-313-NL 5/8" METERX3/4" FNPT INLINE DUAL CHECK VALVE	EA	58.09	14,522.50
50	125	Y44-243GNL 1X3/4X3/4 WYE GJ (CTS) (NO LEAD)	EA	32.35	4,043.75
				Sub Total	27,986.25
				Tax	0.00
				Total	27,986.25

Branch Terms:

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES UPON THIRTY (30) CALENDAR DAYS' NOTICE TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: <https://coreandmain.com/TandC/>

No Purchase



To: City Council, Committee, City Administrator
From: Rodney Middlebrooks, Director of Water & Gas
Department: Water, Sewer, & Gas
Date: 5/7/2019
Description: Approval - Full-Cost Connection Fee & Rate Study

Budget Account/Project Name: 520-4440-521300

Funding Source: Consulting/Technical

Budget Allocation: 18,000.00

Budget Available: 18,000.00

Requested Expense: 17,500.00

Company of Purchase: Goodwyn, Mills & Cawood

Recommendation:

Staff recommends the APPROVAL to for GMC to provide a Full-Cost Connection Fee Study

Background: This study will provide an overall evaluation of each connection size as it relates to materials, labor and a pro-rated infrastructure costs to provide the service. Study will also include a rate study for water & sewer.

Attachment(s):

Bid(s)
 Goodwyn, Mills & Cawood
 Nelsnick Enterprises
 Carter & Sloope

**Goodwyn Mills Cawood**

6120 Powers Ferry Rd NW
Suite 350
Atlanta, GA 30339

T (770) 952-2481
F (770) 955-1064

www.gmcnetwork.com

February 1, 2019

Mr. Rodney Middlebrooks, Utilities Supt.
City of Monroe, Georgia
P.O. Box 1249
Monroe, Georgia 30655-1249

Re: Rate Evaluation

Dear Mr. Middlebrooks:

Per our recent discussion, I have given some thought to the costing of the rate study for the City. I am familiar with the capabilities of the software that Monroe uses for billing purposes and feel comfortable that we can glean the needed information to complete the requested rate study without a great deal of difficulty.

Based upon this knowledge, our primary focus will be to insure the model we create is accurate and matches the City's financial figures. Goodwyn, Mills & Cawood, Inc. (GMC) proposes to perform the financial analysis and evaluation of the City's rates to determine actual revenues versus expenses. The results will be presented to City officials as requested for determining if a rate increase is merited.

Additionally, GMC proposes to review and evaluate the City's existing water and sewer connection fee structure. This task will involve the overall cost evaluation of each connection size as it relates to materials, labor and a prorated infrastructure costs to provide the utility.

GMC appreciates the opportunity to provide you with a cost to complete the service as briefly outlined above. We propose to provide the services at our standard hourly rates with a limit not to exceed \$17,500.00. I am attaching a copy of our standard hourly rates for 2019. If the proposal is acceptable, please let me know and I will prepare a formal letter agreement for your signature.

Thank you for your consideration.

Sincerely,

Goodwyn, Mills & Cawood, Inc.

Charles A. Welch
Senior Client Manager
Attachment:



NELSNICK ENTERPRISES
INSTRUCTIONAL DESIGN AND PLANNING SOLUTIONS

December 26, 2018

Mr. Rodney Middlebrooks
Director of Water and Gas
215 North Broad Street
PO Box 725
Monroe, GA 30655

Subject: Scope of Work and Fee for Full-Cost Connection Fee and Rate Study

Dear Mr. Middlebrooks,

As a follow up to your recent request, Nelsnick Enterprises (NE) is pleased to provide you with the attached scope of work and fee to perform a full-cost connection fee study and optional water and wastewater rate study for the Monroe Utility Department. The work, if proposal is accepted by the City Council, will be performed using our standard billing rates for Calendar Year 2019.

This document is for inclusion in the agenda for the January Council Work Session. We would be happy to answer any questions or incorporate any modifications to finalize this proposal if needed. If the terms, scope and schedule are amenable to the Council, we would be available to proceed immediately given a notice-to-proceed/purchase order number.

Nelsnick greatly appreciates the opportunity to assist you and your team in these important financial tasks. Please do not hesitate to contact me directly at bsills@nelsnick.com or 706-340-5479 at your convenience.

With kind regards,

Robert W. Sills AICP
Nelsnick Enterprises Inc.

cc: Mr. Mak Yari P.E.

Project Understanding and Scope

Full-Cost Connection Fee and Water/Wastewater Rate Studies

Project needs were discussed in a scoping meeting on December 17, 2018 with Mr. Middlebrooks and Ms. Thompson representing the City of Monroe and Mr. Sills representing Nelsnick Enterprises. The discussion is summarized as follows. The City of Monroe desires to have documentation supporting a fair and equitable connection fee for new water and wastewater service. This would include analyzing the cost differential between inside city and outside city customers. Current tap fees are based on labor, materials and equipment, however, a formal calculation for the value of capacity has not been performed. Documentation supporting the full cost of a connection would be valuable for both existing customers in understanding these costs and new customer by showing a fair and equitable allocation of costs to the appropriate customer classes.

Additionally, since the data collection requirement would overlap a formal water and wastewater rate study, an optional scope for this service is provided. Since the data collection and some calculation are shared, a savings of approximately \$5,000 can be achieved by doing them together.

A full-cost connection fee (**FCCF**) study includes the analysis of financial, operating and asset data to calculate both a tap fee and system development charge (**SDC**) for a water or wastewater utility. The tap fee is the cost in materials, equipment and labor to physically connect and meter a new or add additional service to an existing customer. A system development charge is the fair share portion of the capacity of the collection, distribution, supply and treatment components of the utility. The Georgia Development Impact Fee Act (**DIFA**) provides procedures and restrictions on impact fees, however, water/wastewater utilities are exempt from the procedural requirements of DIFA as long as new development is treated fairly.

A water and wastewater rate study, also referred to as a cost of services analysis (**COSA**), includes analysis of financial, operating and asset data to calculate the cost to provide water and wastewater service to various customer classes. Combining these studies allows the use of the same core data needed for both. There are also calculations similar in both studies that can be performed simultaneously. The COSA would result in confirming revenue needs by customer class. This would be compared to the existing rate structure to identify equity and fairness issues, if any. Recommended changes to the existing rate structure as well as potential alternative rate structures would be provided.

The following tasks are proposed for the full-cost connection fee study.

Scope of Work FCCF (Phase 1)

Task 1.1 – Data Collection and Assessment

We propose that the first few weeks be devoted to data collection and analysis. A typical data needs list is provided at the end of this proposal; but, a final data needs list will be coordinated with the City staff as part of the Kick-off meeting. Nelsnick Enterprises (**NE**) has worked with various billing system platforms with other clients and understands potential



NELSNICK ENTERPRISES
INSTRUCTIONAL DESIGN AND PLANNING SOLUTIONS

limitations in both getting and using customer data. We also recognize the importance of maintaining the project schedule and will work with staff to avoid any delays in the deliverables.

Nelsnick will meet with the City billing staff regarding the capabilities of the Billing System. This will be both for data collection as well as rate structure implementation. Nelsnick shall also assess the current rate structure as implemented. This will serve as a baseline for any potential alternative or recommended rate structure changes. Nelsnick will also discuss with staff the administrative burdens of implementing a different rate structure, as necessary.

Nelsnick shall collect the financial information for the Water and Wastewater Utility, including latest Audits, Budgets and other worksheets used by the staff for financial planning and tracking purposes. We will assess the City's fund structure and its status as it relates to debt coverage's, reserves, capital funding and the ability to operate and maintain the water and wastewater systems.

Nelsnick shall collect, review, and prioritize needs with city staff within the Capital Improvements Program (CIP) as well as existing debts to assess the ability of the Water and Wastewater Utility to fund the projects or cover any required new debt payments for the future projects. Nelsnick shall also consider alternative funding sources as currently used by the City.

Task 1.2 – Kick-off Meeting

Shortly after receipt of the Notice-to-Proceed/Purchase Order, NE will schedule and conduct a project initiation meeting with the City staff to review the project schedule, deliverables and to discuss the general approach. We will also discuss and finalize the data needs list. The meeting will be held at a facility designated by the City of Monroe.

Task 1.3 – Tap and Meter Setting Cost

NE shall calculate the cost for physically connecting to the water and wastewater system. We have an existing model that would be adapted to Monroe's typical installations. The model has a database of typical staff and materials used. This would be updated in consultation with Utility staff using Monroe's data.

Task 1.4 – Fixed Asset Analysis

NE shall review the latest fix asset listing to establish the book value of the water distribution system and treatment plant and the wastewater collection system and treatment plant. Only assets that have a 10 year or greater expected useful life are allowed under DIFA. Assets descriptions must be sufficient to allow identifying system components, as well as identifying contributed assets.

Task 1.5 – Equivalent Residential Unit (ERU) Calculation

NE shall review the latest 24 months of billing volumes and treatment plant operations provided by the client to determine the ERU for the typical household. This also serves as the basis for calculating larger meters. The analysis shall include average and peak month



NELSNICK ENTERPRISES
INSTRUCTIONAL DESIGN AND PLANNING SOLUTIONS

volumes by meter size. NE shall verify the validity of the current meter ratios. If ratios have changed due to consumption pattern changes, NE shall propose new meter equivalent ratios.

Task 1.6 – Debt and Credit

NE shall update the cost of debt as used in determining system value. Since debt cost is recovered as part of the unit and or bases charge, a credit based on each ERU shall be calculated. NE shall use the latest growth projections as provided by the City of Monroe or from the local comprehensive plan, regional agencies, or state projections as appropriate.

Task 1.7 – Capital Projects

NE shall update the planned projects cost based on the latest approved CIP. Projects shall be designated either as Supply, Treatment, Collection, or Distribution. Costs will be provided by the City of Monroe.

Task 1.8 – FCCF Calculation, Draft Report and Review Meeting

NE shall provide the City of Monroe with documentation supporting the connection fee calculation and conduct a review meeting for their comments. NE will use methodology from American Water Works Association (AWWA) M1 manual. The AWWA M1 manual is a national standard used by many utilities in the calculation of cost-based rates, fees and charges. The methodology will be adapted to specific City of Monroe objectives and data available.

Task 1.9 – Final Connection Fee Calculation Documentation

NE shall provide Client with updated documentation supporting the connection fee calculation edited based on Client comments received.

General Meeting Requirements

The FCCF Study requires interaction with utility staff in identifying time, materials and equipment needed for a typical water and wastewater connection. Additionally, time will be needed for determining system capacity and identification of system asset components. These would typically be three separate meetings but can be combined depending on staff availability.

We would also recommend two internal review meetings to discuss data and assumptions used in the report and calculation prior to presenting to the City Council.

Deliverables

1. A tap fee calculation workbook (Excel) showing labor, time, materials, quantity, equipment and associated cost for each type of meter installed.
2. A system development charge calculation workbook (Excel) showing asset listing and value, calculation regarding the value by components, debt cost and



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debt related credits, planned projects and overall fee calculation using the ERU as a basis.

3. Documentation providing assumptions, summary tables and resulting fees. Findings and recommendations of the study will also be provided.
4. Presentation material if required.

Scope of Work COSA (Optional Phase 2)

Task 2.1 – Data Collection and Assessment

Data collection will have been performed as part of Phase 1. However, additional items will be requested for the COSA.

Task 2.2 – Fixed Asset Review/Analysis

With assistance from the City staff, the current fixed assets shall be analyzed with respect to the services they provide. This will include separating assets into water and wastewater systems and shared facilities and age of each facility. The COSA analysis will build upon the work performed in Task 1.4 but will expand into higher detail needed to perform a base-extra capacity cost analysis or other similar methodology from American Water Works Association (AWWA) M1 manual. The AWWA M1 manual is a national standard used by many utilities in the calculation of cost-based rates, fees and charges. The methodology will be adapted to specific City of Monroe objectives and data available.

Task 2.3 – Debt and Credit

NE shall assess current debt and how funds were used for each system. Part of this task will have been performed in Task 1.6 but provide additional detail. The rate study will address revenue needs for proper debt coverage ratios, other financial ratios and projected annual debt payments.

Task 2.4 – Capital Projects

Expanding on Task 1.7, NE shall provide additional detail concerning planned projects based on the latest approved CIP. The rate study will consider the need for additional debt to fund the CIP. An objective of balancing rate revenue needs and new debt to minimize rate increases will be part of the analysis.

Task 2.5 – Updated Calculation, Draft Report and Review Meeting

NE shall provide the City of Monroe with documentation supporting the COSA and conduct a review meeting for their comments.

Task 2.6 – Final Connection Fee Calculation Documentation

NE shall provide Client with updated documentation supporting the COSA edited based on Client comments received.



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General Meeting Requirements

The COSA requires interaction with utility staff in identifying cost centers related to the water and wastewater system. This includes asset depreciation and operating costs. In some cases, these costs may be shared between water and wastewater. An appropriate allocation methodology will be discussed with staff to fairly allocate these costs. These would typically be two separate meetings but can be combined at Monroe's request.

We would also recommend two internal review meetings to discuss data and assumptions used in the report and calculation prior to presenting to the City Council.

Deliverables

1. A comprehensive financial model (CFM) workbook (Excel) showing a projection of expenses and revenues over at least 5-years, with estimated rate increase requirements, if any, to maintain a positive fund balance and proper financial ratio's.
2. A cost of services analysis (COSA) workbook (Excel) showing asset listing and value, depreciation cost, operating cost and resulting mapped costs to customer class.
3. Documentation providing assumptions, summary tables and resulting fees. Findings and recommendations of the study will also be provided.
4. Presentation material if required.

Compensation

The fee for this effort (FCCF and COSA) will be for actual hours worked and direct project related expenses **not to exceed \$30,000** which includes a discount of \$5,000 (for doing both studies simultaneously). The following hourly rates are effective for calendar year 2019.

• Robert Sills AICP	Senior Financial Analysis	\$105/hour
• Mak Yari P.E.	Senior Environmental Engineer	\$140/hour
• Natasha Barreto	Instructional Designer	\$95/hour
• Ariene Afonso	Graphic Designer	\$60/hour

The full cost connection fee as a stand-alone project would be hourly max not to exceed \$15,000. The optional water and wastewater rate study can be performed for a fee not to exceed \$20,000, as a stand-alone project.



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Schedule

The schedule assumes data needed for the studies are available to the consultant within 2 weeks of the notice to proceed. A data needs list is attached and will be updated as part of the kick-off meeting based on data availability. The FCCF as a standalone project could be completed within 3 months.

Month 1 – Data Collection/Analysis

Month 2 – FCCF Draft Calculation

Month 3 – FCCF Final Calculation/COSA Draft Calculation

Month 4 – COSA Final Calculation

Month 5 – Final Review/Presentation Period (if needed)



Preliminary Data Needs

This is a preliminary list of data we would like to review as part of this project, some of these items may already be available online and will not require staff assistance. Also, the higher the detail, the more robust the analysis, where data is not available, surrogates may be used. Additional data may be necessary and will be developed based on input from the kick-off meeting.

- Latest asset listing showing description, location, acquisition cost, date, depreciation (must be able to distinguish water vs. sewer as well as component type (fire hydrant, meter, transmission, collection, distribution, treatment, storage) excel or other digital data format preferred *used in FCCF and COSA*
- Capacity information (monthly, peak day, hourly) *used in FCCF and COSA*
 - Distribution
 - Storage
 - Drinking Water Treatment
 - Supply
 - Collection
 - Wastewater Treatment
- Capital improvements plan/program detailed as in asset listing *used to determine revenue needs in cash flow analysis of COSA and system value in FCCF*
- Construction-in-progress detailed as in asset listing *used to determine revenue needs in cash flow analysis of COSA and system value in FCCF*
- Existing System debt list, amortization schedules and uses of funds (what projects were funded by debt?) *used to determine revenue needs in cash flow analysis of COSA and debt cost and rate revenue credit in FCCF*
- A minimum of two years of system data are required (five are preferred, excel or other digital data format preferred) *to calculate rate structures for COSA and ERU for FCCF*. These include the following:
 - Billing Volume Data (monthly and in electronic format) (must be able to distinguish water vs sewer, meter size, volume, actual service area, all billing codes, etc.)
 - Water pumped to system (monthly, peak hour, day if available)
 - Sewer treatment (monthly, peak hour, day if available)
- All water/wastewater contractual arrangements and/or intergovernmental agreements *used for cash flow/offsets to other customers in the COSA and FCCF*
- Latest Water/Wastewater Rate Study *used as benchmark and identification of basis for existing rate structure for COSA*
- Staff costs (averages by classification will do) *used in other fees calculations of FCCF*
- Material costs to install service line and meter *used in other fees calculations of FCCF*
- Last 5 years of Comprehensive Annual Financial Reports (CAFR) *part of our due diligence in financial health of enterprise fund (COSA and FCCF)*



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- Last 5 years of Budget Documents *part of our due diligence in financial health of enterprise fund (COSA and FCCF)*
- Fiscal Year to date financial information (revenues/expenses) *starting point for COSA*
- Current rate/fee structure *starting point for COSA*
- Water/Sewer ordinances and policies (an interview will be required) *starting point for COSA/FCCF*
- Any available system GIS data in ESRI shapefile format, especially to denote various service areas and their configuration (pipes/pumps/storage/lift stations etc.) *to establish cost/ volumes for each (FCCF and COSA)*
- Previous relevant/ applicable studies *due diligence (FCCF and COSA)*



Carter & Sloope
CONSULTING ENGINEERS

January 30, 2019

Mr. Chris Bailey
Central Services Director
City of Monroe
215 North Broad Street
Monroe, Georgia 30655

RE: City of Monroe, GA
Impact Fee Assessment Proposal
C & S Project No.: M6750.004

Dear Chris:

Carter & Sloope, Inc. (C&S or Engineer) is pleased to submit this Proposal/Scope of Services letter for the referenced project (Project) to provide engineering services to the City of Monroe (Client or Owner). The proposed scope of work covers multiple areas which are generally described as:

- Review current tap/impact fees for consistency with State Law, existing City Ordinances and City Utility/Development regulations (if applicable)
- Make recommendations for proposed tap/impact fees based on criteria provided by the City of Monroe
- Coordinate with City of Monroe staff in person, by phone or by email

In general, this proposal will constitute an agreement to assist the Client reviewing current City of Monroe Tap/Impact Fees for consistency with local ordinances and State Law and propose Tap/Impact fees that will be based on criteria provided to Carter & Sloope by City personnel. Due to the uncertain nature of what will be specifically required as a part of this Project, Carter & Sloope proposes to perform the tasks on an hourly basis and to be paid based on the attached hourly rate chart.

If you have any questions or concerns regarding our proposed Scope of Work and/or proposed fee schedule, please contact me. I would welcome the opportunity to discuss this with you. If the Scope of Services is acceptable, please sign, date, and return one (1) copy to us for our files. Once approved, Carter & Sloope can begin work on this project immediately.

Sincerely,

Charlie Bridges, Project Manager
Project Manager

Tom H. Sloope, V.P.

Mr. Chris Bailey
Page 2

June 29th, 2018

cc: File
Invoice File

Client Acceptance:

I hereby acknowledge review of this Scope of Services and authorize Carter & Sloope, Inc. to proceed with the work defined in this agreement.

Signature

Date

Title

TERMS AND CONDITIONS

The Client hereby accepts the following general terms and conditions ("Terms and Conditions") applicable to Carter & Sloope, Inc.'s performance of the services described in the attached Proposal (the "Services"):

- I. Method and Terms of Payment: Invoices will be submitted by Carter & Sloope, Inc. ("Carter & Sloope", "C&S", or "Engineer") monthly in proportion to services performed and are due upon receipt. Any amounts not paid by the Client within thirty (30) days of the date of such invoices shall be considered past due and shall accrue interest at a rate of one-and-one-half percent (1.5%) per month or the maximum allowed by law, whichever is less, of the past due amount per month until such time as such amounts are paid in full. Payment thereafter shall first be applied to accrued interest and then the unpaid principal. If the Client fails to make payment to the Engineer in accordance with the payment terms herein, this shall constitute a material breach of this Agreement and the Engineer shall have the right, upon seven (7) days written notice, to suspend performance of all or part of the Services in accordance with Paragraph 2 "Suspension" until 1.) all past due amounts are paid, and 2.) satisfactory assurance of prompt future payment is received by the Engineer. The above right is in addition to all other rights and remedies Engineer may have at law or in equity including termination of this Agreement by the Engineer for cause in accordance with Paragraph 3 "Termination" herein.
 - A. *Collection Costs:* If the Client fails to make payments when due and the Engineer incurs any costs in order to collect overdue sums from the Client, the Client agrees that all such collection costs incurred shall immediately become due and payable to the Engineer. Collection costs shall include, without limitation, legal fees, collection agency fees and expenses, court costs, collection bonds and reasonable Engineer staff costs at standard billing rates for the Engineer's time spent in efforts to collect. This obligation of the Client to pay the Engineer's collection costs shall survive the term of this Agreement or any earlier termination by either party.
 - B. *Set-offs, Backcharges, Discounts:* Payment of invoices shall not be subject to any discounts or set-offs by the Client unless agreed to in writing by the Engineer. Payment to the Engineer for services rendered and expenses incurred shall be due and payable regardless of any subsequent suspension or termination of this Agreement by either party.
 - C. *Disputed Invoices:* If the Client objects to any portion of an invoice, the Client shall so notify the Engineer in writing within seven (7) calendar days of receipt of the invoice. The Client shall identify in writing the specific cause of the disagreement and the amount in dispute and shall pay that portion of the invoice not in dispute in accordance with the other payment terms of this Agreement. Any dispute over invoiced amounts due which cannot be resolved within ten (10) calendar days after presentation of invoice by direct negotiation between the parties shall be resolved within thirty (30) calendar days in accordance with the Dispute Resolution provision of this Agreement. Interest as stated above shall be paid by the Client on all disputed invoice amounts that are subsequently resolved in the Engineer's favor and shall be calculated on the unpaid balance from the date of the invoice.
 - D. *Legislative Action:* If after the Effective Date of this Agreement, any governmental entity takes legislative action that imposes taxes, fees or charges on Engineer's services or compensation under this Agreement, then the Engineer may invoice such new taxes, fees, or charges as a Reimbursable Expense to which a factor of 1.0 shall be applied. Client shall reimburse Engineer for the cost of such invoiced new taxes, fees and charges in addition to the compensation agreed to herein.
2. Suspension: The Client may suspend all or part of the Project for up to ninety (90) days upon seven (7) days written notice to the Engineer. The Engineer may, after giving seven (7) days written notice to the Client, suspend services under this Agreement if Engineer's performance has been substantially delayed through no fault of the Engineer. In the event the Project is suspended for period(s) totaling more than ninety (90) days, Client agrees to pay reasonable costs incurred by the Engineer in: 1.) preserving and documenting services performed or in progress, and 2.) demobilizing and remobilizing services. The Engineer shall have no liability whatsoever to the Client for any costs or damages as a result of such suspension caused by any breach of this Agreement by the Client. Suspended projects may change in many ways due to the passage of time, changes in the size or environment, regulatory modifications, or other issues outside of Engineer's control. Engineer is not and shall not be responsible for any such changes, except to the responsibility or otherwise becomes aware of such issues and the Engineer may rely on information received from the Client or others regarding such issues. Upon payment in full by the Client, the Engineer shall resume services under this Agreement; however, a reassessment of the project scope, fee, and project schedule may be performed by the Engineer as an Additional Service. Upon the conclusion of the project reassessment, the time schedule and Engineer's compensation shall be equitably adjusted to compensate for the period of suspension plus any reasonable time and expense necessary for the Engineer to resume performance.

3. Termination: In the event of termination of this Agreement by either party, the Client shall, within fifteen (15) calendar days of termination, pay the Engineer for the services rendered and fees provided in the invoice and all reimbursable expenses incurred by the Engineer, its agents and subcontractors up to the termination date in accordance with the payment provisions of this Agreement. In the event of any termination that is not the fault of the Engineer, the Client shall pay the Engineer, in addition to payment for services rendered and reimbursable costs incurred, for all expenses reasonably incurred by the Engineer in connection with the orderly termination of this Agreement, including but not limited to demobilization, to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, to assemble Project Materials in orderly files, reassignment of personnel, associated overhead costs and all other expenses directly resulting from the termination.

The obligation to provide further services under this Agreement may be terminated as follows:

- A. *For Cause*: Either party may terminate the Agreement for cause upon giving the other party not less than thirty (30) days written notice in the event of substantial failure by the other party to perform in accordance with the terms of this Agreement and through no fault of the terminating party.
 1. Assignment of this Agreement or transfer of the Project by either party to any other entity without prior written consent of the other party; or
 2. If, through any cause, the Engineer shall fail to fulfill in timely and proper manner any material obligations under this Agreement, or if the Engineer shall violate any of the covenants, agreements, or stipulations of this Agreement, the Client shall thereupon give written notice to the Engineer of such failure, violation or breach. If Engineer has not or cannot remedy such failure, violation or breach within thirty (30) days of the giving of such notice by the Client, the Client shall thereupon have the right to terminate this Agreement by giving written notice to the Engineer of such termination and specifying the effective date thereof, at least ten (10) days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by the Engineer under this Agreement shall, at the option of the Client subject to the requirements in Paragraph 11 herein, become its property and the Engineer shall be paid within fifteen (15) calendar days of termination for all services rendered and all reimbursable expenses incurred by the Engineer up to date of termination. Engineer shall have no liability to Client on account of such termination.
 3. Suspension of the Project or the Engineer's services by the Client for more than ninety (90) calendar days, consecutive or in the aggregate; or
 4. If Client demands that Engineer furnish or perform services contrary to Engineer's responsibilities as licensed professional; or
 5. Material changes in the conditions under which this Agreement was entered into, the Scope of Services or the nature of the Project, and the failure of the parties to reach agreement on the compensation and schedule adjustment necessitated by such changes.
 - B. *For Convenience*: Either party shall have the right to terminate this Agreement at any time for convenience and without cause upon thirty (30) days written notice.
4. Changes. The Engineer's commitment as set forth in this Agreement is based on the expectation that all of the services described in this Agreement will be provided. The Client may, from time to time, request changes in the scope of the services of the Engineer to be performed hereunder. In the event the Client elects to reduce the Engineer's Scope of Services, the Client hereby agrees to release, hold harmless, defend and indemnify the Engineer from any and all claims, damages, losses or costs associated with or arising out of such reduction in services. Such changes, including any increase or decrease in the amount of the Engineer's compensation, which are mutually agreed upon by and between the Client and the Engineer, shall be incorporated in written amendments to this Contract.
 5. Personnel: The Engineer represents that he has, or will secure at his own expense, the personnel required in performing the services under this Agreement. Such personnel shall not be employees of or have any contractual relationship with the Client. All of the services required hereunder will be performed by the Engineer or his sub-consultants under his supervision and personnel engaged in the work shall be fully qualified and shall be authorized or permitted under State and Local Law to perform such services.
 6. Reports and Information. The Engineer, at such times and in such forms as the Client may require, shall furnish the Client such periodic reports as it may request pertaining to the work or services undertaken pursuant to this Agreement, the costs and obligations incurred or to be incurred in connection therewith, and any other matters covered by this Agreement.

7. Certifications. As used herein and throughout this Agreement, the words “certify” and/or “certification” shall mean an expression of the Engineering Consultant’s professional opinion to the best of its information, knowledge and belief, and therefore does not constitute a warranty or guarantee by the Engineer.
8. Records and Audits. The Engineer shall maintain accounts and records, including personnel, property and financial records, adequate to identify and account for all costs pertaining to the Agreement. These records will be made available for audit purposes to the Client or any authorized representative, and will be retained for three years after, the expiration of this Contract unless permission to destroy them is granted by the Client.
9. Findings Confidential. All of the reports, information, data, etc., prepared or assembled by the Engineer under this Agreement are confidential and the Engineer agrees that they shall not be made available to any individual or organization without the prior written approval of the Client unless required by law, court order, or for use in connection with legal or administrative proceedings, mediation, or arbitration.
10. Standard of Care, Disclaimer of Warranties. Engineer will strive to perform Services under this Agreement in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. NO OTHER REPRESENTATION AND NO WARRANTY OR GUARANTEE, EITHER EXPRESS OR IMPLIED, IS INCLUDED OR INTENDED BY THIS AGREEMENT.
11. Ownership of Documents & Copyright. All documents, including electronic files, prepared or furnished by Engineer are instruments of service, and Engineer retains all common law, statutory and other reserved rights, ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. The Client may make and retain copies of them for information and reference in connection with the use of the Project; however, such copies are not intended or represented to be suitable for reuse by others, and may not be used by others unless otherwise required by law, court order, or for use in connection with legal or administrative proceedings, mediation, or arbitration. The Client agrees not to distribute, publish or otherwise disseminate Engineer’s documents without first obtaining Engineer’s prior written consent. The Client may request and negotiate with the Engineer to acquire ownership of the documents for a mutually agreed amount. If Client acquires ownership of Documents prepared by Engineer, Client agrees: 1.) that any subsequent reuse or modification of them by Client or any party obtaining them through Client will be at Client’s sole risk and without liability to engineer, and 2.) Client will defend, indemnify and hold harmless Engineer from and against any claims, damages, and liabilities arising from or related to any use, reuse or modification of Documents by Client or any party obtaining them through Client. Client agrees that Engineer may retain copies of all documents for its files. Electronic communications and CADD data transferred by Email, websites or computer disks (collectively “E-Data”) are provided only as an accommodation by Engineer for the benefit of Client. Signed paper prints of documents constitute the contract deliverables. Client assumes the risk that E-Data may differ from the paper deliverable. Client agrees to indemnify and hold harmless Engineer from and against Client, damages, and liabilities for defects or inappropriate use of E-Data created or transmitted by Engineer.
12. Third-Party Beneficiaries and Reliance Upon Documents. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third-party against either the Client or the Engineer. Engineer’s performance of the Services, as set forth in this Agreement, is intended solely and exclusively for the Client’s benefit and use. No party may claim under this Agreement as a third-party beneficiary, unless otherwise required by law, court order, or for use in connection with legal or administrative proceedings, mediation or arbitration. Client agrees not to distribute, publish or otherwise disseminate Engineer’s Documents, without first obtaining Engineer’s prior written consent. No third-party may rely upon Engineer’s documents or the performance or non-performance of services unless Engineer has agreed to such reliance in advance and in writing. The Client and Engineer agree to require a similar provision in all contracts with contractors, subcontractors, sub consultants, vendors and other entities involved in this Project to carry out the intent of this provision.
13. Compliance with Local Laws. The Engineer shall exercise usual and customary professional care in its effort to comply with applicable laws, codes and regulations as of the date of the execution of this Agreement. Design changes made necessary by newly enacted laws, codes and regulations after this date shall entitle the Engineer to a reasonable adjustment in the schedule and additional compensation in accordance with the Additional Services provisions of this Agreement.
14. Public Responsibility. Both the Client and the Engineer owe a duty of care to the public that requires them to conform to applicable codes, standards, regulations and ordinances, principally to protect the public health and safety. The Client shall make no request of the Engineer that, in the Engineer’s reasonable opinion, would be contrary to the Engineer’s professional responsibilities to protect the public. The Client shall take all actions and render all reports required of the Client in a timely manner. Should the Client fail to take any required actions or render any required notices to appropriate public authorities in a timely manner, the Client agrees that the Engineer has the right to exercise its professional judgment in reporting to appropriate public officials or taking other necessary action. The Client agrees to

take no action against or attempt to hold the Engineer liable in any way for carrying out what the Engineer reasonably believes to be its public responsibility. Furthermore, the Client agrees the Engineer shall not be held liable in any respect for reporting said conditions. Accordingly, the Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Engineer, its officers, directors, employees and sub-consultants (collectively, Engineer) against all damages, liabilities or costs arising out of or in any way connected with the Engineer's notifying or failing to notify appropriate public officials.

15. Accessibility. It is recognized that the Client has certain obligations under local, state and Federal accessibility laws and regulations that could affect the design of the Project. It is further recognized that Federal accessibility laws and regulations are not part of, or necessarily compatible with, State or local laws, codes and regulations governing construction. Consequently, the Engineer will be unable to make recommendations or professional determinations that will ensure compliance with the Federal accessibility laws and regulations, and the Engineer shall, accordingly, not have any liability to the Client in connection with the same. The Engineer strongly advises the Client to obtain appropriate legal and financial counsel with respect to compliance with the appropriate disability access laws. The Engineer will endeavor to design for accessibility by persons with disabilities in conformance with the provisions and references in applicable State or local building codes and the technical design requirements of the Americans with Disabilities Act (ADA) and/or the Fair Housing Act (FHA) in effect as of the date of completion of the design to the extent those statutes apply to the Project. The Client will determine the full extent of its obligations under the ADA and Fair Housing Act Amendments (FHAA), including whether the ADA and/or the FHAA apply to the Project, the extent that modifications are readily achievable under the ADA, and the extent that modifications to improve disability access are necessary during an alteration and provide the Engineer with such information. The Client acknowledges that it has been advised by the Engineer to retain a consultant (Accessibility Consultant) to review the project plans, specifications, and construction for compliance with the Americans with Disability Act, the Fair Housing Act, and other Federal, state, and local accessibility laws, rules, codes, ordinances, and regulations (hereinafter referred to as "Accessibility Issues"). If Client fails to retain an Accessibility Consultant, the Client agrees to release defend, indemnify and hold harmless the Engineer, its officers, directors, employees and subconsultants (collectively, Engineer) from any claim, damages, liabilities or costs arising out of or in any way connected with Accessibility Issues.
16. Specification of Materials. The Client understands and agrees that products or building materials that are permissible under current building codes and ordinances may, at some future date, be banned or limited in use in the construction industry because of presently unknown hazardous and/or defective characteristics. The Engineer is only expected to meet current industry standards and may rely on manufacturers' information and representations. The Client agrees that if any product or material specified for this Project by the Engineer shall, at any future date be suspected or discovered to be defective or a health or safety hazard, then the Client shall waive all claims as a result thereof against the Engineer. The Client further agrees that if the Client directs the Engineer to specify any product or material after the Engineer has informed the Client that such product or material may not be suitable or may embody characteristics that are suspected of causing or may cause the product or material to be considered a hazardous substance in the future, the Client waives all claims as a result thereof against the Engineer, and the Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Engineer from any damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising in any way from the specification or use of any products or materials which, at any future date, become known or suspected health or safety hazards
17. Opinions or Estimates of Costs. If included in the Services, the Engineer will provide preliminary opinions of probable costs of materials, installation, remediation or construction and/or total project costs based on the Engineer's experience on similar projects, which are not intended for Client's or others' use in developing firm budgets or financial models, or making investment decisions. Client agrees that any opinion of cost is still merely an estimate.
18. Limit of Liability. The inclusion of this Limitation of Liability provision is a material consideration for the Engineer's willingness to perform the services. In recognition of the relative risks and benefits of the Project to both the Client and the Engineer, the risks have been allocated such that, to the fullest extent permitted by law, Client and Engineer: 1.) waive against each other, and the other's employees, owners, partners, officers, directors, shareholders, agents, insurers, and sub-consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages of any nature whatsoever or claims expenses from any cause or causes, including attorney's fees and costs and expert-witness fees and costs arising out of, resulting from, or in any way related to the Project; and 2.) **agree that Engineer's total aggregate liability to Client under this Agreement shall be limited to the total amount of compensation received by Engineer on this Project or \$50,000, whichever is greater.** This limitation shall apply to any and all liability regardless of the cause of action or legal theory placed or asserted unless otherwise prohibited by law. Upon Client's request, Engineer may negotiate an increase to this limitation in exchange for an additional agreed consideration for the increased limit. Client and Engineer agree to limit liability to the other in the following respects to the fullest extent permitted by law: Neither party will have liability to the other for any specials, indirect or consequential, incidental, exemplary, or penal losses or damages including, but not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation, unavailability of the other party's property or facility, shutdowns or

service interruptions, and any other consequential damages or claims related to the Project that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict or implied warranty. Both the Client and the Engineer shall require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in this Project.

19. Insurance. Throughout the term of this Agreement, Engineer shall maintain insurance in amounts not less than shown:
- | | |
|---------------------------|--|
| a) Worker's Compensation | Statutory amount where services are performed |
| b) Automobile | \$1,000,000 combined single limit |
| c) General Liability | \$1,000,000 per occurrence / \$2,000,000 General Aggregate |
| d) Professional Liability | \$1,000,000 per claim and aggregate |
| e) Excess Umbrella | \$5,000,000 on "b" & "c" |

Client agrees to require all third parties engaged by or through Client in connection with the Project to provide Engineer with current Certificates of Insurance Endorsed to include Engineer as an additional insured on their "b", "c" and "e" policies of insurance and authorizes Engineer to enforce this provision directly with all Project related third parties.

20. Indemnification.

- A. Indemnification of Client: Subject to the provisions and limitations of this Agreement, Engineer agrees to indemnify and hold harmless Client, its shareholders, officers, directors and employees from and against any and all liabilities, damages, expenses (including without limitation reasonable attorney's fees) or other losses (collectively "Losses") to the extent caused by Engineer's negligent performance of its Services under this Agreement.
- B. Indemnification of Engineer: To the extent allowed to a municipality by Georgia law and subject to the provisions and limitations of this Agreement, Client agrees to defend, indemnify and hold harmless Engineer from and against any and all claims by third parties related to services provided by Engineer under this Agreement, and against any and all Losses to the extent caused by the negligence of Client, its employees, agents and contractors. In addition, except to the extent caused by Engineer's sole negligence, Client expressly agrees to defend, indemnify and hold harmless Engineer from and against any and all Losses arising from or related to the existence, disposal, release, discharge, treatment or transportation of Hazardous Materials, or the exposure of any person to Hazardous Materials, or the degradation of the environment due to the presence, discharge, disposal, release of or exposure to Hazardous Material.
21. Dispute Resolution. Claims, disputes, and other matters in controversy between Engineer and Client caused by or any way related to this Agreement will be submitted to non-binding mediation as a condition precedent to litigation. The Client and the Engineer further agree to include a similar mediation performed with rules as established by The American Arbitration Association provision in all agreements with independent contractors and consultants retained for the Project and to require all independent contractors and consultants also to include a similar mediation provision in all agreements with their subcontractors, subconsultants, suppliers and fabricators, thereby providing for mediation as the primary method for dispute resolution among the parties to all those agreements. The cost for mediation including the mediator's fees, reproduction of documents, and miscellaneous out-of-pocket expenses will be borne equally by each party to this Agreement. The laws of the State of Georgia will govern the validity of these terms, their interpretation and performance. Client and Engineer agree that venue for any litigation will be in the courts of the State of Georgia and Engineer and Client both hereby waive any right to initiate any action in or remove any action to, any other jurisdiction.
22. Severability. This agreement reflects the entire agreement of the parties with respect to its terms and supersedes all prior agreements, whether written or oral. If any portion of this Agreement is void or voidable, such portion will be deemed stricken and the Agreement reformed to as closely approximate the stricken portions as the law allows.

Classification	Hourly Billing Rate
Principal Engineer	\$185/hour
Senior Professional Engineer II	\$175/hour
Senior Professional Engineer I	\$160/hour
Staff Engineer	\$90/hour
Project Engineer I	\$100/hour
Project Engineer II	\$110/hour
Project Engineer III	\$120/hour
Project Engineer IV	\$130/hour
Project Engineer V	\$140/hour
Project Engineer VI	\$150/hour
Project Manager I	\$125/hour
Project Manager II	\$135/hour
Project Manager III	\$145/hour
Project Manager IV	\$155/hour
Design Technician	\$75/hour
Design Technician II	\$85/hour
Design Technician III	\$95/hour
CADD Drafter	\$55/hour
Construction Observer I	\$70/hour
Construction Observer II	\$90/hour
Administrative Support Staff I	\$55/hour
Administrative Support Staff II	\$65/hour
Administrative Support Staff III	\$75/hour
Registered Land Surveyor	\$100/hour
2-Person Survey Team	\$160/hour
GIS Technician	\$75/hour



May 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	10	8										24	
	EMS/RESCUE	149	109	131										389	
	HAZARDOUS COND.	3	3	6										12	
	SERVICE CALL	13	8	3										24	
	GOOD INTENT	48	75	53										176	
	FALSE ALARMS	7	7	9										23	
	SEVER WEATHER	0	0	0										0	
	Total Service Calls	226	212	210	0	0	0	0	0	0	0	0	0	648	

Fire Loss/Save Report		
	Loss	Saved
January	\$ 2,000.00	\$ -
February	\$ 17,300.00	\$ 797,371.00
March	\$ -	\$ -
April		
May		
June		
July		
August		
September		
October		
November		
December		
TOTAL	\$ 19,300.00	\$ 797,371.00

Fire Notes:

- Hydrant testing and maintenance to begin May 13th
- All firefighters at Monroe are now NPQ Certified Firefighter 2



POLICE

DEPARTMENT

MONTHLY REPORT

MAY

2019

MPD Activity Report-March 2019

Calls for Service	5078							
Calls to MPD	1135							
Court Cases	611							
Training Hours	693							
Part 1 Crimes	56							
Part 2 Crimes	59							
Arrest-Adult	97							
Juvenile	5							
C/S Trash Pick Up	0							
Tires	0							
Community Events								
3/5/19 - Straight Talk No Chasers - Speak about Juvenile Law								
3/11/19 - K9 Officers spoke to Rotary Club								
3/13/19 - Home Schoolers Toured MPD								
Coffee with a Cop - held two Saturday's in March								
3/21/19 - Carver Middle School - Career Day								
3/21/19 - First Baptist Church Senior Adult Luncheon - Senior crimes to be aware of								

COMPARISON OF CITATIONS 2018/2019

	Mar-18	Mar-19
CITATIONS/WARNINGS ISSUED:	421	611
ADJUDICATED/CLOSED CASES	485	687
FINES COLLECTED PER MONTH	\$64,208.70	\$60,611.50
YEAR TO DATE COLLECTED:	\$155,522.81	\$199,810.20

Crime Statistics Report

Reporting Month: March

Part I							
Type	March 2018	March 2019	%Change	Year to Date	Year to Date	Year to Date	YTD %Change
Homicide	0	0	0.00	0	0	0	0.00
Rape	0	0	0.00	0	1	1	100.00
Robbery	0	2	200.00	2	3	3	50.00
Aggravated Assault	6	4	-33.33	20	12	12	-40.00
Burglary	9	4	-55.56	23	14	14	-39.13
Larceny Auto	5	11	120.00	36	37	37	2.78
Larceny Other	29	33	13.79	126	115	115	-8.73
Vehicle Theft	2	2	0.00	8	3	3	-62.50
Arson	0	0	0.00	1	0	0	-100.00
TOTAL	51	56	9.80	216	185	185	-14.35

Part II							
Type	March 2018	March 2019	%Change	Year to Date	Year to Date	Year to Date	YTD %Change
Other Assaults	24	21	-12.50	64	55	55	-14.06
Forgery/Counterfeiting	8	1	-87.50	18	13	13	-27.78
Fraud	5	6	20.00	15	15	15	0.00
Embezzlement	0	0	0.00	0	0	0	0.00
Stolen Property	0	0	0.00	0	0	0	0.00
Vandalism	0	9	900.00	0	29	29	2900.00
Weapons	3	0	-100.00	5	1	1	-80.00
Prostitution	0	0	0.00	0	0	0	0.00
Other Sex Offenses	2	0	-100.00	3	0	0	-100.00
Narcotics	1	1	0.00	3	1	1	-66.67
Gambling	0	0	0.00	0	0	0	0.00
Family/Children	0	1	100.00	6	2	2	-66.67
DUI	4	1	-75.00	8	7	7	-12.50
Liquor Laws	0	0	0.00	0	0	0	0.00
Disorderly Conduct	7	19	171.43	18	35	35	94.44
TOTAL	54	59	9.26	140	158	158	12.86

Arrests							
Demographics	March 2018	March 2019	%Change	Year to Date	Year to Date	Year to Date	YTD %Change
Adults	99	97	-2.02	305	276	276	-9.51
Juveniles	4	5	25.00	14	8	8	-42.86
TOTAL	103	102	-0.97	319	284	284	-10.97

March 2019 training hours for Monroe Police Department

GPSTC online training = 16 - hours

Conference training = 140 - hours

In-service Training = 336 - hours

Off Site Training = 201 - hours

Total Training Hours = 693 - hours



WALTON COUNTY 911

Radio Log Statistical Report, by Unit

<u>Unit</u>	<u>Unit Description</u>	<u>Number of Logs</u>
326	LAW ENFORCEMENT UNIT	3
327	LAW ENFORCEMENT UNIT	10
340	LAW ENFORCEMENT UNIT	14
341	LAW ENFORCEMENT UNIT	23
342	LAW ENFORCEMENT UNIT	12
343	LAW ENFORCEMENT UNIT	4
345	LAW ENFORCEMENT UNIT	12
346	LAW ENFORCEMENT UNIT	117
347	LAW ENFORCEMENT UNIT	2
348	LAW ENFORCEMENT UNIT	4
351	LAW ENFORCEMENT UNIT	3
352	LAW ENFORCEMENT UNIT	28
353	LAW ENFORCEMENT UNIT	2
354	LAW ENFORCEMENT UNIT	1
356	LAW ENFORCEMENT UNIT	6
358	LAW ENFORCEMENT UNIT	7
363	LAW ENFORCEMENT UNIT	9
364	LAW ENFORCEMENT UNIT	6
370	LAW ENFORCEMENT UNIT	1
Total Radio Logs:		264

Report Includes:

All dates between `00:00:00 03/01/19` and `23:59:59 03/31/19`, All agencies matching `MPD`, All zones, All units, All tencodes matching `1066`, All shifts



WALTON COUNTY 911

Law Total Incident Report, by Nature of Incident

<u>Nature of Incident</u>	<u>Total Incidents</u>
FIGHT VIOLENT	17
ANIMAL COMPLAINT	16
INJURED ANIMAL	2
VICIOUS ANIMAL	2
PROWLER	6
ATTEMPTED BURGLARY	1
BURGLARY IN PROGRESS	5
BURGLARY REPORT	7
DOMESTIC NON-VIOLENT	91
DOMESTIC VIOLENT	2
ARMED ROBBERY	3
WARRANT SERVICE	19
SUBJECT WITH WEAPON	1
SUSPICIOUS PERSON	107
SUSPICIOUS VEHICLE	110
SUICIDE ATTEMPT	4
SUICIDE THREAT	6
KEYS LOCKED IN VEHICLE	128
SPEEDING AUTO	3
ACCIDENT NO INJURIES	80
INJURY BY COMPLAINT	2
ACCIDENT WITH A DEER	10
ACCIDENT WITH INJURIES	7
ACCIDENT UNKNOWN INJURIES	2
ROAD HAZARD	6
LIVESTOCK IN ROADWAY	1
INTOXICATED PERSON	2
HIT AND RUN	2
DIRECT TRAFFIC	9
TRANSPORT FOR BUSINESS	1
FUNERAL ESCORT	14
TRANSPORT	8
DISABLED VEHICLE	33
AREA/BLDG CHECK	3152
LITTERING/ILLEGAL DUMPING	4
CHILD ABUSE	1
SEXUAL ASSAULT	3
CHASE	4
WORK SCHOOL TRAFFIC	1
BANK ALARM	1
BUSINESS ALARM	45
CHURCH ALARM	3
RESIDENTIAL ALARM	25
DRAG RACING	1

<u>Nature of Incident</u>	<u>Total Incidents</u>
SUBJECT IN CUSTODY	14
TRANSPORT TO COURT	2
TRANSPORT TO JAIL	5
DEMENTED PERSON NON-VIOLENT	12
STOLEN VEHICLE	6
911 HANGUP	18
CONTROL SUBSTANCE PROBLEM	6
AGENCY ASSISTANCE	13
ASSAULT	1
ASSAULT PRIORITY 2	1
ASSAULT LAW ENFORCEMENT ONLY	6
CHILD CUSTODY DISPUTE	3
CIVIL ISSUE/DISPUTE	5
COUNTERFEIT MONEY	2
DAMAGE TO PROPERTY	42
DISPUTE NON VIOLENT IN NATURE	53
DISPUTE VIOLENT IN NATURE	1
DISTRUBING THE PEACE	22
Dead Body	1
EMBEZZLEMENT	1
EMERGENCY MESSAGE	3
LE ASSIST FOR EMS	20
ENTERING AN AUTO	12
EXTRA PATROL REQUEST	4
ASSIST FIRE DEPARTMENT	5
FIREARMS DISCHARGED	7
FOLLOW UP TO PREVIOUS CALL	1
FOUND PROPERTY	6
FRAUD	12
HARRASSING PHONE CALLS	6
HARRASSMENT	6
IDENTITY THEFT	2
ILLEGAL PARKING	9
JUVENILE RUNAWAY	3
JUVENILE COMPLAINT	24
JUVENILE PROBLEM -NO COMPLAINT	5
LOITERING	2
LOST ITEM REPOR	4
LOUD MUSIC COMPLAINT	8
MISSING PERSON	4
MISCELLANEOUS LAW INCIDENT	36
PROSTITUTION	1
ROAD RAGE	2
SHOPLIFTING	12
SHOTS FIRED	1
STALKING	1
THEFT IN PROGRESS	2
THEFT REPORT	28
THREATS	10
TRAFFIC VIOLATION	613

<u>Nature of Incident</u>	<u>Total Incidents</u>
TRAILER INSPECTION	7
TRESPASSING	3
UNKNOWN PRIORITY 1	2
UNKNOWN LAW PROBLEM	9
UNSECURE PREMISES	8
VEHICLE INSPECTION	13
VIOLATION TPO	1
WELFARE CHECK	25

Total reported: 5078

Report Includes:

All dates between '00:00:00 03/01/19' and '23:59:59 03/31/19', 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: Public Safety Committee, City Council
From: R.V. Watts, Police Chief
Department: Police
Date: 05/01/2019
Subject: Approval – Out of State Training for Police

Budget Account/Project Name: Travel Expense

Funding Source: 100-3200-523510

Budget Allocation: \$10,000.00

Budget Available: \$7,189.19

Requested Expense: \$290.00

Company of Purchase: Alabama Canine Law Enforcement
Training Center

Description:

Canine (K-9) Recertification at the Alabama Canine Law Enforcement Training Center. The Recertification Course will be from June 9, 2019 to June 14, 2019 in Northport, Alabama.

Background:

Cost will be \$200 for Recertification, \$250 for Housing, and \$290 for Per Diem.

Attachment(s):

Training Request Form and Expense Report

MONROE POLICE DEPARTMENT TRAINING REQUEST FORM



<input checked="" type="checkbox"/>	OFFICER REQUESTED TRAINING	<input type="checkbox"/>	SUPERVISOR REQUESTED TRAINING
-------------------------------------	-------------------------------	--------------------------	----------------------------------

OFFICER NAME: Ryan Gee 353 DATE: 04/10/2019
 SUPERVISORS NAME: D. Powell 312 SHIFT: JO

1. NAME OF COURSE REQUESTING: 2019 Canine Recertification (ACLEOTC)
 DATE AND LENGTH OF COURSE: 06/09/2019-06/14/2019 COST: \$450
 LOCATION OF COURSE: North Port Alabama HOTEL STAY REQUESTED: NO

2. NAME OF COURSE REQUESTING: _____
 DATE AND LENGTH OF COURSE: _____ COST: _____
 LOCATION OF COURSE: _____ Hotel Stay Requested: _____

3. NAME OF COURSE REQUESTING: _____
 DATE AND LENGTH OF COURSE: _____ COST: _____
 LOCATION OF COURSE: _____ Hotel Stay Requested: _____

4. NAME OF COURSE REQUESTING: _____
 DATE AND LENGTH OF COURSE: _____ COST: _____
 LOCATION OF COURSE: _____ Hotel Stay Requested: _____

SUPERVISOR: APPROVED NOT APPROVED INITIALS: DP DATE: 4/10/2019
 TRAINING OFFICER: APPROVED NOT APPROVED INITIALS: [Signature] DATE: 4-10-19
 CHIEF: APPROVED NOT APPROVED INITIALS: [Signature] DATE: 4-10-19

REASON NOT APPROVED: _____

1. OFFICERS WHO WISH TO STAY AT THE TRAINING VENUE WILL BE PAID FOR TRAVEL 1 TRIP TO TRAINING AND 1 TRIP RETURN.
2. OFFICERS WHO STAY AT TRAINING VENUE WILL BE ENTITLED TO PER DIEM AT THE RATE OF \$6 BREAKFAST, \$8 LUNCH, \$16 DINNER. THIS MUST BE REQUESTED TO CITY HALL 30 DAYS BEFORE TRAINING TO RECEIVE THE CHECK BEFORE LEAVING.
3. OFFICERS WHO TRAVEL BACK AND FORTH FROM TRAINING WILL STILL ONLY BE PAID FOR TRAVEL 1 TRIP TO TRAINING AND 1 TRIP RETURN.
4. IF YOU WISH TO STAY IN HOTEL FOR TRAINING, MUST BE INDICATED ON FORM AT TIME TURNED IN, MUST BE MORE THAN 60 MILES OR 90 MINUTES TRAVEL FOR HOTEL STAY
5. DO NOT CLOCK IN FOR TRAINING, INSURE THAT YOU COMPLETE A TRAINING PAY FORM AND TURN INTO PAYROLL ONCE TRAINING IS APPROVED.
6. A COPY OF CLASS SCHEDULE & CERTIFICATE MUST BE TURNED IN WITH PAY FORMS TO GET PAID FOR TRAINING.



City of Monroe Police Department

Training Pay Form

Employee Name: Ryan Gee Date: 05/02/2019Training Type: Inservice Off SiteName of Class: K-9 RecertTraining Date(s): 6-9-2019 to 6-14-2019Training Hours: 50-60Travel: Yes No

- For out of town training employees need to provide the following information:
 - Mapquest of mileage from Police Dept. to Training
 - Schedule of Class (start time / end time / daily schedule)
 - Certificate from training

CITY OF MONROE EXPENSE REPORT

Name: Ryan Gee Dept: MPD

Date	9-Jun	10-Jun	11-Jun	12-Jun	13-Jun	14-Jun		Totals
	Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Miles Driven								-
Reimbursement	-	-	-	-	-	-	-	-
Parking & Tolls								-
Auto Rental								-
Gas								-
Other (Rail or Bus)								-
Airfare								-
Transportation Total	-	-	-	-	-	-	-	-
Lodging								-
Other								-
Breakfast *		15	15	15	15	15.00		75.00
Lunch *	15	15	15	15	15	15.00		90.00
Dinner *	25	25	25	25	25			125.00
Sub-Total Meals	40.00	55.00	55.00	55.00	55.00	30.00	-	290.00
Lodging & Meals Total	40.00	55.00	55.00	55.00	55.00	30.00	-	290.00
Supplies/Equipment								-
Phone, Fax								-
Food Charged								-
Other								-
Other								-
Entertainment								-
Total Expenses/Day	40.00	55.00	55.00	55.00	55.00	30.00	-	290.00

Detailed Entertainment Record

Date	Item	Persons Entertained/ Business Relationship	Place Name & Location	Business Purpose	Amount

PURPOSE OF TRIP

SUMMARY

Alabama Canine Law Enforcement Officer Training Center (K-9 Recertification)	Total Expenses	290.00
NOTE: Class paid on McClungs p-card (\$450.00 - 200 for certification & 250 for housing)	Less Cash Advance	
	Less Amount Charged To City	
	Amount Due Employee	290.00
	Amount Due City	-

Prepared By _____ Date _____

Approved By _____ Date _____



CODE

DEPARTMENT

MONTHLY REPORT

May

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 March 1, 2019 thru March 31, 2019.

Statistics:

- Total Calls: 406
- Total Minutes: 19:00:10
- Total Minutes/Call: 2:48
- Code Inspections: 129
- Total Permits Written: 49
- Amount collected for permits: \$4,998.00
- Check postings for Miscellaneous Revenue: 110

Business/Alcohol Licenses new & renewals:

- **New Businesses:** 8
 - Southern Backflow LLC – residential
 - R.W. Trim – residential
 - PLH Home Inspections – residential
 - Off Lease Auto Sales
 - Kim’s Crab Shack
 - Keenan Automotive Group LLC – SK Automotive
 - J Rehberg Ent LLC dba Kona Ice
 - Carpet Vision and Restoration LLC
- **Closed Businesses:** 12
 - A.L.E.C. Foreclosure & Property Solutions - residential
 - Heather’s Homestyle Cooking
 - Stuf’s Cleaning – residential
 - Red Clover Provo – residential
 - Fast Auto Sales
 - Fast Auto Sales Financing
 - FF & G Captial LLC
 - Basement Fine Antiques
 - Hollandsworth Construction
 - Latitude Expand Your Ordinary LLC
 - The Montessori School
 - Vittles Diner

Major Projects

- Major Projects Permitted: None

-
- Major Projects Ongoing: Silver Queen 125 N Wayne and Main Street Apartments 698 S Street, Murphy USA 2040 W Spring Street.

Code Department:

- Receiving business license payments, 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
- Mailing invoices for businesses not paid
- Working with Tyler regarding problems with invoicing
- 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
- Went live with Energov Software for permitting.
- Inspecting and processing nuisance housing projects – see attached.

City Marshal:

- Patrolled city daily.
 - Removed 54 signs from road way.
 - 162 repair /cleanup orders and Re-inspections
 - Transported city funds for deposit to banks daily.
 - Investigated 2 utility tampering and theft cases. (5 citations issued)
 - Represented city in Municipal Court.
-

Historic Preservation Commission:

None

Planning Commission:

Request for COA at Double Springs Church Road Site Plan- COA granted

Request for Zoning Text Amendment to Create a new Infill Overlay District –

Recommendation for Approval.

3/1/2019	121 MORROW ST	JUNK/WOOD IN YARD	R/C	3/15/2019	CITATION
3/1/2019	132-B SORRELLS ST.	JUNK/TRASH IN YARD	R/C	3/15/2019	CLEANED UP
3/1/2019	411 E. MARABLE ST	OPEN OUTDOOR STORAGE	R/C	3/15/2019	CITATION
3/1/2019	117 W. MARABLE ST	JUNK IN YARD	R/C	3/15/2019	CLEANED UP
3/1/2019	127 W. MARABLE ST.	TRASH/JUNK IN YARD	R/C	3/15/2019	CLEANED UP
3/1/2019	118 GW CARVER DR.	TALL GRASS/WEEDS	R/C	3/15/2019	CUT
3/4/2019	918 HERITAGE RDG CT.	JUNK VEHICLE IN YARD	R/C	3/19/2019	MOVED
3/4/2019	615 MICHAEL CR.	JUNK VEHICLE IN YARD	R/C	3/19/2019	MOVED
3/4/2019	947 LOPEZ LN.	JUNK IN YARD	R/C	3/19/2019	CLEANED
3/4/2019	558 GREEN ST.	JUNK IN YARD/ OPEN OUTDOOR STORAGE	CITATION ISSUED	3/19/2019	
3/4/2019	108 NOWELL ST.	JUNK/TRASH IN YARD	R/C	3/19/2010	CLEANED
3/4/2019	141 W. MARABLE ST.	OLD TIRES IN YARD	R/C	3/19/2019	MOVED
3/4/2019	140-A W. MARABLE ST.	JUNK/TRASH IN YARD	R/C	3/19/2019	CLEANED
3/4/2019	140-B W. MARABLE ST.	JUNK/TRASH IN YARD	R/C	3/19/2019	CLEANED
3/6/2019	149 VICTORY DR.	TALL GRASS/WEEDS, TRASH IN LOT	R/C	3/21/2019	CLEANED UP
3/6/2019	155 VICTORY DR.	TRASH/JUNK	R/C	3/21/2019	CLEANED UP
3/6/2019	113 PERRY ST.	TRASH IN YARD	R/C	3/21/2019	CLEANED UP
3/7/2019	133 PERRY ST	TALL GRASS/WEEDS	R/C	3/22/2019	CUT
3/7/2019	204 CARVER DR.	JUNK IN YARD	R/C	3/22/2019	CLEANED UP
3/7/2019	556 GREEN ST.	JUNK IN YARD	R/C	3/22/2019	80% DONE
3/7/2019	522 GREEN ST	TRASH IN YARD	R/C	3/22/2019	CLEANED UP
3/8/2019	514 GREEN ST.	JUNK/TRASH IN YARD	CITATION ISSUED	3/23/2019	
3/8/2019	509 GREEN ST.	TRASH IN YARD	R/C	3/23/2019	CLEANED UP
3/8/2019	134 NOWELL ST.	TRASH IN YARD	R/C	3/23/2019	CLEANED UP
3/11/2019	120 VINE ST. LOT 12-B	TRASH/JUNK IN YARD	R/C	3/26/2019	CLEANED
3/11/2019	120 VINE ST. LOT 14-B	JUNK TRASH IN YARD	R/C	3/26/2019	CLEANED
3/11/2019	120 VINE ST. LOT 10-A	TRASH/JUNK IN YARD	R/C	3/26/2019	CLEANED
3/11/2019	120 VINE ST. LOT 40-A	UNSECURE VACANT RESIDENCE	R/C	3/26/2019	SECURE
3/11/2019	120 VINE ST. LOT 11-B	JUNK/TRASH IN YARD	R/C	3/26/2019	CLEANED
3/11/2019	120 VINE ST. LOT 3-B	JUNK/TRASH IN YARD	R/C	3/26/2019	CLEANED
3/11/2019	120 VINE ST. LOT 36-A	JUNK IN YARD	R/C	3/26/2019	CLEANED
3/11/2019	120 VINE ST. LOT 23-A	JUNK IN YARD	R/C	3/26/2019	CLEANED
3/12/2019	120 VINE ST. LOT 24-A	JUNK IN YARD	CITATION ISSUED	3/26/2019	
3/12/2019	120 VINE ST, LOT 35-A	JUNK VEHICLE IN YARD	R/C	3/27/2019	MOVED
3/13/2019	632 LAKEVIEW DR.	JUNK VEHICLE IN YARD	R/C	3/28/2019	MOVED
3/13/2019	307DAVIS ST.	PARKING ON SIDEWALK	R/C	3/28/2019	MOVED
3/13/2019	414 DAVIS ST.	ROOF ON BUILDING FALLING IN	R/C	3/28/2019	REPAIRED
3/13/2019	614 DAVIS ST.	TRASH/JUNK IN YARD	R/C	3/28/2019	CLEANED
3/13/2019	623 DAVIS ST.	OLD FURNITURE IN YARD	R/C	3/28/2019	MOVED
3/13/2019	314 PINE PARK ST.	OLD TABLES.JUNK	R/C	3/28/2019	MOVED

3/14/2019	120 ATHA ST	TALL GRASS/WEEDS	R/C	3/30/2019	CUT
3/14/2019	123 6TH STREET	UNLAWFUL USE (WATER)	CITATION ISSUED		CITATION ISSUED
3/14/2019	126 6TH STREET	TALL GRASS/WEEDS	R/C	3/30/2019	CUT
3/15/2019	112 5TH ST.	OPEN OUTDOOR STORAGE	R/C	4/1/2019	WORKING WITH
3/15/2019	121 NORRIS ST.	JUNK IN YARD	R/C	4/1/2019	CLEANED UP
3/15/2019	409 KNIGHT ST.	TALL GRASS/WEEDS	R/C	4/1/2019	CUT
3/15/2019	720 LACY ST.	OPEN OUTDOOR STORAGE/JUNK	R/C	4/1/2019	CLEANED UP
3/18/2019	1214 S. BROAD ST.	TALL GRASS/WEEDS	R/C	4/4/2019	CUT
3/18/2019	707 S. MADISON AVE.	TALL GRASS/WEEDS	R/C	4/4/2019	CUT
3/18/2019	313 S. MADISON AVE.	TALL GRASS/WEEDS	R/C	4/4/2019	CUT
3/18/2019	400 CHURCH ST.	TALL GRASS/WEEDS	R/C	4/4/2019	CUT
3/19/2019	404 CHURCH ST.	TALL GRASS/WEEDS	R/C	4/5/2019	CUT
3/19/2019	1302 S. BROAD ST.	JUNK IN YARD	R/C	4/5/2019	CLEANED UP
3/19/2019	1216 S. BROAD ST.	TALL GRASS/WEEDS	R/C	4/5/2019	CUT
3/19/2019	1229 S. MADISON AVE	TALL GRASS/WEEDS	R/C	4/5/2019	CUT
3/20/2019	224 ALCOVY ST.	TALL GRASS/WEEDS	R/C	4/6/2019	CUT
3/20/2019	204 ALCOVY ST.	TALL GRASS/WEEDS	R/C	4/6/2019	CUT
3/20/2019	1239 S. MADISON AVE.	TALL GRASS/WEEDS	R/C	4/6/2019	CUT
3/20/2019	315 S. MADISON AVE.	TALL GRASS/WEEDS	R/C	4/6/2019	CUT
3/21/2019	421 GLENWOOD DR.	TALL GRASS/WEEDS, VEHICLE IN YARD	R/C	4/7/2019	CUT/MOVED
3/21/2019	313 WALKER DR.	JUNK IN YARD	R/C	4/7/2019	CLEANED UP
3/21/2019	142 W. SPRING ST	TALL GRASS/WEEDS	R/C	4/7/2019	CUT
3/21/2019	119 NOWELL ST.	TRASH/JUNK IN YARD	R/C	4/7/2019	CLEANED UP
3/21/2019	127 W. MARABLE ST.	TRASH JUNK IN YARD	R/C	4/7/2019	CLEANED UP
3/22/2019	150 W. MARABLE ST	TRASH, JUNK VEHICLE	R/C	4/8/2019	CLEANED UP
3/22/2019	132 W. MARBLE ST.	TALL GRASS/WEEDS	R/C	4/8/2019	CUT
3/22/2019	926 ELM DR.	MISC, JUNK AROUND RESIDENCE	R/C	4/8/2019	CLEANED UP
3/22/2019	242 ELM PL.	VEHICLE IN YARD/TRASH	R/C	4/8/2019	CLEANED UP
3/22/2019	258 CARWOOD DR.	VEHICLE PARKED IN FRONT YARD	R/C	4/8/2019	MOVED
3/25/2019	519 SHERWOOD DR.	TALL GRASS/WEEDS	R/C	4/9/2019	CUT
3/25/2019	900 ALCOVY ST	TALL GRASS/WEEDS	R/C	4/9/2019	CUT
3/25/2019	206 BOLD SPRINGS AVE	VEHICLE IN YARD	R/C	4/9/2019	MOVED
3/25/2019	601 ALCOVY ST	TALL GRASS/WEEDS	R/C	4/9/2019	CUT
3/25/2019	138 NOWELL ST.	TRASH/JUNK IN YARD	R/C	4/9/2019	CLEANED
3/25/2019	115 5TH ST.	TALL GRASS/WEEDS	R/C	4/9/2019	CUT
3/25/2019	723 OVERLOOK CR.	JUNK VEHICLE	R/C	4/9/2019	MOVED
3/26/2019	506 HARRIS ST.	JUNK/TRASH IN YARD	R/C	4/11/2019	CLEANED UP
3/27/2019	1004 NEW LACY ST.	TRASH IN YARD	R/C	4/11/2019	CLEANED UP
3/27/2019	514-A MAPLE LN.	JUNK, WOOD,	R/C	4/11/2019	CLEANED
3/28/2019	513-B MAPLE LN.	JUNK IN YARD	R/C	4/12/2019	CLEANED

3/28/2019	1238 S. MADISON AVE	JUNK, TIRE, TRASH IN YARD	R/C	4/12/2019	CLEANED
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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. Property cleaned and secured.
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.



**ECONOMIC
DEVELOPMENT
MONTHLY REPORT
MAY
2019**

Economic Development May Report:

- ECG Economic Development Summit 4/28-5/1
- 10th District Congressional Art Competition - MAHS student won
- Farm to Table Dinner was Saturday, April 27th - sold out event, Farmers Market fund-raiser
- First Friday Concert - On the Border Eagles Tribute Band - Friday, May 3rd
- New Parking lot signs



Ongoing ED projects:

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

Upcoming Events:

DDA/CVB Board Meetings - Thursday, May 9th, 88:00 am, City Hall Council Chambers
 Monroe Children's Book Festival - Saturday, May 11th
 Opening Day of the Farmers Market - Saturday, May 11th
 Downtown Monroe to host GMA's Heart & Soul Workshop - Thursday, May 23rd
 Housing Expo - Saturday, July 6th at the Community Building
 Young Gamechangers Community Presentation - Friday, August 9th

MEMORANDUM OF UNDERSTANDING
STRUCTURE REMOVAL
ATHENS TECHNICAL COLLEGE CAMPUS, WALTON CAMPUS

THIS MEMORANDUM OF UNDERSTANDING, made and entered into this 2nd day of May, 2019 by and between Athens Technical College, whose address is 800 U.S. Hwy 29 N, Athens, Georgia, 30601-1500, hereinafter referred to as "Owner", and The City of Monroe, whose address is P.O. Box 1249, Monroe, Georgia, 30655, hereinafter referred to as "City":

WITNESSETH:

ARTICLE I PREMISES RENTED AND USE OF PREMISES

The Owner desires and the City has agreed to remove structures included in Exhibit A from the campus of Athens Technical College, Walton Campus. The structures are in dilapidated condition and will be removed for aesthetic and safety reasons.

ARTICLE II RATE

Owner agrees to pay to the City a fee of one and No/100 (\$1.00) Dollars for the removal of the structures.

ARTICLE II STIPULATIONS

The following stipulations, covenants, agreements, terms and conditions, marked EXHIBIT "A" and attached to this Memorandum of Understanding, are expressly understood and are mutually agreed to by the parties hereto and marked EXHIBIT "A", are hereby incorporated herein and made a part of Article II of this Agreement.

IN WITNESS WHEREOF, Owner and City have hereunto executed, signed, and delivered this Memorandum of Understanding in duplicate the day, month, and year first above written, each of the said parties keeping one of the duplicates.

Athens Technical College

BY: _____

Dr. Andrea D. Daniel, President

The City of Monroe

BY: _____




John S. Howard, Mayor

EXHIBIT "A"

STIPULATIONS, PROVISIONS, COVENANTS, AGREEMENTS,
TERMS AND CONDITIONS OF LEASE AGREEMENT

1. City agrees to remove structures in such a way to cause minimal damage to surrounding asphalt and other properties.
2. City agrees to properly dispose of debris.
3. City is not responsible for repairing asphalt when structures are removed.
4. Buildings to be removed are as listed below:
 - a. Metal Storage Building
 - b. Concession Stand attached to Pressbox
 - c. Two Ticket Booths and Covered Entries
 - d. Concrete Block Storage Building

Legend

-  10ea. Zelkova - 1.5 inch caliper
-  6 ea Pin Oak - 1.5 inch caliper
-  9 ea. Cryptomeria - 4'-5'

ATHENS TECHNICAL TRACK IMPROVEMENT PROJECT

-  ASPHALT TO BE REMOVED AND GRASSED

TENNIS COURT
REMOVE FENCE
FRONT AND SIDE



Exhibit "A"

ESTIMATE FOR ATHENS TECH TRACK ENHANCEMENTS				
ITEM	UNIT	QTY	UNIT COST	TOTAL
LANDSCAPE IMPROVEMENTS				
1.5" CALIPER ZELKOVA SERRATA - ZELKOVA INSTALLED	EA	10.0	\$150.00	\$1,500.00
1.5" QUERCUS SPECIES - PIN OAK INSTALLED	EA	6.0	\$200.00	\$1,200.00
4'-5' CRYPTOMERIA JAPONICA- CRYPTOMERIA INSTALLED	EA	9.0	\$160.00	\$1,440.00
REMOVE TICKET ENTRY BOOTH	EA	2.0	\$40.00	\$80.00
REMOVE AND HAUL OFF ASPHALT	TON	4.0	\$40.00	\$160.00
REMOVE AND REINSTALL CHAIN LINK FENCE	LF	180.0	\$1.00	\$180.00
GRADE AND SEED DISTRUBED AREAS	SF	3000.0	\$0.10	\$300.00
DEMO AND HAUL OFF EQUIPMENT STORAGE BUILDING	TON	3.0	\$40.00	\$120.00

TOTAL \$4,980.00



To: City Council
From: Patrick Kelley
Department: Planning, Zoning and Code
Date: 03-26-19
Description: Variance requests 257 Boulevard

Budget Account/Project Name: NA

Funding Source: 2019 NA

Budget Allocation: NA

Budget Available: NA

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

Recommendation: Denial of the requested variances.

Background: This request would require the subdivision of an existing lot of record, which has been in existence since 1945 irrespective of the original Monland plat and which has been recorded as a singular tax parcel as recently as 12-10-2014, into two non-conforming lots. The average lot frontage in this R-1 zoned neighborhood approaches 100 linear feet as developed. R-1 Zoning requires 100' of frontage on perpendicular lots. This request would divide an existing lot with 95' of road frontage (already non-conforming) into two lots with increased non-conformity. The Zoning code prohibits increasing the non-conformity of existing non-conforming properties or uses. In addition, this lot has existed in its current configuration since the inception of Zoning regulations within the City in 1963. The subdivision of this lot, in rough calculations, as described in the petition, would also not allow conformance with building setbacks required by the Zoning ordinance. Other parameter that this request would not meet are minimum lot size (14,000 Sq. ft.), minimum square footage of "new construction" R-1 requires 1600 sq. ft. heated. Further, the ordinance states that if moved voluntarily for any reason for any distance, it must then be altered to conform to the requirements of the district to which it is moved. This request is contrary to the zoning ordinance in almost every instance.

Attachment(s):



City of Monroe
215 N. Broad Street

Plan Report

Plan NO.: VAR-00000 186

Plan Type: Variance
Work Classification: Variance
Plan Status: Fees Paid

Apply Date: 03/15/2019

Expiration:

Location Address

Parcel Number

257 BOULEVARD, MONROE, GA 30655

M0180125

Contacts

JAMES HOLDER **Applicant**
120 SECOND ST STE 101, MONROE, GA 30655
(678)256-9185

Description: Request for Variance of Sect 700.1 Table 11 - P&Z Mtg 4/16/19 @ 5:30 PM - Council Mtg 5/14/19 @ 6:00 PM 215 N Broad Street

Valuation: \$0.00
Total Sq Feet: 0.00

Fees	Amount
Single Family Rezone or Variance Fee	\$100.00
Total:	\$100.00

Payments	Amt Paid
Total Fees	\$100.00
Check # 1372	\$100.00
Amount Due:	\$0.00

Condition Name

Description

Comments

Insert a Plan notice prefix in the report text bank, entry: Plan_Notice_Prefix

Issued By: Debbie Adkinson

March 15, 2019

Date

Plan_Signature_1

Date

Plan_Signature_2

Date



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 257 BOULEVARD Council District 4 / 8 Map and Parcel # 18-125
Zoning R-1 Acreage .56 Proposed Use Lot For Single Family Road Frontage 50 ft. / on BOULEVARD (street or streets)

Applicant Name JAMES R HOLDER
Address 120 2nd Suite 101
Phone # 678-256-9185
246

Owner Name _____
Address SAME
Phone # _____

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:

I propose to use the vacant portion (Lot 21) to locate a house at 218 Blvd

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

This house is a historic home in a historic district compatible with other homes

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

See attached narrative

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:

This home to be moved has extended exposed rafters which makes the footprint 32' - 30 ft would give the 10' setbacks - square feet is narrow

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

The hardship is that the lot would go unused the house would go unmoved - see narrative

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: March 15 - 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 _____ Date: _____

Date: _____

Notary Public
Commission Expires: _____

I hereby withdraw the above application: Signature _____ Date _____

I AM ASKING THAT MY COPY OF PARRISH'S LETTER BE ATTACHED AS I ATTEMPT TO MAKE REFERENCE TO CERTAIN SECTIONS AS I EXPLAIN MY REASONING FOR THIS VARIANCE REQUEST.

IT MAY BE HELPFUL IN CONSIDERING THE MERITS OF MY NARRATIVE

[Handwritten Signature]

Variance Request

I am asking for a variance on the side set backs on a lot I currently own located at 257 Boulevard. I am asking that this lot be approved for the relocation of a historic home. The house is currently located at 211 Boulevard and is owned by the Methodist church.

This historic home was built in the early 1900's and its distinct architectural details have been preserved. The house has unique exposed rafter tails that are very long and scalloped and extend to the edge of the house footprint. These scalloped rafter tails are also present on the attic dormer making this home singular in its design within the historic district.

The lot I own is 50 ft wide as platted in 1906 in the Monland Subdivision as Lot 21. (see attached plat) I contend that my lot is a lot of record. This lot has been preserved as a lot by deed and plat but more importantly by its preservation as a vacant lot clearly intended for future use. I own the adjacent home and lot on the right side of the property and Robert Carter owns the house and lots to the left of the property. Mr. Carter is aware of my intention to move the historical home to my lot and has not made any objections known to me.

In order to preserve the specific design features of this historical home I would need a variance on the side set back from 10 ft to 9ft. This variance would prevent having to remove or distort the design details that are unique to this home.

Addressing The Ordinance As It Relates
To Moving The Historical Home Located At
211 Boulevard

Article 5 Section 500

Non-Conformities are defined as incompatible within the District involved with permitted uses. The uses are single family homes on lots as described on a plat of Monland Subdivision.

-What could be more compatible than moving a house within the historic district and not only keeping it in the same historic district but relocating it on the same street within the district?

1) The **Intent** of the ordinance is not to encourage the survival of non-conforming properties

- My lot has been called non-confirming by the code office. I am asking to move a conforming house from a non-conforming lot to another non-confirming lot. I contend that moving a historic home to a lot on the same street, same neighborhood, same historic district, and same mill district is not a non-conformity. The historic district guidelines encourage the survival of historic homes. Their goal is to protect and preserve history rather than the current trend to allow homes to fall into disrepair and then be condemned.

500.1- Non-Conforming Lots of Record

-I maintain the subject lot to which I intend to move the historical house is a lot of record. Clearly it was never built upon. This lot has been preserved as a vacant lot for future intent . The home I own on the adjacent lot was built within the footprint of the original lot. Not centered between the two lots as several houses on the street were built using two lots. Looking at 257 Boulevard you can clearly see one house built on a lot and one vacant lot next door.

500.2- Non-Conforming Uses

1. No use change
2. No increase
3. No increase in house size. No addition
4. Current owner has not abandoned. They are actively seeking a solution to remove the house

5. The City CAN consider a variance. This instance DOES provide a necessary improvement for the welfare of the general public.

a. The lot from which the house is to be moved will become a public neighborhood playground built and maintained by the church

b. A historic home with unique design details would be saved from falling into disrepair and being condemned.

c. The spirit of the City's Historic District Regulations and Guidelines would be served by protecting and preserving a historic structure that is unique in design. The entire structure would be saved from future demolition and kept intact in its original neighborhood. The opportunity to maintain the historical integrity of an entire structure is a highly valued proposition in preservation.

500.3- Non-Conforming Structures

(2) Residential Structures

Not applicable. The structure already conforms. The ordinance does not limit or forbid moving

(H) Nothing prevents **You** from considering a variance. The house move is able to provide a necessary improvement for the welfare of the General Public and preserve a historic home.

(1) Moving the historic home down the street would free up land for a Community Playground

(2) Moving the historic home down the street would enable the church to expand its ministry and serve the community by providing a greatly needed Community Space in the Neighborhood

(3) If it is necessary for the Public Welfare for the City to establish protections for Historic Structures by creating Historic Districts. Then it is in the Welfare of the General Public to consider variances within reason to protect those structures.

There are times when ordinances and regulations can be counter productive to the established desire and intent of the City to preserve and protect its historic homes. These homes are not replaceable and a short drive around the City will find many of these homes in disrepair waiting to be condemned because the owner could not afford renovation and the option to move the home was not available. It is my hope the City will allow this unique home to be moved and preserved rather than losing another home that could have been saved.

I ask that you recommend granting this variance.

Thank You For Your Consideration

James R Holder



Whit Holder <whit@georgiareclaimed.com>

Fwd: NON-CONFORMING USE PROVISIONS

1 message

Rick Holder <j.rickholder@gmail.com>
To: Whit Holder <whit@georgiareclaimed.com>

Wed, Feb 20, 2019 at 12:00 PM

----- Forwarded message -----

From: **Rick Holder** <j.rickholder@gmail.com>
Date: Wed, Feb 20, 2019 at 11:59 AM
Subject: Fwd: NON-CONFORMING USE PROVISIONS
To: Amy Zapatka <amyz@socialcirclelawyer.com>

----- Forwarded message -----

From: **Pat Kelley** <PKelley@monroega.gov>
Date: Fri, Feb 15, 2019 at 2:48 PM
Subject: NON-CONFORMING USE PROVISIONS
To: Rick Holder <j.rickholder@gmail.com>
Cc: Logan Propes <LPropes@monroega.gov>

Mr. Holder,

Below please find the excerpts from the City of Monroe zoning ordinance relied upon in determining the feasibility of the house move you have inquired about.

The request made would increase the non-conformity of the target lot which would be contrary to the intent of the ordinance and its prohibition of increasing non-conformity of existing non-conformities.

The most pertinent sections to this instance are highlighted but, the sections have been included in their entirety.

It should be clear why it is believed that the request as submitted will not work or why the extent of variances needed is beyond the extent of anything anticipated by the ordinance.

In any case, it has been an enjoyable exercise thus far and if you develop any persuasive argument that has yet not been considered, we'll be happy to listen,

-PK

Permitted

City of Monroe, Georgia Page | 16 ZONING ORDINANCE

ARTICLE V

ARTICLE V: GENERAL STANDARDS FOR ALL DISTRICTS

Section 500 Non-Conforming Buildings and Uses.

WAS the least Mill district

Within the districts established by this Ordinance or later amendments, there exist lots, uses, structures, and characteristics of use lawful before this Ordinance was passed or amended, but not in conformity with this Ordinance or future amendments. Non-conformities are declared by this Article to be incompatible with permitted uses in the districts involved.

(1) Intent. It is the intent of these regulations to permit these non-conformities to continue until they are removed or ceased, but not to encourage their survival. It is further the intent that non-conformities shall not be used as grounds for adding other uses, structures, or characteristics of uses prohibited elsewhere in the same district, and that non-conformities shall not be enlarged, expanded or extended in any manner except as herein provided.

(2) Avoidance of Undue Hardship. To avoid undue hardship, nothing in these regulations shall be deemed to require a change in the plans, construction, or designated use of any building for which a building permit was issued as provided under Section 455 prior to the adoption of this Ordinance.

500.1 Non-Conforming Lots of Record.

The intent of the ~~or~~ Regulation not to cause undue hardship

(1) Single Non-Conforming Lots of Record. A single lot of record existing at the effective date of adoption or

3

amendment of this Ordinance that does not meet requirements for area, width, or both may only be built on if:

(a) yard dimensions and lot coverage requirements, except requirements for area, width, or both,

conform to the applicable regulations;

(b) variance for yard dimensions and lot coverage requirements are obtained in accordance with Section

variance may be obtained

1430;

(c) such lot does not have continuous frontage with other lots in the same ownership; and

(d) all other requirements of this Ordinance are met.

(2) Non-Conforming Lots of Record in Combination. If two (2) or more abutting lots or a combination of lots and

portions of lots with continuous frontage in single ownership are of record at the time of passage or amendment of this Ordinance, and if all or part of the lots do not meet the requirements established for lot width and area, said lots shall be considered an undivided parcel for the purpose of these regulations. No portion of said parcel shall be used or sold in a manner that diminishes compliance with lot width and area requirements established by these regulations. Nor shall any division of any parcel be made which creates a lot with a width or area less than specified by the requirements stated in this Ordinance.

yes

?

Lot of Record

500.2 Non-Conforming Uses.

Where, prior to adoption of this Ordinance or amendments thereto, a lawful use exists that would not be permitted by these regulations, such use may be continued so long as it remains otherwise lawful; however:

- +* (1) no such use shall be changed to another non-conforming use;
- +* (2) no such use shall be increased nor extended by acquiring more land area than was owned or leased at the effective date of adoption or amendment of this Ordinance;
- +* (3) no such use shall be increased nor extended more than twenty-five (25%) percent greater gross floor area
- +* by addition to any building occupied by such uses at the effective date of adoption or amendment of this

Ordinance or by construction of additional buildings;

(4) if any such use is abandoned, regardless of the intent to resume use by the one having the right to use the property, no non-conforming use may be resumed. It shall be prima facie evidence of abandonment for the owner and/or one having the right to use the property to:

- (a) discontinue the non-conforming use for more than six (6) months;
- (b) fail to obtain a new or renew an existing business license and remit the business occupation tax required by the Code of Ordinances for the non-conforming use; or,
- (c) fail to declare and remit the sales tax required by state law for the non-conforming use.

(5) nothing in this Section shall prevent the City of Monroe from considering a variance from these provisions in specific instances where such a variance would provide a necessary improvement for the welfare of the general public.

500.3 Non-Conforming Structures.

Where prior to the adoption of this Ordinance or amendments thereto, a lawfully constructed structure exists that would not be permitted by these regulations, such structure may remain and continue to be used so long as it remains otherwise lawful provided that:

(1) Non-residential Structures

(a) no such structure shall be increased or extended to occupy additional gross floor area than was

occupied at the effective date of adoption or amendment of this Ordinance. Ordinary repairs, remodeling, repair or replacement of non-load bearing walls, fixtures, wiring, or plumbing are allowed provided that the gross floor area is not increased;

(b) no such structure shall be altered to increase its nonconformity, but any structure may be altered to

decrease its nonconformity. Any such alteration must comply with this Ordinance and must not in itself be nonconforming; and,

(c) should such a structure be hereafter damaged or destroyed by fire, explosion, windstorm, flooding, accident or calamity not caused by the owner or the one having the right to use the property, the owner may rebuild a structure having a gross floor area equal to or less than the destroyed structure. Any structure reconstructed by more than fifty percent (50%) of gross floor area must comply with this Ordinance and must not be itself non-conforming, with the exception of gross floor area;

(d) no such structure which has been legally condemned by the Code Enforcement Officer shall be used, altered or reconstructed except in accordance with the provisions of this Ordinance;

in conflict

(e) should such structure be voluntarily moved for any reason for any distance whatever, must then be altered to conform to the requirements of the district to which it is moved;

(f) when non-conforming, accessory structures shall be subject to the same provisions that govern the principal structure to which they are an accessory; and,

(g) nothing in this Section shall prevent the strengthening or restoring to a safe condition of any

structure or part thereof declared unsafe by any official charged with protecting the public safety, upon order of such official.

(2) Residential Structures

no alterations

OK (a) no such structure shall be altered to increase its nonconformity, but any structure may be altered to

decrease its nonconformity. Any such alteration must comply with this Ordinance and must not in itself be nonconforming;

OK (b) ordinary repairs, remodeling, repair or replacement of non-load bearing walls, fixtures, wiring, or plumbing are allowed provided that the footprint of the structure is not increased;

NA (c) should such a structure be hereafter damaged or destroyed by fire, explosion, windstorm, flooding, accident or calamity not caused by the owner of the property, the owner may rebuild a structure in the building footprint less than or equal to the destroyed structure. Any structure reconstructed to exceed the original footprint must comply with this Ordinance and must not be itself non-conforming;

NA (d) no such structure which has been legally condemned by the Code Enforcement Officer shall be used, altered or reconstructed except in accordance with the provisions of this Ordinance;

Historic (e) should such structure be voluntarily moved for any reason for any distance whatever, it must then be altered to conform to the requirements of the district to which it is moved;

*ALREADY CONFLICT EXCEPT - HISTORIC
LOW FORMS
MAY NOT BE ALTERED UNLESS NOT ALTER*

NA (f) when non-conforming, accessory structures shall be subject to the same provisions that govern the principal structure to which they are an accessory;

OK (g) nothing in this Section shall prevent the strengthening or restoring to a safe condition of any

OK structure or part thereof declared unsafe by any official charged with protecting the public safety, upon order of such official; and

(h) nothing in this Section shall prevent the City of Monroe from considering a variance from these provisions in specific instances where such variance would provide a **necessary improvement for the welfare of the general public.**

yes necessary

intent of historic district



GRID NORTH GA. WEST ZONE

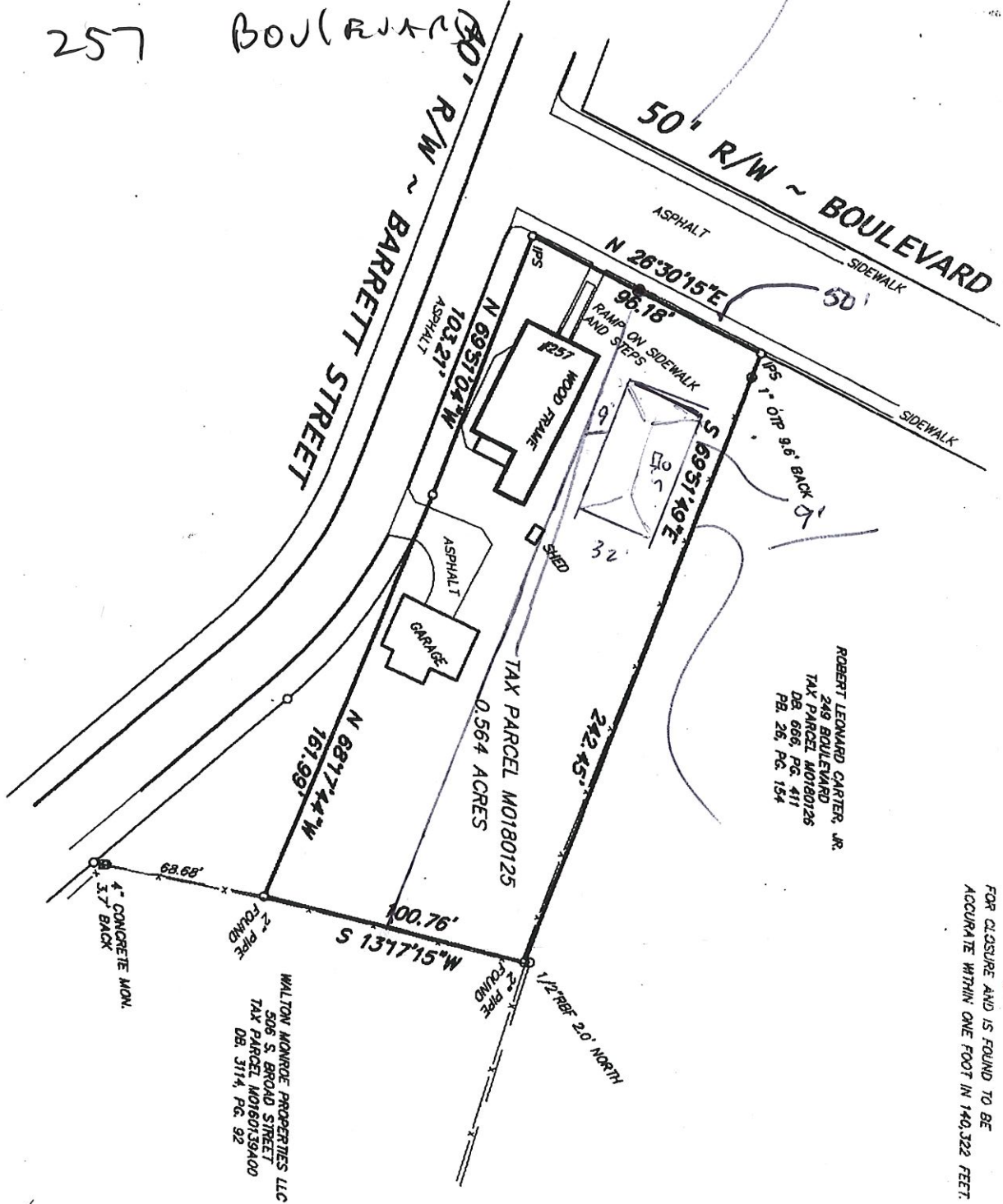
NOTE: BEARINGS & ELEVATIONS SHOWN HEREON ARE BASED UPON GPS SURVEY USING CHAMPION TRO EQUIPMENT AND GPS SOLUTIONS REAL TIME NETWORK ADJUSTMENT AS OF THE FIELD WORK DATE SHOWN.

SITE PLAN

- 197
- == SANITARY SEWER EASEMENT
- == FINISHED FLOOR ELEVATION
- == MANHOLE
- == DRAIN INLET
- == FIRE HYDRANT
- == LIGHT POLE
- == POWER POLE
- == FENCE LINE
- == WATER LINE
- == GAS LINE
- == VALVE

FOR LOCATING THE HOUSE FROM 211 TO 257 BOULEVARD

OWNER:
THE ESTATE OF ERASMUS WEBB
C/O FRANCES JACKSON
P.O. BOX 861



NOTE: THIS PLAT REPRESENTS A SURVEY OF EXISTING WALTON COUNTY TAX PARCEL M0180125 AND DOES NOT REQUIRE APPROVAL FOR RECORDING FROM THE MUNICIPAL OR COUNTY PLANNING COMMISSION OR GOVERNING AUTHORITY, PURSUANT TO O.C.G.A. 15-6-67(D).

[Signature]



FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 140,322 FEET.

WALTON MOORE PROPERTIES LLC
506 S. BROAD STREET
TAX PARCEL M0180139A00
DB. 3114, PG. 92

Return recorded document to:
 Preston & Malcom, P.C.
 110 Court Square
 Post Office Box 984
 Monroe, Georgia 30655
 File No.: 15-23808

Deed Doc: ESTD Rec#: 244766
Recorded 10/30/2015 04:25PM
 Georgia Transfer Tax Paid : \$29.50
 KATHY K. TROST
 Clerk Superior Court, WALTON County, GA
 Bk 03837 Pg 0469

[Space above this line for recording]

ADMINISTRATOR'S DEED

STATE OF GEORGIA
 COUNTY OF WALTON

THIS INDENTURE, made the 26th day of October, 2015, between

FRANCES W. JACKSON,
 as Administrator of the **ESTATE OF ERASMUS H. WEBB, deceased,**

Late of Walton County, State of Georgia, hereinafter called Grantor, and

J. RICK HOLDER

of the County of **Walton** and State of **Georgia**, 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 and Other Good and Valuable Consideration (\$10.00) DOLLARS** 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 of the Estate's undivided right, title, interest, and equity in and to the following described property:~~

All that tract or parcel of land, lying and being in the City of Monroe, Walton County, State of Georgia, and part of that Subdivision known as Monland Place and being lots No. 21 and 22, in Block Number 22, of Monland Place Subdivision, as shown by a Plat of the same made H. E. Burton, County Surveyor. Recorded in Deed Book I, page 287, Office of the Clerk of Walton Superior Court. Reference to said plat of survey and the record thereof being hereby made for a more complete description of the property conveyed.

Being the same property conveyed to Erasmus H. Webb dated October 16, 2002, recorded in Deed Book 29, page 195, Walton County, Georgia records.

Said property is sold and conveyed by virtue of an order of the Probate Court of Walton County entered after due notice of the application thereof by publication as required by law and pursuant to powers granted therein under O.C.G.A. §53-12-232 and after all requirements of law had been fully complied with; the property is conveyed pursuant to agreement of the heirs.

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**.

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

ADMINISTRATOR'S DEED

STATE OF GEORGIA
COUNTY OF WALTON

THIS INDENTURE, made the 26th day of October, 2015, between

FRANCES W. JACKSON,
as Administrator of the **ESTATE OF ERASMUS H. WEBB, deceased,**

Late of Walton County, State of Georgia, hereinafter called Grantor; and

J. RICK HOLDER

of the County of **Walton** and State of **Georgia**, 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 and Other Good and Valuable Consideration (\$10.00) DOLLARS** 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 of the Estate's undivided right, title, interest, and equity in and to the following described property:

All that tract or parcel of land, lying and being in the City of Monroe, Walton County, State of Georgia, and part of that Subdivision known as Monland Place and being lots No. 21 and 22, in Block Number 22, of Monland Place Subdivision, as shown by a Plat of the same made H. E. Burton, County Surveyor. Recorded in Deed Book I, page 287, Office of the Clerk of Walton Superior Court. Reference to said plat of survey and the record thereof being hereby made for a more complete description of the property conveyed.

Being the same property conveyed to Erasmus H. Webb dated October 16, 2002, recorded in Deed Book 29, page 195, Walton County, Georgia records.

Said property is sold and conveyed by virtue of an order of the Probate Court of Walton County entered after due notice of the application thereof by publication as required by law and pursuant to powers granted therein under O.C.G.A. §53-12-232 and after all requirements of law had been fully complied with; the property is conveyed pursuant to agreement of the heirs.

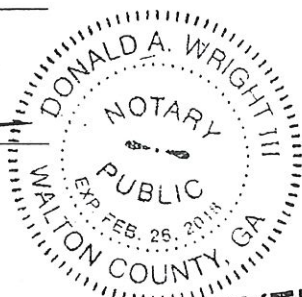
TO HAVE AND TO HOLD the said tract or parcel of land, with all and singular the rights, members and appurtenances thereof, to the same being, belonging, or in anywise appertaining, to the only proper use, benefit and behoof of the said Grantee forever in **FEE SIMPLE**.

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



SEAL AFFIXED

[Signature] (SEAL)
Frances W. Jackson, as Administrator of the Estate of Erasmus H. Webb, Deceased, Late of Walton County, Georgia

Return Recorded Document to:
PRESTON & MALCOM, P.C.
Attorneys at Law
Post Office Box 984
110 Court Street
Monroe, Georgia 30655
File #: 15-23808

Deed Doc: QCD Rec#: 244766
Recorded 10/30/2015 04:26PM
Georgia Transfer Tax Paid : \$0.00
KATHY K. TROST
Clerk Superior Court, WALTON County, GA
Bk 03837 Pg 0469

QUITCLAIM DEED

STATE OF GEORGIA
COUNTY OF WALTON

THIS INDENTURE, Made the 27th day of October, 2015, between Frances W. Jackson, as Administrator of the Estate of Erasmus H. Webb, Deceased, Late of Walton County, State of Georgia, as party or parties of the first part, hereinafter called Grantor, and J. Rick Holder of the State of Georgia, 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 one dollar (\$1.00) and other valuable considerations in hand paid at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, by these presents does hereby remise, convey and forever **QUITCLAIM** unto the said Grantee,

All of Grantor's right, title, interest, and equity in and to the following:

All that tract or parcel of land, together with all improvements thereon, situate, lying and being in the State of Georgia, County of Walton, City of Monroe, located in Land Lot 37, 3rd Land District, containing 0.564 acres, more or less, as shown on a plat of survey entitled, "Boundary Survey For The Estate of Erasmus Webb," prepared by Alcovy Surveying and Engineering, Inc., certified by Ronald Calvin Smith, Georgia Registered Land Surveyor No. 2921, dated December 10, 2014, recorded in Plat Book 110, Page 81, Clerk's Office, Walton Superior Court, Georgia records. Reference to said plat of survey and the record thereof hereby made for a more complete description.

TO HAVE AND TO HOLD the said described premises to grantee, so that neither grantor nor any person or persons claiming under grantor shall at any time, by any means or ways, have, claim or demand any right to title to said premises or appurtenances, or any rights thereof.

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

Signed, sealed and delivered in the presence of:

Sally S. Garratt
(Unofficial Witness)

Donald A. Wright III
(Notary Public)



Frances W. Jackson (Seal)
Frances W. Jackson, as Administrator of the Estate of Erasmus H. Webb, Deceased, Late of Walton County, Georgia

THIS INDENTURE, Made the 27th day of October, 2015, between Frances W. Jackson, as Administrator of the Estate of Erasmus H. Webb, Deceased, Late of Walton County, State of Georgia, as party or parties of the first part, hereinafter called Grantor, and J. Rick Holder of the State of Georgia, 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 one dollar (\$1.00) and other valuable considerations in hand paid at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, by these presents does hereby remise, convey and forever **QUITCLAIM** unto the said Grantee,

All of Grantor's right, title, interest, and equity in and to the following:

All that tract or parcel of land, together with all improvements thereon, situate, lying and being in the State of Georgia, County of Walton, City of Monroe, located in Land Lot 37, 3rd Land District, containing 0.564 acres, more or less, as shown on a plat of survey entitled, "Boundary Survey For The Estate of Erasmus Webb," prepared by Alcovy Surveying and Engineering, Inc., certified by Ronald Calvin Smith, Georgia Registered Land Surveyor No. 2921, dated December 10, 2014, recorded in Plat Book 110, Page 81, Clerk's Office, Walton Superior Court, Georgia records. Reference to said plat of survey and the record thereof hereby made for a more complete description.

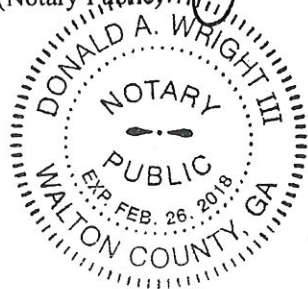
TO HAVE AND TO HOLD the said described premises to grantee, so that neither grantor nor any person or persons claiming under grantor shall at any time, by any means or ways, have, claim or demand any right to title to said premises or appurtenances, or any rights thereof.

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

Signed, sealed and delivered in the presence of:

Sally S. Gerratt
(Unofficial Witness)

Donald A. Wright III
(Notary Public)



SEAL AFFIXED

Frances W. Jackson (Seal)
Frances W. Jackson, as Administrator of the Estate of Erasmus H. Webb, Deceased, Late of Walton County, Georgia

MONDLAND

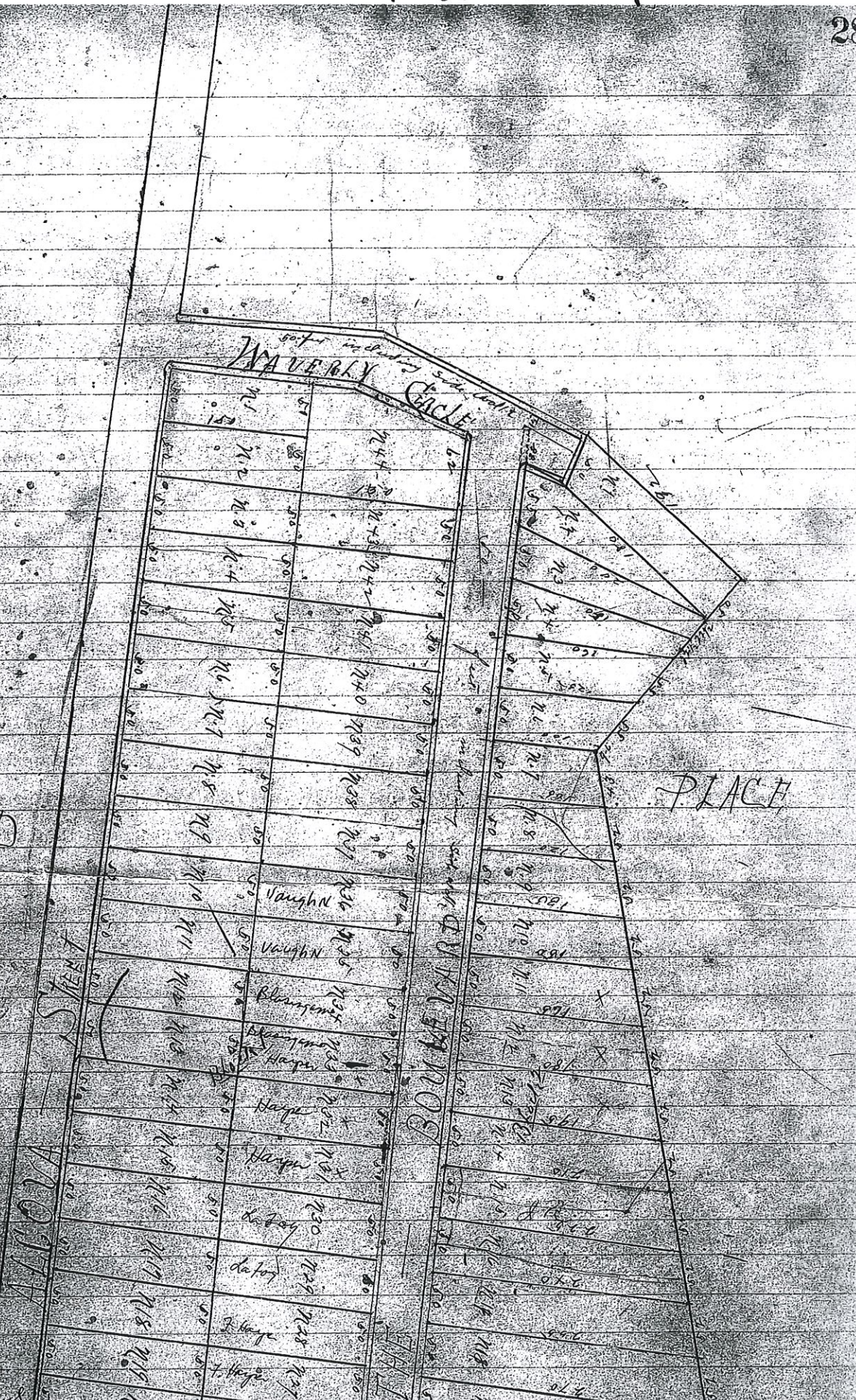
PLACE

ALLOVA STREET

BOULEVARD

WAVERLY CIRCLE

As a testimony that the map above is a true and correct plat of Mondland Place...



Waverly Circle

Place

MONDLAND



This is to certify that the map above is a true representation of Mondland Place Survey of my for the Union Land Co. and Streets & Lanes & side walks, as shown in the above map.

Oct. 22 1904
 H. E. Burton C.S.

Barnett Street

71	72	73	74	75	76	77	78	79	80	81	82	83
71	72	73	74	75	76	77	78	79	80	81	82	83
71	72	73	74	75	76	77	78	79	80	81	82	83

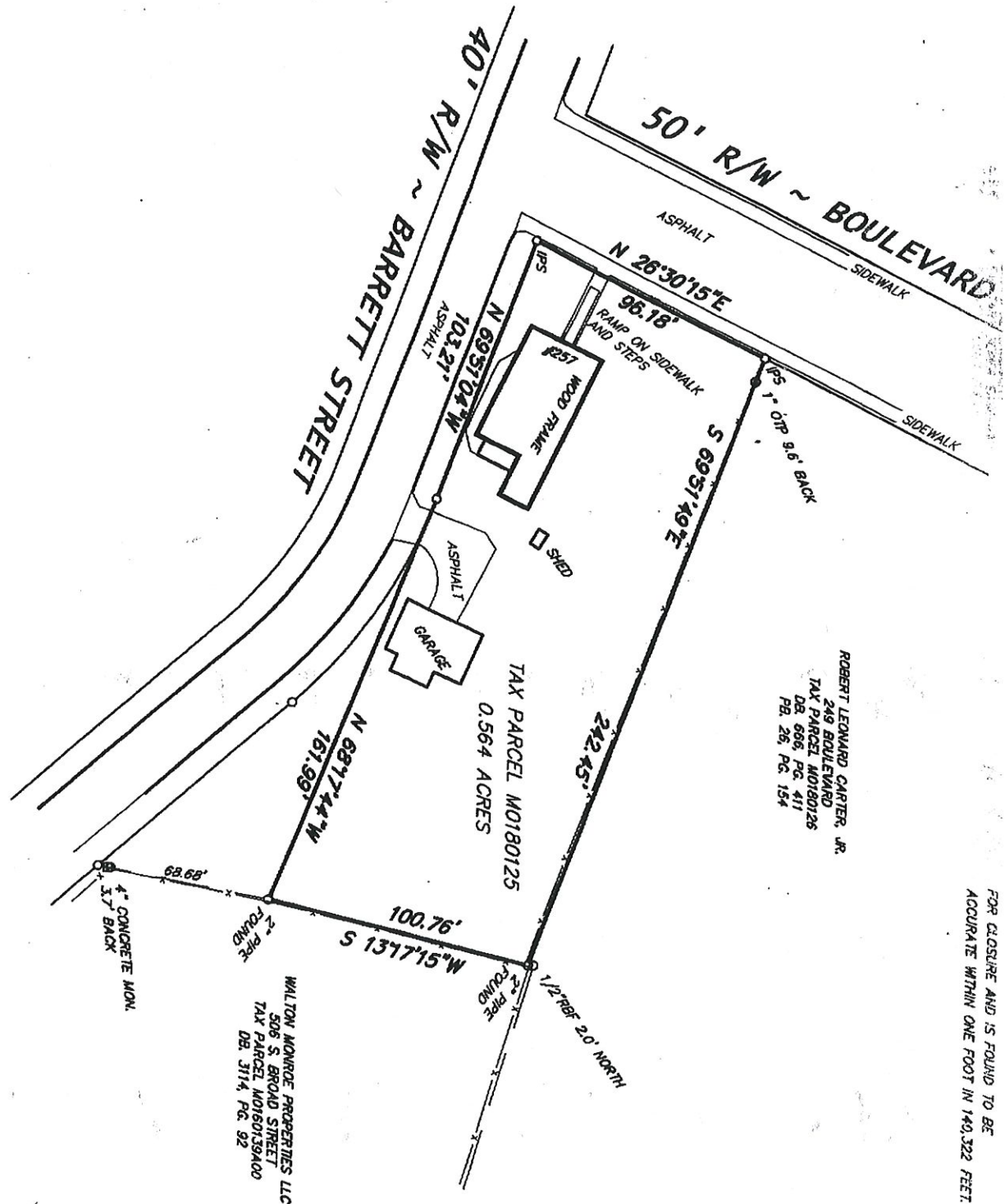
GRID NORTH GA. WEST ZONE

NOTE: BEARINGS & ELEVATIONS SHOWN HEREON ARE BASED UPON GPS SURVEY USING CHAMPION TKO EQUIPMENT AND GPS SOLUTIONS. REAL TIME NETWORK ADJUSTMENT AS OF THE FIELD WORK DATE SHOWN.

- FINISHED FLOOR ELEVATION
- MANHOLE
- DRAIN INLET
- FIRE HYDRANT
- LIGHT POLE
- POWER POLE
- POWER LINE
- FENCE LINE
- WATER LINE
- GAS LINE
- VALVE

204

OWNER:
THE ESTATE OF ERASMUS WEBB
C/O FRANCES JACKSON
P.O. BOX 867



ROBERT LEONARD CARTER, JR.
249 BOULEVARD
TAX PARCEL M0180125
DB. 656, PG. 411
PB. 25, PG. 154

WALTON MONROE PROPERTIES LLC
508 S. BROAD STREET
TAX PARCEL M0160139400
DB. 3114, PG. 92

NOTE:
THIS PLAT REPRESENTS A SURVEY OF EXISTING WALTON COUNTY TAX PARCEL M0180125 AND DOES NOT REQUIRE APPROVAL FOR RECORDING FROM THE MUNICIPAL OR COUNTY PLANNING COMMISSION OR GOVERNING AUTHORITY, PURSUANT TO O.C.G.A. 15-6-67(D).



FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 140,322 FEET.

2018 Property Tax Statement

Tax Commissioner
 303 South Hammond Drive STE 100
 Walton County Government Building
 Monroe, Georgia 30655

Ph: 770-266-1736, Fax: 770-267-1416

HOLDER J RICK
 1980 ALCOVY MOUNTAIN ROA

MONROE, GA 30655

RETURN THIS PORTION WITH PAYMENT

(Interest will be added per month if not paid by due date)

Bill No.	Due Date	Current Due	Prior Payment	Back Taxes	*Total Due*
2018-0000017366	11/15/2018	\$0.00	\$1153.12	\$0.00	Paid 11/15/2018

Map: M0180-00000-125-000
 Location: 257 BOULEVARD
 Account No: 347320 010

The Tax Commissioner is the tax collector and is not responsible for values nor for rates. If you feel the assessed fair market value of your property is incorrect, please contact the Tax Assessors office at 770-267-1352.

Payments made after the due date are subject to interest and penalties governed by Georgia Code. State law requires all tax bills to be mailed to owner of record on January 1st. If property has been sold, please contact our office.

Tax Commissioner
 303 South Hammond Drive STE 100
 Walton County Government Building
 Monroe, Georgia 30655

Ph: 770-266-1736, Fax: 770-267-1416



Tax Payer: HOLDER J RICK
 Map Code: M0180-00000-125-000
 Description: LOT
 Location: 257 BOULEVARD
 Bill No: 2018-0000017366

Building Value	Land Value	Acres	Fair Market Value	Due Date	Billing Date	Payment Good through	Exemptions
0.00	0.00	0.0000	\$73,200.00	11/15/2018	08/08/2018		

Entity	Adjusted FMV	Net Assessment	Exemptions	Taxable Value	Millage Rate	Gross Tax	Credit	Net Tax
CITY BOND	\$0.00	\$29,280.00	\$0.00	\$29,280.00	0.001979	\$57.95	\$0.00	\$57.95
CITY TAX	\$0.00	\$29,280.00	\$0.00	\$29,280.00	0.005298	\$274.45	-\$119.32	\$155.13
COUNTY	\$0.00	\$29,280.00	\$0.00	\$29,280.00	0.010905	\$389.57	-\$70.27	\$319.30
SCH BOND	\$0.00	\$29,280.00	\$0.00	\$29,280.00	0.0026	\$76.13	\$0.00	\$76.13
SCHOOL	\$0.00	\$29,280.00	\$0.00	\$29,280.00	0.0186	\$544.61	\$0.00	\$544.61
TOTALS					0.039382	\$1,342.71	-\$189.59	\$1,153.12

State law requires all tax bills to be mailed to the owner of record on January 1st. If property has been sold, please contact our office.

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

Certain persons are eligible for certain homestead exemptions from ad valorem taxation. In addition, certain elderly persons are entitled to additional homestead exemptions. Applications must be filed by April 1st.

For eligibility requirements regarding exemptions or questions about your value, contact the Tax Assessors office at 770-267-1352.

Current Due	\$1,153.12
Discount	\$0.00
Penalty	\$0.00
Interest	\$0.00
Other Fees	\$0.00
Previous Payments	\$1,153.12
Back Taxes	\$0.00
Total Due	\$0.00
Paid Date	11/15/2018

**NOTICE TO THE PUBLIC
CITY OF MONROE**

The City of Monroe has received a request for a variance of section 700.1 Table 11 of the Zoning Ordinance for 257 Boulevard. A public hearing will be held on April 16, 2019 before the Planning & Zoning Commission, at 5:30 P. M.

The City of Monroe has received a request for a variance of section 700.1 Table 11 of the Zoning Ordinance for 257 Boulevard. A public hearing will be held on May 14, 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:**

March 31, 2019